OFFICIAL REQUEST FOR QUOTATION

Procurement Ref # ..... RFQ2026/149.....

People's Own Savings Bank (POSB) invites your company to make a firm offer of the supply and repair of Date stamps at POSB HQ.

Description	**Qty**
Date Stamp, Part Number 5460	20

- Only bidders that carry out laser production of stamp rubber will be considered.
- Impressions will be provided on issue of order.

YOU OFFER MUST CLEARLY STATE THE FOLLOWING:

- The applicable currency – **to be quoted in US dollars of which payment with be processed in ZWG using the prevailing Midrate rate of the willing buyer willing seller at 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.
- Validity period of quotation to be a minimum of 30 days.
- Bidders must state completion time/ delivery period from receipt of official order.
- Bidders must attach material data sheet where applicable.

- Bidders must note that if they put more than one option only their main offer will be evaluated.
- Bidders who have failed to fulfill their previous orders in the past year will not be considered.
- Bidders with outstanding orders past agreed delivery timeframes will not be considered.
- Only Bid submission from bidders that attend the compulsory site meeting will be considered.
- Value added tax must be clearly and separately quoted.

Bidders must also submit the following documents

1. Bidders must attach CR6/14 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	24/11/2026
Closing date	**26/11/2026**
Closing time	**1100 hours**