



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # **ADMIN26/04/24/127**.....

The People's Own Savings Bank (POSB) invites your company to make a firm offer for fumigation/Pest control against rodents of Our ATM storage Area at POSB Causeway Post office Gound floor, estimated floor area 250sqm².

- **Scheduled date for Fumigation and baiting is 02 May 2024**
- **Your quotation should include materials, transport, Labour, and all accessories required.**

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- **The applicable currency – Bidders must submit their bids in USD and payment will be processed in Zwl using the prevailing willing buyer willing seller mid-rate at the date of payment processing.**
- Payment terms should be clearly stated and to be after successful completion and inspection by the bank's representatives. 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 note that if they put in more than one option only their main offer will be evaluated.

- Bidders with outstanding orders past agreed delivery timeframes will not be considered.
- Bid submissions from bidders who attend the compulsory site meeting will be Only considered.

Bidders must also submit the following documents.

1. Bidders must attach CR14 certificate – list of directors.
2. Bidders must attach Value Added Tax Certificate
3. Bidders must attach their valid ITF263 Tax clearance certificate.
4. Bidders must provide at least 2 references of similar works done in the past 3 years.

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.
2. **NB Offers not received by 1000 hours on the closing date SHALL be treated as late tenders and will not be considered.**

Posted date	26/04/2024
Closing date	29/04/2024
Closing time	1000 hours