



All communications should be addressed to
"THE DIRECTOR- GENERAL"

P.O. Box CY342,
 Causeway,
 Harare
 Zimbabwe

9th November 2023

ATT: Sales

REQUEST FOR QUOTATION – (RFQ 09/11/2023)

Zimbabwe National Statistics Agency would like to procure t-shirts for Economic Census Launch

LOT No.	Required Services	Quantity	Unit Price (ZWL)	Total Price (ZWL)	Lead-Time
1 (a)	A 4 Branded Folders ((Design and production of A4 gate folded pamphlets on gloss paper 150gsm;Full colour	240			3 days
1 (b)	Flyers (Full colour;150gsm gloss paper)	1,000			
2	Pamphlets ;Full colour;150 gsm gloss paper)	1,000			
GRAND TOTAL (ZWL)					

NB: Kindly quote in the above shown format.

An Order/Contract will be placed with the bidder who offers the lowest price quotation.

NB: ZIMSTAT RESERVES THE RIGHT TO ENGAGE THE WINNING BIDDER IF ANY ADDITIONAL SERVICES ARE REQUIRED.

Accordingly, in the event that additional services are required, procuring entity will engage the winning bidder for the particular additional services/items.

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

Mandatory Requirements;

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

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 **ZWL payable using ZWL transfer**
- 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 ONLY on or before the closing date and time, Monday 13th of November 2023 @1000hrs