

REQUEST FOR QUOTATION

ZIMRA RFQ No: 326 of 2022

SUPPLY AND DELIVERY OF ENGINEERING EQUIPMENT.



ZIMRA
Zimbabwe Revenue Authority



DATE OF ISSUE: 12 August 2022

CLOSING DATE: 18 August 2022 @1000hrs.

**CATEGORY: CONSTRUCTION AND RELATED PRODUCTS INCLUDING
PLUMBING AND ELECTRICAL.**

To Suppliers:

Dear Sir/Madam,

Please provide your Price Quotation for **the supply and delivery of engineering equipment.**

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 **18 August 2022 @1000hrs.**
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. **Bids must be priced in United States Dollars (US\$) and payment shall be made at the prevailing RBZ Interbank rate in line with S.I 85 of 2020.**
7. Bids must have a **validity period of 30 working days.**
8. Bidders shall submit their bids electronically to rfqs@zimra.co.zw ONLY. Physical/Hard copy submissions will not be acceptable except for Samples where necessary.
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. Payment: 100% within 30 days of invoice date and receipt & acceptance of goods.
11. For further information, contact the undersigned on telephone no. +263242 773 040 or procurement@zimra.co.zw
12. 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
13. **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.**
14. Prospective bidders dealing with ZIMRA for the first time must attach the following documentation on submission:
 - Certificate of Incorporation
 - CR14 (CR6 under the new act) and CR6 (CR5 under the new act)
 - Company Profile
 - Proof of registration with PRAZ
 - A Valid NSSA Certificate
15. 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 the regulator (PRAZ).

Signed:
ACTING PROCUREMENT MANAGER



Item	Description Of Goods	Unit of Measure	Quantity required	Unit Price	Total Price
1	Multi-purpose aluminium ladder with height of 4.8 metres when A-Shaped	Each	2		
2	Multi-purpose aluminium ladder with height of 2.4 metres when A-Shaped	Each	4		
3	Portable extension aluminium telescoping ladder with no-slip feet, 5metres and 150kg working capacity.	Each	4		
Grand Total, DAP, ZIMRA Warehouse					
Currency					
Delivery Period: _____ <i>weeks from receipt of order</i>					

The above goods must be delivered at the below address:

Zimbabwe Revenue Authority
61-63 Plymouth Road
Enfield Complex
Southerton
Harare



To be signed by the firm

Annex II

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

