



**GOVERNMENT OF THE REPUBLIC OF MALAWI
THROUGH JUDICIARY**

INVITATION FOR BIDS

PROCUREMENT OF SERVICES AND MINOR WORKS

1. The Judiciary has budgeted public funds to be used for the procurement of Services and Minor Works. The Judiciary now invites sealed bids from eligible bidders for the procurement of the following:

Lot	Description	Procurement Reference Number	Duration of the contract	Target Group
1	Provision of Insurance Services for 2024-2025	<i>JUD/NCB/MV Insurance/2024-2025</i>	12 Months	Registered Insurance Companies
2	Rehabilitation of Nsanje Magistrate Court	<i>JUD/NCB/Nsanje Rehab/2024-2025</i>		500 million Building Category

2. Bidding will be conducted in accordance with Open Tender procedures contained in the Public Procurement and Disposal of Public Assets Act No. 27 of 2017 of the Government of the Republic of Malawi and is open to Registered Companies.
3. Interested bidders may obtain further information and purchase the Bidding Documents from the following address:

**The Procurement and Disposal Unit
Judiciary
Off Chipembere Highway,
Opposite Trade Fair Grounds,
Chichiri,
Blantyre 3
Room 68**

Attention: Procurement Unit

Cell: +265 0991010159/0882855680

Email: procurement@judiciary.mw

4. A complete set of Bidding Document per lot in English may be purchased by interested bidders in person upon payment of a non-refundable fee of **MK20,000.00** at the address in paragraph 7(a) below between **8:00 a.m.** and **4:30 p.m.** during working days. The method of payment will be in form of cash only.
5. Bids clearly marked with procurement reference number and sealed must be deposited in the Tender Box at the address in paragraph 7(b) below at or before **14:00 hours (local time) on Tuesday, 20th August, 2024.** Late bids will be rejected and electronic bidding is not allowed.
6. Bids will be opened in the presence of the bidders or their representatives, who choose to attend in person in the New Court Building at the address in paragraph 7(c) below at **14:30 hours (local time) on Tuesday, 20th August, 2024.**
7. The addresses referred to above are:
 - (a) *Purchase of the Bidding Documents:*

**The Procurement Officer
Judiciary,
Off Chipembere Highway,
Opposite Trade Fair Grounds,
Chichiri,
Blantyre 3
Room 68**

- (b) *Submission of the Bid:*

**The Chairperson
Internal Procurement and Disposal Committee
Judiciary
P.O. Box 30244
Chichiri
Blantyre 3**

- (c) *Opening of the Bids:*

**Judiciary,
Off Chipembere Highway,
Opposite Trade Fair Grounds,
Chichiri,
Blantyre 3**