



## **TENDER FOR THE SUPPLY AND DELIVERY OF MOTORBIKES**

### **Background**

Training & Research Unit of Excellence (TRUE) Limited is a Malawian research organization collaborating with local and international partners to advance scientific knowledge in infectious diseases, malaria and nutrition while nurturing junior and senior scientists.

### **Vision**

To be a leader in global health research and training

### **Mission**

Advance knowledge through innovative research and capacity development addressing local and global health and development challenges.

### **Mandatory Supporting Documentation**

Below is the list of documents to support each Bid submitted:

1. Certificate of Business Registration.
2. Certificate of MRA registration.
3. Evidence of undertakings of similar contracts in the past with traceable referees' contact details (Contracts and LPOs).
4. Financial statements or audited accounts for the previous year or bank letter.
5. Copies of relevant documentation.
6. Technical datasheet

### **Evaluation Criteria**

Valid Bids will be evaluated by the Internal Procurement Committee with assessment based on:

1. Technical specifications
2. Delivery lead time
3. Place of delivery
4. After sale service
5. Warranty
6. Compliance to mandatory supporting documentation
7. Price

### Goods or Services

NO	ITEM	DESCRIPTIONS	UOM	QUANTITY
1	Motorcycle	I. Engine type: $\geq$ 2 Stroke II. Engine capacity: $\geq$ 100cc III. No. of gears: 5 Speed IV. Fuel tank capacity: $\geq$ 10.0 Litres  Indicate the following <ul style="list-style-type: none"> <li>○ Height</li> <li>○ Seat height</li> <li>○ Ground clearance</li> <li>○ Transmission type</li> <li>○ Fuel system</li> <li>○ Fuel</li> </ul>	Each	2

### Note

- Bidders must attach relevant brochures/catalogues for the offered motorcycles.
- Bidders must clearly indicate the following:
  - make, model and country of origin
  - Payment terms
  - Delivery timelines

### Terms and Conditions

1. **Payment Terms:** Payment will be made within 30 days after complete delivery, inspection, and acceptance of the motorcycles, and upon receipt of a valid invoice.
2. **Delivery Location:** TRUE, 10 Marshall Road.
3. **Warranty:** The motorcycles must be supplied with a minimum warranty of 12 months.
4. **Condition of Delivery:** Motorcycles must be delivered new, fully assembled, and in good working condition, ready for use.
5. **After-Sales Support:** Bidders must demonstrate availability of spare parts and after-sales service within Malawi.
6. TRUE reserves the right to inspect and/or test the motorcycles at any stage of the



procurement process to verify compliance with the specified technical requirements and the submitted technical documentation. This may include inspection during evaluation, pre-delivery inspection, and inspection upon delivery. Any motorcycles found not to comply with the requirements may be rejected.

TRUE reserves the right to **change or cancel the requirement** at any time during the process and **not to enter into or award a contract** as a result of this invitation to tender.

For any clarifications contact the IPC on: [procurement@true.mw](mailto:procurement@true.mw) .

All communications and documents related to the tender must be in English. Portion of Bids, Electronic bids and late submitted bids will **not** be included in the evaluation. Only successful bidders will be informed.

#### **Submission and opening of Bid documents**

All bid documents must be submitted at TRUE, location being **10 Marshall Road, Mandala, Blantyre, Malawi**. The bids should be in a sealed envelope indicating the title of the tender including the reference number "**Tender/TRUE/2026/001/MOTORCYCLES**" addressed to:

**The Internal Procurement Committee, P.O. Box 30538, Chichiri, Blantyre 3.**

**The closing date for the submission of the bids is Tuesday, 17<sup>th</sup> April 2026 at 16:00hrs CAT**

The bid documents will be opened privately.

***Any attempt by the Tenderer to obtain confidential information, enter into unlawful agreements with competitors or influence the evaluation committee or TRUE during the process of examining, clarifying, evaluating and comparing tenders will lead to the disqualification of its offers and may result in to termination of the contract where applicable.***



**Supplier Details**

1. Name of your business:

---

2. Business address:

---

3. Contact Details:

Contact person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Web Site: \_\_\_\_\_

4. Please state the nature of your business and your main services:

---

---

5. Provide your company registration number, number of years in similar business:

---

---



6. Detail the product you are intending to supply with any variations / notes to the specification if your product differs.

<b>Product</b>	<b>Indicate which products you are bidding for</b>	<b>As per the specification?</b>	<b>Please list any variations or add notes to specification</b>
	Yes / No	Yes / No	
	Yes / No	Yes / No	
	Yes / No	Yes / No	
	Yes / No	Yes / No	



7. What is your standard working hours and what afterhours services do you provide in the event of an emergency?

\_\_\_\_\_

\_\_\_\_\_

**8. Confirmation on behalf of the supplier**

I (*Name*) \_\_\_\_\_, the (*Position*) \_\_\_\_\_

\_\_\_\_\_ of (*Supplier name*) \_\_\_\_\_

\_\_\_\_\_ confirm that all the information given is accurate and that our company will operate in compliance with TRUE procurement Terms and Conditions.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Stamp: \_\_\_\_\_