ZIMRA RFQ No: 341/2023

SUPPLY AND DELIVERY OF RECEIPT BOOKS - R.I.H



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CATEGORY: COMPUTER CONSUMABLES AND STATIONERY

DATE OF ISSUE:

03 November 2023

CLOSING DATE:

09 November 2023 AT 1000 HOURS



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To: Suppliers:

Please provide your Price Quotation for the supply and delivery of Receipt Books - Receipt for Items Held.

- 1. Shown on the attached Specification of Goods sheet.
- 2. Please provide the Price Quotation in USD (payable at the RBZ Interbank rate) on your official signed and dated letterhead.
- 3. The Procurement Management Unit (PMU) must receive your Price Quotation by 09 November 2023 at 1000hrs. which com
- 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. e Parichase Q
- 6. Prices should be quoted in both USD and local currency as per SI 185 of 2020. Bidders should indicate whether they charge/ do not charge VAT on their prices.
- 7. Bidders shall submit their bids electronically to rfqs@zimra.co.zw ONLY. Physical/Hard copy submissions will not be acceptable except for the samples where necessary. Bidders are required to check for Samples at ZIMRA Central Stores, 61-63 Plymouth Road, Enfield Complex, Southerton, Harare umentatio
- 8. 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.
- 9. Payment: 100% within 30 days of invoice date and receipt & acceptance of goods.
- 10. For further information, contact the undersigned on telephone no. +263242 773 040 or heir delivery per procurement@zimra.co.zw e Purchase Grav
- 11. Additional information required from Bidders: -
 - Attach proof of registration with PRAZ indicating relevant category.
 - Attach a current and valid Tax Certificate clearance certificate
 - Attach PRAZ registration number.
- 12. Prospective bidders dealing with ZIMRA for the first time must attach the following documentation on submission:
 - Certificate of Incorporation, CR5 and CR6
 - Company Profile
 - Proof of registration with PRAZ
 - A Valid NSSA Certificate
- 13. Expected delivery period is 3 days from Purchase Order issue date. Bidders must state their delivery period and failure to deliver within the stated delivery timeline will result in cancellation of the Purchase Order and records will be kept and sent to PRAZ. nue Auth

14. Award may be done on an item-by-item basis or total items whichever is economic to ZIMRA.

HEAD OFFICE

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Signed:

T. C. TAZIWA

ACTING PROCUREMENT MANAGER - PMU

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Item	Description of Goods	Unit of Measure	Quantity required	Unit Total Price Price
	RECEIPT BOOKS – RECIPT FOR ITEMS HELD (R.I.H)	BOOKS OF	Ţ,	monfficial op:
1	 A4 Books printed in Duplicate 50 leafs, fclr Self-Carbonated 	50 SHEET	500	Veniber Zi
			- /	23 014
	HO OFF O O	NUE AUTO	\	Pred late 1 - 2
	HO (052 0 3 NOV	2023 052 HO	į	gricemon shoct
	PROCURE	MENT /		wittenshe
	N. O. BOX 1350	HARAKE		YEMRA
			`	mar official sp.
				Svember 2
	Value Added Tax			Southerton, nar
Grand	l Total, DAP, ZIMRA Kurima House			bred late, con
	Currency		1	interaction should the project of a Three So
	- F - B			- Wiltems He
D	elivery Period: weeks fro	m receipt of o	rder	ZIMRA
			1	Leonerador

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

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Page 3 of 4

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(To be signed by the firm)

Annex III

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FORM OF CONTRACT AGREEMENT

1112	AGREEMENT number made on	, between	TV Water to be			
	(hereinafter ca	alled "the Purchaser") on	the one part and			
	(herein:	after called "the Supplier") o	n the other part.			
			applier as			
	REAS the Purchaser has requested fo		111 1 111 1 1111			
has a	ccepted the Quotation by the Supplie	er for the supply of goods un	der Contract at the			
sum	of	•	_[in words]cellof Price			
()[in figures] here	inafter called "the Contract I	Price". Herein, the			
NOW THIS AGREEMENT WITNESSETH AS		FOLLOWS:	entract.			
1. T	he following documents shall be deer	med to form and he read and	Laws of			
	this agreement, viz:	incu to form and be read and	construct as part			
a)) Copy of Quotation including Techn	ical and Price Schedule	12 3 5 2 3			
b]) Schedule of Requirement		Fred Pape.			
he Pu	aking into account payments to be ereinafter mentioned, the Supplier urchaser to execute and complete emedy any defects therein in conform	hereby concludes an Agr the supply of goods under	reement with the the Contract and			
Co	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.					
	ITNESS whereof the parties hereto habwe on the date indicated above.	nave executed the Contract	under the Laws of			
Signa	ture and seal of the Purchaser:	Signature and seal of the	Suppler:			
For ar	IN THE SERVED TUTLE	For and on behalf of	12 H 244			
For ar	HEAD OFFICE		age 4 of 4			
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$\overline{}$	PROCUREMENT		the wide in			
Name	of Authorized Representative					
	7, 504 4308, H7		Sistema An			
	154.	•	Total Price			
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