

Simply Possible

COMPETITIVE BIDDING DOCUMENT FOR PROVISION OF POSB INFRASTRUCTURE BRANDING SERVICES

PROCUREMENT REFERENCE NO: POSB2026/132 RETENDER

DATE OF ISSUE: -	30 OCTOBER 2026
CLOSING DATE: -	16 NOVEMBER 2026
CLOSING TIME: -	1100 Hours

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COMPETITIVE BIDDING DOCUMENT FOR PROVISION OF POSB INFRASTRUCTURE BRANDING SERVICES

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PART 1: BIDDING PROCEDURES

BACKGROUND

The People's Own Savings Bank of Zimbabwe (POSB) intends to engage a suitable contractor to renovate the **POSB SERVICE CENTRES**.

Accordingly, the bank extends its invitation to reputable contractors of such services to participate in this tendering process.

Procurement Reference Number: Competitive Tender Number POSB2026/132 RETENDER

Preparation of Bids:

You are requested to bid for the refurbishment of the POSB Infrastructure Branding Services as specified in the Statement of Requirements provided in this document, by completing and returning the following documents and information: -

1. Fully signed Bid Submission Sheet as guided by the template provided in the bid document.
2. The statement of requirements in part 2.
3. Proof of payment of Bid Security amounting to US$500.00 or its ZiG$ equivalence valid for 90 days.
4. The bidder **MUST** attach the following **MANDATORY** documents: -
   a. Certificate of Incorporation,
   b. CR6 or CR14 form (List of Directors)
   c. Valid Tax clearance certificate (ITF 263)
   d. Company Profile
   e. Up to date VAT certificate
   f. Valid proof of confirmation that all contributions or payments due under the National Social Security Act (Chapter 17.04) are fully paid.
5. **Bidders must state the validity period (minimum of 90 days)**
6. Reference letters from at least 3 x corporate customers indicating that the supplier has successfully performed services of similar scope and magnitude in the immediate past five (3) years.
7. Detailed Company Profile,
8. Bidders must confirm to be able to complete the project within 20 days from the date of contract signing by the last party. Provide project schedule.
9. **The past performance of a previously engaged bidder will be used to determine eligibility of a bidder. For avoidance of doubt, a bidder with an outstanding order or cancelled order due to non-performance or deviation from specifications, will automatically be disqualified.**

You are advised to carefully read the complete Bidding Document and relevant attachments, before preparing your Bid.

The standard forms in this document may be retyped for completion, but the Bidder is responsible for their accurate reproduction. All pages of the Bid must be clearly marked with

the Procurement Reference Number above and the Bidder's name and any reference number.

Lots and Packages

This tender is divided into lots. Award will be based on the most economically advantageous bid to POSB.

Number of bids allowed.

No Bidder may submit more than one bid, either individually or as a joint venture partner in another Bid, except as a subcontractor. A conflict of interest will be deemed to arise if Bids are received from more than one bidder owned, directly or indirectly, by the same person.

Clarification

Clarification of the bidding document may be requested in writing by any bidder up to 6 November 2026, 1400 hours, and should be sent to procurement@posb.co.zw for the attention of Fortunate Molai or Gibson Sibanda

Validity of Bids

The minimum period that the Bidder's bid must remain valid is **90 days** calculated from the deadline for the submission of bids. **Bid validity must be clearly stated. Bids that do not clearly state the bid validity will be disqualified.**

Submission of Bids

Bids must be submitted electronically through the eGP system no later than the date and time of the deadline.

Late bids will be rejected. POSB reserves the right to extend the bid submission deadline but will notify all potential bidders through eGP of any amended bid submission deadline.

Date of deadline:	**16 November 2026** **Deadline Time: 1100 Hrs**
Submission address:	**eGP Portal : https://egp.praz.org.zw/**
Means of acceptance:	**Electronically through eGP**

Bid opening.

No bidders or their representatives may witness the opening of bids, which will take place at the submission address immediately following the deadline.

Withdrawal, amendment, or modification of Bids

A Bidder may withdraw, substitute, or modify its bid after it has been submitted by sending a written notice, duly signed by an authorized representative. However, no Bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder or any extension of that period.

Bid Prices and Discounts

The prices and discounts quoted by the Bidder in the Bid Submission Form and in the Price Schedules must conform to the requirements specified below.

Prices must be quoted as specified in the Price Schedule included in the Statement of Requirements.

In quoting prices, the Bidder is free to use transportation through carriers registered in any eligible country and similarly may obtain insurance services from any eligible country. Prices quoted must include the following costs and components:

(a) For Goods

(i) the price of the Goods and the cost of delivery to the final destination, including the relevant INCOTERM, as stated in the Delivery Schedule;

(ii) the custom duties to be paid on the Goods on entry in Zimbabwe, if not already included;

(iii) Any other applicable import taxes;

(iv) any sales and other taxes due within Zimbabwe which will be payable on the Goods, if not already included;

(v) any rebate or mark-up of the local agent or representative.

(b) for Related Services, (other than inland transportation and other services required to convey the Goods to their destination), whenever such Related Services are specified in the Schedule of Requirements:

the price of each item comprising the Related Services (inclusive of any applicable taxes).

