

RE-TENDER

Request for Quotation

ZIMRA RFQ No: 547/2021

PROVISION OF REMOVALS SERVICES



ZIMRA
Zimbabwe Revenue Authority

DATE OF ISSUE: DECEMBER 17, 2021

CLOSING DATE: DECEMBER 21, 2021

CATEGORY: MANAGEMENT AND GENERAL CONSULTANCY SERVICES



To: Suppliers

Dear Sir/Madam,

To: Suppliers

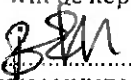
Dear Sir/Madam,

Please provide your Price Quotation for Photography Services

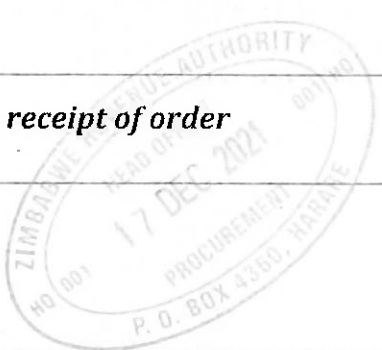
1. Shown on the attached Specification of Goods sheet.
2. Please provide the Price Quotation on **your official signed and dated letterhead**.
3. The Procurement Management Unit (PMU) must receive your Price Quotation by 21.12.2021 @1000hrs.
4. Any bid received by the Purchaser after the deadline for 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. 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.
7. 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.
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 Quotations.
9. Bidders shall indicate whether they will be able to provide the removals services on or before December 31, 2021 as it is the deadline by which all staff members ought to have been transferred.
10. Bidders to indicate their lead time for the removals services based on the attached schedules
11. Bidders shall include any additional costs incidental to the performance of the services
12. Bidders to submit proof of ownership of vehicles (trucks) to be used for the services
13. Payment: 100% within 30 days of invoice date and receipt & acceptance of goods.
14. For further information, contact the undersigned on telephone no. +263242 773 040 or procurement@zimra.co.zw
15. 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
 - PRAZ registration number
16. Prospective bidders dealing with ZIMRA for the first time must attach the following documentation on submission:
 - Certificate of Incorporation, CR6 and CRI4
 - Company Profile
 - Proof of registration with PRAZ

➤ 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:  16/12/2021
B. E. MUSHANYURI (DR.)
CONTRACTS MANAGER

Item	Description of Goods	Unit of Measure	No. of Staff to be Transferred	Unit Price	Total Price
1	Provision of removals services for: Lot 1: Region 1; Lot 2: Region 2; Lot 3: Region 3; Lot 4: Beit bridge	Each	66		
Grand Total, DAP, ZIMRA Warehouse					
Currency					
Delivery Period: _____ weeks from receipt of order					
CONTRACTS MANAGER					



Delivery: Above items to be delivered to different destination(s) as indicated on the attached schedules on Annexure IV:

Important Notes to Bidders:

1. Bidders are advised that the number of staff to be transferred may vary due to unforeseen circumstances which may entail a change on scope of the services to be rendered. It is therefore prudent that a quote per individual transfer be given together with a consolidated summary per lot.
2. Names & contact details of the staff will be availed to the winning bidder(s)

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.

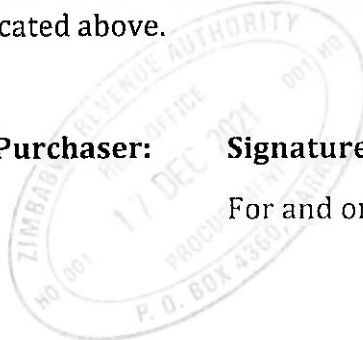
Signature and seal of the Purchaser:

For and on behalf of

Name of Authorized Representative

Signature and seal of the Supplier:

For and on behalf of



Annex IV

Region 1

No.	Items Description	From	Forwarding address
1	Bed, Fridge	1441 Mainway Meadows Waterfalls, Harare	Beitbridge
2	Bed, Fridge	Geln View, Harare	Beitbridge
3	Bed, Fridge	5752 Premium Street	Beitbridge

