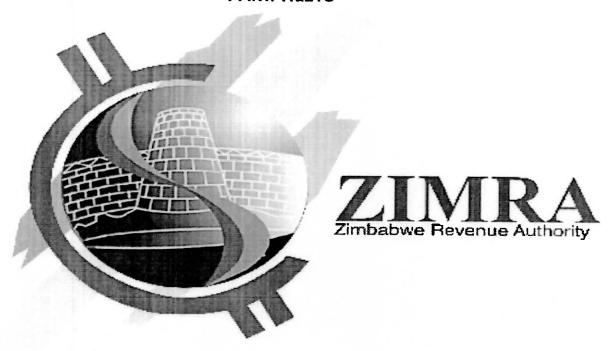
Request for Quotation: ZIMRA RFQ192/2023

SUPPLY & DELIVERY OF PRINTED TRI-FOLD SINGLE WINDOW PAMPHLETS



DATE OF ISSUE:

21 JUNE 2023

CLOSING DATE:

23 JUNE 2023 AT 1700 HOURS

NOTE

CATEGORY: PROMOTIONAL MATERIALS

To: Suppliers

Dear Sir/Madam,

Please provide your Price Quotation for the SUPPLY & DELIVERY OF PRINTED TRI-FOLD SINGLE WINDOW **PAMPHLETS** as shown on the Specification of goods sheet.

- 1. Required is the Price Quotation on your official signed and dated letterhead.
- 2. The Procurement Management Unit (PMU) must receive your Price Quotation by 23 June 2023 @1700hrs.
- 3. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late and it is rejected
- 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 rfgs@zimra.co.zw
- 7. Physical or Hard copies submission will not be acceptable except for Samples where necessary.
- **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 procurement@zimra.co.zw
- **11.** Additional information Required from Bidders:
 - Proof of registration with PRAZ indicating category which the company is registered for.
 - A current and valid tax clearance certificate
- 12. Bidders to quote their PRAZ Registration Number on their proposals and submit proof of Valid Certificate for the category they are participating, failure to which will result in automatic disqualification.
- **13.** Bidders must attach the following documentation on the quotation on submission:

 - Certificate of Incorporation CR14 (now CR6 under the new act) and CR6 (now CR5 under the new act)
 - Company Profile
 - Proof of registration with PRAZ and a Valid NSSA Certificate
- 14. Expected delivery period is 5 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 the regulator (PRAZ).
- 15. Award may be done on an item-by-item basis or total items whichever is economic to ZIMRA

Signed: Ht tunk

TARUME I ZIMRA PROCUREMENT MANAGER

NOTE

CATEGORY: PROMOTIONAL MATERIALS

GOODS/SERVICE SHEET

Item	Description of Goods	Unit of Measure	Quantity required	Unit Price	Total Price
1	 Printing of Zimbabwe Electronic Single Window Tri-Fold Brochure Paper Size 8.5" x 11" (Letter) 170 – 300 GSM 	Ea.	10 000		
	Samples Must be Submitted				
Grand	Total, DAP, ZIMRA Warehouse				
Currer	псу				
Delive.	ry Period: weeks from 1	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

THIS AGREEMENT number	made on	hetween	
		Purchaser") on the one	nart and
		lled "the Supplier") on th	
WHEREAS the Purchaser has a	•		•
<u>NOTE</u>			
PRAZ REGISTRATION FOR THE			

CATEGORY: PROMOTIONAL MATERIALS

	s accepted the Quotation by the Supplier m of	r for the supply of goods under Contract at the[in words]			
)[in figures] herei				
NC	W 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.				
	WITNESS whereof the parties hereto han babwe on the date indicated above.	we executed the Contract under the Laws of			
Sig	nature and seal of the Purchaser:	Signature and seal of the Suppler:			
For and on behalf		For and on behalf of			
Vai	ne of Authorized Representative				

NOTE