

**REQUEST FOR QUOTATIONS**

**OUR REF: MMCZ/RFQ124/2023**

To: All suppliers

Closing date: 17/07/2023

Publication Date: 12/07/2023

Closing time: 13:00 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)
	<b>Moving of office furniture and household equipment from 1549 Platinum Park Zvishavane to 1435 Drink Water Avenue Zvishavane</b>		
1.	65 inch television and decoder set	01	
2.	Dismantled L-shaped desk	03	
3.	290L upright refrigerator	01	
4.	Metal filing cabinets	02	
5.	Office water dispensers	01	
6.	Office files (each file weighing approx. 2kgs)	100( <i>estimate</i> )	
7.	2-plate gas stove	01	
8.	15kgs gas tank	01	
9.	30L microwave	01	
10.	Kitchen utensils		

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

**Movement should be done from our old Zvishavane office (1549 Platinum Park) directly to our new office located at 1435 Drink Water Avenue Zvishavane.**

**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. Payment is after delivery in USD\$ (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.
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.