Region 2

No.	Items to be transported	From	Forwarding address
1	Fridge,double bed,Blankets,ironing board,wooden cabinet, two plate stove, kitchen utensils	7 Reading Ave Paddenhurst Bulawayo	Plumtree Border Post
2	Sofa*4, Bed*1, Stove, Fridge, Kitchen Cabinet, Tv stand, Coffee Table, Kitchen Ware, Kids Toys, Miscalleneous	No. 4,Heyman Road, Suburbs, Bulawayo	1179 Sunningdale 3, Harare
3	Bed, Wardrobe, Push Tray , chair.	8743 Nkulumane 12, Bulawayo	4786 Mkoba 17 Gweru
4	Wardrobe,Refrigerator,4*sofas,1*bed,2boxes of pots and plates,1*kitchen unit,3*bags of clothes,1*bundle of blankets,1*subwoofer radio	Plumtree Border Post	Address To be advised still looking for accomodation in Gweru.Goods Going to Gweru
5	1*Refrigerator,8*storage boxes,4*buckets ,1* Ironing board ,1*laundry basket.	Plumtree Border Post	Beitbridge Border Post
6	1 x Queenbed set, 1 x upright refrigerator, 1 x Plasma T V stand, 1x 40" Samsung TV, 1x Dressing mirrior, 2x 100l refuse bins, .1 x Microwave oven,1 x 2 plate gas burner stove,1 x 9kg gas cylinder,Box pots & plate,cups,11 buckets,1x galon 20l,.1 x oval dish, 4 x plate dishes,1 x satelite dish, 2 x	Plumtree Border Post	11 Sarah Bain Drive, Ilanda, Bulawayo

	suitcase clothing,.6x china bags,1x small study table,.1 x chair,brooms,mops,1 x Gas stove stand,6 pillows, 2x continetals & 2 scatter,1x water urn 20l,.1 x ironing board.		
7	2 Fridges, 1 bed,18 shangani bags,3 tool boxes	4 Brahms road , Barham Green Bulawayo	12013 Tynwald north ,Harare
8	(cooking utensils, microwave,stove,presure cooker,push trays, etc)	6 UTC Flats Victoria Falls	125 Herbert Chitepo Avenue Mutare
9	Fridge, TV Stand, Table, Microwave, Box of utensils, Cooler Box	Flat 4 ZIMRA Flats Victoria Falls	247 Mahatshula South Bulawayo
10	1* set of sofas, 1* queen sized bed, 1* upright fridge, 1* courtbed, 1* 2 plate stove, 1* tv stand, 2* tv, 1* 2 piece wardrobe, 1* kitchen cabinet, 1* bicycle, 2* single mattresses, 1* drum of household goods, 2* tool boxes, 1* sound bars, 1* office chair, 1* small foldable office desk, 1* desktop computer, 4* suitcases of clothes, bed linen and blankets, kitchen utensils	51 Dale Crescent, Victoria falls	401 Weirmouth Park, Mutare
11	1* upright fridge, 1* kitchen cabinet, 2* tvs, 1* 2 plate stove, 1* bicylce, , 5* suitcases of clothes and blankets, miscellaneous kitchen utensils	48 Dale Crescent, Victoria Falls	731 New Luveve, Bulawayo
12	1* Double bed	Flat 1, UTC Flats Victoria Falls	Beitbridge Border Post
13	Home gym equipment , Deep freezer	Victoria Falls	Beitbridge Border Post
14	2 television sets, 3 piece sofa set, 2 beds,Stove, 2 refrigerators, 1 tv stand,1 sound system, 1 coffee table, 1 wardrobe, 1 chess of drawers, 1 coatbed, 1 mattress, 2 cupboards, 1 microwave, 1 airfryer, 1 toaster, 1 sandwich maker, 1 muffin maker, 1 frying pan, 1 blender, 1 bicycle, 1	Victoria Falls	Masvingo 9253 Victoria Ranch Masvingo

