



*Simply Possible*

## OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # .....**PRJCTS14/02/24/58B (RETENDER)**.....

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the provision of integrated solar system assessment, product specification and accessories for twelve (12) POSB Service Centres as per scope of works on the annexure 1 below.

Bidders required to include the following in their quote,

- Cost for carrying out the exercise (Consultancy services only).
- Transport and any other charges.

### **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 willing buyer willing seller mid-rate prevailing on the date of payment processing.**
- 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 note that if they put more than one option only their main offer will be evaluated.
- Bidders who have failed to fulfill their previous orders in the past year will not be considered.

- Bidders with outstanding orders past agreed delivery time frames will not be considered.
- 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 Value Added Tax Certificate.
  3. Bidders must attach their valid ITF263 Tax clearance certificate.
  4. Bidders must provide reference letters from a minimum of 2 clients where they have provided similar services of similar magnitude in the past 5 years.
- **Failure to comply with the terms and conditions set out in this RFQ will lead to automatic disqualification.**

**SUBMISSION OF OFFERS/ QUOTATIONS**

5. 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)
6. **NB Offers not received by 12:00 hours on the closing date SHALL be treated as late tenders and will not be considered.**

<b>Posted date</b>	02/04/2024
<b>Closing date</b>	<b>08/04/2024</b>
<b>Closing time</b>	<b>1200 hours</b>

## Annexure 1

ITEM	DESCRIPTION
1.	Enough Battery Bank that will be able to sustain the Branch in case of bad weather and power cuts
2.	Preferred Inverter size
3.	Enough Solar Array Size that will be able to fill up the batteries during bad weather

NB: The bidder must be able to provide two Off-Grid Integrated Solar System Options per Branch:

### **1<sup>st</sup> option**

Where the system must be able to run efficiently with Airconditioning Units

### **2<sup>nd</sup> option**

Where the system can run efficiently without Air conditioning units.

**The scope is not limited to the information provided above.**

The assessment to be done for the following branches:

1. Kopje Plaza, Harare
2. Masvingo
3. Gweru
4. Bulawayo Main
5. Causeway, Harare
6. Chinhoyi
7. Esteem Showground, Harare
8. Southerton, Harare
9. Esteem Ascot, Bulawayo
10. Victoria Falls
11. Chipinge
12. Mvuma