



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

P.O. Box CY342, Causeway,
Harare
Zimbabwe
Telephone No. +263 4 706681-8 / +263 4 703971-7
E-mail: dg@zimstat.co.zw

REQUEST FOR QUOTATION

TO: OUR VALUED SUPPLIER

INTRODUCTION

Zimbabwe National Statistics Agency would like to procure the following items (See **Specifications below**)

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

MANDATORY REQUIREMENTS

For FIRST TIME registration with ZIMSTAT, Your quotation must include:

1. VAT Certificate or proof of tax registration with the Zimbabwe Revenue Authority (ZIMRA).
 2. VAT, total price etc. no hidden /variable costs will be accepted
 3. Bank account details on company letterhead
 4. Certificate of Incorporation, CR14 & CR6
 5. Proof of registration with PRAZ.
 6. ZIMSTAT vendor registration form (**see template at the end of this document**)
 7. Prices to be quoted in **LOCAL CURRENCY**.
- :

The Procurement Management Unit (PMU)
ZIMSTAT, 18th Floor KAGUVI BUILDING

OR

Email your quotations to: pmu@zimstat.co.zw

Contact: +263 4 2706681-8

8. All payments are done after delivery
9. Delivery lead time: within 21 working days
10. Quotation validity: 30 days.

SPECIFICATIONS

ITEM REQUIRED	QUANTITY
Power land branded satchels-	250
Sub Total	
VAT	
Grand Total	

Submit your quotation together with a sample, of branded powerland satchels also well labelled for owner identification purposes. The samples to be used to check on quality of material and the branding.

ZIMSTAT LOGO +QLFS

Please kindly quote

Regards

ZIMSTAT PMU

DUE DATE: 5 JULY 2021 @1000 hrs

Email address:	Fax:	Email Address:	Fax:
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SECTION 4 BENEFICIARY BANKING INFORMATION	
Name of Banking Institution:	Beneficiary Name of Account (name as it appears on account)
Street Address:	Branch Name: Phone:
City Province	Country
<i>Please attach current bank statement / bank details confirmation letter on company letterhead</i>	

NB Incomplete or erroneous information will prevent payment to your account

*******END OF DOCUMENT*******