



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

27 May 2024

ATT: Sales

REQUEST FOR QUOTATION – (RFQ 14/02/24) –PRODUCTION OFFICE

Zimbabwe National Statistics Agency would like to procure services to repair the following printer;

Item No.	Goods Description	Quantity	Unit of Measure	Unit Price (USD)	Total Cost (USD)
1	Repair of LaserJet enterprise MFP M430 printer	1			
2	Batteries, Remote control	8			
Grand Total					

NB; Suppliers are required to do a machine view before sending their quotations

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 \$, payable at the prevailing bank 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 May 2024 @1000hrs