



Trusted Partner in Healthcare

INVITATION TO BID

International Competitive Bidding

Date of Issue : 14th September 2018
Subject of Procurement : Supply and delivery of un-prequalified Medicines
Procurement No. : CMST/G/MMS/018/000478

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

CLASS NO.	DESCRIPTION OF GOODS	NUMBER OF LINE ITEMS
A	Tablets and Capsules	9
B	Injectables	12
C	Vaccines	1
E	Galenicals	13

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 2003 and Public Procurement Regulations 2004 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 **MWK10,000.00** or an equivalent of **USD14** to the address at 9(b) below. The method of payment will be Malawi Kwacha or USD, either in cash or a bank certified cheque or any other 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, Medicines and Poisons Board (PMPB), 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 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 **29th October, 2018 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 **29th October, 2018 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
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 Committee)
Central Medical Stores Trust**