



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # **IT30/01/24/39**.....

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the Supply and delivery of 4 x Cellphone handsets as per annexure below.

Specifications	Qty
1. Samsung S23 Ultra	4

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – to be quoted in USD and payment will be processed in local USD nostro.
- 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 as those with the items in stock will be considered first.
- 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 PRAZ certificate for the relevant category.
 3. Bidders must attach a copy of their 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	30/01/2024
Closing date	02/02/2024
Closing Time	1000 hours