

**Request for Quotation:
RETENDER**

ZIMRA RFQ No: 519/2021

PROVISION OF BASIC FIRE SAFETY TRAINING



DATE OF ISSUE: 12.04.2022

CLOSING DATE: 18.04.2022

CATEGORY: Fire fighting equipment maintenance services

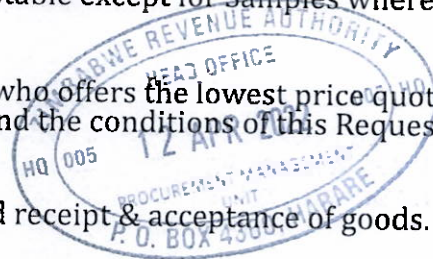
To: Suppliers

Dear Sir/Madam,

Please provide your Price Quotation for the Supply and Delivery of Fire Safety Training 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 18.04.2022 @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. 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. Payment: 100% within 30 days of invoice date and receipt & acceptance of goods.
10. For further information, contact the undersigned on telephone no. +263242 773 040 or procurement@zimra.co.zw
11. 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
12. Prospective bidders dealing with ZIMRA for the first time must attach the following documentation on submission:
 - Certificate of Incorporation, CR6 (CR5 under new Act) and CR14 (CR6 under new Act)
 - Company Profile
 - Proof of registration with PRAZ
 - A Valid NSSA Certificate
13. 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).
14. 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	Unit of Measure	Quantity required	Unit Price	Total Price
1	PROVISION OF BASIC FIRE TRAINING FOR 18 PEOPLE	EACH	18		
	<p>Location for Training : ZIMRA Kurima offices Cnr 3rd Street and Nelson Mandela, Harare</p> <p>Duration of Course : 2 days</p> <p>Course Objectives</p> <ul style="list-style-type: none"> The aim of the course is to provide the delegate with a general idea in terms of basic knowledge and skill needed in an emergency fire situation. <p>Course Outcomes</p> <p>At the end of course officers are expected to be equipped with the following knowledge.</p> <ul style="list-style-type: none"> Fire Introduction. The fire tetrahedron. Classes of fire. Personal safety during fire fighting. Extinguishing mediums and extinguishers. Fire equipment requirements. Methods of operation of fire fighting equipment. Emergency planning basics. Evacuation procedures to safety. <p>Suppliers to submit : Proposed training methodology</p> <ul style="list-style-type: none"> CVs of Training staff 3 letters of references of having conducted similar trainings 				
	Grand Total, DAP, ZIMRA KURIMA HOUSE				
	Currency				
Delivery Period: _____ weeks from receipt of order					



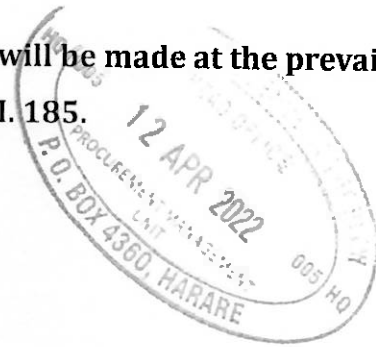
Delivery: Above items to be delivered to the following final destination(s):

Deliver to: ZIMRA KURIMA HOUSE OFFICES, CNR 3RD AVENUE AND NELSON MANDELA, HARARE, ZIMBABWE.

Supplier selection will be based on a Quality and Cost Selection basis.

Supplier's adherence to technical requirements (CVs, proposed methodology and letters of references) will comprise 80% of their total score, while the financial evaluation will comprise 20%.

Suppliers to quote in both USD and ZWL\$. Payment will be made at the prevailing interbank rate at the date of payment in line with S.I. 185.



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
