

ZIMRA RFQ No: 292/2022

SUPPLY AND DELIVERY OF LONG SERVICE AWARDS CERTIFICATES WITH GOLD FOILING & FRAME



ZIMRA
Zimbabwe Revenue Authority

CATEGORY: PROMOTINAL MATERIAL

DATE OF ISSUE: 06 July 2022

CLOSING DATE: 08 July 2022 AT 1000 HOURS

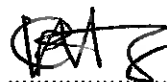
To: Suppliers:

Please provide your Price Quotation for the supply and delivery of **branded ZIMRA plaque** Shown on the attached Specification of Goods sheet.

1. Please provide the Price Quotation on **your official signed and dated letterhead**.
2. The Procurement Management Unit (PMU) must receive your Price Quotation by **08 July 2022 at 1000hrs**.
3. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late, rejected and returned unopened to the bidder.
4. Unless otherwise stated, bidders must offer for all items & quantities shown on the specification sheet and provide a Grand Total price.
5. 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.
6. 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.
7. An order/contract will be placed with the bidder who offers the lowest price quotation, for sample viewing before quoting visit PMU offices 10th Floor, at ZB centre corner First street and Kwame .
8. Payment: 100% within 30 days of invoice date and receipt & acceptance of goods.
9. For further information, contact the undersigned on telephone no. +263242 773 040 or procurement@zimra.co.zw
10. Additional information required from Bidders: -
 - Attach proof of registration with PRAZ indicating category which the company is registered for.
 - Attach a current and valid Tax Certificate clearance certificate
 - Attach PRAZ registration number.
11. Bidders dealing with ZIMRA must attach the following documentation on submission:
 - Certificate of Incorporation, CR5 and CR6
 - Company Profile
 - Proof of registration with PRAZ
 - A Valid NSSA Certificate
12. 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.
13. Award may be done on an item-by-item basis or total items whichever is economic to ZIMRA.

Signed:

P Ticharwa

 05/07/2022

A/PROCUREMENT MANAGER

Item	Description of Goods	Unit of Measure	Quantity required	Unit Price	Total Price
1	Long Service Awards Certificates with Gold Foiling & Frame	Each	1322		
Value Added Tax					
Grand Total, DAP, ZIMRA Kurima House					
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