



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

04 April 2024

ATT: Sales

REQUEST FOR QUOTATION) – RFQ (020/2024) Production of 2 minutes videos in 3 languages (Shona, English, Ndebele) for economic census publicity.

Zimbabwe National Statistics Agency would like to procure; Production of 2 minutes videos in 3 languages (Shona, English, Ndebele) for economic census publicity.

Item No.	Goods Description	Quantity	Unit of Measure	Unit Price (ZWL)	Total Cost (ZWL)
1.	Production of 2 minutes videos in 3 languages (Shona, English, Ndebele) for economic census publicity.	3			
Grand Total					

NB: Kindly quote in the above shown format.

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

Brochure of the same should also be submitted.

Mandatory Requirements;

- PRAZ Registration Certificate in the relevant category
- Certificate of Incorporation in the country of domicile
- Valid Tax Registration Certificate
- Proof of Track record (reference letters/contract/purchase of similar services)
- Quote validity period is 30 days
- Bidders shall be given adequate, and in any event not less than three days, to prepare and submit their quotations.

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 \$ only, any other currency will not be acceptable

(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.

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, 08 April 2024 @1600hrs