	plastic bin, 1 plastic box, 5 plastic dishes, 3 carpets, 10 plastic buckets and containers, 9 bags of clothing, 3 boxes of kitchen utensils, 4 bags, 4bags of groceries, 1 fan, 1 cooler, 1 desk, 1 bedroom fridge, 1 shoe rack, 1 ironing board		
15	2 beds, 4 pc lounge suite,2 wardrobes,1 Tv stand,1 stove,3 fridges,3pc kitchen unit,1 coffee table,bags of clothing and blankets	Victoria Falls	Mutare adress TBA
16	2 beds, 1 set sofas (2 1 seater and 2 2 seaters, 2 fridges, 1 TV, 1 stove, 1 microwave, 1 small cabinet,clothes, blankets, pots and miscellaneous kitchen utensils)	1474 Chinotimba Victoria Falls	183 Murambi Close, Chikanga Phase 1, Mutare
17	1*Samsung 32 Inch TV,1* Black Suitcase,3* Plastci Containers, 1* Metal Container,2* Boxes Utensils	1344 Emgwanini Bulawayo	ZIMRA Beitbridge
18	1*2 piece sofa set, 3*beds, 2*wardrobes, 2*4 plate stoves, 1*3 piece kitchen unit, 1*heardboard, 1*dressing table, 2*refrigerators, 4*tyres, 2*TV Stands, 1*table, 1*shoe rack, 3*long chairs, 18 bags clothing, 1*sit up bench, 3*fans, 2 bins kitchenware, 7 plastic container, 1 drum various, 15 boxes various (bedding fashions & pillows)	12 Thursby Road, Greenhill, Byo	2648 Mainway, Waterfalls, Harare

Region 3

No.	Items Description	From	Forwarding address
1	01 * Bed, 01 * fridge, 01 x wadrobe, 01 x wooden table	24802 Runyararo West Masvingo	Victoria Falls
2	2Beds, 1*Wardrobe, 1*TV Set, 1*table, 1*set sofas, 1*TV Stand, 2*Upright Fridges, 1*Chest Freezer, 1*Stove, Microwave, 8*boxes Kitchen utennsils, 7kg gas cylinder, 2*Bicycles, Dog Kennel, Garden tools, 2*Solar Batteries,	6461 Medium Density, Chipinge	Mutare

	5*Solar pannels, Rabbit Cages (Dismantled), 6*Bags Clothing, blankets etc		
3	2beds,1* 2 piece wardrobe, 1*stove, 1*TV set;1* small kitchen table and Chairs, 70 litres water container, 3* buckets with kitchen utensils, 1*upright fridge, 7kg gas cylinder, 1*small pushing tray, 2*bags of clothes	601 Medium Density Chipinge	Harare
4	1 bed, 2*stove, 1*TV set, TV stand, 1 upright fridge, 1 table & chairs;3* monarch clothing; 1*wardrobe	637 Woodpecker, Chiredzi	Harare
5	1bed,chest of drawers, kitchen unit, stove,couch, 1*TV set;1*table, tv stand, 3*monarch clothing, 3 boxes kitchen utensils, 1*upright fridge, 5 kg gas cylinder	Plot 13 B Glyntor Road,Clovelly Masvingo	Chipinge
6	3 *beds,kitchen unit,stove,1*TV,2*Tables,5*Boxes Kitchen utensils ,1* Upright Freezer,1*Chest Freezer.8*Monarch clothing and blanketds,5 *Laundry Buckets and Dishes,2*Kids Bicycles.	16645 Runyararo South West Masvingo	Zvishavane
7	1* double bed, 1*2 plate stove, 1*32" Tv set, 1* tv stand, 1 box kitchen utensils	1721 Eastlea Ext Zvishavane	Bulawayo
8	2 beds, 3 piece sofas, 1 upright fridge, 1tv set, 1 wardrobe, 1 tv stand	24 Hanson Road, Birthday, Zvishavane	Plot 15 Reitfontein Farm, Shurugwi
9	2 beds, 2 wardrobes, 10 monarchs with clothes, 15 Blankets, 2 wash-baskets, 4 piece sofas, coffee table, wooden tv stand, hometheater with speakers, 4plate stove, kitchen unit, upright fridge, 4 cooler boxes, 20 water buckets, 6 bathing dishes, 20 boxes kitchen utensils, 3kg gas cylinder, 1*satelite dish	3167 muchecheni street hillside masvingo	

