

**Request for Quotation (RFQ)**

**RFQ No: 228/2021**

**SUPPLY AND DELIVERY OF VIDEO CAMERAS AND TRIPOD STANDS**

**CATEGORY: COMPUTER CONSUMABLES AND STATIONERY**



**DATE OF ISSUE: 07 JUNE 2021**

**CLOSING DATE: 15 JUNE 2021 (1000HRS)**

To: Suppliers

Dear Sir/Madam,

**SUPPLY AND DELIVERY OF VIDEO CAMERAS AND TRIPOD STANDS**

1. As shown on the attached Specification of Goods sheet.
2. Please provide the Price Quotation on **your official signed and dated letterhead**.
3. Your Price on Proforma Invoice must be received by the Procurement Management Unit (PMU) by **1000hours on 15 JUNE 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 have the option of submitting their bids electronically to [rfqs@zimra.co.zw](mailto:rfqs@zimra.co.zw) or in the tender box situated at 10<sup>th</sup> Floor, ZIMRA ZB Centre Offices, Cnr. 1<sup>st</sup>/Kwame Nkrumah Avenue.
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 14 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 required	Unit Price	Total Price
1	<p>Supply and Delivery of Tripod Stands:</p> <p>Flexible Tripod – for Cameras and Camcorders- Approx. Height 13 inches</p> <p>Quick release plate for fast and easy camera mounting and dismounting</p> <p>Safety Knob locks the mounting plate in place for additional security/Rotate clockwise to lock, counter clockwise to unlock</p> <p>Flexible joints bend and rotate 360 degree to conform to any shape – Rubber rings and foot grips provide extra gripping power for a secure hold</p>	Each	2		

2	<p>Supply and delivery of Video Cameras;</p> <p><b>RECORDING</b></p> <p><b>Video storage media</b> SDXC/SDHC/SD memory card (2 card slots); Dual Format recording, Double slot (simultaneous) recording and Relay (continuous) recording possible.</p> <p><b>Type</b> Class 6 (or higher) cards recommended for 1080/50P recording; Class 4 (or higher) cards recommended for other Full HD recording</p> <p><b>Recording time</b> 128GB SDXC card: 10hrs 10mins (AVCHD max. quality) 8hrs 00mins (MP4 max. quality) 91hrs 55mins (MP4 lowest quality)</p> <p><b>Recording file format</b> AVCHD Progressive (v2.0, high profile); MP4</p> <p><b>Recording format</b> AVCHD (all modes variable bit rate, 4:2:0 colour sampling): 1920x1080: 50p (28Mbps, linear PCM audio available); 1920x1080: 50i/PF25 (24Mbps, 17Mbps); 1440x1080: 50i/PF25 (5Mbps) MP4 (all modes variable bit rate, 4:2:0 colour sampling): 1920x1080: 50p (35Mbps); 1920x1080: 25P (24Mbps, 17Mbps); 1280x720: 25P (4Mbps); 640x360: 25P (3Mbps)</p> <p><b>Slow/Fast motion</b></p>	Each	2		
---	---	------	---	--	--

YES (MP4 HD mode only, x0.5/x2/x4/x10/x20/x60/x120x1 200 <b>Interval Record</b> NO <b>Frame Record</b> NO <b>Pre Record (cache record)</b> YES (3 seconds) <b>Scan Reverse</b> NO <b>HD-&gt;SD conversion</b> NO <b>Internal Data Transfer</b> MOVIE & STILLS: Yes (card to card) <b>Photo storage media</b> SDXC/SDHC/SD memory card <b>Still quality</b> During video recording or playback: 1920 x 1080/1280 x 720/640 x 360				
<b>Value Added Tax</b>				
<b>Grand Total, DAP, ZIMRA Warehouse</b>				
<b>Currency</b>				
<b>Delivery Period: _____ weeks from receipt of order</b>				

**Delivery:** Above items to be delivered to the following final destination(s):  
**Zimbabwe Revenue Authority, Kurima House and ZB Centre, Harare.**

**Delivery period: Urgent.**

***(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:**

For and on behalf of

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

**Signature and seal of the Supplier:**

For and on behalf of

\_\_\_\_\_