

CHURCH OF CENTRAL AFRICA PRESBYTERIAN

SYNOD OF LIVINGSTONIA

Ekwendeni College of Health Sciences

P.O Box 49, Ekwendeni, Malawi

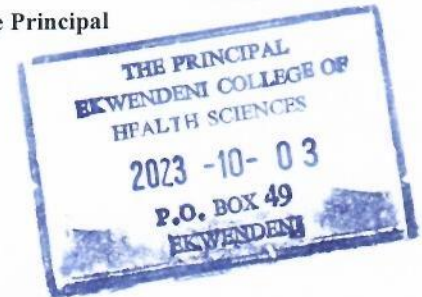
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All official Correspondence to be addressed to the College Principal

DATE ISSUED: 3rd October, 2023



INVITATION FOR BIDS (IFB)

TENDER FOR PROVISION OF CATERING SERVICES

1. Ekwendeni College of Health Sciences would want to implement its plan to stop providing catering service to students by December 2023 in order to focus on its core business of teaching.
2. Therefore, the College through its Internal Procurement and Disposal Committee is looking for an individual or business entity who can express their interest to manage and provide catering services at the college from January 2024 to submit their **sealed bids** for their interest.
3. Bidding will be in accordance with the open tendering procedures contained in the Public Procurement and Disposal of Asset Act, 2017. Participation is open to all eligible bidders.
4. The interested bidders must take note the following requirements:
 - a. Must be registered with Ministry of Trade and Tourism Industry
 - b. Must have a valid business licence
 - c. Must have well-qualified staff
 - d. Must be ready to pay for utility bills (water and electricity)
 - e. Must be ready to pay for rentals
 - f. Must be ready to use already available electric pots
 - g. Must have minimum business capital of K5,000,000.00 to K10,000,000.00
 - h. Must be ready to serve 200 to 500 students at a fair price
 - i. Must indicate minimum monthly rental fee he/ she will be paying
 - j. Must attach all relevant documents including MRA Certificates
 - k. Must have a minimum of 2 years experiences in catering services
5. Bids application with relevant documents must be delivered to the address below before **4:30pm on 25th October 2023. The late bidders will be rejected.**

**The Chairperson
Internal Procurement and Disposal Committee
University of Livingstonia
Ekwendeni College of Health Sciences
P.O. Box 49
Ekwendeni.**

6. Bids will be opened in the presence of bidders and/or their representatives at 9:00am on Thursday **26th October 2023**
7. The successful bidder will be offered a One-year contract renewable upon satisfactory level of the Internal Procurement and Disposal Committee.
8. All applicants are strictly required to **DEPOSIT** a non-refundable processing fee of MK15, 000.00 (**Fifteen Thousand Kwacha Only**) in the following bank Account:

Bank Name : National Bank of Malawi
Account Name : Ekwendeni College of Health Sciences
Account Number : 1298054
Account type : Savings
Branch : Mzuzu

Remember to enclose the deposit slip and forward together with the application letter.

For enquiries, please call the Chair on 0999328319.

Only shortlisted candidates will be contacted.

NB: The College reserves the right to reject highest or lowest bidders.

