



INVITATION FOR BIDS (IFB)

CONTRACT TITLE: SUPPLY AND DELIVERY OF TWO HUNDRED TWENTY (220) TABLETS

Reference No: IFB/MMB29-092021

National Numeracy Programme

1- Background

Mott MacDonald Limited has been appointed by the UK Foreign Commonwealth and Development Office (FCDO) – formerly DFID, to deliver the Strengthening the Teaching of Primary School Mathematics in Malawi programme. The programme will provide technical assistance to the Malawi Ministry of Education (MoE) to help improve the quality of mathematics teaching in lower primary school (standards 1-4), nationwide by facilitating the revision of the mathematics curriculum for lower primary, develop corresponding teaching and learning materials, design teacher training strategies (including school-based support structures), rigorously pilot the new materials document impact, refine the materials and training strategies, and then oversee the national scale-up.

The programme intends to procure tablets computers that will be installed with the Coaching App to provide support to Section Heads and PEAs with the classroom-based support and the TLCs as well as to enable the ongoing monitoring of coaching activities and teacher progress by the programme, CPEAs and other interested parties. The App is currently being developed.

2- Objective

The purpose of this Invitation for Tender (IFT) is to source **two hundred twenty (220) pieces of tablets, screen protectors and Covers** for use by the programme. Delivery of such tablets will take place in Lilongwe, Malawi.

3- Specifications

| No. | Item Name | Quantity | Minimum Specifications |
|-----|------------------|----------|--|
| 1 | Tablet | 220 | <ul style="list-style-type: none">8inch Black Tablet -IPS HD 1280x800 Display, MediaTek Hello A22 QC 2.0GHz Processor, 2GB RAM, 32GB eMMC storage, Voice, 4G LTE, Android, Touchscreen, MicroSD card Bluetooth, Single nano-sim & MicroSD card holder tray |
| 2 | Screen protector | 220 | <ul style="list-style-type: none">Built-in magnetic strip to provide auto sleep/wake feature. Designed with a smart holder for stylus/pen. |



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|---|--------|-----|--|
| 3 | Covers | 220 | <ul style="list-style-type: none"> Built from durable PU (synthetic) leather with soft microfiber interior to prevent scratches Cover contains flip capability to transform the case into a horizontal viewing stand. Interior pocket opens for easy Insertion of device |
|---|--------|-----|--|

4- Delivery

Delivery and handover of the tablets is expected to take place at the Company's offices in Lilongwe, Malawi, within two days 2 weeks) of the placing of an order with the selected Supplier.

5- Eligibility

Eligible vendors must meet the following criteria, and their submission must be documented as follows.

- Evidence of Company Registration/incorporation.
- Proof of registration with Malawi Public Procurement and Disposal Authority-PPDA
- Postal address and verifiable contact telephone / cell phone numbers.
- Physical address of the vendor.
- Bids must be valid for 90 days from date of submission of the bids.
- Delivery in full to Mott Macdonald - Lilongwe Office, two weeks (14 days) after acceptance of the contract.
- References indicating the Tenderer's experience and capacity to deliver similar products to reputable organisations (private companies, INGOs, Government).
- Valid business registration certificate.
- Valid tax clearance certificate (if based in Malawi).
- Public and Products Liability Insurance
- Proposed Terms and Conditions of Business.
- Any relevant accreditations or quality certificate(s) such as ISO standards, dealership etc.
- Any other relevant information such as ethics policy, anti-slavery policy, etc.
- Tenderers may include in their Response a small amount of related and relevant information which has not been specifically requested in the RFP

6- Payment:

- Supplier(s) based in Malawi will be paid in Malawi Kwacha (MWK).
- Full payment will be conditional upon delivery and acceptance by the Company of the tablets.
- Tablets will only be accepted if they conform to the agreed Specifications and are free from defects. Payment terms must be included in the RFP response.
- The Supplier may submit to the Company a single invoice for full and final payment upon acceptance of the tablets by the Company.



- Payment to the Supplier will be made within 30 days following receipt by the Company of a valid invoice.

7- Submission:

Complete Bid document can be collected on request through the email provided below. Any questions relating to this invitation should be forwarded during official working hours and not later than the submission deadline to gibson.nyirenda@mottmac.com

All bids should read the following in the subject line **“INVITATION FOR BIDS (IFBS) FOR SUPPLY AND DELIVERY OF TWO HUNDRED TWENTY TABLETS IN MALAWI” No: IFB/MMB29-092021**. For COVID-19 preventive measures, all bids should be submitted electronically by email **ONLY** to: gibson.nyirenda@mottmac.com

The deadline for submission is 1300 hours Malawi time on 26th October 2021. Late submissions shall not be considered.

All Bids should be addressed to:

**The Operations Manager
Mott MacDonald Blantyre Limited
New Mercantile Building, Off Presidential Drive
Opposite Oak House
P O Box 1133,
Lilongwe,
Malawi
Phone: +265 (0) 999 734 675**