

## Request for Quotation

**ZIMRA RFQ No: 159/2021**

**SUPPLY AND DELIVERY OF HEAVY DUTY PRINTER**



**DATE OF ISSUE:** 05.05.2021

**CLOSING DATE:** 10.10.2021 (1000HRS)



**CATEGORY: COMPUTER CONSUMABLES AND STATIONERY**

**To: Suppliers**


Dear Sir/Madam,

Please provide your Price Quotation for the supply and delivery of **Heavy Duty Printer**.

1. Shown on the attached Specification of Goods sheet.
2. Please provide the Price Quotation on **your official signed and dated letterhead**.
3. Your Price Quotation must be received by the Procurement Management Unit (PMU) by **10:00hours on 10 May 2021**.
4. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.
5. Unless otherwise stated, bidders must offer for all items & quantities shown on the specification sheet and provide a Grand Total price.
6. Prices should be quoted including VAT. VAT should be shown separately.
7. Prices should be quoted in both USD and local currency as per SI 185 of 2020.
8. Bidders shall submit their bids electronically to [rfqs@zimra.co.zw](mailto:rfqs@zimra.co.zw).
9. An order/contract will be placed with the bidder who offers the lowest price quotation, which complies with the attached specifications and the conditions of this Request for Quotations.
10. Award will be made on an item by item basis.
11. Payment: 100% within 30 days of invoice date and receipt & acceptance of goods.
12. For further information, contact the undersigned on telephone no. +263242 773 040 or [procurement@zimra.co.zw](mailto:procurement@zimra.co.zw)

Signed: .....  
J. TARUME  
PROCUREMENT MANAGER

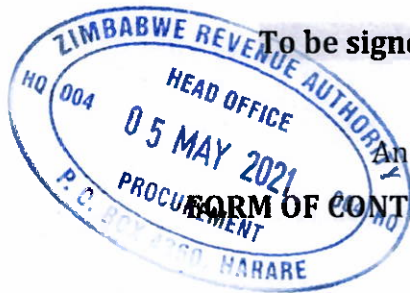


Item	Description of Goods	Unit of Measure	Quantity require	Unit Price	Total Price
1	Heavy Duty Printer  Specifications attached	Each	1		
Grand Total, DAP, ZIMRA Warehouse					
Currency					
Delivery Period:  weeks from receipt of order					



**Delivery:** Above items to be delivered to the following final destination(s):

**Deliver to:** Zimbabwe Revenue Authority, 61-63 Plymouth Road, Enfield Complex, Southerton, Harare.



To be signed by the firm

Annex III

**FORM OF CONTRACT AGREEMENT**

THIS AGREEMENT number \_\_\_\_\_ made on \_\_\_\_\_, between  
\_\_\_\_\_ (hereinafter called "the Purchaser") on the one part and  
\_\_\_\_\_ (hereinafter called "the Supplier") on the other part.

WHEREAS the Purchaser has requested for quotation for **the supply and delivery of ---**  
----- to be supplied by Supplier, viz. Contract \_\_\_\_\_ (hereinafter called "Contract") and  
has accepted the Quotation by the Supplier for the supply of goods under Contract at the  
sum of \_\_\_\_\_ [in words]  
( \_\_\_\_\_ ) [in figures] hereinafter called "the Contract Price".

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. The following documents shall be deemed to form and be read and construed as part of this agreement, viz:
  - a) Copy of Quotation including Technical and Price Schedule
  - b) Schedule of Requirement
2. Taking into account payments to be made by the Purchaser to the Supplier as hereinafter mentioned, the Supplier hereby concludes an Agreement with the Purchaser to execute and complete the supply of goods under the Contract and remedy any defects therein in conformity with the provisions of the Contract.
3. The Purchaser hereby covenants to pay, in consideration of the acceptance of Contract, supply and delivery of the goods and remedying of defects therein, the Contract Price in accordance with Payment Conditions prescribed by the Contract.

IN WITNESS whereof the parties hereto have executed the Contract under the Laws of Zimbabwe on the date indicated above.

