Venue : Competition and Tariff Commission Boardroom

Date : 12 December 2024

Time : 0930hours – 1020hours

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 0930 hours. He highlighted that the meeting was for tender evaluation: Tender Number CTC/02/2024, 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 laptops

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of the Bidder** | **Arithmetic errors Total Amount**  | **Currency Used By The Bidder** | **Payment Schedule** | **Delivery** **Time /** **Schedule** | **Supporting Documents** | **Bid Security**  | **Domestic Preference** | **Bid Validity** | **Trade References** | **Technical Specification Compliance****Warranty** |
| Solution Centre Pvt Ltd | NONE | US$ | After delivery | 10 business days  | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, dealership certificate, PRAZ  | YES | YES | 60 days |  YES | Complied 1 year warranty |
| Axis Solution Pvt Ltd | NONE | US$ | Upfront before delivery | 4 weeks from date of payment | Tax clearance, CR6, CR14, Certificate of incorporation, company profile, PRAZ  | YES | YES | 60 days |  YES | Not Complied with dealership certificate 1 year warranty |
| Pirex Computers Pvt Ltd | NONE | US$ | After delivery | 14 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 |
| Metro-Sol Pvt Ltd | NONE | US$ | After delivery | 7 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 |
| First Pack Pvt Ltd | 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 1 year warranty |

**COMPARATIVE SCHEDULE**

**LAPTOPS SPECIFICATIONS AND TOTAL AMOUNT**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Ref No.** | **DETAILED DESCRIPTION OF ITEMS (SPECIFICATIONS)** | **QTY** | **UoM** | **Solution Centre Pvt Ltd** | **Axis Solution Pvt Ltd** | **Pirex Computers Pvt Ltd** |
|  |  |  |  | Unit Price | Total Price | Unit Price | Total Price | Unit Price | Total Price |
| 1 | **Apple M3 chip with 8-core CPU, 10-core GPU, 16-core Neural Engine x 6****Apple M2 chip with 8core CPU, 8core GPU, 16core Neural Engine x 6** | 12 | each | USD$2440.00 X 6USD$1440.00X 6 | USD$23280.00 | USD$1287.68 X 6USD$2362.74X 6  | USD$25187.90 | USD$2848.80 X 6USD$1280.95X 6 | USD$28495.28 |
|  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | **Metro-Sol Pvt Ltd** | **First Pack Pvt Ltd** |  |
|  |  |  |  | Unit Price | Total Price | Unit Price | Total Price |  |  |
|  |  |  |  | USD$1800.00 X 6USD$2671.30X 6 | USD$30852.00 | USD$1680.00 X 6USD$3535.00X 6 | USD$31290.00 |  |  |

**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 and domestic preference applied.
4. Bidders had different delivery periods.
5. Payment schedules: all other bidders need payment after delivery.
6. All the required documents were submitted except for Axis Solution Pvt Ltd, Pirex Computers, Metro-Sol Pvt Ltd and First Pack Pvt Ltd. 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 Axis Solution Pvt Ltd, Pirex Computers, Metro-Sol Pvt Ltd and First Pack Pvt Ltd. 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 laptops be awarded to Solution Centre Pvt Ltd at a tender sum of US$23,280.00 (Twenty-three thousand two hundred and eighty dollars only) as it meets all the requirements as per tender document and it is the cheapest on price compared to other bidders.Solution Centre Pvt Ltd to be paid after delivery of the laptops and after Competition and Tariff Commission is satisfied with the laptops. Axis Solution Pvt Ltd, Pirex Computers, Metro-sol Pvt Ltd and First Pack Pvt Ltd were all expensive compared to Solution Centre Pvt Ltd and they did not meet all the required specifications, they did not have Apple Authorised dealerships, they submitted wrong dealerships. 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 |  | 12/12/2024 |
| Mr Mutisi L | Member |  | 12/12/2024 |
| Ms Chirwa M | Member |  | 12/12/2024 |
| Mr Maingehama T | Member |  | 12/12/2024 |
| Ms Tshuma L | Member |  | 12/12/2024 |

**Closure:** There being no any other business the meeting was ended at 11:20hours

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

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