Bid Security

The bidder must attach their refundable bid security of **US$500**or its ZWG$ equivalence valid for 90 days in line with Section 26 of the Statutory instrument 5 of 2018 (General Regulations of Public Procurement and Disposal of Public Assets and updated through S.I.9 0F 2026).

The bid security shall be payable using any one of the following options: -

1. In the form of Bank Guarantee from a **Commercial Registered Bank.**
2. Certified Bank Cheque
3. A Cash deposit of **US$500,00** or its equivalence in ZiG payable directly to the Procurement Regulatory Authority of Zimbabwe (PRAZ).

If the third option is chosen, bidders must submit proof of payment of non-refundable bid bond establishment fee in terms of section 90 part IV of Statutory Instrument 5 of 2018.

Any Bid not accompanied by a Bid Security, will be rejected by the Procuring Entity as non-responsive.

The Bid Security of a Joint Venture (JV) must be in the name of the JV that submits the Bid. If the JV has not been legally constituted at the time of bidding, the Bid Security must be in the names of all intended partners.

Evaluation of Bids

Bids will be evaluated using the following methodology:

1. Preliminary examination to confirm that all documents required have been provided, to confirm the eligibility of bidders in terms of this document and to confirm that the Bid is administratively compliant.
2. Technical evaluation to determine substantial responsiveness to the specifications in the Statement of Requirements.
3. Financial evaluation and comparison to determine the evaluated price of bids and to determine the lowest evaluated compliant bid.

Evaluation criteria

Bids will be examined to confirm that all terms, conditions, and requirements of the bidding document have been complied with by the bidder. The assessment of responsiveness shall be determined in accordance with the criteria set out in the preparation of bids section of this tender document.

The bidder and the bidders' clients are subject to site visit by the Procuring Entity without any notification as part of due diligence and tender evaluation exercise.

Eligibility and Qualification Criteria

Bidders are required to meet the criteria set out in the Preparation of Bids section of this tender document to be able to participate and to be qualified for the proposed contract. Bidders must therefore provide any available documentation and certify their eligibility in the Bid Submission Sheet.

To be eligible, Bidders must: -

1. have the legal capacity to enter a contract.
2. not be insolvent, in receivership, bankrupt or being wound up, not have had business activities suspended and not be the subject of legal proceedings for any of these circumstances.
3. have fulfilled their obligations to pay taxes and social security contributions in Zimbabwe.
4. not have a conflict of interest in relation to this procurement requirement.
5. not be debarred from participation in public procurement under section 72 (6) of the Act and section 74(1) (c), (d) or (e) of the Regulations or declared ineligible under section 99 of the Act.
6. have the nationality of an eligible country as specified in the Special Conditions of Contract; and
7. have been registered with the Authority as a Supplier and have paid the applicable Supplier Registration Fee set out in Part III of the Fifth Schedule to the Regulations.

Evaluation criteria

The Bids will be examined to confirm that all terms, conditions, and requirements of the bidding document have been complied with by the Bidder. The assessment of responsiveness shall be determined in accordance with the criteria in section 28 of the Regulations.

The Procuring Entity's evaluation of a Bid will take into account, in addition to the Bid Price, the following criteria and methodologies.

(a) **Delivery schedule**: Time is of essence for this tender hence bidders are encouraged to input their best lead time.
Provide project schedule.

(b) Bidders are required to provide technical Specifications detailing the minimum specification of the goods tendered.

(c) **Samples of previous work done in form of photos and videos** form part of the technical evaluation criteria. Suppliers are allowed to provide more than 1 sample per line item to provide the bank with choices.

(d) The Bids will be examined to confirm that all terms, conditions, and requirements of the bidding document have been compiled with by the Bidder. The assessment of responsiveness shall be determined in accordance with the criteria in section 28 of the Regulations.

Origin of Goods

All goods and related services must have as their country of origin an eligible country, as specified in the Special Conditions of Contract.

Technical Criteria

The Technical Specifications Sheet details the minimum specification of the Goods required. The goods offered must meet this specification, but no credit will be given for exceeding the specification.

Bidding Currency

- **All quotations should be denominated in United States Dollars (USD)**

Currency of Evaluation.

The currency of evaluation will be United States Dollars (US$).

Payment Currency

Payment will be processed in US$ Nostro.

Performance Security

A refundable performance security shall be required from the winning bidder. This performance security shall be equivalent to 10% of the contract value.

Contract Administration Fee

A contract administration fee may be applicable in terms of Part VI of the PPDPA Regulations S.I 9 of 2026.

Award of Contract

The most economically advantageous tender, which is substantially responsive to the requirements of this bidding document will be recommended for award of contract. The proposed award of contract will be by issue of a Notification of Contract Award which will be effective until signature of the contract documents. Unsuccessful bidders will be advised of the successful bidder/s and details of the proposed prices by the successful bidder/s.

The Bank has the right to negotiate with the winning bidder in any aspects of the tender be it financial and/ or technical scope of work.

Right to Reject

POSB reserves the right to accept or reject any bid or to cancel the procurement process and reject all bids at any time prior to contract award.

