



*Simply Possible*

## OFFICIAL REQUEST FOR QUOTATION

**Procurement Ref # .....HR11/10/23/349.....**

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the **supply and fitment** of Motor vehicle Accessories as per annexure below:

Lot: 1 – Toyota Fortuner - 2023 Model		
Item Description	Unit of measure	Quantity
Nudge bar	Each	1
Step black towbar	Each	1
Wheel Lock nuts 1.5mm	Each	1
35% Smash & grab tint	Each	1
7-seater boot mat	Each	1
Spare wheel lock	Each	1
Windshields	Each	1
Bonnet Shields	Each	1
Windshields for (2020 Models)	Each	11
Bonnet Shields for (2020 Models)	Each	11

<b>Lot: 2 – Toyota Landcruiser (2022 Model)</b>		
<b>Item Description</b>	<b>Unit of measure</b>	<b>Quantity</b>
Tow Hitch	Each	1
Rubber Mats with boot mats	Each	1
Wheel Lock nuts 1.5mm	Each	1
35% Smash & grab Tint	Each	1

**YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:**

- The applicable currency – **to be quoted in US dollars 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.**
- Award will be on lot-by-Lot basis and is not conditional to the award of another lot.
- 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.

**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 valid PRAZ certificate.
3. Bidders must attach Value Added Tax Certificate
4. Bidders must attach their valid ITF263 Tax clearance certificate.

## **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](mailto:rfqs@posb.co.zw).
2. **NB Offers not received by 1000 hours on the closing date SHALL be treated as late tenders and will not be considered.**

<b>Posted date</b>	12/10/2023
<b>Closing date</b>	<b>13/10/2023</b>
<b>Closing time</b>	<b>1000 hours</b>