**Signature and seal of the Purchaser:**

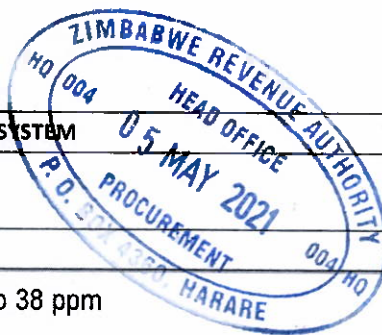
**Signature and seal of the Supplier:**

For and on behalf of

For and on behalf of

\_\_\_\_\_  
**Name of Authorized Representative**





Item	Description	Quantity	Specifications																														
1	Heavy duty multi-function color printer	1	<table><tr><td>Print speed black / Color (ISO, A4)</td><td>Up to 38 ppm</td></tr><tr><td>First page out black / color (A4, ready)</td><td>As fast as 5.6 sec to 6.9 sec</td></tr><tr><td>Duty cycle (monthly, A4)</td><td>Up to 50,000 pages</td></tr><tr><td>Recommended monthly page volume</td><td>2,000 to 7,500</td></tr><tr><td>Print technology</td><td>Laser</td></tr><tr><td>Display</td><td>colour touchscreen</td></tr><tr><td>Connectivity, standard</td><td>2 Hi-Speed USB 2.0 Host / Device 1 Gigabit/Fast Ethernet 10/100/1000Base-TX network</td></tr><tr><td>Network ready</td><td>Standard (built-in Gigabit Ethernet)</td></tr><tr><td>Compatible Operating Systems</td><td>Windows OS compatible Windows 10 all 32-bit/64-bit ed</td></tr><tr><td>Memory</td><td>Minimum 1.25 GB (printer), 512 MB (scanner)</td></tr><tr><td>Paper handling input, standard</td><td>Minimum 100-sheet multipurpose tray, 550-sheet input T 2</td></tr><tr><td>Duplex printing</td><td>Automatic (standard)</td></tr><tr><td>Media sizes supported</td><td>All Trays : A4, RA4, A5, B5 (JIS), B6 (JIS), 10 x 15 cm, A envelopes (B5, C5 ISO, C6, DL ISO) Custom: 76 x 127 to 216 x 356 mm</td></tr><tr><td>Media types</td><td>Paper (plain, light, bond, recycled, mid-weight, heavy, mi weight glossy, heavy glossy, extra heavy, extra heavy glo cardstock, card glossy), colour transparency, labels, letterhead, envelope, preprinted, prepunched, coloured, rough, opaque film, user-defined</td></tr><tr><td>Scanner type</td><td>Flatbed, ADF (two-sided, single-pass)</td></tr></table>	Print speed black / Color (ISO, A4)	Up to 38 ppm	First page out black / color (A4, ready)	As fast as 5.6 sec to 6.9 sec	Duty cycle (monthly, A4)	Up to 50,000 pages	Recommended monthly page volume	2,000 to 7,500	Print technology	Laser	Display	colour touchscreen	Connectivity, standard	2 Hi-Speed USB 2.0 Host / Device 1 Gigabit/Fast Ethernet 10/100/1000Base-TX network	Network ready	Standard (built-in Gigabit Ethernet)	Compatible Operating Systems	Windows OS compatible Windows 10 all 32-bit/64-bit ed	Memory	Minimum 1.25 GB (printer), 512 MB (scanner)	Paper handling input, standard	Minimum 100-sheet multipurpose tray, 550-sheet input T 2	Duplex printing	Automatic (standard)	Media sizes supported	All Trays : A4, RA4, A5, B5 (JIS), B6 (JIS), 10 x 15 cm, A envelopes (B5, C5 ISO, C6, DL ISO) Custom: 76 x 127 to 216 x 356 mm	Media types	Paper (plain, light, bond, recycled, mid-weight, heavy, mi weight glossy, heavy glossy, extra heavy, extra heavy glo cardstock, card glossy), colour transparency, labels, letterhead, envelope, preprinted, prepunched, coloured, rough, opaque film, user-defined	Scanner type	Flatbed, ADF (two-sided, single-pass)
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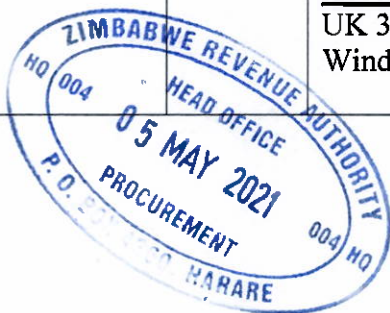
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**ZWS ISO 9001:2008 QUALITY MANAGEMENT SYSTEM**

<b>Scan resolution, optical</b>	Up to 600 dpi
<b>Duplex ADF scanning</b>	Yes
<b>Digital sending standard features</b>	Scan to Email Save-to-Network Folder Save-to-USB drive Local Address Book Auto Colour Sense Auto Crop To Content Compact PDF
<b>Copy speed (black, normal quality, A4)</b>	Up to 38 cpm
<b>Copy speed (color, normal quality, A4)</b>	Up to 38 cpm
<b>Copy resolution (black text)</b>	Up to 600 x 600 dpi
<b>Copy resolution (color text and graphics)</b>	Up to 600 x 600 dpi
<b>Warranty</b>	One-year

**Accessories: -**

UK 3 Pin 13Amp Power cord  
Windows 10 all 32-bit & 64-bit drivers



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