



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref:RB12/02/26/25.....

People's Own Savings Bank (POSB) invites your company to make a firm offer for the supply and delivery to POSB HQ of the following.

Description	UOM	Qty
Electronic Foreign Exchange rate board - 9 Currencies x 3 columns - Moving messages - Remote control	Each	1

- Bidders must be able to provide backup for the rate boards they quote for.

YOU 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 will not accept requests for cash upfront unless the supplier provides an advance payment guarantee. This requirement applies only to payments over USD\$20,000.00 or the equivalent in other currencies. 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 attach material data sheet where applicable.
- Value added tax must be included.

Bidders must also submit the following documents.

1. Bidders must attach CR14 certificate – list of directors.
 2. Bidders must attach their valid PRAZ certificates.
 3. Bidders must attach Value Added Tax (VAT) Certificate
 4. Bidders must attach their valid ITF263 Tax clearance certificate.
 5. Bidders must submit their manufacturer’s warranty and distributorship certificate.
 6. Bidders must provide a minimum of 2 written and signed trade references for similar deliveries dated not more than 3 years
- **Failure to comply with the terms and conditions set out in this RFQ will lead to automatic disqualification.**

SUBMISSION OF OFFERS/ QUOTATIONS

- 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.
- **NB Offers not received by 11:00 hours on the closing date SHALL be treated as late tenders and will not be considered.**

Posted date	12/02/2026
Closing date	16/02/2026
Closing time	1100 hours