



TENDER FOR THE SUPPLY AND DELIVERY OF MOTOR VEHICLE

Background

The Training & Research Unit of Excellence (TRUE) is a leading health research organization dedicated to generating evidence-based solutions that improve maternal and child health outcomes in Malawi and beyond. Through innovative research, capacity building, and strategic partnerships, we contribute to policy development and sustainable healthcare interventions. Our work is guided by a commitment to excellence, integrity, and impact, ensuring that our research translates into tangible benefits for communities.

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 similar contracts undertaken in the past, including copies of contracts, LPOs, or completion certificates with traceable referees and contact details
4. Financial statements or audited accounts or bank letter
5. Technical brochures, catalogues and datasheets for the offered vehicle

Evaluation Criteria

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

1. Compliance with the required technical specifications
2. Delivery lead time
3. Availability of after-sales service and spare parts support within Malawi
4. Warranty provisions
5. Compliance with mandatory supporting documentation
6. Price and overall value for money

Goods or Services

NO	ITEM	DESCRIPTIONS	UOM	QUANTITY
1	7-Seater SUV 4x4	<ol style="list-style-type: none"> 1. 2.0L – 3.0L turbo diesel engine, 4x4 drivetrain 2. Automatic transmission 3. Driver safety and assistance features including lane departure warning, collision mitigation/avoidance system, parking sensors and reversing camera. 4. Adaptive speed control with stop-and-go functionality, lane centering assist, automated parking assistance and electronic brake assist system 5. Off-road / terrain driving modes 6. Integrated infotainment system with minimum 10-inch touchscreen display 7. Electronic parking brake 8. Leather interior trim including seats, steering wheel and gear shift finish 9. Adjustable driver and passenger seating with height adjustment support 10. Hands-free powered tailgate/liftgate 11. All-terrain tyres, minimum size 255/65 R18 	Each	1



Note

1. Bidders must attach relevant brochures/catalogues and technical specifications for the offered vehicle.
2. Bidders must clearly indicate the following:
 - Make, model, and country of origin
 - Year of manufacture
 - Payment terms
 - Delivery timelines
 - Warranty details
 - Availability of after-sale service and spare parts
 - Validity of the quotation
3. Prices must be quoted in United States Dollars (USD).
4. Where applicable, bidders should provide manufacturer authorization or proof of dealership status for the proposed vehicle brand/model.

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 .

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/2026/002/MOTORVEHICLE**" addressed to:

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

The closing date for the submission of the bids is Friday, 29th May, 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.

Product	Indicate which products you are bidding for	As per the specification?	Please list any variations or add notes to specification
	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: _____