Corrupt Practices

The People's Own Savings Bank requires that bidders, observe the highest standard of ethics during the procurement and execution of contracts. In pursuit of this policy: -

1. POSB will reject a recommendation for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract or been declared ineligible to be awarded a procurement contract.
2. POSB may impose sanctions on fraudulent or collusive bidders in terms of its procurement policy.
3. Any conflict of interest on the part of the bidder must be declared.

Declaration by the Accounting Officer

I declare that the procurement is based on neutral and fair technical requirements and bidder qualifications.

Signed ..... **Date** 2/12/2026

G. Changunda

CHIEF EXECUTIVE OFFICER

COMPETITIVE BIDDING DOCUMENT FOR PROVISION OF POSB INFRASTRUCTURE BRANDING SERVICES

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Bid Submission Sheet

{Note to Bidders: Complete this form with all the requested details and submit it as the first page of your Bid. Attach the completed Statement of Requirements and any other documents requested in Part 1. Ensure that your Bid is authorised in the signature block below. A signature and authorisation on this form will confirm that the terms and conditions of this Bid prevail over any attachments. If your Bid is not authorised, it ***will be rejected****. If the Bidder is a Joint Venture (JV), the Bid must be signed by an authorized representative of the JV on behalf of the JV, and to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.*

Bidders must mark as "CONFIDENTIAL" information in their Bids which is confidential to their business. This may include proprietary information, trade secrets or commercial or financially sensitive information}.

Procurement Reference Number:

Subject of Procurement:

Name of Bidder:

Bidder's Reference Number:

Date of Bid:

We offer to provide the services listed in the attached Statement of Requirements, at the prices indicated on the attached Price Schedule and in accordance with the terms and conditions stated in your Bidding Document referenced above.

We confirm that we meet the eligibility criteria specified in Part 1: Procedures of Bidding.

We declare that we are not debarred from bidding and that the documents we submit are true and correct.

The validity period of our bid is: ..... *{days}* from the date of submission.

We confirm that the prices quoted in the attached Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision, variation, or adjustment within the bid validity period.

Bid Authorised by:

Signature	.....	**Name**	.....
Position:	.....	**Date:**	.....*(DD/MM/YY)*
Authorised for and on behalf of:			
Company	.....		
Address:	.....		
	.....		

PART 2 STATEMENT OF REQUIREMENTS

People's Own Savings Bank invites qualified bidders for the POSB Infrastructure Branding Services. The following specific requirements to be procured complement, supplement, or amend the provisions in the Bidding Procedures. Whenever there is a conflict, the provisions set out below prevail over those in the Bidding Procedures.

Please also include the following as you are preparing for your bids: (MANDATORY)

(b) All 3D signage should be mounted on a white backing board. All letters should be made from coloured Perspex, and vinyl should not be used for colouring.

(c) Bidders should not use promotional ink or poor-quality materials.

(d) Bidders should provide a minimum three-year guarantee for the works in writing on a letterhead, stamped, signed and dated.

(e) Bidders should remove all non-mandatory signs and stickers and make good any affected surfaces before and after the installation of the new signage. The site should be left clean and neat upon completion of the works.

(f) Bidders should also remove all worn-out blinds.

(g) The bid should include all costs expected to be incurred.

List of Services and Price Schedule
Note to Bidders: Complete the currency of your quotation and the unit and total rates for each item listed below.
Currency of Quotation/Contract: ____**USD**__
People's Own Savings Bank invites interested bidders for POSB Infrastructure Branding Services.

Commencement and Completion Period Required: - 20 days calculated from date contract is signed by last party.

NELSON MANDELA -LOT 1

ITEM DESCRIPTION	Item full technical Specification required (including applicable standards)	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QTY
Exterior				
Full 3D sign	Supply and installation of new full logo 3D sign with two square logo and 1 text line. 3D cutout letters to be 15cm deep, with a height of 45cm per letter and respective length. Coloured perspex to be used instead of applying vinyl on white perspex. The cut letter on the POSB block to be individually illuminated as well as the letter on People's Own Savings Bank.		1mx11m	2
3D sign	Supply and installation of new full logo 3D sign with two square logo and 2 text lines. 3D cutout letters to be 15cm deep, with a height of 45cm per letter and respective length. Coloured perspex to be used instead of applying vinyl on white perspex. The cut letter on the POSB block to be individually illuminated as well as the letter on People's Own Savings Bank.		1.5mx1.5m	1
Illuminated lightbox on banking hall entrance	Raised diboard with illumination, remover the existing PVC sign		1.2mx0.7m	2
ATM directional signs	Laminated vinyl graphic on forex board		0.30x0.60m	4
Double sided standard lightboxes	Replacement of existing lightboxes with new illuminated, double sided standard lightboxes with a neat finish and conduit		0.6m x 1.6m	2

