

**REQUEST FOR QUOTATIONS**

**OUR REF: MMCZ/RFQ025/2022**

To: All suppliers

Closing date: 21/03/2023

Publication Date: 16/03/2023

Closing time: 10:00 hours

Return Quotation to:  
Procurement Management Unit  
MMCZ Building, 90 Mutare Road  
Msasa, Harare

Contact details  
+263 (242) - 487 200-4

ITEM	DESCRIPTION OF REQUIREMENTS	QUANTITY	TOTAL INCL VAT (USD)
01	Supply and delivery of diamond pens	10	

**NB: Your quotation must be in USD.**

**INSTRUCTIONS AND CONDITIONS**

1. Current proof of registration with the Procurement Regulatory Authority of Zimbabwe in the specified category Copy (attach copy of the PRAZ registration certificate)
2. Copy of a valid Tax Clearance Certificate from ZIMRA
3. Three (3) working days delivery period.
4. Payment is after delivery in USD\$ Nostro (No Offshore payments)
5. **Clearly State VAT registered or Not VAT Registered NB-** All VAT registered suppliers to indicate their VAT number on the quotation and able to produce fiscal invoices.
6. Bid validity (**must be STATED in days**) (at least 30 Days)
7. Quotations must be emailed to [proc@mmcز.co.zw](mailto:proc@mmcز.co.zw) in pdf file format.
8. N.B Late submissions will not be accepted. MMCZ does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or part of any tender.

