



*Simply Possible*

## OFFICIAL REQUEST FOR QUOTATION

**Procurement Ref:** .....IT29/04/25/91.....

People's Own Savings Bank (POSB) invites your company to make a firm offer for the supply and delivery to POSB HQ of 1 x smart TV set with the following specifications.

ITEM DESCRIPTION	UNIT OF MEASURE	QUANTITY
1. 85 Inch smart TV flat screen	Each	1

- Only original brands will be considered.
- The bank reserves the right to reject generic brands.

### **YOU OFFER MUST CLEARLY STATE THE FOLLOWING:**

- The applicable currency – **to be quoted in US dollars of which 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 for payments above USD\$20,000.00 or equivalent.
- 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 timeframes 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 (VAT) Certificate
  3. Bidders must attach their valid ITF263 Tax clearance certificate.
  4. Bidders must attach their valid PRAZ registration certificate for the relevant category.
- **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](mailto: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.**

<b>Posted date</b>	29/04/2025
<b>Closing date</b>	<b>02/05/2025</b>
<b>Closing time</b>	<b>1000 hours</b>