	pipes for cables, exposed cables should match wall colour, the lightboxes to be adequately secured on the wall			
Protruding double sided custom size lightbox (all mtas)	New illuminated, double sided standard lightboxes with a neat finish and conduit pipes for cables, exposed cables should match wall colour, the lightbox to be adequately secured on the side and top.		2.2m x 1.2m	1
Double sided standard lightboxes (MTA entrance)	Refurbishment of double-sided standard lightboxes to replace graphics, polish frame, repair electricals		0.6m x 1.6m	1
MTA PVC wall mural	Replacement of PVC graphics		2.06x2.12m	1
Bins	Repainting of bins and poles. Replacement of graphics on bin and pole structure		0.25m x 0.74m	5
Bins	Repainting of bins and poles. Replacement of graphics on bin and pole structure		0.37 x 0.64	5
Atm				
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		1.96m x 0.72m	1
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		1.96m x 0.21m	1
ATM wall	Graphics on forex board		2.14m x 1.12m	1
ATM cubicle 2	Reverse printed vinyl applied on exterior shopfront partitioning		1.96m x 1.22m	1
ATM wall 2	Graphics on forex board, laminated vinyl		2.46m x 2.05m	1
Card security sign	Raised perspex with aluminium spacers		A1	1
Mta side				
MTA center entrance sign	Raised perspex with aluminum spacers		A1	1
Business hours for exterior wall	Boxed galvanized sheet with a neat finish		0.45x0.45m	1

Snapper frames - A1	Replacement of graphics with satin linen		A1	**4**
Snapper frames - A0	Replacement of graphics with satin linen		A0	**3**
Counter bottoms	Replacement of vinyl graphics with laminated vinyl		0.84x1.81m	**3**
Counter numbers	Replacement of vinyl graphics with laminated vinyl		0.14x1.81m	**3**
Pillars	Replacement of vinyl graphics with laminated vinyl, remove existing Graphics and make good the surface before applying new graphics		0.39x1.64m	**6**
Wall mural (logo play)	Replacement of vinyl graphics with laminated vinyl		2.04mx1.22m	**2**
Mantrap doors				
POSB logo cut vinyl	Full colour cut vinyl place on the entrance door		45cm x 45cm	**1**
POSB business hours cut vinyl	Orange cut vinyl place on the exit door side of the mantrap		45cm x 45cm	**1**
PUSH cut vinyl sticker	Orange cut vinyl		10cm high	**4**
PULL cut vinyl sticker	Orange cut vinyl		10cm high	**4**
Counters				
Teller counters - bottom	Replacement of vinyl graphic with laminated vinyl		0.84x1.81m	**10**
Teller counters - bottom - orange vinly	Replacement of vinyl with laminated vinyl		0.14x1.81m	**18**
Enquiries counter	Replacement of vinyl with laminated vinyl		1.4x3.5m	**1**
Enquiries counter	Replacement of vinyl with laminated vinyl		0.145x3.5m	**1**
Vinyl on glass partition at the	Installation of laminated vinyl graphics		0.99x1.20m	**2**

back of the enquiries counter				
Snapper frames - A1	Graphics replacement with graphics printed on satin linen paper		A1	**10**
Snapper frames - A0	Graphics replacement with graphics printed on satin linen paper		A0	**2**
Door labels	Door labels - reverse printed vinyl on perspex		10cm x 40cm	**10**
Telescopic banners	4m thick doubled telescopic banners with material that does not fade easily, material should be thick enough not to see through to the other side on the banner. Banner should have double material to make double side, that is two materials stitched together. The frame should be interconnected thick coated metal. To have 2 stands: 1 fountain stand and individual spikes for the 4 banners.		4m	**4**
Branded door mat	Branded heavy duty rubber door mat, black with POSB logo printed in full colour		1.2x1.5	**2**
		GRAND TOTAL		

WESTGATE- LOT 1

ITEM DESCRIPTION	**Item full technical Specification required (including applicable standards)**	**{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}**	**SIZE/MEASUREMENTS**	**QTY**
Exterior				
3D sign	Supply and installation of new full logo 3D sign with two square logo and 2 text lines. 3D cutout letters to be 15cm deep, with a height of 45cm per letter and respective length. Coloured perspex to be used instead of applying vinyl on white perspex.		1m x 6m	1

	The cut letter on the POSB block to be individually illuminated as well as the letter on People's Own Savings Bank.			
Under canopy double-sided standard lightboxes production	Refurbishment of double-sided standard lightboxes to replace graphics, polish frame, repair electricals, remove other lightboxes and leave the ATM lightbox only		0.6m x 1.6m	2
Single sided wall mounted lightbox (MTA)	Production and installation of a single sided illuminated perspex lightbox		1mx3m	1
Bins	Repainting of bins and poles. Replacement of graphics on bin and pole structure		0.25m x 0.74m	4
Bins	Repainting of bins and poles. Replacement of graphics on bin and pole structure		0.37 x 0.64	4
Atm				
ATM reverse printed vinyl	Reverse printed vinyl applied on exterior shopfront partitioning		1.79x1.24m	1
ATM laminated printed vinyl	Laminated printed vinyl applied on exterior shopfront partitioning		1.79x1.24m	1
ATM reverse printed vinyl	Reverse printed vinyl applied on exterior shopfront partitioning		1.79x1.10m	2
ATM wall	Graphics on forex board		2.47m x 2.70m	1
Card security sign	Raised perspex with aluminium spacers		A1	1
ATM laminated printed vinyl	Laminated printed vinyl applied on wall		2.47x1.78m	1
Exterior shopfront				
Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.79x1.44	3

Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.79x.153	2
Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.79x1.65	1
Front glass shopfront (left and right side of mantrap)	Reverse printed vinyl applied on exterior shopfront partitioning		1.79x1.24	2
Mantrap doors				
POSB logo cut vinyl	Full colour cut vinyl place on the entrance door		45cm x 45cm	1
POSB business hours cut vinyl	Orange cut vinyl place on the exit door side of the manatrap		45cm x 45cm	1
PUSH cut vinyl sticker	Orange cut vinyl		10cm high	4
PULL cut vinyl sticker	Orange cut vinyl		10cm high	4
Vinyl above mantrap	Laminted vinyl applied on shopfront above mantrap door		0.49x1.66m	1
Interior				
Counters				
Teller counters - bottom	Replacement of vinyl graphics with laminated vinyl graphics		0.75x1.41	6
Teller counters - bottom - enquiries	Replacement of vinyl graphics with laminated vinyl graphics		0.75x3.04	1
Teller counters – in between counters	Replacement of vinyl graphics with laminated vinyl graphics		1.12x0.33	8

Teller counters - counter archs	Replacement of vinyl graphics with laminated vinyl graphics		0.34x0.33m	8
Teller counters - door	Replacement of vinyl graphics with laminated vinyl graphics		171x1.78m	1
Teller counters - Centre counter	Replacement of vinyl graphics with laminated vinyl graphics		0.75x2.94m	2
Teller counters - Centre counter	Replacement of vinyl graphics with laminated vinyl graphics		1.67x1.63m	1
Teller counters - glass partition	Laminated vinyl graphics		0.82x0.60m	2
Teller counters - glass partition	Laminated vinyl graphics		0.80x0.80m	1
Snapper frames - A1	New frames and graphics with graphics printed on satin linen paper		A1	2
Snapper frames - A1	Graphics replacement with graphics printed on satin linen paper		A1	13
Door labels	Door labels - reverse printed vinyl on perspex		10cm x 40cm	10
Telescopic banners	4m thick doubled telescopic banners with material that does not fade easily, material should be thick enough not to see through to the other side on the banner. Banner should have double material to make double side, that is two materials stitched together. The frame should be interconnected thick coated metal. To have 2 stands: 1 fountain stand and individual spikes for the 4 banners.		4m	4
Branded door mat	Branded heavy duty rubber door mat, black with POSB logo printed in full colour		1.2x1.5	1
		GRAND TOTAL		

MANTRAP DOORS	DESCRIPTION	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QUANTITY
POSB logo cut vinyl	full colour cut vinyl place on the entrance door		45cm x 45cm	1
POSB business hours cut vinyl	orange cut vinyl place on the exit door side of the manatrap		45cm x 45cm	1

BINDURA- LOT 1

ITEM DESCRIPTION	Item full technical Specification required (including applicable standards)	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QTY
Exterior				
Directional sign	Double-sided free-standing metal sign with reflective vinyl graphics. The sign frame should be two legged		1.2x2.4m	2
3D sign	Supply and installation of new full logo 3D sign with two square logo and 2 text lines. 3D cutout letters to be 15cm deep, with a height of 45cm per letter and respective length. Coloured perspex to be used instead of applying vinyl on white perspex. The cut letter on the POSB block to be individually illuminated as well as the letter on People's Own Savings Bank.		1m x 6m	1
Under canopy double-sided standard lightboxes production	Replacement of double-sided illuminated standard lightboxes, neat finish and adequately secured. Remove all other lightboxes		0.6m x 1.6m	2

Single sided wall mounted standard lightbox custom size - MTA	New single sided wall mounted illuminated lightbox facing main gate entrance		3x2m	1
Vinyls on archs	Vinyl graphics applied on both sides of the metal archs		0.35x2.10m	5
Vinyls on archs	Vinyl graphics applied on both sides of the metal archs		0.52x2.70m	1
Vinyls on rectangular metal covers for roller screens	Laminated vinyl graphic applied on metal		0.41x2.15	2
Vinyls on rectangular metal covers for roller screens	Laminated vinyl graphic applied on metal		0.41x2.50	4
Bins	Repainting of bins and poles. Replacement of graphics on bin and pole structure		0.25m x 0.74m	4
Bins	Repainting of bins and poles. Replacement of graphics on bin and pole structure		0.37 x 0.64	4
Atm				
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		2.2x0.91m	1
ATM cubicle	Vinyl applied on exterior shopfront partitioning, on the inside of the ATM		2.2x0.91m	1
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		2.2x1.29m	1
ATM wall	Graphics on forex board		2.38x1.28m	1
Card security sign	Raised perspex with aluminum spacers		A1	1
Exterior shopfront				
Front glass shopfront	Contravision on shopfront glass		2.75x1.09m	1

