

**REQUEST FOR QUOTATIONS**

**OUR REF: MMCZ/RFQ103/2023**

To: All suppliers

Closing date: 16/06/2023

Publication Date: 15/06/2023

Closing time: 14:00 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	Checking, repairing and servicing of air conditioners	3	
02	<b><u>KWEKWE OFFICE</u></b> 1. 24000 BTU (Midea) 2. 24000 BTU (Midea)	01 (office) 01 (ICT server room)	
03	<b><u>GWERU OFFICE</u></b> 1. 3.6Kw- Carrier	02	

**NB: Your quotation must be in USD. Bidders should have a presence in Kwekwe and Gweru.**

**INSTRUCTIONS AND CONDITIONS**

1. Current proof of registration with the Procurement Regulatory Authority of Zimbabwe in the specified category Copy (attach a copy of the PRAZ registration certificate)
2. Copy of a valid Tax Clearance Certificate from ZIMRA.
3. Payment is after delivery in USD\$ Nostro (No Offshore payments)
4. **Clearly State VAT Registered or Not VAT Registered NB-** All VAT registered suppliers to indicate their VAT number on the quotation and should be able to produce fiscalised tax invoices.
5. Bid validity (**must be STATED in days**) (at least 30 Days)
6. Quotations must be emailed to [proc@mmcز.co.zw](mailto:proc@mmcز.co.zw) in pdf file format.
7. 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.

