



www.renaissanceseeds.org



Simama Complex, Simso Filling Station,  
Room 13 Area 25, Chigwiri – along Malingunde  
Road (after New Likuni CCAP)  
Nambuma Trading Centre  
Mponela Trading Centre  
Kasungu District



+265 (0) 992 062 634  
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info@renaissanceseeds.org

## RE: EXPRESSION OF INTEREST – NATIONWIDE SEED DISTRIBUTORSHIP

Dear Sir/Madam,

Following your recent call for expressions of interest, **[Insert Applicant Company Name]** is pleased to submit this formal application to join your nationwide seed distribution network. With our established presence in the Malawian agribusiness sector, we are confident in our ability to drive the supply of certified maize and legumes to our proposed regions.

**1. Proposed Coverage Area** We are applying to manage the distribution and supply for the following Trading Centres:

- Primary Location:
- Secondary Location:

**2. Financial and Regulatory Standing** We confirm that **[Insert Applicant Company Name]** is a fully compliant entity. Attached to this application, you will find out:

- Valid **MRA Tax Clearance Certificate**.
- Current **Seed Traders Association of Malawi (STAM)** membership certificate.
- **Bank Reference Letter** confirming our creditworthiness and capacity to provide the required **MK30 Million Bank Guarantee**.

**3. Infrastructure and Logistics** Our main warehouse facility, located in **[Insert District/Town]**, has a certified storage capacity of **[Insert capacity, e.g., 15 Metric Tons]**, exceeding the minimum requirements. This facility is optimized for seed preservation and is supported by our logistics team to ensure timely "last-mile" delivery to sub-dealers and farmers.

**4. Commitment to Quality** We understand the critical nature of certified seed in ensuring national food security. We commit to maintaining the integrity of your brand by adhering to all seed handling and storage protocols mandated by the Seed Act and your corporate standards.

We have attached all the required "Know Your Customer" (KYC) documentation, including director IDs, utility bills, and site photographs for your review. We look forward to the possibility of a strategic and mutually beneficial partnership.

Yours Faithfully,



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**APPENDIX A: DOCUMENT SUBMISSION CHECKLIST**

**Applicant Name:** \_\_\_\_\_

**Proposed Trading Centre(s):** \_\_\_\_\_

*Please check  each box to confirm the inclusion of the required document. Incomplete applications may be disqualified during the preliminary screening phase.*

Item #	Document Description	Included (✓)
1	Formal Application Letter (Signed and Stamped)	
2	Certificate of Business Registration/Incorporation	
3	Valid MRA Tax Clearance Certificate	
4	Proof of STAM Membership (Current Year)	
5	Original Bank Reference Letter	
6	Credit Line Security	
7	Certified Copies of National ID or Passport	
8	Two (2) Color Passport-size Photographs	
9	Recent Utility Bill (Proof of physical business address)	
10	Photographs of Warehouse/Shop (Interior & Exterior)	