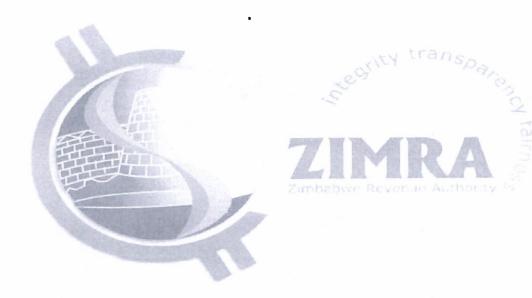
Request for Quotation (RFQ)

ZIMRA RFQ No: 173/2021 SUPPLY AND DELIVERY OF: BOND PAPER.



DATE OF ISSUE:

11 MAY 2021

**CLOSING DATE:** 

14 MAY 2021 AT 1000 HOURS

**NOTE** 

PRAZ REGISTRATION FOR THE CATEGORY BEING TENDERED FOR IS A PRE - REQUISITE

Text.

### To: Suppliers

Dear Sir/Madam,

- 1. Please provide your Proforma Invoice for Bond Paper.
- 2. Please provide the Proforma Invoice on your official signed and dated letterhead
- 3. Your Price must be received by the Procurement Management Unit (PMU) by 1000hours on 13 May 2021 through e-mail (rfqs@zimra.co.zw)
- 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 maybe be shown separately.
- 7. Prices should be quoted in RTGS\$ as opposed to USD (Nostro)
- 8. Bidders shall have the option of submitting their bids electronically to (rfqs@zimra.co.zw) or in the tender box situated at 10th Floor, ZIMRA ZB Centre Offices, Cnr. 1st/Kwame Nkrumah Avenue
- 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 may 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. +263777837523 or <a href="mailto:procurement@zimra.co.zw">procurement@zimra.co.zw</a>
- 13. Mark your items in case of returns
- 14. Copy of CR14, CR6, Sertificate of Incorporation or equivalent documents, Valid Tax Clearance

Signed: [Signature withheld]

T C Taziwa

Acg. MANAGER: PROSUREMENT MANAGEMENT UNIT

NOTE

Item	Description of Goods/Service	Unit of Measure	Qty required	Unit Price	Total Price
1	BOND PAPER	Ea.	2 215		
Value	Added Tax				
Grand	Total, DAP, ZIMRA Warehouse				
Curre	ncy				
Delive	ery Period: weeks from 1	receipt of order			

NB: Bidders are also encouraged to view the sample at the below address

**Delivery**: Above items to be delivered to the following final destination(s): **Zimbabwe Revenue Authority, 61-63 Plymouth Road, Enfield Complex, Southerton, Harare.** 

Delivery period: Withi	n 7-14 Davs of recei	pt of Purchase Order.	

### **NOTE**



# (To be signed by the firm)

Annex III

## FORM OF CONTRACT AGREEMENT

TH	IS AGREEMENT number made on _	, <u></u> , between			
	(hereinafter calle	ed "the Purchaser") on the one part and			
	(hereina	fter called "the Supplier") on the other part.			
has	to be supplied by Supplier, viz. Cons accepted the Quotation by the Supplier	r quotation for <b>the supply and delivery of</b> stract, (hereinafter called "Contract") and r for the supply of goods under Contract at the [in words]			
sui f	m of	nafter called "the Contract Price".			
	W THIS AGREEMENT WITNESSETH AS				
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.				
	WITNESS whereof the parties hereto han babwe on the date indicated above.	ave executed the Contract under the Laws of			
Sig	nature and seal of the Purchaser:	Signature and seal of the Suppler:			
For and on behalf of		For and on behalf of			
Naı	me of Authorized Representative				

**NOTE** 

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