



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref #**POSB2026/129**.....

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the supply and delivery to POSB HQ of additional branded Exporters seminar regalia as per annexure below:

ITEM DESCRIPTION – EXPORTERS SEMINAR ADDITIONAL BLAZERS AND CHINOS	QUANTITY
1. Navy Blue blazer with lapel collar • 80% cotton, 20% Viscose • 2 slits at the back, 1 button • Front flat pockets • Branding on front pocket • All items to be branded with POSB logo	10
2. Khaki chinos	30

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- **The applicable currency –**

Bidders should submit their bids in USD 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 amounts above USD\$20,000.00 or equivalent.
- Validity period of quotation to be a minimum of 30 days.
- Bidders must state completion time/ delivery period from receipt of official order.

- Bidders with outstanding orders past their agreed delivery period will not be considered.
- Bidders who have failed to fulfill their orders in the immediate past one year will not be considered.
- Bidders must note that if they put more than one option only their main offer will be evaluated.
- Value added tax must be included in the quotation.

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 for the relevant category.
5. Bidders must attach their valid NSSA certificate.
6. Bidders must provide 3 written and signed trade references for similar deliveries (CORPORATE WEAR) dated not more than 3 years.

SUBMISSION OF OFFERS / QUOTATIONS

- **Bids must be submitted electronically through the PRAZ e-Government Procurement (e-GP) system which can be accessed through the website egp.praz.org.zw.**
- **Late bids cannot be submitted.**

Posted date	17/09/2026
Closing date	23/09/2026
Closing time	1100 hours