



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref: **RB03/04/23/110**.....

People's Own Savings Bank (POSB) invites your company to make a firm offer for the Provision for the Installation of New units for POSB Bulawayo Main Branch as per annexure below.

	Scope	Location		Quantity
1.	Under ceiling cassettes (New Installation)	Banking halls	No.	3
2.	Mid wall split types (New Installation)	Manager Office	No.	1
	- R410 Gas - Provision for supply and installation of individual Mcb's		No	4
Quotations must be inclusive of Labour, transportation, and provision of accessories.				
Bidders are invited for a compulsory site meeting on site to appreciate the works				
Venue		Date	Time	
POSB Bulawayo main Street Corner Joshua Nkomo / Leopold Takawira Street Bulawayo		05/04/2023	1430hrs	

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – to be quoted in US dollar of which payment with 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 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 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	03/04/2023
Closing date	12/04/2023
Closing time	1000 hours

