

REQUEST FOR QUOTATION
ZIMRA RFQ No: 387/2022
SUPPLY AND DELIVERY OF PSB CARDS



DATE OF ISSUE: 23 September 2022

CLOSING DATE: 29 September 2022 @1000hrs.

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



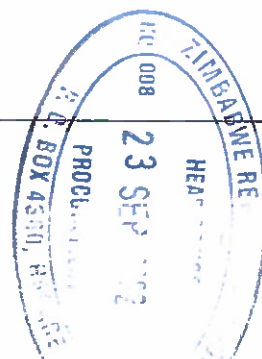
: Suppliers

Dear Sir/Madam,

Please provide your Price Quotation for the supply and delivery of PSB Control Cards. .

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 **29 September 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 Bids must have a validity period of 30 working days.**
7. **In line with the value for money objective of public procurement; bidders are advised to provide reasonable USD prices for their goods in line with the prevailing RBZ Interbank Rate and prevailing market prices. Prices that shall be deemed extortionist in nature may lead to disqualification of the bidder in the tendering process.**
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:
13. Proof of registration with PRAZ indicating category which the company is registered for.
14. A current and valid tax clearance certificate
15. **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.**
16. 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 and A Valid NSSA Certificate
17. 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:  23/09/2022
P. Ticharwa - ACTING PROCUREMENT MANAGER



Item	Description of Goods	Unit of Measure	Quantity required	Unit Price	Total Price
1	Dunham Bush floor standing air conditioner indoor unit PSB control card for model FS100C Serial number: C703117310112411400002, PCB board numbers: SD831M110110.hex31664 /EXBMC112041010006/203343990001	Each	02		
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:

For and on behalf of

Signature and seal of the Supplier:

For and on behalf of

Name of Authorized Representative

