



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref:IT14/03/23/83.....

People's Own Savings Bank (POSB) invites your company to make a firm offer for the Provision of Networking of the New POSB 1st Street Branch at Kuwana House.

Bidders are invited for a compulsory site meeting on site to appreciate the works.

Location	Address	Date	Time
1. POSB First Street Branch	Kuwana House, Corner 1 st Street /Kwame Nkrumah. Harare	16 March 2023	1000hrs

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – **to be quoted in US dollar of which payment will be processed in ZWL using the prevailing Mid-rate of the willing buyer willing seller at the date of payment processing.**
- **Bidders with outstanding purchaser orders past their delivery period will not be considered.**
- 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.
- 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) for the year 2023 in the form of a verifiable PRAZ certificate.
 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

- 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 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	14/03/2023
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Closing date	20/03/2023
Closing time	1000 hours