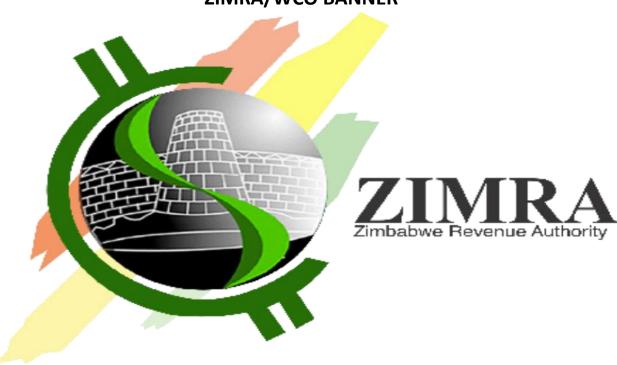
# **Request for Quotation:**

RFQ369/2023

**ZIMRA/WCO BANNER** 



DATE OF ISSUE: 12 DECEMBER 2023

CLOSING DATE: 15 DECEMBER 2023 AT 1700 HOURS

## **NOTE**

#### To: Suppliers

Dear Sir/Madam,

Please provide your Price Quotation for the **ZIMRA/WCO BANNER** as shown on the Specification of goods sheet.

- 1. Required is the Price Quotation on your official signed and dated letterhead.
- **2.** he Procurement Management Unit (PMU) must receive your Price Quotation by 15 December 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 Ouotations.
- **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 706565 or <a href="mailto:procurement@zimra.co.zw">procurement@zimra.co.zw</a>
- **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 30 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 ZIMBA

Signed: .....

(ZIMRA PROCUREMENT)

**NOTE** 

## **GOODS/SERVICE SHEET**

Item	Description of Goods	Unit of Measure	Quantity required	Unit Price	Total Price
1	BANNER  ✓ 6m x 1m on PVC material ✓ ZIMRA Logo & WCO Logo  **Theme will be given to the winner of the RFQ369/2023**	Ea.	1		
Grand Total, DAP, ZIMRA Warehouse					
Currency					
Delivery Period: weeks from receipt of order					

**Delivery**: Above items and Invoices to be delivered to the following final destination(s):

**Delivery**: Above items and Invoices 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	,, between	
(her	einafter called "th	ne Purchaser") on the	e one part and
	(hereinafter c	alled "the Supplier")	on the other part.
WHEREAS the Purchaser has r	equested for quo	tation for <b>the suppl</b>	y and delivery of
to be supplied by Supp	lier, viz. Contract	:, (hereinafter ca	alled "Contract") and
has accepted the Quotation by	the Supplier for t	the supply of goods ι	ınder Contract at the
<u>NOTE</u>			

PRAZ REGISTRATION FOR THE CATEGORY BEING TENDERED FOR IS A PRE - REQUISITE

## CATEGORY: PROMOTIONAL MATERIAL

sum of		[in words]			
	)[in figures] hereir	nafter called "the Contract Price".			
NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:					
	e following documents shall be deemed to form and be read and construed as par his agreement, viz:				
a) Copy of Qu	otation including Technic	cal and Price Schedule			
b) Schedule o	of Requirement				
hereinafter m Purchaser to	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.				
Contract, supp	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:		Signature and seal of the Suppler:			
For and on behalf		For and on behalf of			
Name of Authoriz	zed Representative				