



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # **POSB2026/139**.....

Tender ID : [68320](#)

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the Purchase of Provincial Global Money Week Giveaways to POSB HQ as per annexure below:

ITEM DESCRIPTION-	UNIT OF MEASURE	QUANTITY
1. Altitude Scythe Ball Pen <ul style="list-style-type: none">- Colour- Orange, Black, White or a mixture of these colours- Branding- POSB and Global Money Week logos	Each	2000
2. Branded Slam Plastic Water Bottle - 500ml, <ul style="list-style-type: none">- 18.6 (h), BPA free, FDA-approved materials- Colour-orange, black, white,	Each	15
3. Altitude Candy stripe Dome Lanyards <ul style="list-style-type: none">- With a sliding disc for full-colour dome branding.- Fitted with a snap hook clipper, polyester / 90 (l) x 0.5 (recess for domed sticker:- Branded POSB logo in full colour.- Colours- Orange, Black or White or approved mixture of these.	Each	200
4. Central Stationery Set (with the following items). <ul style="list-style-type: none">- pencil case: 600D material- 15cm plastic ruler- POSB and Global Money week logo- ball pen: black /blue ink- pencil: HB lead- sharpener- eraser/rubber- Case branded with POSB and global money week logos in full colour- Inside items to branded POSB logo, full colour	Each	200
5. Round Neck- T-shirts- <ul style="list-style-type: none">- Custom made high quality combined polyester and cotton t-shirts with sweat management properties.- Custom made- Colour – Orange, White, Black- Branding – DDT or Screen print, POSB and Global Money Week logos in full colour on front and back- Colors-Orange, White, Black	Each	300

<p>6. Kids Round Neck- T-shirts- (For Primary and Secondary schools)-</p> <ul style="list-style-type: none"> - Custom made high quality combined polyester and cotton t-shirts with sweat management properties. - Custom made - Colour – Orange, White, Black - Branding – DDT or Screen print, POSB and Global Money Week logos in full colour on front and back - Colors-Orange, White, Black 	Number	300
<p>BIDDERS REQUIRED TO SUBMIT SAMPLES OF LINE ITEMS 1,2,3,4,5,6 FOR THEIR BID 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 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 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. At least three trade references were works of the same nature have been successfully delivered 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

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	12/05/2026
Closing date	18/05/2026
Closing time	1100 hours