



INVITATION FOR BIDS (IFB)-PROCUREMENT OF GOODS

Date of Issue: 12th January, 2026

Country: Malawi

1. Ministry of Local Government, Unity and Culture is the lead implementing agency of a six-year Transforming Agriculture through Diversification and Entrepreneurship (TRADE) Programme. TRADE is a successor Programme of the Rural Livelihoods and Economic Enhancement Programme (RLEEP) and it is being co-funded by International Fund for Agricultural Development (IFAD) and OPEC Fund for International Development (OFID). The goal of TRADE is to improve the sustainable livelihoods of rural people in Malawi.
2. TRADE Programme is being implemented through three components of which *Enabling Infrastructure* is a sub-component under the *Enabling Environment for Smallholder Commercialisation Component* which was designed to enhance efforts in promoting value chain development in the targeted agricultural commodities through the provision of infrastructural interventions. Most infrastructural bottlenecks currently being experienced by smallholder producers in the value chain paths include lack of bulking, packaging and storage building facilities, poor roads and bridges, lack of water supply points for animals and people, and animal health dipping facilities. The intention is to give mileage to rural beneficiaries and relevant key players in the value chain enhancement by complementing other efforts aimed at bettering the environment for competitive operations of economic activities.
3. Following the general procurement notice that appeared on the IFAD website and the United Nations Development Business (UNDB) website on 17th March, 2022, and the Daily Times, Nation newspaper 17th March, 2022, TRADE intends to apply part of the proceeds for the 2025/26 financial year for procurement of various goods.
4. TRADE Programme now invites sealed bids from eligible suppliers for the procurement of the following:

NO.	DESCRIPTION	PROCUREMENT REFERENCE NUMBER	DURATION OF THE CONTRACT
1	Supply and Delivery of ICT Equipment (4 Lots)	TRADE-MWI-2000001600-0315-G-NCB	8 weeks
a.	Lot 1: Supply and Delivery of Laptops	TRADE-MWI-2000001600-0315-G-NCB-LOT 1	8 weeks
b.	Lot 2: Supply and Delivery of Desktops	TRADE-MWI-2000001600-0315-G-NCB-LOT 2	8 weeks
c.	Lot 3: Supply and Delivery of Printers	TRADE-MWI-2000001600-0315-G-NCB-LOT 3	8 weeks
d.	Lot 4: Supply and Delivery of ICT Accessories (Framework Agreement)	TRADE-MWI-2000001600-0315-G-NCB-LOT 4	12 Months
2	Procurement of Bicycles and Motor Cycles (2 Lots)	TRADE-MWI-2000001600-0324-G-NCB	8 weeks
a.	Supply And Delivery of Bicycles	TRADE-MWI-2000001600-0324-G-NCB-LOT 1	8 weeks
b.	Supply And Delivery of Motor Cycles	TRADE-MWI-2000001600-0324-G-NCB-LOT 2	8 weeks
3	Supply and Delivery of Branded Materials	TRADE/MWI-2000001600-0315-G-NCB	8 Weeks
a	Trade Branded Charcoal Grey Golf Shirts	TRADE/MWI-2000001600-0315-G-NCB-LOT 1	8 Weeks
b	Trade Branded White Golf Shirts	TRADE/MWI-2000001600-0315-G-NCB-LOT 2	8 Weeks
c	Trade Branded White T-Shirts	TRADE/MWI-2000001600-0315-G-NCB-LOT 3	8 Weeks
d	Trade Branded Grey T-Shirts	TRADE/MWI-2000001600-0315-G-NCB-LOT 4	8 Weeks
e	Trade Branded White Caps	TRADE/MWI-2000001600-0315-G-NCB-LOT 5	8 Weeks
f	Trade Branded Gold Fisher Jackets	TRADE/MWI-2000001600-0315-G-NCB-LOT 6	8 Weeks
g	Trade Branded White Long-Sleeved Shirts	TRADE/MWI-2000001600-0315-G-NCB-LOT 7	8 Weeks
h	Trade Branded Gold Short Sleeved Shirts	TRADE/MWI-2000001600-0315-G-NCB-LOT 8	8 Weeks

5. The use of any IFAD financing shall be subject to IFAD's approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD's rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with Transforming Agriculture Through Diversification and Entrepreneurship (TRADE) Programme.
6. Bidding will be conducted in accordance with National Competitive Bidding (NCB) procedures under IFAD procurement Handbook and the Malawi Public Procurement and Disposal of Assets Act 2025. It is the responsibility of each bidder to ensure that bids are submitted in accordance with instructions to bidders in the bidding documents as non-compliance to the instructions will lead to disqualification and rejection of the bid.
7. Interested eligible bidders may obtain further information, request for clarification and inspect the Bidding Documents at the address given in paragraph **10 (a)** below from **08:00 to 12:00 hours and 13:00 to 16:30 hours** from **Monday to Friday, excluding public holidays**.
8. A complete set of Bidding Documents in English may be purchased by interested bidders on request at the address in **10(b)** below and upon payment of a non-refundable fee of **K5,000.00**. The method of payment will be Cash or Bank Certified Cheque
9. Bids clearly labeled must be deposited in the Tender Box at the address in paragraph **10(c)** below at or before **14:00 hours (local time) on Tuesday, 10th February 2026**. Late bids shall be rejected. Bidders are expected to sign an appropriate bid submission sheet at the reception area before depositing their tender.
10. Bids shall be opened in the presence of contractors and/or representatives who choose to attend the opening of the bids at the address in **10(d)** below **on Tuesday, 10th February 2026 at 14:00 Hours**. The addresses referred to above are:
 - a. Inspection of Bidding Documents and request for further information or clarification:

The Procurement and Contracts Department
Transforming Agriculture through Diversification and
Entrepreneurship (TRADE) Programme
Area 9/328, Multi-Choice Street
P.O. Box 2130
Lilongwe

Or Email:
procurement@tradeprogramme.org/alinafe@tradeprogramme.org

Attention: Procurement and Contracts Specialist

b. Purchase of Bidding Documents

The Finance Office
**Transforming Agriculture through Diversification and
Entrepreneurship (TRADE) Programme**
Area 9/328, Multi-Choice Street
P.O. Box 2135
Lilongwe

c. Submission of Bids

The IPDC Chairperson
**Transforming Agriculture through Diversification and
Entrepreneurship (TRADE) Programme**
Area 9/328, Multi-Choice Street
P.O. Box 2135
Lilongwe

d. Opening of Bids

TRADE- Ground Floor, Main Conference Room
Area 9/328, Multi-Choice Street
P.O. Box 2135
Lilongwe