



INVITATION FOR PRE-QUALIFICATION OF SUPPLIERS.

Youth Net and Counselling (YONECO) is a non-political, non-profit making non-governmental organization that was formed in September 1997. It was established to address the social injustices and reproductive health issues affecting the youth, women and children. YONECO has over the period grown and needs to have in place affective systems and procedures that will commensurate with the growth of the organization and its inherent capacity.

YONECO invites applicants from suppliers for the provision of various goods and services. The purpose of this pre-qualification exercise is to competitively identify suppliers to be included in a shortlist of suitable suppliers capable of providing the said goods and services for the period 2024 – 2026 in the following categories:

Supply of Goods & Provision of Services

CATEGORY NO.:	DESCRIPTION
YONECO/PQS/2024/001	Supply of General Stationery
YONECO/PQS/2024/002	Provision/supply of branding/printing services i.e. T/Shirts/Calendars/Stickers/Banners
YONECO/PQS/2024/003	Provision of Vehicle Maintenance Services
YONECO/PQS/2024/004	Supply of Hardware Materials-Assorted building and Construction materials
YONECO/PQS/2024/005	Supply of Hardware Equipment i.e. Bicycles, Generators etc
YONECO/PQS/2024/006	Provision Electrical Maintenance/Plumbing Services
YONECO/PQS/2024/007	Supply of Tyres and Vehicle Batteries
YONECO/PQS/2024/008	Supply of computer hardware and soft ware
YONECO/PQS/2024/009	Supply of Office Furniture and Equipment
YONECO/PQS/2024/010	Provision of Building Maintenance Services
YONECO/PQS/2024/011	Supply of First aid and Pharmaceutical supplies
YONECO/PQS/2024/012	Provision of courier services
YONECO/PQS/2024/013	Provision of customs clearing and freight forwarding services
YONECO/PQS/2024/014	Supply spare parts and accessories for motor vehicle/motor cycles e.tc

YONECO/PQS/2024/015	Accommodation and Conferencing
YONECO/PQS/2024/016	Air travel services
YONECO/PQS/2024/017	Vehicle hiring services
YONECO/PQS/2024/018	External Audit and Accounting Services
YONECO/PQS/2024/019	Strategic management, capacity building and evaluation of YONECO programmes and projects
YONECO/PQS/2024/020	Provision of internet service

Pre-qualification documents with detailed information can be obtained at a cost of Mk10,000.00 from the YONECO procurement department during working days Mon-Fri between 10.00a.m and 3.30p.m or request through email prcol@yoneco.org. Deposit the money directly into YONECO’s bank account and bring proof of deposit to YONECO’s head office in Zomba or send to the email above to be sent the documents

Account Name: YONECO 03
Account no. 272736
Bank: National Bank of Malawi Zomba Service centre

Completed pre-qualification documents in plain sealed envelopes marked “REF: YONECO/PQS/2024/.....” with the category number being applied for should be deposited on or before **30th August 2024 at 1.30p.m.** in the Tender Box located at YONECO offices reception and address to:

The Chairperson
Internal Procurement Committee
Youth Net and Counselling (YONECO)
Along Zomba-Lilongwe Road
Next to Calvary Church
P.O. Box 471
Zomba, Malawi

Bids will be opened on **30th August 2024 at 2p.m** in the presence of the bidders who choose to attend or their representatives. Any document received after the deadline time and date shall be rejected.

YONECO reserves the right to accept or reject any application and is not bound to give reasons for its decision.