



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # **RFQ082025**

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the supply and delivery of 2025 ZITF Zimpost Collateral as per the annexure below:

No	ITEM DESCRIPTION	QUANTITY
1.	T-SHIRT <ul style="list-style-type: none">• Description - Custom-made high-quality combined polyester and cotton t-shirts with sweat management properties. Custom material print with POSB corporate colours.• Colour – white with half-orange contrast• Branding – big prints on front and back. Screen print and or DDT, artwork will be provided.	200
2.	CAP <ul style="list-style-type: none">• Description - 77g/m2, 100% polyester mélange (Extremely durable & crease-resistant), 6-panel structured peak, 6 rows of stitching, 4 embroidered eyelets, adjustable metal clip closure• Colour – black• Branding – prints on front and back/side. Embroidery, Screen print and or DDT artwork will be provided.	200

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – Bidders must submit their bids in USD and payment will be processed in local ZWG currency 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 for payments above USD\$20,000.00 or equivalent.
- Validity period of quotation to be a minimum of 30 days.
- Bidders must state delivery period from receipt of official order.
- Bidders must attach material data sheets for the POS machines

- Bidders must note that if they put more than one option only their main offer will be evaluated.
- Bidders with outstanding orders past their agreed delivery time frames will not be considered.
- Bidders who have failed to fulfill their orders in the immediate past one year will not be considered.
- Value added tax must be clearly and separately quoted.

Bidders must also submit the following documents

1. Bidders must attach CR6 certificate – list of directors
2. Bidders must attach their valid proof of registration with the Procurement Regulatory Authority of Zimbabwe (PRAZ) in the form of a verifiable PRAZ certificate for the relevant category.
3. Bidders must attach Value Added Tax Certificate
4. Bidders must attach their valid Nssa certificate.
5. Bidders must attach their valid ITF263 Tax clearance certificate.
6. At least three trade references were works of the same nature have been successfully delivered in the past three years.

SUBMISSION OF OFFERS / QUOTATIONS

1. Bids must be submitted electronically through the e-Government Procurement (e-GP) system which can be accessed through the website egp.praz.org.zw.
2. Late bids cannot be submitted

Posted date	10/04/2025
Closing date	11/04/2025
Closing time	1400 hours