



# MALAWI ELECTORAL COMMISSION

## INVITATION TO TENDER

**Tender name** : Supply of ICT Equipment for 2019 Tripartite Elections

**Tender Number** : MEC/2017/2018/ICB/TPE/006

**Organization** : Malawi Electoral Commission

**Country** : Malawi

The Malawi Electoral Commission (MEC) is inviting tenders for supply of ICT Equipment for 2019 Tripartite Elections

| Item Number   | Description of Goods or Related Service | Quantity | Unit of Measure |
|---|---|----------|-----------------|
| <b>LOT 1- COMMUNICATION COMPONENTS AND NETWORKING DEVICES</b> |   |          |                 |
| 1.  | Laptops                                 | 99       | Each            |
| 2.  | Desktops                                | 75       | Each            |
| 3.  | Switches                                | 10       | Each            |
| 4.  | Routers                                 | 5        | Each            |
| 5.  | Firewall                                | 5        | Each            |
| 6   | Storage Area Network                    | 1        | Each            |
| 7   | Laptop Bags                             | 99       | Each            |
| 8   | Mouse                                   | 25       | Each            |

| <b>LOT 2- OFFICE EQUIPMENTS</b>        |   |      |         |
|--|---|------|---------|
| 9                                      | Projectors  | 75   | Each    |
| 10                                     | Projector Screens                                     | 75   | Each    |
| 11                                     | Shredding Machine                                     | 4    | Each    |
| 12                                     | Stamplng Machines                                     | 2    | Each    |
| 12                                     | Manual Binding Machine                                | 2    | Each    |
| 13                                     | Electric Binding Machine                              | 2    | Each    |
| 14                                     | Flip Chart Stands                                     | 75   | Each    |
| 15                                     | Printers  | 3    | Each    |
| 16                                     | Printers  | 4    | Each    |
| <b>LOT 3 - CONNECTION SERVICES</b>     |   |      |         |
| 17                                     | VPN   | 4    | Each    |
| <b>LOT 4 - SOFTWARE SERVICES</b>       |   |      |         |
| 19                                     | Windows 10 Enterprise Edition ( for 20 users licence) | 1    | Licence |
| 20                                     | Office 365 (200 user licence)                         | 1    | Licence |
| 21                                     | Microsoft Exchange Server                             | 1    | Licence |
| 22                                     | Network Monitoring Software                           | 1    | Licence |
| <b>LOT 5 - REGISTRATION EQUIPMENTS</b> |   |      |         |
| 23                                     | Handheld Devices                                      | 5000 | Each    |
|  |   |      |         |

Bidding will be conducted using International Competitive Bidding (ICB) Procurement Procedures specified in the Public Procurement Law of the Government of the Republic of Malawi and is open to all eligible Bidders.

Interested Bidders or their Representatives must bid through a Bidding Document that Malawi Electoral Commission has prepared in English language and can be obtained at Malawi Electoral Commission Headquarters Procurement Department Chisankho House, Off Chileka Road at a Non-Refundable Fee of **MK10,000.00** for local bidders and equivalent of **US\$ 20** for Foreign Bidders respectively.

Closing date for receiving bids is **22<sup>nd</sup> November 2017** at **14 hours Malawi local time** and opening shall commence at the same time at the address specified below in the presence of bidders or their representatives who may wish to attend. Late bids shall be rejected

Bids with "samples" where necessary, clearly marked on the outer envelope with tender name and reference number must be deposited in the Tender Box Located at the reception area – ground floor of Malawi Electoral Commission Headquarters, Chisankho House, and must be addressed to the following:

The Chairperson  
Internal Procurement Committee  
Malawi Electoral Commission  
Chisankho House, Off Chileka Road  
Opposite Mwaiwathu Hospital  
Private Bag 113  
Blantyre, Malawi  
Email: [echilapondwa@yahoo.co.uk](mailto:echilapondwa@yahoo.co.uk)

MEC reserves the right to withdraw any or all items at any time in the bidding process. MEC further reserves the right not to accept the lowest bid or may exercise this right to reject all bids received.