



All communications should be addressed to

"THE DIRECTOR- GENERAL"

P.O. Box CY342,

Causeway,

Harare

Zimbabwe

27 December 2023

ATT: Sales

REQUEST FOR QUOTATION – (RFQ 19/12/2023)

Zimbabwe National Statistics Agency would like to procure Insurance Services for ZIMSTAT Vehicle Fleet For Only 1 Term.

1st-with excess buy back (**PERIOD - 1 TERM ONLY**)

Number of Motor Vehicles to be covered	Total Sum insured[U\$D]	Quarterly Offered Premium With Excess Buy back (after discount)
66 <i>(See Attached List of Vehicles & Valuations thereto)</i>		

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
- e) Proof of Track record (Referral letters/Purchase Order/Contract 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. Currency used for payment is **ZWL payable at the prevailing inter-bank 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 ONLY on or before the closing date and time, Friday 29th of December 2023 @1000hrs