Front glass shopfront	Contravision on shopfront glass		2.75x1.07m	1
Front glass shopfront	Contravision on shopfront glass		2.75x1.11m	2
Front glass shopfront	Contravision on shopfront glass		2.75x1.10m	2
Front glass shopfront	Contravision on shopfront glass		2.75x1.97m	1
Front glass shopfront	Contravision on shopfront glass		2.75x1.09m	1
Mantrap doors				
POSB logo cut vinyl	Full colour cut vinyl place on the entrance door		45cm x 45cm	
POSB business hours cut vinyl	Orange cut vinyl place on the exit door side of the mantrap		45cm x 45cm	
PUSH cut vinyl sticker	Orange cut vinyl		10cm high	4
PULL cut vinyl sticker	Orange cut vinyl		10cm high	4
Vinyl above mantrap	Laminated vinyl applied on shopfront above mantrap door		0.88x0.83m	1
Vinyl above mantrap	Laminated vinyl applied on shopfront above mantrap door		0.88x0.81m	1
Vinyl mantrap right side top	Laminated vinyl applied on shopfront above mantrap door		0.88x0.0.49m	1
Vinyl mantrap right side middle	Laminated vinyl applied on shopfront above mantrap door		0.94x0.49m	1
Vinyl mantrap right side bottom	Laminated vinyl applied on shopfront above mantrap door		0.92x0.49m	1
Interior				
Wall directly in front of entrance	Wallpaper		1.73x6.82m	1
Atm housing	Wallpaper		2.03x3.4m	1
Between MTA and other counters	Wallpaper		1.72x1.29	1
Counters				

Teller counters graphics	Printed vinyl applied on glass partition		0.79x0.6m	1
Teller counters graphics	Printed vinyl applied on glass partition		0.79x0.8m	2
Teller counters graphics	Printed vinyl applied on glass partition		0.79x0.63m	3
Teller counters graphics	Printed vinyl applied on glass partition		0.79x0.785m	1
Teller counters graphics	Printed vinyl applied on glass partition		0.79x0.79m	1
Teller counters graphics	Printed vinyl applied on glass partition		0.79x0.795m	1
Teller counters graphics	Printed vinyl applied on glass partition		0.79x0.625m	1
Teller counters graphics - enquiries side panel	Printed vinyl applied on glass partition		0.76x0.56m	1
Teller counters - counter labels	Printed vinyl applied on glass partition		0.1x0.4m	6
Snapper frames - A1	New frames and graphics with graphics printed on satin linen paper		A1	5
Snapper frames - A1	Graphics replacement with graphics printed on satin linen paper		A1	5
Snapper frames - A0	Graphics replacement with graphics printed on satin linen paper		A0	1
Door labels	Door labels - reverse printed vinyl on perspex		10cm x 40cm	10
Open/closed sign	Perspex folded into tent card, a4 before fold		A4	5
Telescopic banners	4m thick doubled telescopic banners with material that does not fade easily, material should be thick enough not to see through to the other side on the banner. Banner		4m	4

	should have double material to make double side, that is two materials stitched together. The frame should be interconnected thick coated metal. To have 2 stands: 1 fountain stand and individual spikes for the 4 banners.			
Branded door mat	Branded heavy duty rubber door mat, black with POSB logo printed in full colour		1.2x1.5	1
		GRAND TOTAL		

MANTRAP DOORS	DESCRIPTION	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QUANTITY
POSB logo cut vinyl	full colour cut vinyl place on the entrance door		45cm x 45cm	1
POSB business hours cut vinyl	orange cut vinyl place on the exit door side of the manatrap		45cm x 45cm	1

GOKWE – LOT 2

ITEM DESCRIPTION	Item full technical Specification required (including applicable standards)	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QTY
Exterior				
Directional sign	Double sided free standing metal sign with reflective vinyl graphics. The sign fram should be two legged		1.2x2.4m	2
Projecting double sided metal sign	Double sided free standing projecting metal sign, including channel pole, 2m off the ground		1x0.5m	1

Full 3D sign	Supply and installation of new full logo 3D sign with two square logo and 2 text lines. 3D cutout letters to be 15cm deep, with a height of 45cm per letter and respective length. Coloured perspex to be used instead of applying vinyl on white perspex. The cut letter on the POSB block to be individually illuminated as well as the letter on People's Own Savings Bank.		1m x 6m	1
3D sign	Supply and installation of new full logo 3D sign with two square logo and 2 text lines. 3D cutout letters to be 15cm deep, with a height of 45cm per letter and respective length. Coloured perspex to be used instead of applying vinyl on white perspex. The cut letter on the POSB block to be individually illuminated as well as the letter on People's Own Savings Bank.		1mx1m	1
Double-sided standard lightboxes production	Replacement of double-sided illuminated standard lightboxes, neat finish and adequately secured. Remove all other lightboxes		0.6m x 1.6m	2
Bins	Production and installation of 2 new branded swivel bins, with a branding panel at the top of the metal stand			2
Atm				
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		1.99x0.77m	1
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		1.99x0.74m	1
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		1.81x0.71m	1
ATM wall	Graphics on forex board, new board		2.80x1.7m	1
Card security sign	Raised perspex with aluminum spacers		A1	1
Door holder	Supply and installation of a metal hook door holder for the ATM door			1

