

11 September 2024

Ref: PRAZ/D/U/2

Mr. L. Churu
Acting Town Clerk
CITY OF GWERU

RE: REQUEST FOR REVIEW BY THE SPECIAL PROCUREMENT OVERSIGHT COMMITTEE (SPOC): TENDER NUMBER COG/FA/03/05/2024 - PROCUREMENT OF STATIONERY USING FRAMEWORK AGREEMENT

Your minute dated 15 August 2024 refers.

At the Special Procurement Oversight Committee (SPOC) Meeting No.30 of 2024 held virtually on 5 September 2024; Members observed the following:

- The Accounting Officer's procurement process was for the Procurement of Stationery under Framework Agreement and subsequent call-offs contract.
- The Accounting Officer adopted the Framework Agreement method in line with section 21(2) and section 30 of the Public Procurement and Disposal of Public Assets (PPDPA) Act [Chapter 22:23] as read with section 11 of the PPDPA (General) Regulations whereby suppliers will be engaged through call-off orders on an as and when required basis at varying prices.
- The Accounting Officer advertised the tender in line with section 38 (2) of the PPDPA Act and received a sole response.
- The Accounting Officer was recommending to cancel the tender due to non-responsive bid in view with section 42(1) (d) of the PPDPA Act, which reads, "***if possible, a procuring entity shall avoid cancelling procurement proceedings, but may do so where insufficient or no responsive bids received.***"

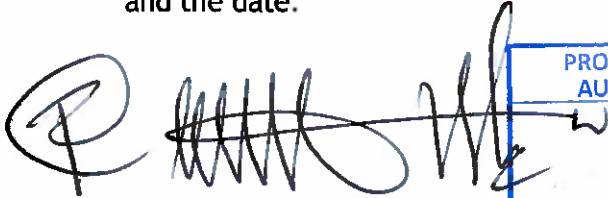
Accordingly, the SPOC through **SPOC RESOLUTION 0571** of 5 September 2024, having reviewed the Accounting Officer's submission in terms of section 54 (10) of the PPDPA Act [Chapter 22:23], **RESOLVED** on Tender Number COG/FA/03/05/2024 as follows:



SPOC Reference No & Date	Outcome	Accounting Officer's Award	Value
SPOC 0571 05.09.24	<p>Certify</p> <p>Recommend</p> <p>Orders</p>	<ul style="list-style-type: none"> • To the best of its knowledge and ability that the Accounting Officer's proposed cancellation withstands scrutiny. • That the Accounting Officer can proceed to cancel Tender No. COG/FA/03/05/2024 for Procurement of Stationery under framework agreement due to non-responsive bid in view with section 42(1) (d) of the PPDPA Act. • That the procurement proceedings be recommenced, as follows: - <ul style="list-style-type: none"> ○ Debrief the bidder on the reasons for tender cancellation. ○ Review the process (<i>investigation into unsuccessful procurement proceedings</i>) in line with section 24 of the PPDPA (General) Regulations. ○ Process the requirements in line with section 30 (<i>Selection of Procurement method</i>) of the PPDPA Act as read in conjunction with section 10 (<i>Financial thresholds</i>) of the PPDPA (General) Regulations. ○ Comply with all provisions of the PPDPA Act and PPDPA (General) Regulations on all future tenders. 	N/A

You are therefore advised to proceed as follows: -

1. Take all necessary steps as directed by the resolution.
2. In all communications, please quote the above **SPOC RESOLUTION** number and the date.



C. Ruswa
Chief Executive Officer

PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE

**FOR AND ON BEHALF OF THE SPECIAL PROCUREMENT OVERSIGHT COMMITTEE
IN ACCORDANCE WITH SECTION 54 (3) OF THE PUBLIC PROCUREMENT AND
DISPOSAL OF PUBLIC ASSETS ACT [CHAPTER 22:23].**