



Electricity Generation Company (Malawi) Limited

ADVERTISEMENT

REQUEST FOR CONSULTANCY SERVICES FOR PROVISION OF LEGAL SERVICES ON RETAINER BASIS

PROCUREMENT REFERENCE NUMBER: EGC133/NCB/RFP/S/FY2025-2026

1. EGENCO carries on the business of generation of power in the Republic of Malawi and has budgeted funds to be used for procuring of services for **Provision of Legal Services on Retainer Basis**
2. The Chairperson, Internal Procurement and Disposal Committee, invites sealed bids from experienced and registered bidders in the Legal Profession.
3. The main purpose of the Consultancy Service is to provide EGENCO with Legal Services on retainer basis for:

Lot No.	Description of Goods, Works or Service
1	Consultancy Services for Provision of Legal Services -Blantyre
2	Consultancy Services for Provision of Legal Services -Lilongwe

4. The bids shall be evaluated in accordance with the Public Procurement and Disposal of Assets Act of 2025.
5. Participation is open to all eligible bidders and qualified local Firms in the **Legal Profession**.
6. Interested prospective bidders may obtain Bidding documents and further information during working hours from **3rd June 2025**. The Bidding Document may be sent by e-mail upon request from the **Procurement and Disposal Department, EGENCO, Chayamba Building, No. 7 Victoria Avenue, P. O. Box 1567, Blantyre, Malawi. Attention: Procurement and Disposal Manager, Tel: +265(0)1836000, Fax: +265 (0) 1 827 082; Email: procurement@egenco.mw**.
7. **Important Dates**

Task	Milestone Date
Date of Posting	30th May, 2025
Deadline of request for Clarifications	13th June, 2025
Date for Responses to Clarification will be sent to bidders	18th June, 2025
Submission Deadline	27th June, 2025

8. The Bidding document in English shall be purchased by interested bidders upon payment of a non-refundable fee of **MK10,000.00** or equivalent. The method of payment will be in form of bank deposit. Those who obtain the electronic Bidding document by email or downloading from egenco website shall be required to produce and attach a valid receipt as evidence of payment.

For those paying using electronic funds transfer here below are the banking details:

Account Name: Electricity Generation Company of Malawi Limited (EGENCO)

Account Number: 01003249146

Account Type: Current Account

Bank: National Bank of Malawi Limited (NB)

Bank Address: P.O. Box 30365, Chichiri, Blantyre 3, Malawi

Swift Code: NBMAMWMW

Branch Code: 003

Branch Name: Chichiri

9. Electronic submission will not be permitted, and late bids will be rejected
10. The bids must be delivered and registered at the address as in 12(c) below at or before **14.00 hours Local Time on Friday 27th June 2025.**
11. The bids shall be opened immediately after the closing time in the presence of the bidders or their representatives who choose to attend the bid opening session at the address as in 12(d) below.
12. Addresses for inspection, purchase, submission and opening of bids are as follows: -

- (a) Address for Bids inspection

**Chayamba Building
Floor Number 4
Procurement Department
P.O. Box 1567
BLANTYRE**

- (b) Address for Bids purchase

**Chayamba Building
Floor Number 5
Finance Department
P.O. Box 1567
BLANTYRE**

- (c) Address for Bids Submission

**Chayamba Building
Floor Number 4
Procurement Department
P.O. Box 1567
BLANTYRE**

- (d) Address for Bids Opening

**Chayamba Building
Floor Number 6
Boardroom
P.O. Box 1567
BLANTYRE**

EGENCO is not bound to accept the lowest or any bidder.