



PublicPrivate
Partnership
Commission

REQUEST FOR BIDS (RFB)
NATIONAL COMPETITIVE BIDDING (NCB)
PROVISION OF INSURANCE BROKERAGE SERVICES

PROCUREMENT REFERENCE NUMBER: PPPC/SERV/26/04-2021

DATE: 6TH APRIL, 2021

1. The Public Private Partnership Commission has budgeted public funds to be used for the provision of Insurance Brokerage services and now invites sealed bids from eligible bidders for the provision of the services
2. Bidding will be conducted in accordance with the open tendering procedures contained in the Public Procurement Act, 2017 and Public Procurement Regulations, 2020 of the Government of the Republic of Malawi and is open to all bidders from eligible source countries
3. Interested eligible bidders may obtain further information from **The Procurement Unit, The Public Private Partnership Commission** and inspect the bidding documents at the address given below (in 6) from **08:00 hours to 16:00 hours** from **6TH APRIL, 2021**.
4. A complete set of the bidding document in English may be purchased by interested bidders on request from the address below (in 6a) and upon payment of a non-refundable fee of **MK5,000.00**. The method of payment will be Cash.
5. Bids must be delivered to the address below (in 6b) and deposited in a box marked **“Tender Box”** that is placed at the Reception Area at or before **14:00 Hours** Local Time on **Wednesday, 5th May, 2021**. Late bids will be rejected. Bids will be opened in the presence of the bidders’ representatives, who choose to attend at the address below (6c) at **14:00 Hours** local time on **5th May, 2021** soon after close of bid submission at 14:00 Hours Local Time. **Due to COVID-19 Pandemic, Bidders shall have an option of participating the bid opening process virtually through Zoom or choose to attend physically.**

6. (a) Name and address of office for bid inspection and collection:

The Procurement Unit
The Public Private Partnership Commission
2nd Floor, Livingstone Towers, Glyn Jones Road
P O Box 937
Blantyre

(b) Name and Address of Office for Bid Submission:

The Chairman
Internal Procurement Committee
The Public Private Partnership Commission
2nd Floor, Livingstone Tower, Glyn Jones Road
P O Box 937
Blantyre

(c) Name and Address for Bid Opening:

The PPPC Conference Room
2nd Floor, Livingstone Towers
P.O. Box 937
Blantyre