



Simply Possible

OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # **POSB2026/139**

Tender ID: 112146

The People's Own Savings Bank (POSB) invites your company to make a firm offer for the supply and delivery of the **2026** Strategy Planning Session apparel as per specifications below:

ITEM DESCRIPTION – 2026 STRATEGY PLANNING SESSION APPAREL	QUANTITY
Ladies Golf Shirt - Code – GS-AV-264-A - Colour – white - Branding – silicone	80
Seamless Black Golf shirt with detail - Code – Banmbao style J2350# - Colour – black with faint grey and orange detail - Branding – silicone POSB logo,	80
Topspeed Seamless Cap - Description – 6 panel, 320g/m², 92% polyester and 8% PU spandex seamless fitted cap with elasticated sweatband - Colour – black - Branding – silicone POSB logo	80
Short Sleeve Wildstone Shirt - Code – BAS-7760 - Colour – white - Branding – silicone POSB logo	80
Bidders required to submit samples of line items 1,2,3 & 4 for inspection for their bid to be considered	

YOUR OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – Bidders must submit their bids in USD and payment will be processed in USD.
- 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. Bidders must attach 3 x signed, authentic and stamped reference letters from previous customers indicating supply of similar nature (branded marketing Apparel). The reference letters must have been issued not more than 3 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	05/10/2026
Closing date	07/10/2026
Closing time	1100 hours