



*Simply Possible*

## OFFICIAL REQUEST FOR QUOTATION

**Procurement Ref #** ..... **HR24/06/25/120** .....

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the supply and delivery of the 2025 Interbank games T/shirts and caps.

No.	Description	Quantity
1.	<b>Branded Golf T/shirts</b> <ul style="list-style-type: none"><li>- Description: Swiftwick high-performance seamless golf shirt, polo design, smooth ribbed collar and carfs, Plain buttons clip type, Hidden button and one outer button,</li><li>- Material: Poly twirl 80% with 20% spandex, Seamless, Single jersey design, Stretch material</li><li>- Colour – to be confirmed</li><li>- Branding – Digital Transfer Clothing, embroidery or raised embroidery of a logo consisting of an emblem and text, in full colour on 3 positions</li></ul>	200
2.	<b>Branded Round Neck T/shirts</b> <ul style="list-style-type: none"><li>- Description: round neck tshirt, 100% High quality imported cotton (180–200 GSM). Superior-grade, tightly woven. Soft, breathable and lightweight. Uniform dye absorption ensures rich, long-lasting colour transfer without fading.</li><li>- Branding – sublimation and raised puff print, on 3 positions</li><li>- Colour – to be confirmed</li></ul>	200
3.	<b>Branded caps</b> <ul style="list-style-type: none"><li>- Code: TG-PILOT CAP</li><li>- Colour – Colour to be confirmed</li><li>- Branding – embroidery or raised embroidery, puff print or emblem and text in full colour on 3 positions</li></ul>	200

- **Mandatory samples required for inspection**

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

- The applicable currency – Bidders must submit their bids in USD and payment will be processed in 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 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 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 ITF263 Tax clearance certificate.
5. Bidders must attach valid Nssa Certificate.
6. At least three authentic trade references where goods of the same nature have been successfully delivered in the past three years.

**SUBMISSION OF OFFERS/ QUOTATIONS**

7. 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).
8. **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>	24/06/2025
<b>Closing date</b>	<b>26/06/2025</b>
<b>Closing time</b>	<b>1000 hours</b>