Venue : Competition and Tariff Commission Boardroom

Date : 26 November 2024

Time : 0900hours – 1145hours

Members : Mr. T. Zengeni Chairman

 Mr. L. Mutisi Member

 Ms. M. Chirwa Member

 Mr. T. Maingehama Member

 Ms. L. Tshuma Member (Procurement Officer)

Recording : Ms. L. Tshuma Procurement Officer

**CHAIRPERSON OPENING REMARKS**

The Chairman – Mr Zengeni welcomed everyone to the meeting which started at 0900 hours. He highlighted that the meeting was for tender evaluation: Tender Number CTC/03/2024, for the Supply and delivery of laptops at Competition and Tariff Commission.

**TENDER EVALUATION AND ADJUDICATION**

The Committee reviewed the bids presented to it by the Procurement Management Unit. As the Evaluation Committee agreed on the evaluation criteria and other issues for consideration stated in the bidding document including the following: -

1. name of the bidder
2. bid price as read when bids were opened
3. correcting any arithmetic errors
4. currency used by bidders
5. applying domestic preference
6. any payment schedule by the bidder
7. delivery time, bid security and bid validity
8. verification on the essential supporting documents such as copies of certificate of incorporation, dealership certificate, valid tax clearance from ZIMRA, company profile, VAT, CR6, CR14, Procurement Regulatory Authority of Zimbabwe certificate.

The Table below shows the results for evaluated bid for the supply and delivery of cellphones

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of the Bidder** | **Arithmetic errors Total Amount**  | **Currency Used By The Bidder** | **Payment Schedule** | **Delivery** **Time /** **Schedule** | **Supporting Documents** | **Bid Security Declaration** | **Domestic Preference** | **Bid Validity** | **Trade References** | **Technical Specification Compliance****Warranty** |
| Solution centre | NONE | US$ | After delivery | 15 working days  | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, dealership certificate, PRAZ  | YES | YES | 60 days |  YES | Complied 1 year warranty |
| Andmish Electronics Pvt Ltd | NONE | US$ | After delivery | 7 working days after signing contract | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, PRAZ  | YES | YES | 30 days |  YES | Not Complied with dealership certificate and not a reputable company1 year warranty |
| Pirex Computers | NONE | US$ | After delivery | EX-Stock days after signing contract | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, PRAZ  | YES | YES | 60 days |  YES | Not Complied with dealership certificate and not a reputable company1 year warranty |
| Ancient Heights Incorporated | NONE | US$ | After delivery | 14 days after signing contract | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, PRAZ  | Expired 16 September 2024 | YES | 60 days | YES | Not Complied with dealership certificate and not a reputable company1 year warranty |
| Sypremo | NONE | US$ | After delivery | 7 working days after signing contract | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, PRAZ  | YES | YES | 60 days |  YES | Not Complied with dealership certificate and not a reputable company1 year warranty |
| Omni Africa | NONE | US$ | After delivery | 7 working days after signing contract | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, dealership certificate, PRAZ  | YES | YES | 30 days |  YES | Complied1 year warranty |

**COMPARATIVE SCHEDULE**

**CELLPHONES SPECIFICATIONS AND TOTAL AMOUNT**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref No.** | **DETAILED DESCRIPTION OF ITEMS (SPECIFICATIONS)** | **QTY** | **UoM** | **Solution centre** | **Andmish Electronics Pvt Ltd** | **Pirex Computers** |
|  |  |  |  | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price |
| 1 | iPhone 16 Pro Max 1tb x1 and 512Gb | 14 | each | USD$2730.00USD$2380.00X 13  | USD$33670.00 | USD$1780.00USD$1805.50X 13  | USD$25518.50 | USD$2824.35USD$2351.09X 13  | USD$38396.80 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | **Ancient Heights Incorporated** | **Sypremo** | **Omni Africa** |
|  |  |  |  | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price |
|  |  |  |  | USD$3308.63USD$3951.68X 13  | USD$41680.47 | USD$3790.74USD$2816.44X 13  | USD$46465.13 | USD$3516.67USD$3166.67X 13  | USD$51385.89 |

**EVALUATION**

The Evaluation Committee noted and discussed as follows: -

1. All suppliers used US$. There were no arithmetical errors.
2. All suppliers provided bid security.
3. All bidders had their bids valid for 60 days except for Andmish Electronics Pvt Ltd and Omni Africa and domestic preference applied.
4. Bidders had different delivery periods.
5. Payment schedules: all other bidders need payment after delivery except for Solution centre.
6. All the required documents were submitted except for Andmish Electronics Pvt Ltd, Pirex Computers, Ancient Heights Incorporated and Sypremo. They did not have Apple Authorised dealerships but submitted wrong dealerships.
7. The tender was evaluated and awarded according to specified in the tender document.

**COMMENTS**: All the bidders had all the required documents as stated in the tender document except for Andmish Electronics Pvt Ltd, Pirex Computers, Ancient Heights Incorporated and Sypremo. They did not have Apple Authorised dealerships but submitted wrong dealerships. On specifications, all bidders had all their specifications clearly specified.

**RECOMMENDATIONS:**

It is recommended that the tender for supply and delivery of cellphones be awarded to Solution Centre Pvt Ltd at a tender sum of US$33670.00 (Thirty-three thousand six hundred and seventy dollars only) as it meets all the requirements as per tender document and it is the second on price compared to other bidders.Solution Centre Pvt Ltd to be paid after delivery of the cellphones and after Competition and Tariff Commission is satisfied with the cellphones. Andmish Electronics was the cheapest but did not meet all the required specifications, Pirex Computers, Ancient Heights Incorporated, Sypremo and Omni Africa also did not meet the required specifications, they did not have Apple Authorised dealerships, they submitted wrong dealerships and their prices were expensive compared to Solution Centre. Solution Centre meets the price and non-price criteria and offers the most economically advantageous tender.

**MEMBERS IN THE EVALUATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **NAME** | **DESIGNATION** | **SIGNATURE** | **DATE** |
| Mr Zengeni T | Chairman |  | 26/11/2024 |
| Mr Mutisi L | Member |  | 26/11/2024 |
| Ms Chirwa M | Member |  | 26/11/2024 |
| Mr Maingehama T | Member |  | 26/11/2024 |
| Ms Tshuma L | Member |  | 26/11/2024 |

**Closure:** There being no any other business the meeting was ended at 11:45hours

**APPROVED BY: DIRECTOR:** ……………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….

NAME………………………………………………………………… SIGNATURE:……………………………………………………