



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref:IT03/04/23/108.....

People's Own Savings Bank (POSB) invites your company to make a firm offer for the purchase of Laptops.

ITEM DESCRIPTION	UNIT OF MEASURE	QUANTITY
<p>Specifications</p> <p>Processor: Core i7-1165G7</p> <p>Memory: 16G DDR4</p> <p>Display: 15.6 inch 16:9, 1920 x 1080 pixel 141 PPI, IPS, glossy: no, 60 Hz</p> <p>Storage: 512 GB SSD M.2 2242 PCIe 3.0x4 NVMe + HDD empty bay</p> <p>Connections: 1 USB 2.0, 2 USB 3.0 / 3.1 Gen1, 1 HDMI, 1 DisplayPort, Audio Connections: 3.5mm, Card Reader: SD, 1 Fingerprint Reader, USB-C, rj45 ethernet,</p> <p>Networking: Realtek RTL8168/8111 Gigabit-LAN (10/100/1000/2500/5000MBit/s), 802.11 a/b/g/n/ac (a/b/g/n = Wi-Fi 4/ac = Wi-Fi 5), Bluetooth 5.0</p> <p>Battery: integrated 45wh 65W</p> <p>Operating System: Microsoft Windows 10 Pro 64 Bit</p>	Each	3

<p>Additional features</p> <p>Speakers: Stereo, Keyboard Nonbacklit, Integrated intel iris Xe Graphic, audio combo jack,</p> <p>12 Months Warranty</p> <p>Carry Case</p>		
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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 Midrate rate of the willing buyer willing seller at the date of payment processing.**
- **Bidders with Outstanding purchaser order 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 delivery period from receipt of official order, preferably ex-stock.**
- 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 confirmation letter from PRAZ.
 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	31/03/2023
Closing date	05/04/2023
Closing time	1000 hours