10	1*bed,1*stove, 2*Kitchen chairs, 1*TV set; 1*Pushtray, 1*Suitcase clothing, 1*Washing dish with kitchen utensils, 6*boxes kithcen utensils, 5*Water buckets,	Majange, Masvingo	9178 Nkulumane 12, Bulawayo
11	1 Wardrobe,2 x Kitchen Unit,Kitchen chairs, Stove,Refrigerator,Bed,Television,Chest of drawers,3 Cages for layers and the layers as well.	Masvingo	Zvishavane
12	1*bed,1*half kitchen unit ,1* wooden kitchen tray,1* tv, 1* tvstand ,kitchen chairs set,shoe rake,stove,upright fridge, 5* bags clothing and blankets,1*sack of shoes,3 *boxes kitchen utensils, 1*9kg gas tank plus gas stove,	42 Gerge silundika Murambi Mutare	25847 Sebastopol Ruwa
13	02 beds,01*bedroom suite,01*stove, sofas, 01*TV set;01*table, 01*dining table and 6*chairs, 01*upright fridge,01* heater with gas cylinder, 01* chest of drawers, 01*gym bench, 01*dog kennel, 01*big dish with shoes, 01*single chair,01*black bin	Flat 6, Vincent Court, Palmerstone, Mutare	1711 Sandton, Westgate, Harare
14	2xbeds, 2x stoves, 1x tv set, 1x tv stand, 1x upright fridge, 3kg gas cylinder, sofas, 5x boxes kitchen utensils, 3x monachs, bedroom suite, 4x jerry cans, 2x crates of empty drinks	44a Dangamvura Mutare	Bulawayo
15	1*4 plate stove, 2*double beds, 1*chest of drawers,1*table with three (3) chaors, 1*TV set, 1*couch, 1*TV stand	11933 Rekai Tangwena	Harare
16	1*fridge	1229 Rutendo Way Goodhope	Chirundu
17	2 beds, bedroom suite, cot bed, 1 upright fridge, 1 deep freezer, 3 piece sofas, kitchen table with 4 chairs, 3 piece kitchen unit, 2 wardrobes, 2 tables, 2* stoves, 3kgs gas cylinder, 2* TV sets, 1* TV stand, various garden tools, 20 boxes clothing, 10 boxes	6371 Nzembe Crescent Southview, Gweru	Mutare

	kitchen utensils, 5*monarchs clothing, 1* chest of drawers		
18	1 bed, Gas stove, 2 chairs, Fridge	305 Northgate heights	Gweru
19	3beds, 1bedroom suite, 2wardrobe, chest of drawers, kitchen unit, 7boxes kitchen utensils, 4plate stove, 1 upright fridge, 1 chest freezer, 19kg gas cylinder, 12monarchs, sofas, dining suite, 2tvs, 2tv stands	27444 Kaguvi chegututu	Harare, address to be advised
20	1bed, 4plate stove, 1upright fridge, 1tv, 1tv stand, 3monarchs, 3boxes kitchen utensils, 1 wardrobe, microwave,	7406 Westbrook Kadoma	Chipinge, adress to be advised
21	1beds, kitchen unit, 1 wardrobe, stove, sofas; table and chairs, tv stand, 7*monarch clothing, 30 boxes kitchen utensils, 1*upright fridge, 1*chest frezeer, 1 washing machine,	11 third street kadoma	chinhoyi
22	One bed, fridge, tv set and stand, kitchen table four chairs, 7kgs gas cylinder, 5monarch clothing and blankets, two rolls carpets, 2boxes kitchen utensils.	B1 Noelvale flats Zvishavane	Beitbridge Zimra
23	3beds, bedroom suite, 2x Bunk beds, chest of drawers, 2x wardrobes, 1x kitchen unit, 2 x 4 plate stoves, sofas, 2* Tv sets; 1x dining suite 2 *tables, 2x tv stand, monarchs clothing, boxes kitchen utensils, 2*upright fridge, 1*chest frezeer, 5kg and 7kg gas cylinders, Water containers	506 Combretum, Chiredzi	No 61 Victoria Range, Masvingo

Beitbridge:

