



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # **RFQ2026/115**

Tender ID : **64435**

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the supply and delivery of Zimbabwe International Trade Fair regalia to POSB HQ as per specifications below:

ITEM – ZITF APPAREAL	DESCRIPTION	QUANTITY
DENIM SHIRT	<ul style="list-style-type: none">DENIM SHIRT Name: Long Sleeve Denim ShirtColour: BlackBranding: 2 branding positions – 3D raised siliconeFit: slim fit, separate ladies and men's	40
GOLF SHIRT	<ul style="list-style-type: none">Description: Grey solid colour with a front patch shoulder ribbed detailing with white piping.3 Button placketSeamless finish on collar, placket, sleeves & hem200gsm, 72% Polyester and 28% spandex fabricMoisture wicking and antibacterial finishColour: GreyBranding: embroidery, 2 positions, full colourFit: unisex fit	40
LONG SLEEVED SHIRT	<ul style="list-style-type: none">Name: Long Sleeve Alex Varga Opus Stretch ShirtCode: CW-AV-179-AColour: BlackBranding: 2 branding positions – embroideryFit: separate ladies and men's	40
CAP	<ul style="list-style-type: none">Description: 100% polyester, 6-panel structure, laser-cut side panels, Adjustable metal clip closure/velcro closure, perforated back panels or solid back panels. High quality.Colour: White, Black, orangeBranding: 2 branding positions – 3D raised siliconeSize: mix or normal and bigger sizes	20
SUNVISOR	<ul style="list-style-type: none">Description: 100% polyester, 6-panel structure, laser-cut side panels, Adjustable metal clip closure/Velcro, perforated back panels or solid back panels. High quality.Colour: White, black, OrangeBranding: 2 branding positions – 3D raised siliconeSize: mix or normal and bigger sizes	20

STRAW HAT	<ul style="list-style-type: none"> • Name: 100% Polyester (Paper Straw), Structured, Polyester Sweatband, Wide Brim, inclusive of a Matching Hat Band • Colour: White, black, Beige • Branding: 4 logo placements on the band • Size: mix of normal and bigger sizes 	40
<p>Bidders required to submit samples of items 1,2,3,4,5 and 6 for the bid submissions to be considered</p>		

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – Bidders must submit their bids in USD and payment will be processed in ZWG using the prevailing willing buyer willing seller mid-rate 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 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 CR14 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. Bidders must attach quotations with their company letters, contact numbers and email addresses.
7. At least three signed authentic trade references where deliveries 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	25/03/2026
Closing date	30/03/2026
Closing time	1100 hours