



BIDDING DOCUMENT

FOR THE

**SUPPLY, DELIVERY, INSTALLATION, CONFIGURATION AND SUPPORT OF
CORE BANKING SYSTEM DATABASE**

DATE OF ISSUE 19 SEPTEMBER 2025

CLOSING DATE 03 OCTOBER 2025

CLOSING TIME1000 HOURS

**BIDDING DOCUMENT FOR THE SUPPLY, DELIVERY, INSTALLATION,
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PROCUREMENT REFERENCE NO: POSB-EX203-2025**

PART 1: BIDDING PROCEDURES

References:

References to the Act are to the Public Procurement and Disposal of Public Assets Act [Chapter22:23] and references to the Regulations are to the Public Procurement and Disposal of Public Assets (General) Regulations (Statutory Instrument No. 5 of 2018). The terms and requirements in the Act and Regulations govern the submission of Bids and should be read by all Bidders.

Background

The Bank seeks to engage qualified and experienced **Core Banking System Database Partner** for the provision of the Core banking system database for use during and after the Digital Transformational Strategic Plan, (TSP) with technical details provided in this bidding document.

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Preparation of Bids

You are requested to bid for the supply of the goods specified in the Statement of Requirements below, by completing and returning the following documentation:

1. Bid Submission Sheet in this Part.
2. the Statement of Requirements in Part 2.
3. Attach the Bidder's Original Equipment Manufacturers (OEM) authorization **(Database Preferred Partner Certification) and or/** Manufacturer's Authorization Letter – **the document is subject to verification without notification.**
4. Attach Bidder's Engineers' Certification by the Original Equipment Manufacturers – Database System.
5. Supplier Registration number showing that you are registered with the Procurement Regulatory Authority of Zimbabwe for the relevant category.
6. A fully signed bid securing declaration in the format specified in this Part.
7. Demonstrate Technical Expertise to Supply, install and maintain Equipment by Submitting Qualifications of Support Engineers that will be responsible for maintaining the equipment (Bid to be accompanied by CVs and certified copies of certificates)
8. Attach three (3) trade reference letters from local Banks where similar database system are currently being provided or have been provided in the past 4 years
9. The bidder **MUST** attach the following **MANDATORY** documents.
 - a. Certificate of Incorporation,
 - b. CR14 Form (list of directors),
 - c. Detailed Company Profile.
 - d. Current NSSA Clearance Certificate.
 - e. Valid ITF263 Tax Clearance Certificate
 - f. VAT Certificate

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NB. The Bank reserves the right to conduct due diligence in the form of site visits to both the bidding firm and clients verification and seek independent verification of documents provided by the Bidder for authenticity, confirmation and compliance.

You are advised to carefully read the complete Bidding Document, as well as the General Conditions of Contract, which are available on the Authority's website, before preparing your Bid. Part 3: Contract is provided not for completion at this stage but to enable Bidders to note the Contract terms they will enter into if their Bid is successful.

The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction. All pages of the Bid must be clearly marked with the Procurement Reference Number above and the Bidder's name and any reference number.

Number of bids allowed.

No Bidder may submit more than one bid, either individually or as a joint venture partner in another Bid, except as a subcontractor. Where the procurement is divided into lots and packages, only one Bid can be submitted. A conflict of interest will arise if bids are received from more than one Bidder owned, directly or indirectly, by the same person.

Clarification

Clarification of the bidding document may be requested in writing by any Bidder before 26 September 2025 and should be sent to the Procurement Management Unit, through this email: procurement@posb.co.zw to the attention of Gibson Sibanda or Joslyn Masunda.

Validity of Bids

The minimum period for which the Bidder's bid must remain valid is **90 (ninety)** days from the deadline for the submission of bids.

Submission of Bids

Bids must be submitted electronically in PDF format to the egp platform, no later than the date and time of the deadline below. It is the Bidder's responsibility to ensure that they receive a receipt confirming submission of their bid that has correct details of the Bidder and the number of the Bid.

Late bids will be rejected. The Procuring Entity reserves the right to extend the bid submission deadline but will notify all potential bidders who have collected the bidding documents of the amended bid submission deadline.

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Date of deadline: 03 October 2025

Deadline Time: 1000 hrs

Submission address: egp platform

Bid opening

Bidders and their representatives may witness the opening of bids, which will take place on the egp system immediately following the deadline.

Withdrawal, amendment or modification of Bids

A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice, duly signed by an authorized representative. However, no Bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder or any extension of that period.

Bid Prices and Discounts

The prices and discounts quoted by the Bidder in the Bid Submission Form and in the Price Schedules must conform to the requirements specified in the Price Schedule included in Part 2: Statement of Requirements.

Bid Securing Declaration

Any bid not accompanied by a Bid Securing Declaration where this is a requirement of bidding, will be rejected by the Procuring Entity as non-responsive.