No.	Item Description	From	Forwarding address
1	Chest of drawers, kitchen cabinet, upright fridge	824 medium density, Beitbridge	14877 Pumula South, Bulawayo

2	1*lounge suite (3 piece) , 1*dining room table, water cooler, tv, 2*tv stand, gas heater , 2*gas cylinders,4 plate stove, freezer, upright fridge, microwave, kitchen appliances and cookware and tableware, 1*bedroom suite, 3*beds , chest of drawers , bunkbed, desk and chairs, jumping castle, blankets, clothing	Gweru- 5 llewelin rd, lundi park	Beitbridge
3	Fridge *1, microwave, TV stand, TV & 2 monarchs	Beitbridge	Chirundu
4	1 fridge; 5*storage boxes; 8*buckets; 6*blankets; gas stove; folding table; folding chairs; books	Beitbridge Express Hotel	11324 23rd Street Glenview 8 Harare
5	Defy upright fridge, Chest of drawers, Portable aircon	1056A Medium Density,Beitbridge	104 Roma Court,14 Fife Ave, Avenues, Harare
6	Defy Refrigerator, Wardrobe, Chest of drawers, Kitchen unit & TV stand	Beitbridge Express Hotel	3198 West Road, Chiredzi
7	1 x Television, 1x T.V stand, 1 x desk and office chair, 2 x kids desks and chairs, 1 x sofa bed, 1 x microwave, 1 x 2-plate gas stove, 1 x gas tank	Flat #1 Old Supervisors Flat, 543 Pound Rd Beitbridge	1627 Legacy Dr, Hatfield, Harare
8	Small upright fridge, 1*Treadmill, 1*Couch, 1*Glass Coffee Table	White Upstairs Mutsabi residence, behind Spar	Number 794 Fairview Rd, Winston Park, Marondera
9	Chest of drawers; bar fridge, TV Set	Beitbridge Express Hotel	Chirundu
10	4*110 litre Addis containers with various household goods, 2*cupboard	Beitbridge Express Hotel	63 Fairview Westgate Harare
11	1 Wardrobe; 1 fridge upright; 1 TV stand; 1 bedroom couch	old supervisors flats beitbridge	Chirundu Mess
12	1*KIC Fridge, 2*solar batteries , Aircon	184 Impala Road, Beitbridge	31943 Mabvazuva, Ruwa
13	push tray, 32 inch TV, satelite dish, buckets & dish	Beitbridge	Chirundu Border Post
14	Chest of drawers, freezer, kitchen ware & clothes	Beitbridge	9641 Chipukutu Park Ruwa

15	Wardrobe, refrigerator, blankets, microwave, desk, 2*plastic chairs, cupboard, 1*chest of drawers, 2*bid cardboard boxes with various items, suitcases	Beitbridge Express Hotel	140 Kilwinning Road, Hatfield, Harare
16	Small upright fridge, 1XTreadmill, 1XCouch, 1XGlass Coffee Table	White Upstairs Mutsabi residence, behind Spar	Number 794 Fairview Rd, Winston Park, Marondera
17	1*fridge, 5*storage boxes, 8*buckets, 6*blankets, gas stove, folding table, folding chairs, books	Beitbridge Express Hotel	11324 23rd Street Glen View 8 Harare
18	Fridge *1, microwave, tv stand, tv & 2 monarchs	Beitbridge	Chirundu
19	Defy Refredgirator, Wardrobe, Chest of drawers, Kitchen unit, TV stand	Beitbridge Express Hotel	3198 West Road, Chiredzi
20	1 x Televesion, 1x T.V stand, 1 x desk and office chair, 2 x kids desks and chairs, 1 x sofa bed, 1 x microwave, 1 x 2-plate gas stove, 1 x gas tank	Flat #1 Old Supervisors Flat, 543 Pound Rd Beitbridge	1627 Legacy Dr, Hatfield, Harare
21	Upright Fridge, Air Conditioning Unit, Television Set	Beitbridge	8030 Kuwadzana 1 harare
22	1 Wardrobe; 1 fridge upright; 1 TV stand; 1 bedroom couch	old supervisors flats beitbridge	chirundu mess