



All communications should be addressed to

**"THE DIRECTOR- GENERAL"**

P.O. Box CY342,

Causeway,

Harare

Zimbabwe

8<sup>th</sup> August 2023

ATT: Sales

**REQUEST FOR QUOTATION – (RFQ 03/08/2023)**

Zimbabwe National Statistics Agency would like to procure Set of Gazebo with Tables and Chairs

Item No.	Goods Description	Quantity	Unit of Measure	Unit Price (ZWL)	Total Cost (ZWL)	Lead Time (Expected)
1	Gazebo	2	Each			<b>5 days</b>
2	Table (Folded)	2	Each			
3	Chair (Folded)	8	Each			
2	<b>SPECIFICATIONS :</b>  <b>Gazebo</b> <ul style="list-style-type: none"> <li>● Branded</li> <li>● 3mx6m</li> <li>● Popup Canopy Tent</li> <li>● Double sided Full Backwall</li> <li>● 2 x Single Full Side Wall</li> </ul>					

	<p><b>Table &amp; Chair</b></p> <ul style="list-style-type: none"> <li>● 1.8m trestle table with either stretch cloth or throwovers cloth</li> <li>● Branded chairs</li> <li>● Foldable chairs</li> </ul>					
<b>Grand Total</b>						

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

An Order/Contract will be placed with the bidder who offers the lowest price to specifications

If interested, you are requested to submit a comprehensive quotation for goods **only**.

**Mandatory Requirements;**

- a) PRAZ Registration Certificate
- b) Quote validity (30 days)
- c) Vendor certificate
- d) Certificate of Incorporation in the country of domicile
- e) Valid Tax registration Certificate
- f) Proof of Track record (Referral letters of similar project in question)

***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. USD payable at the prevailing auction rate
- iii. Your quote validity
- v. 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.

**Quotations should be on company letterheads.**

**Your proposal must be e-mailed to [e-tenderbox@zimstat.co.zw](mailto:e-tenderbox@zimstat.co.zw) ONLY on or before the closing date and time, Thursday 10<sup>th</sup> August 2023 @1000hrs**