

ZIMRA RFQ No: 284 of 2022

**SUPPLY AND DELIVERY OF LAWN MOWER, BOREHOLE
BOOSTER PUMP, LADDER AND GARDEN RACKS TO ZIMRA.**



ZIMRA
Zimbabwe Revenue Authority

CATEGORY: CONSTRUCTION AND RELATED PRODUCTS INCLUDING PLUMBING AND ELECTRICAL.

DATE OF ISSUE: 22 JUNE 2022

CLOSING DATE: 28 JUNE 2022 AT 1000 HOURS



To: Suppliers:

Please provide your Price Quotation for the **Supply and delivery of lawn mower, borehole booster pump, ladder and garden racks to ZIMRA.**

1. Shown on the attached Specification of Goods sheet.
2. Please provide the Price Quotation on **your official signed and dated letterhead.**
3. The Procurement Management Unit (PMU) must receive your Price Quotation by **28 June 2022 at 1000hrs.**
4. Any bid received by the Purchaser after the deadline for submission of bids shall be declared late and rejected.
5. Unless otherwise stated, bidders must offer for all items & quantities shown on the specification sheet and provide a Grand Total price.
6. According to **S.I 85 of 2020**, bids should be priced in United States Dollars (US\$) and Zimbabwean Dollar (ZWL). Evaluation shall be done using the USD component and payment of the contract shall be made at the prevailing RBZ Interbank Rate on the date of payment.
7. Bidders shall submit their bids electronically to rfqs@zimra.co.zw Physical/Hard copy submissions will not be acceptable except for the samples only.
8. **Highlight the RFQ Number and RFQ Description (on page1) on the subject of your email upon sending your bids.**
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. Expected delivery period is 5 days from date of Purchase Order.
11. Payment: 100% within 30 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
13. 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
14. **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.**
15. Award may be done on an item-by-item basis or total items whichever is economic to ZIMRA.

Signed:
J. TARUME
PROCUREMENT MANAGER



Item	Description Of Goods	U.O.M	Quantity required	Unit Price	Total Price
1	Walk-Along Rotary Electric Lawn Mower <ul style="list-style-type: none"> • Power: 2600W • Voltage: 220V 	Each	1		
2	Borehole Booster Pump <ul style="list-style-type: none"> • PEDROLLO CPM158:078kw 1HP 220V 	Each	1		
3	Platform Ladder <u>Specifications:</u> <ul style="list-style-type: none"> • 4-Step • Foldable • 100kg Capacity Load • Height - 1.5 Metres • Aluminium Material 	Each	1		
4	Plastic Garden Rack	Each	3		
Value Added Tax					
Grand Total, DAP, ZIMRA Warehouse					
Currency					
Delivery Period: _____ weeks from receipt of order					

- **Delivery:** The above goods to be delivered at the below address:

**ZIMRA CENTRAL STORES
ENFIELD CABLES COMPLEX
61-63 PLYMOUTH ROAD
SOUTHERTON
HARARE**



(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:

Signature and seal of the Supplier:

For and on behalf of

For and on behalf of

Name of Authorized Representative





INTERNAL REQUEST FOR THE SUPPLY OF GOODS/SERVICES

To: Head Administration / Procurement Manager / HR & Administration Manager / Administration Officer / Administration Assistant / Procurement Assistant

Requisitioner Information

Date: 15.06.2022

Requisitioner: M. KAMUENDE

Division/Department: ADMINISTRATION

Tel/Cell: 0712845304

Delivery Location: KURIMA HOUSE

Cost Centre: 411000

QUANTITY	UNIT OF MEASURE	ITEM DESCRIPTION	ESTIMATED COST
1	ea	Electric Lawn Mower (Power 2600W, Voltage 220V)	
1	ea	Borehole Booster Pump (PEDROLLO CPM158: 078kw IHP 220V)	
3	ea	Plastic Wreck Rack <i>ll.</i>	
1	ea	Ladder	
3	ea	Worksuits (size 46)	
3	ea	Safety Shoes (size 8)	
		(FOR USE AT THR CONTACT CENTRE AT 30 MT BATTEN, MARLBOROUGH)	

DECLARATIONS IF QUOTATIONS HAVE ALREADY BEEN SOURCED NO

a) QUOTATIONS SOURCED FROM THE FOLLOWING SUPPLIERS:

b) CONFIRMATION OF AVAILABILITY OF FUNDS

APPROVED BY: COMMISSIONER / DIRECTOR / HEAD OF SECTION / STATION MANAGER

D.S. MAFENZANA *[Signature]* 15/6/22

NAME

SIGNATURE

DATE