

**BLANTYRE CITY COUNCIL**

**REQUEST FOR QUOTATIONS**

**SUPPLY AND DELIVERY OF SEWING MACHINES AND ACCESSORIES, CLOTH MATERIALS AND ACCESSORIES FOR PRODUCTION OF CLOTH MASKS**

***DATE OF Publication: 5th March, 2021***

1. **Blantyre City Council (BCC)** in partnership with the City of Hannover in Germany secured funding for Covid-19 response through a proposal. Among other activities of the project is the procurement of 7 sewing machines, 1000 rolls of cloth material and accessories and supplies for sewing machines for production of cloth masks.
2. In line with the **MSME Order 2020** of the Public Procurement and Disposal of Public Assets (Participation by Micro, Small and Medium Enterprises) Act No.27 of 2017, the Council wishes to invite the Micro, Small, and Medium Enterprises to collect Request for Quotation Documents (RFQ) to submit their quotations to the Council for the Supply and Delivery of Sewing Machines and Accessories and Cloth materials and Accessories for production of Cloth Masks has been categorized as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **LOT** | **DESCRIPTION OF PROCUREMENT** | **REFERENCE NUMBER** | **QUANTITY** |
| **1** | **SUPPLY AND DELIVERY OF REGULAR SEWING MACHINES AND ACCESSORIES** | **BCC/GOODS/01/03/08** |  |
|  | Machine Specifications;   * Should have at least 17 built in stitch patterns * 4 Step buttonhole * Reverse stitching * Free arm * Adjustable stitch length width * Pressor foot * Power rating 220-240 V * Zipper foot * Buttonhole foot * Embroidery foot |  | 5 Sets |
|  | Bobbin |  | 20 Pieces |
| Zigzag footer |  | 20 Pieces |
| Darning plate |  | 20 Pieces |
| Buttonhole cutter |  | 20 Pieces |
| Sewing machine Screw drivers |  | 5 Pieces |
| Cloth Scissors heavy duty |  | 5 Pairs |
| Measuring tape |  | 5 Each |
| Sewing machine needles No.20 |  | 100 Pieces |
| Machine oil, multi-lubrication oil 100ml |  | 20 Bottles |
| **2** | **SUPPLY AND DELIVERY OF OVER-LOCKING SEWING MACHINES** | **BCC/GOODS/01/03/09** |  |
|  | Machines Specifications;   * Should sew up to 1300 stitches per minute * Free arm * Rolled hem stitch * Differentiated feed * Presser foot * Power rating 220- 240 V * Zipper foot * Buttonhole foot * Embroidery foot |  | 2 Sets |
| **3** | **SUPPLY AND DELIVERY OF CLOTH MATERIALS AND ACCESSORIES** | **BCC/GOODS/01/03/10** |  |
|  | 100% Cotton cloth 6m/Roll, Black Colour. |  | 615 Rolls |
| 60% Cotton Lining cloth 6m/Roll, Black Colour. |  | 385 Rolls |
| 100% Elastic 50m/Roll, Black Colour. |  | 300 Rolls |
| 100% Polyester Sewing thread, Black Colour. |  | 200 Balls |

1. The Request for Quotation Documents (RFQ) can be collected at Blantyre City Council Civic Centre Offices, Procurement and Disposal Unit (PDU) from 8:00am to 4:30pm on Friday 5th March, 2021 to Tuesday 9th March, 2021. The Request for Quotations (RFQs) can be downloaded from the website of Blantyre City Council ([www.bccmw.com](http://www.bccmw.com)) or Public Procurement and Disposal of Assets Authority (PPDA) website ([www.ppda.mw](http://www.ppda.mw)), provided that bidders shall sign in the registration form at the Councils Procurement and Disposal Unit.
2. Bidding for the Procurement of Regular Sewing Machines and Accessories, Over-Locking Sewing Machines and Cloth Materials and Accessories will be conducted in accordance with Request for Quotation procedures contained in the Public Procurement and Disposal of Assets Law and Regulations of the Government of the Republic of Malawi.
3. Quotations clearly marked “Supply and Delivery of Regular Sewing Machines and Accessories”, Supply and Delivery of Over-Locking Sewing Machines and “Supply and Delivery of Cloth Materials and Accessories” must be delivered to the Address at (8) below at or before Tuesday 9th March, 2021 at 14:00 Hours and late Quotations shall be rejected.
4. ***Blantyre City Council shall priotise the submitted quotation in line with Section 44 (10) of the Public Procurement and Disposal of Public Assets Act 2017 and the circular issued by the Public Procurement and Disposal of Assets Authority (PPDA) on 1st July, 2019. Please take note that all indigenous Black Malawian shall enjoy 20% margin of preference.***
5. **Deadline for Bid submission is Tuesday 9th March, 2021 at 14:00 HRS**
6. **Address for submission of Quotations is;**

The Chairperson

Internal Procurement and Disposal Committee

Blantyre City Council

Private Bag 67

Blantyre