Flag poles	Repainting of flag poles			
Exterior shopfront				
Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.87x1.41	1
Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.89x0.425	2
Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.89x1.45	1
Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.89x1.47	1
Mantrap doors				
POSB logo cut vinyl	Full colour cut vinyl place on the entrance door		45cm x 45cm	1
POSB business hours cut vinyl	Orange cut vinyl place on the exit door side of the mantrap		45cm x 45cm	1
PUSH cut vinyl sticker	Orange cut vinyl		10cm high	4
PULL cut vinyl sticker	Orange cut vinyl		10cm high	4
Interior				
Wall directly in front of entrance	Wallpaper		1.73x6.82m	1
Atm housing	Wallpaper		2.03x3.4m	1
Between MTA and other counters	Wallpaper		1.72x1.29	1
Counters				
Teller counters graphics	Printed vinyl applied on diboard		0.18x1.6	3
Teller counters graphics	Printed vinyl applied on diboard		0.76x1.56	3
Teller counters graphics	Printed vinyl applied on diboard		0.18X2.395	1

Teller counters graphics	Printed vinyl applied on diboard		0.76X2.34	1
Teller counters graphics	Printed vinyl applied on wood partition		0.65x0.80	7
Wall paper corridor partition	Wallpaper		1.44x0.75	1
Wall paper corridor partition	Wallpaper		1.99x0.55	1
Wall paper corridor partition	Wallpaper		1.99x1.83	1
ATM housing wall paper	Wallpaper, add edging at the bottom		2.41x1.81	1
ATM housing wall paper	Wallpaper, add edging at the bottom		2.41x1.76	1
Snapper frames - A1	New frames and graphics with graphics printed on satin linen paper		A1	5
Snapper frames - A1	Graphics replacement with graphics printed on satin linen paper		A1	7
Snapper frames - A0	Graphics replacement with graphics printed on satin linen paper		A0	1
Door labels	Door labels - reverse printed vinyl on perspex		10cm x 40cm	10
Open/closed sign	Perspex folded into tent card, a4 before fold		A4	5
Windows contravision	Contravision applied on windows		1.496x1.95	3
Branded door mat	Branded heavy duty rubber door mat, black with POSB logo printed in full colour		1.2x1.5	1
Telescopic banners	4m thick doubled telescopic banners with material that does not fade easily, material should be thick enough not to see through to the other side on the banner. Banner should have double material to make double		4m	4

MANTRAP DOORS	DESCRIPTION	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QUANTITY
POSB logo cut vinyl	full colour cut vinyl place on the entrance door		45cm x 45cm	1
POSB business hours cut vinyl	orange cut vinyl place on the exit door side of the manatrap		45cm x 45cm	1
	side, that is two materials stitched together. The frame should be interconnected thick coated metal. To have 2 stands: 1 fountain stand and individual spikes for the 4 banners.			
		GRAND TOTAL		

CHIREDZI- LOT 3

ITEM DESCRIPTION	Item full technical Specification required (including applicable standards)	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QTY
Exterior				
Directional sign	Double-sided free-standing metal sign with reflective vinyl graphics. The sign frame should be two legged		1.2x2.4m	3

3D sign	Supply and installation of new full logo 3D sign with two square logo and 2 text lines. 3D cutout letters to be 15cm deep, with a height of 45cm per letter and respective length. Coloured perspex to be used instead of applying vinyl on white perspex. The cut letter on the POSB block to be individually illuminated as well as the letter on People's Own Savings Bank.		1m x 6m	1
Under canopy double-sided standard lightboxes production	Replacement of double-sided illuminated standard lightboxes, neat finish and adequately secured. Remove all other lightboxes		0.6m x 1.6m	2
Projecting double sided custom size lightbox	New double sided illuminated lightbox, secured by a channel on the wall		2x1m	1
Spinning sign	Vinyl graphics replacement for double sided spinning sign and change of position to ATM side		0.5x0.5m	1
Bins	Production and installation of 2 new branded swivel bins, with a branding panel at the top of the metal stand			2
Atm				
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		1.6x1.23m	1
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		2.01x1.08m	1
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		2.01x0.86m	2
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		2.01x0.24m	1
ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		1.91x0.70m	1

ATM cubicle	Reverse printed vinyl applied on exterior shopfront partitioning		2.2x1.29m	1
ATM wall	Laminated vinyl graphics on forex board, vinyl replacement		1.58x1.21m	1
Card security sign	Raised perspex with aluminum spacers		A1	1
Exterior shopfront				
Front glass shopfront	Reverse printed vinyl applied on exterior shopfront partitioning		1.58x1.20m	6
Mantrap doors				
POSB logo cut vinyl	Full colour cut vinyl place on the entrance door		45cm x 45cm	1
POSB business hours cut vinyl	Orange cut vinyl place on the exit door side of the mantrap		45cm x 45cm	1
PUSH cut vinyl sticker	Orange cut vinyl		10cm high	4
PULL cut vinyl sticker	Orange cut vinyl		10cm high	4
Vinyl above mantrap	Reverse printed vinyl applied on exterior shopfront partitioning		0.64x0.80m	2
Vinyl above mantrap	Reverse printed vinyl applied on exterior shopfront partitioning		0.64x0.93m	2
Vinyl above mantrap	Reverse printed vinyl applied on exterior shopfront partitioning		0.93x0.8m	2
Vinyl above mantrap	Reverse printed vinyl applied on exterior shopfront partitioning		0.96x0.8	2
Interior				
ATM Housing wallpaper	Wallpaper		1.98x2.4	1
ATM Housing wallpaper	Wallpaper		1.98x1.71	1

