



MILLENNIUM CHALLENGE ACCOUNT (MCA)- MALAWI II
GOVERNMENT OF MALAWI

SPECIFIC PROCUREMENT NOTICE (SPN)

Country	Malawi
Project Name	Program Management and Administration
Procurement Title	Human Resource Management Information System Software
Procurement Ref. Number	MCA-MWII-24-3002
Type of Procurement	Non-Consultancy Services
Employer	Millennium Challenge Account (MCA)- Malawi II
Publication Date	28 th January 2025
Submission Deadline	19 th February 2025; 3.00 PM Local Time

1. The Government of Malawi (the Government) and the United States of America acting through the Millennium Challenge Corporation (MCC), signed the following two agreements:
 - a) A Compact Development Funding Grant Agreement, pursuant to which MCC agreed to provide a grant of up to US\$11,650,000 to the Government to facilitate development of a compact program; and
 - b) A Compact Agreement under which MCC agreed to provide a grant of US\$350,000,000 to the Government to support the execution of a number of preparatory activities leading to Entry into Force (EIF) of the Compact and after EIF, to fund the implementation of the various activities under the program.

The Government has designated the Millennium Challenge Account (MCA)- Malawi II to implement the Government's responsibilities under the Agreement and intends to apply part of the funds to payments for contracts for Goods, Works and Services.

2. MCC requires that all beneficiaries of MCC Funding, including the Accountable Entity and any applicants, Offerors, Suppliers, Contractors, Subcontractors, Consultants, and Sub-Consultants under any MCC-funded contracts, observe the highest standards of ethics during the procurement and execution of such contracts. *MCC's Policy on Preventing, Detecting and Remediating Fraud and Corruption in MCC Operations* ("MCC's AFC Policy") is applicable to all procurements and contracts involving MCC Funding and can be found on the MCC website at: <https://www.mcc.gov/resources/doc/policy-fraud-and-corruption>.

3. MCA- Malawi II now invites Quotations from legally constituted companies for Procurement of **Human Resource Management Information System Software**, more details on these are provided in the RFQ.
4. One Services Provider will be selected under the Shopping Method, an evaluation procedure that is described in sections of the RFQ in accordance with the “Accountable Entity Procurement Policy and Guidelines -AE PPG” provided at the MCC website (<https://www.mcc.gov/resources/doc/010124-ae-program-procurement-policy-guidelines>). The selection process, as described, will include a review and verification of experience and past performance, including a reference check, prior to the contract award, and is open to all eligible offerors as defined in the AE PPG.
5. A complete set of Request for Quotation (RFQ), including any clarifications, notices, and/or addenda, can be downloaded from a link provided at the MCA-Malawi II (also MMD) website at <https://www.mmd-malawi.org>.

Alternatively, the RFQ can be directly downloaded from the following link:

<https://www.dropbox.com/scl/fo/zczhf8b12vpip3bdckjxr/ACsRKImG3ey-fahI5NxcoDI?rlkey=uf6zjlai10x8uep6g3s4yfiou&st=4wh88xz5&dl=0>

NOTE: Please copy the link above and paste it in your browser to access the RFQ

Please make contact for assistance by email to the following addresses should you encounter any technical problem in downloading: PAMalawi@charleskendall.com with copy to andy.koloko@mca-malawi2.gov.mw:

6. The deadline for submission of quotations is **3.00 PM Local Time**, on **19th February**. The **Quotation** with the **Price and Delivery Schedule** should be submitted electronically by email by the deadline with the company name and title of procurement to the following address:

Attn: Procurement Agent: MCA Malawi II

Email : PAMalawi@charleskendall.com.

7. Please note that **only electronic submissions shall be accepted** in the manner specified above in the RFQ document. **Late submissions will not be accepted under any circumstance.**
8. Contact Information:

Attn:	Procurement Agent-Charles Kendall & Partners
E-mail:	PAMalawi@charleskendall.com with copy to: andy.koloko@mca-malawi2.gov.mw

Signed by:



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Dye B. Mawindo

Chief Executive Officer

Malawi Millennium Challenge Account (MCA)- Malawi II

Lilongwe, Malawi