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## INVITATION TO BID

**International Competitive Bidding      Date of Issue: 5<sup>th</sup> August 2020**

**Subject of Procurement: Supply and delivery of Selected Medicines**

**Procurement No: CMST/G/MMS/019/000535**

1. Central Medical Stores Trust (CMST) has budgeted financial resources and intends to apply part of the funds towards payments for procurement of **Selected Medicines through Indefinite Quantity Agreements**.
2. The Chairperson, Internal Procurement Committee, CMST now invites sealed bids from eligible and qualified bidders for the supply and delivery of various Medicines:

CLASS NO.	DESCRIPTION OF GOODS	NUMBER OF LINE ITEMS
A	Tablets and Capsules	69
B	Injectable	96
C	Vaccines	4
D	Raw Materials	4
E	Galénicals	27

The Bidder must quote for the total quantities of the items offered and bids will be evaluated item by item. Qualification requirements include a minimum of two (2) years in the overall experience of the Supplier in the supply of similar goods.

3. Bidding will be conducted through **International Competitive Bidding (ICB)** procedures specified in accordance with the Public Procurement Act 2017 of the Government of the Republic of Malawi.
4. Interested bidders may obtain further information and inspect the Bidding Documents from the **Procurement Manager** address given at 9(a) below from 08.00 to 12-00 and 14.00 to 16.00 hours local time (Monday to Friday, except national public holidays).
5. A Bidding Document in English Language may be purchased by interested bidders from the address at 9(a) below upon payment of a non-refundable fee of **MK 10,000.00** or **equivalent of USD14** to the address at 9(b) below. The method of payment will be Malawi Kwacha, either in cash or a bank certified cheque or any convertible currency.
6. Each Bidder will be required to supply the following documents or confirm their acceptance to agree to registration of themselves and the product to be supplied at the time they submit their Bid:
  - (a).The Supplier of all medicines must have a current valid c-GMP certificate, certificate of analysis (CA), COPP certificate and copies of each must be supplied with the bid. In addition, all medicines must have a remaining shelf-life of at least 80% at the time of receipt by the CMST Receiving Store, National Pharmaceutical Warehouse, Lilongwe, Malawi.

- (b).A sample of each medicine, as specified in the bidding document (except for vaccines and controlled medicines), must be provided at the same time as the Bid is submitted. Any bid submitted without the samples being supplied will be rejected as non-compliant.
- (c).The medicines must be registered in Malawi with the Pharmacy and Medicines Regulatory Authority (PMRA), by the time the product is ready for shipment. Copies of the registration document or a letter confirming that they will be registered by the time of supply must be provided with the bid submitted by the Bidder.
7. Bids must be accompanied by a Bid Security of **1% of the Total Bid Value of the item (s) contested**. The Bid Security must be in form of a Bank Certified Cheque or Bank Guarantee issued by a reputable bank agreeable to the Purchaser.
8. Bids must be deposited in the Tender Box at address 9(c) below on or before **21<sup>st</sup> September 2020 at 14.00 hours local time**. Electronic bidding *will not* be permitted and Late Bids will be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address 9(d) below on **21<sup>st</sup> September 2020 at 14.00 hours local time**.
9. Addresses for inspection, purchase, collection, submission and opening of bids:

(a) *Address for Inspection, clarifications and collection of documents:*

**The Procurement Manager  
Central Medical Stores Trust,  
Procurement Unit, Ground Floor,  
Mzimba Street, Lilongwe, Malawi.  
Email: [procurement@cmst.mw](mailto:procurement@cmst.mw)  
Phone: +265 01 752 760**

(b) *Address for Payment of Non-Refundable Fee:*

**Central Medical Stores Trust,  
Accounts Office, First Floor,  
Mzimba Street, Lilongwe, Malawi.**

(c) *Address for Submission of Bids:*

**The Chairperson,  
Internal Procurement Committee,  
Central Medical Stores Trust,  
Tender Box, First Floor,  
Mzimba Street, Lilongwe, Malawi.**

(d) *Address for Opening of Bids:*

**Central Medical Stores Trust,  
Conference Room, First Floor,  
Mzimba Street, Lilongwe, Malawi.**

**Signed: Chairperson  
(Internal Procurement And Disposal of Assets Committee)  
Central Medical Stores Trust**

**[WWW.CMST.MW](http://WWW.CMST.MW)**