



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # **FIN01/12/22/330**.....

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the provision Valuation services as per annexure below and attached schedule.

Item Description
- Full valuation of property, plant & equipment as at 31 December 2022
- Intangible assets (software) as at 31 December 2022
- Investment property as at 31 December 2022

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – Bidders must submit their bids in USD and payment will be processed in Zwl using the willing buyer willing seller mid-rate prevailing at the time of payment processing.
- Payment terms should be clearly stated and to be after delivery. POSB shall not consider demands for cash upfront unless an advance payment guarantee has been provided by the supplier.
- Validity period of quotation to be a minimum of 30 days.
- Bidders must state completion time/ delivery period from receipt of official order.
- Bidders must attach material data sheet where applicable
- Bidders must note that if they put more than one option only their main offer will be evaluated.
- Value added tax must be clearly and separately quoted.

Bidders must also submit the following documents

1. Bidders must attach CR14 certificate – list of directors
 2. Bidders must attach proof of registration with Procurement Regulatory Authority of Zimbabwe (PRAZ) in the form of a valid PRAZ certificate for correct category.
 3. Bidders must attach Value Added Tax Certificate
 4. Bidders must attach their valid ITF263 Tax clearance certificate.
- **Failure to comply with the terms and conditions set out in this RFQ will lead to automatic disqualification.**

SUBMISSION OF OFFERS/ QUOTATIONS

1. Due to the COVID-19 restrictions, the bank will only be accepting electronic submissions forwarded by email. Bids must be endorsed with the above tender number on the email subject and be sent **ONLY** to the email address rfqs@posb.co.zw.
- **NB Offers not received by 10:00 hours on the closing date SHALL be treated as late tenders and will not be considered.**

Posted date	01/12/2022
Closing date	07/12/2022
Closing Time	1000 hours