



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref #**SEC28/04/26/35**.....

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the "URGENT" repairs to CCTV systems at POSB Service Centres as per annexure below.

Item description	Qty
1. Urgent repairs to the CCTV system at POSB Beitbridge Service Centre . <ul style="list-style-type: none">- Attend to the CCTV which is not showing any pictures with error message ~ No link.	1
2. Urgent repairs to the CCTV system at POSB Chinhoyi Service Centre . <ul style="list-style-type: none">- Attend and relocate cameras blocked by the newly installed giant LED television.- Refocus backyard camera to capture events by the backyard.	1
3. Urgent repairs to the CCTV system at POSB Southerton Service Centre . <ul style="list-style-type: none">- Attend to teller 1 camera with error message ~ Camera is disabled or not connected (Error code: iVMS-4200.Video.C.exe[16021].).- Attend and refocus ATM camera at the branch	1
4. Urgent repairs to the CCTV system at POSB Marondera Service Centre . <ul style="list-style-type: none">- Replacement of faulty 10TB hard drive and mouce.	1

<p>5. Urgent repairs to the CCTV system at POSB Westgate Service Centre.</p> <ul style="list-style-type: none"> - Attend to 3 x cameras not beaming on screen 	1
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YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – **to be quoted in US dollars of which 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 who have failed to fulfill their orders in the past year will not be considered.
- Bidders with outstanding purchase orders that are past their agreed delivery timeframes will not be considered.
- Bidders must state completion time/ 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.
- Value added tax must be clearly indicated.

Bidders must also submit the following documents.

1. Bidders must attach CR14 certificate – list of directors.
2. Bidders must attach Value Added Tax Certificate
3. Bidders must attach their valid ITF263 Tax clearance certificate.
4. Bidders must attach their valid PRAZ registration certificate.

5. New bidders must attach three written trade references for similar works in the past three years.
- **Failure to comply with the terms and conditions set out in this RFQ will lead to automatic disqualification.**

SUBMISSION OF OFFERS/ QUOTATIONS

6. 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
7. 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	28/04/2026
Closing date	30/04/2026
Closing time	1100 hours