

**ZIMRA RFQ NO: 339/2022**  
**SUPPLY AND DELIVERY OF WORK-SUITS, LAB**  
**COATS AND SUN HATS**

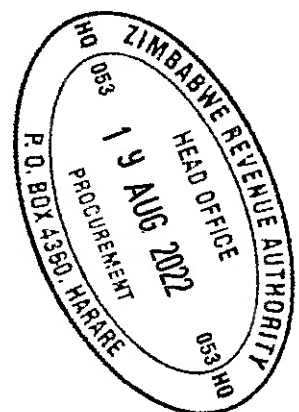


**ZIMRA**  
Zimbabwe Revenue Authority

**CATEGORY: Protective Clothing**

**DATE OF ISSUE: 19 August 2022**

**CLOSING DATE: 25 August 2022 AT 1000 HOURS**



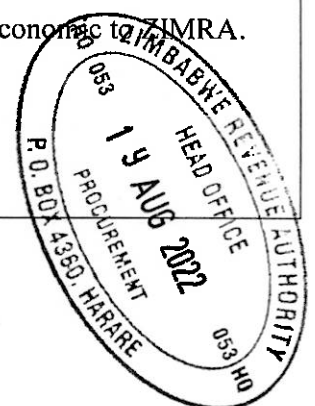
To: Suppliers:

Please provide your Price Quotation for the **supply and delivery of work-suits, lab coats and sun hats.**

1. Shown on the attached Specification of Goods sheet (Annexure 1, Annexure 2 and Annexure 3)
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 **25 August 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. **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 must submit a sample of the material(s) quoted by 25 August 2022 and these will be used as part of the evaluation process for this request. Samples should be delivered at ZIMRA Head Office, ZB Centre, Corner Kwame Nkrumah & First Street, Harare.**
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. Payment will be made in Zimbabwe Dollars.
11. For further information, contact the undersigned on telephone no. +263(242) 773 040 or [procurement@zimra.co.zw](mailto:procurement@zimra.co.zw)
12. 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
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. Expected delivery period is within 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 PRAZ.
15. Award may be done on an item-by-item basis or total items whichever is economical to ZIMRA.

Signed: .....  
S. Gaviro

**ACTING PROCUREMENT MANAGER**



## ANNEXURE 1: WORKSUITS

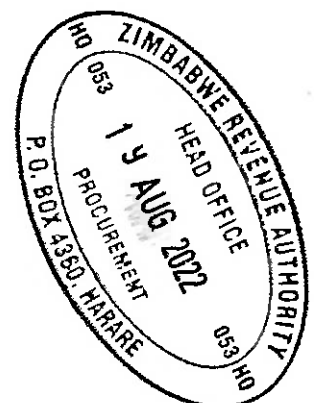
### Work-suits Specifications:

- Acid Proof
- Cotton Rich
- Flame Retardant
- Navy Blue in colour with reflectors.

Item	Description of Goods	U.O.M	Quantity required	Unit Price	Total Price
i)	Size 48	each	06		
ii)	Size 46	each	15		
iii)	Size 44	each	03		
<b>Value Added Tax</b>					
<b>Grand Total, DAP, ZIMRA Warehouse</b>					
<b>Currency</b>					
<b>Delivery Period: _____ weeks from receipt of order</b>					

- **Delivery:** The above goods to be delivered at:  
**ZIMRA Central Stores**  
**Enfield Cables Complex**  
**61-63 Plymouth Road**  
**Enfield Complex**  
**Southerton**  
**Harare**

- **Delivery period:** Within 7 Days of receipt of Purchase Order.



## ANNEXURE 2: LAB COATS

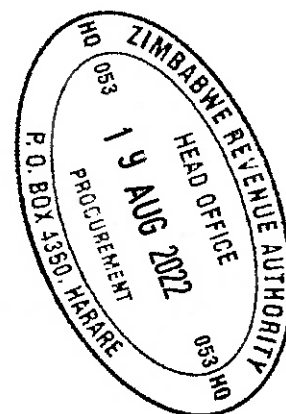
### Lab Coats Specifications:

- Cotton Rich
- Navy-Blue in colour

Item	Description of Goods	U.O.M	Quantity required	Unit Price	Total Price
i)	Size 48	each	04		
ii)	Size 46	each	10		
iii)	Size 44	each	02		
<b>Value Added Tax</b>					
<b>Grand Total, DAP, ZIMRA Warehouse</b>					
<b>Currency</b>					
<b>Delivery Period: _____ weeks from receipt of order</b>					

- **Delivery:** The above goods to be delivered at:  
**ZIMRA Central Stores**  
**Enfield Cables Complex**  
**61-63 Plymouth Road**  
**Enfield Complex**  
**Southernton**  
**Harare**

- **Delivery period:** Within 7 Days of receipt of Purchase Order.



**ANNEXURE 3: SUN HATS**

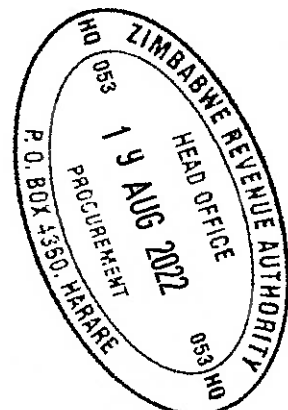
**Sun Hats Specifications:**

- For man with wide brim fishing hats
- Navy-Blue in colour
- Branded with ZIMRA Logo

Item	Description of Goods	U.O.M	Quantity required	Unit Price	Total Price
i)	Sun Hats	each	24		
<b>Value Added Tax</b>					
<b>Grand Total, DAP, ZIMRA Warehouse</b>					
<b>Currency</b>					
<b>Delivery Period: _____ weeks from receipt of order</b>					

➤ **Delivery:** The above goods to be delivered at:  
**ZIMRA Central Stores**  
**Enfield Cables Complex**  
**61-63 Plymouth Road**  
**Enfield Complex**  
**Southernton**  
**Harare**

➤ **Delivery period:** Within 7 Days of receipt of Purchase Order.



**(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**

