



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

26 April 2024

ATT: Sales

REQUEST FOR QUOTATION – (RFQ 026/04/24 HUMAN RESOURCES)

Zimbabwe National Statistics Agency would like to procure cleaning items;

Item No.	Goods Description	Quantity	Unit of Measure	Unit Price (USD)	Total Cost (USD)
1	Handy Andy	4	750ml		
2	Vim	4	500grams		
3	Mutton cloth	4	1kg		
4	Dish washing liquid	4	750ml		
5	Washing powder	1	2kg		
6	Wire scrub	2			
Grand Total					

NB: Kindly quote in the above shown format.

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

Brochure of the same should also be submitted.

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) **30 day quote validity**

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 \$ only** payable at the prevailing ZIG rate.
- (iii) All costs that make up the total acquisition costs should be indicated separately as hidden costs will not be considered.
- (iv) 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 on or before the closing date and time, 30 April 2024 @1000hrs