Office frosting - back office	Frosting with cut out logo/pattern		0.83x1.2	2
Office frosting - back office	Frosting with cut out logo/pattern		0.83x0.6	1
Office frosting - back office	Frosting with cut out logo/pattern		0.83x0.61	1
Office frosting - branch manager	Frosting with cut out logo/pattern		0.84x0.6	1
Office frosting - branch manager	Frosting with cut out logo/pattern		0.84x0.98	1
Office frosting - branch manager	Frosting with cut out logo/pattern		0.84x1.2	2
Office frosting - branch manager	Frosting with cut out logo/pattern		0.84x1.18	1
Office frosting - supervisor	Frosting with cut out logo/pattern		0.84x1	1
Office frosting - supervisor	Frosting with cut out logo/pattern		0.84x1.2	1
Office frosting - supervisor	Frosting with cut out logo/pattern		0.84x0.25	1
Counters				
Teller counters graphics	Printed vinyl applied on glass partition, double sided		1.01x0.28	1
Teller counters graphics	Printed vinyl applied on glass partition, double sided		1.01x0.28	1
Teller counters graphics	Printed vinyl applied on glass partition, double sided		1.01x0.20	1
Teller counters graphics	Printed vinyl applied on glass partition, double sided		1x1.21	1

Teller counters graphics	Printed vinyl applied on glass partition		1.01x1.22	1
Teller counters graphics	Printed vinyl applied on glass partition		0.99x1.18	1
Teller counters graphics	Printed vinyl applied on glass partition		1.02x1.19	1
Teller counters graphics	Printed vinyl applied on glass partition		1x1.12	1
Teller counters graphics	Printed vinyl applied on glass partition		1.02x1.22	2
Teller counters graphics	Printed vinyl applied on glass partition		1x1.20	2
Teller counters graphics	Printed vinyl applied on glass partition		0.99X1.2	1
Teller counters graphics	Printed vinyl applied on glass partition		1.02X1.22	1
Teller counters graphics	Printed vinyl applied on glass partition		1.02X0.17	1
Teller counters graphics	Printed vinyl applied on glass partition		0.99X0.71	1
Teller counters graphics	Printed vinyl applied on glass partition		1X0.69	1
Teller counters graphics	Printed vinyl applied on glass partition		1.02X0.7	3
Teller counters wallpaper - bottom	Wallpaper on wooden counter		0.75x19.92	1
Teller counters wallpaper - top strip	Wallpaper on wooden counter		0.22x19.92	1
Teller counters frosting	Frosting with cutout logo on the small glass panel on the counter front		0.41x0.46	20

Teller counters frosting - enquiries	Frosting with cutout logo on the small glass panel on the counter front		0.41x1.30	2
Teller counters - counter lables	Reverse printed vinyl on clear perspex		0.1x0.4m	12
Snapper frames - A1	New frames and graphics with graphics printed on satin linen paper		A1	7
Snapper frames - A1	Graphics replacement with graphics printed on satin linen paper		A1	5
Snapper frames - A0	Graphics replacement with graphics printed on satin linen paper		A0	1
Door labels	Door labels - reverse printed vinyl on perspex		10cm x 40cm	12
Open/closed sign	Perspex folded into tent card, a4 before fold		A4	5
Telescopic banners	4m thick doubled telescopic banners with material that does not fade easily, material should be thick enough not to see through to the other side on the banner. Banner should have double material to make double side, that is two materials stitched together. The frame should be interconnected thick coated metal. To have 2 stands: 1 fountain stand and individual spikes for the 4 banners.		4m	4
Branded door mat	Branded heavy duty rubber door mat, black with POSB logo printed in full colour		1.2x1.5	1
		GRAND TOTAL		

MANTRAP DOORS	DESCRIPTION	{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}	SIZE/MEASUREMENTS	QUANTITY
POSB logo cut vinyl	full colour cut vinyl place on the entrance door		45cm x 45cm	1
POSB business hours cut vinyl	orange cut vinyl place on the exit door side of the manatrap		45cm x 45cm	1

Schedule of Activities

The bid rates and prices must be quoted covering all costs of labour, materials, equipment, overheads, profits and all associated costs for performing the Works and must include all taxes and duties. The whole cost of performing the Works must be included in the items stated, and the cost of any incidental works will be deemed to be included in the prices quoted.

Name of Bidder:

Bidder's Reference Number:

Delivery Schedule

Name of Bidder:

Bidder's Reference Number:

Note to Bidders: If the delivery period offered, or any other details, differ from the requirements below, this should be stated in your tender}.

Item	Description	LOT	Delivery Date Required by Procuring Entity DDP INCOTERMS® 2020	Bidder's offered Delivery period
1	Nelson Mandela (Harare)	1	20days from date of signing Contract	
2	Westgate – exterior (Harare)	1	20days from date of signing Contract	
3	Gokwe	2	20days from date of signing Contract	
4	Bindura	1	20days from date of signing Contract	
5	Chiredzi	3	14days from date of signing Contract	

The delivery period required is measured from the date of the signing of Contract between the Procuring Entity and the Bidder.