ZIMRA RFQ No: 343/2023

SUPPLY AND DELIVERY OF ZIMRA MOTOR VEHICLE LOG BOOKS





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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 ZIMRA Motor Vehicle LOG Books

- 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.
- **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 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
- **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. +263242773 040 or remedivery or procurement@zimra.co.zw
- 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.

14. Award may be done on an item-by-item basis or total 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 Price	Total Price
1	ZIMRA MOTOR VEHICLE LOG BOOKS	EACH \	1000		ember 2023 at therton, lar i
		\	- 1	1	ared late
_	er Sample available at ZIMRA Central Sto erton, Harare	res, Enfield C	omplex, 61-	63 Plym	outh Road,
	HEAD OFFICE				response
	TIMB HEAD OFFICE	THOR			o Asl indir
	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	052)HO	(4	MRA.
	PROCUREMENT P.O. BOX 4350, HARAR	1	į	(9	Ivmouth S.
		1	į	761	ember 2023
Value Added Tax			'1	io I	itherton, har i
Grand	l Total, DAP, ZIMRA Kurima	,			grediate, i., c
	House			Day	63 of 4
	Currency			10	Pachice
Delivery Period: weeks from receipt of order					o dinor Books MRA
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Delivery: Above items to be delivered to the following final destination(s):

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(To be signed by the firm)

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FORM OF CONTRACT AGREEMENT

FORM OF CON	TRACT AGREEMENT	ed as part
		avember 26
THIS AGREEMENT number made on	ı,, between	ana nicon
	alled "the Purchaser") on the	e one part and
(herein	after called "the Supplier") on t	the other part.
	C	Supplier as
WHEREAS the Purchaser has requested for the supplied by Supplier, viz. Co	ontract, (hereinafter called	"Contract") and
has accepted the Quotation by the Suppli		
sum of \in figures \ \hora_		in words ce of
	einafter called "the Contract Pri	ce". erein, the
NOW THIS AGREEMENT WITNESSETH A	S FOLLOWS:	
1. The following documents shall be dee of this agreement, viz:	emed to form and be read and co	onstrued as part
a) Copy of Quotation including Techn	nical and Price Schedule	eratherton,
b) Schedule of Requirement		Pana Alokhad
 Taking into account payments to be hereinafter mentioned, the Supplier Purchaser to execute and complete remedy any defects therein in conform 	r hereby concludes an Agree the supply of goods under th	ement with the ne Contract and
3. The Purchaser hereby covenants to Contract, supply and delivery of the Contract Price in accordance with Pay	goods and remedying of defe	ects therein, the
IN WITNESS whereof the parties hereto I Zimbabwe on the date indicated above.	have executed the Contract un	der the Laws of
Signature and seal of the Purchaser:	Signature and seal of the S	uppleritherton
For and on behalf of	For and on behalf of	Licegi late
For and on behalf of HEAD OFFICE HEAD OFFICE OFFICE OFFICE	()	PagaAloR&ad,
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Name of Authorized Representative		Perdigie
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