



All communications should be addressed to  
**"THE DIRECTOR- GENERAL"**  
P.O. Box CY342,  
Causeway,  
Harare  
Zimbabwe

10 August 2023

ATT: Sales

**REQUEST FOR QUOTATION– RFQ 05/08/2023 SUPPLY AND DELIVERY OF 2023  
PROVINCIAL AGRICULTURAL SHOW PROMOTIONAL MATERIALS**

Zimbabwe National Statistics Agency require provincial promotional materials, requirements are as detailed in the table below;

Item No.	Goods Description	Quantity	Unit of Measure	Unit Price (USD)	Total Cost (USD)	Lead Time
1.	Branded T-shirts with theme and ZIMSTAT logo in; - royal blue -SMALL SIZE -navy blue-LARGE -white-X LARGE -black- MEDIUM	75 75 75 75				
<b>Grand Total</b>						

**NB: ZIMSTAT require samples for the requested items, this will help us choose best items kindly put tags/names of identification on your samples when sending to us. Sample to be brought to Procurement offices 18<sup>th</sup> floor Kaguvi building Cnr 4<sup>th</sup> & central**

**NB: Kindly quote in the above shown format.**

**Mandatory Requirements;**

- a) PRAZ Registration Certificate
- b) Certificate of Incorporation in the country of domicile
- c) Valid Tax registration Certificate
- d) Proof of Track record
- e) Quote validity 30 days

***Failure to provide the above will result in automatic disqualification of your quotation***

You are kindly requested to compile a financial proposal in accordance to the information captured in table above and indicate the following: -

- (i) Payment terms
- (ii) Currency used is USD, payable in ZWL\$ using prevailing bank rate of the day
- (iii) Your quote validity
- (iv) All costs that make up the total acquisition costs should be indicated separately as hidden costs will not be considered.
- (v) Name of the contact person to address issues raised by ZIMSTAT.

**NB: ALL PAYMENTS AFTER DELIVERY OF GOODS/SERVICE**

**Quotations should be on company letterheads.**

**Your proposal must be e-mailed to [e-tenderbox@zimstat.co.zw](mailto:e-tenderbox@zimstat.co.zw) on or before the closing date and time, 16 August 2023 @1600hrs**