The Bid- Securing Declaration of a Joint Venture (JV) must be in the name of the JV that submits the Bid. If the JV has not been legally constituted at the time of bidding, the Bid-Securing Declaration must be in the names of all intended partners.

Performance Security

A 10% of the bid value as performance security shall be required from the winning bidder within 14 working days from the date of notice of the tender award.

Evaluation of Bids

Bids will be evaluated using the following methodology:

1. Preliminary examination to confirm that all documents required have been provided, to confirm the eligibility of Bidders in terms of section 28 (1) of the Regulations and to confirm that the Bid is administratively compliant in terms of section 28 (2) of the Regulations.
2. Technical evaluation to determine substantial responsiveness to the specifications in the Statement of Requirements.

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3. Financial evaluation and comparison to determine the evaluated price of bids and to determine the lowest evaluated bid.

Bids failing any stage will be eliminated and not considered in subsequent stages.

Evaluation criteria

Bids will be evaluated using the following methodology:

1. Preliminary examination to confirm that all documents required have been provided, to confirm the eligibility of Bidders in terms of section 28(1) of the Regulation and to confirm that the Bid is administratively compliant in terms of section 28(2) of the Regulation.
2. Technical evaluation to determine their substantial responsiveness to the specifications in the Statement of Requirements.
3. Financial evaluation and comparison to determine the evaluated price of Bids and to determine the lowest evaluated Bid.

Bids failing any stage will be eliminated and not considered in subsequent stages.

Eligibility and Qualification Criteria

Bidders are required to meet the criteria in section 28 of the Act to be eligible to participate in public procurement and to be qualified for the proposed contract. They must therefore provide any available documentation and certify their eligibility in the Bid Submission Sheet. To be eligible, Bidders must

1. have the legal capacity to enter into a contract;
2. not be insolvent, in receivership, bankrupt or being wound up, not have had business activities suspended and not be the subject of legal proceedings for any of these circumstances.
3. have fulfilled their obligations to pay taxes and social security contributions in Zimbabwe;
4. not have a conflict of interest in relation to this procurement requirement;
5. not be debarred from participation in public procurement under section 72 (6) of the Act and section 74(1) (c), (d) or (e) of the Regulations or declared ineligible under section 99 of the Act;
6. have the nationality of an eligible country as specified in the Special Conditions of Contract; and
7. have been registered with the Authority as a Supplier and have paid the applicable Supplier Registration Fee set out in Part III of the Fifth Schedule to the Regulations.

Participation in this bidding procedure is open to *domestic* bidders.

Review by the Special Procurement Oversight Committee

Section 54 of the Act provides for review by the Special Procurement Oversight Committee for certain especially sensitive or especially valuable contracts.

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Bid Currency:

Bids should be priced in the United States Dollars. The currency of evaluation will be the United States Dollars.

Payment Currency:

Payment will be processed in United States Dollars

Award of Contract

The lowest evaluated bid, after application of any additional evaluation criteria, including any margin of preference, which is substantially responsive to the requirements of this bidding document, will be recommended for award of contract. The proposed award of contract will be by issue of a Notification of Contract Award in terms of section 55 of the Act which will be effective until signature of the contract documents in accordance with Part 3: Contract. Unsuccessful Bidders will receive the Notification of Contract Award and, if they consider they have suffered prejudice from the process, they may within 14 days of receiving this Notification, submit to the Procuring Entity a Challenge in terms of section 73 of the Act, subject to payment of the applicable fee set out in section 44 of and the Third Schedule to the Regulations.

Right to Reject

The Procuring Entity reserves the right to accept or reject any Bids or to cancel the procurement process and reject all Bids at any time prior to contract award.

Corrupt Practices

The Government of Zimbabwe requires that Procuring Entities, as well as Bidders and Contractors, observe the highest standard of ethics during the procurement and execution of contracts. In pursuit of this policy:

1. the Procuring Entity will reject a recommendation for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract or been declared ineligible to be awarded a procurement contract under section 99 of the Act;
2. the Authority may under section 72 (6) of the Act impose the sanctions under section 74 (1) of the Regulations; and
3. any conflict of interest on the part of the Bidder must be declared.

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Checklist / Summary of payments

	PAYMENT DESCRIPTION	LOCAL BIDDER
1.	Non-Refundable Annual PRAZ Registration Fee (paid before participation in tender attach proof of payment with submission)	120.00
2.	Non-Refundable Contract admin fee (paid after award of contract)	As per Part VI of S.I 193 of 2022

Declaration by the Accounting Officer

I declare that that the procurement is based on neutral and fair technical requirements and bidder qualifications.



G. Changunda

Chief Executive Officer

Signed on 18 Sep 2025, 3:38 PM CAT

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Bid Submission Sheet

{Note to Bidders: Complete this form with all the requested details and submit it as the first page of your Bid. Attach the completed Statement of Requirements and any other documents requested in Part 1. Ensure that your Bid is authorized in the signature block below. A signature and authorization on this form will confirm that the terms and conditions of this Bid prevail over any attachments. If your Bid is not Authorised, it may be rejected. If the Bidder is a Joint Venture (JV), the Bid must be signed by an authorized representative of the JV on behalf of the JV, and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

Bidders must mark as "CONFIDENTIAL" information in their Bids which is confidential to their business. This may include proprietary information, trade secrets or commercial or financially sensitive information}.

Procurement Reference Number:

Subject of Procurement:

Name of Bidder:

Bidder's Reference Number:

Date of Bid:

We offer to supply the items listed in the attached Statement of Requirements, at the prices indicated on the attached Price Schedule and in accordance with the terms and conditions stated in your Bidding Document referenced above.

We confirm that we meet the eligibility criteria specified in Part 1: Procedures of Bidding.

We declare that we are not debarred from bidding and that the documents we submit are true and correct.

The validity period of our bid is: {days} from the date of submission.

We confirm that the prices quoted in the attached Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision, variation or adjustment.

Bid Authorised by:

Signature	Name:
Position:	Date:(DD/MM/YY)
Authorised for and on behalf of:	
Company	
Address:	
.....	

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PART 2: STATEMENT OF REQUIREMENTS

Scope of Works (SoW)

Supply, Installation, Configuration and Support of Core Banking System Database at HQ and Westgate DR Site

1. Overview

The purpose of this project is to procure, install, commission and configure Core Banking System Database. The solution must include a 3-year and 5-year license, hardware warranty, and OEM-supported maintenance.

ITEM DESCRIPTION	
supply, installation and configuration and commissioning of Core Banking System Database at Head office and Westgate Dr Site. Bidders to quote for 3-year and 5-year licenses.	
LOT 1	
Prod, DR and Non Prod: Oracle RDBMS Servers	
	Oracle Database Appliance X11-HA - Each server features two 32-core x86 processors, 512 GB of memory -2 x dual-port 25-Gigabit Ethernet (GbE) SFP28 and 1 x quad-port 10GBase-T PCIe network adapter - the two servers are connected via a 25GbE interconnect for cluster communication and share direct-attached high-performance SAS storage - the base system's storage partially populated with six 7.68 TB solid-state drives (SSDs) for data storage, totaling 46 TB of raw storage capacity
X11-HA	2

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ORACLE Database Enterprise Edition

Oracle License Requirements

#	Tech	Total Cores	Processor License
1	DB EE	64	32
2	RAC	60	30
3	Diagnostic Pack	64	32
4	Tuning Pack	64	32
5	Advance Security	64	32
6	Active Dataguard	48	24

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Proposed Methodology, Work Plan and Schedule

{State the methodology and work plan you would propose to complete the required Services, the associated resources and the schedule for commencement and completion.}

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List of Services and Price Schedule

Procurement Reference Number: _____

Bidder's Name: _____

Bidder's Reference Number: _____

Note to Bidders: Complete the currency of your quotation and the unit and total rates for each item listed below.

Currency of Quotation/Contract: **USD**

Core banking System Database

Item No¹	Description of Services	Input Quantity	Unit of Measure	Unit Rate	Total Price²
1.	Core banking system database for 3-year license support and maintenance	1	each		
2.	Core banking system database for 5-year license, support and maintenance	1	each		
				Other additional costs	
				VAT	
				Total	

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Note 1: Lots and packages should be shown as separate items.

Note 2: Include any additional costs, such as hire or purchase of equipment to perform the services.

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Bid-Securing Declaration

{The Bidder must fill in this Form in accordance with the instructions indicated, where it has been stated in the Bidding Procedures that a Bid-Securing Declaration is a requirement of bidding}.

Procurement Reference number:

Date:[date (in day, month and year format)]

Bidder's Reference Number:

To: {full name of Procuring Entity}

We, the undersigned, declare that:

We understand that, according to the terms and conditions of your bidding documents, bids must be supported by a Bid-Securing Declaration.

We accept that we may be debarred from bidding for any contract with a Procuring Entity in Zimbabwe for a period of time to be determined by the Authority, if we are in breach of our obligation(s) under the bidding conditions, because:

- (a) we have withdrawn our Bid during the period of Bid validity; or
- (b) having been notified of the acceptance of our Bid by the Procuring Entity during the period of bid validity, we fail or refuse to execute the Contract.

We understand this Bid Securing Declaration will expire if we are not the successful Bidder, either when we receive your notification to us of the name of the successful Bidder, or twenty-eight days after the expiration of our Bid, whichever is the earlier.

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Signed	Name:
	...
In capacity of:	Date:(DD/MM/YY) Duly authorised for
and on behalf of:	
Company	
Address:	

Corporate Seal (where appropriate)	

{Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all the partners to the Joint Venture that submits the Bid.}