

ORIGINAL

G

Accountant's date-stamp

PLEASE PRINT

To SPAR RETAIL
P.O BOX
BULAWAYO.

Notes for suppliers:

(1) Please provide the following stores/services to: U.B.H.

(2) If you are unable to supply in full, amend requisition and obtain a fresh one when stocks are available.

(3) ORIGINAL—Please submit with your invoice to:

U.B.H. P.O BOX 958 BULAWAYO

C.P.O. voucher number

(4) Delivery charges must be supported by rail or carrier's note.

Month	Creditor's code No.	FOR OFFICIAL USE												\$	c	
	Invoice No.															
	Invoice No.															
	Invoice No.															
	Invoice No.															
	Invoice No.															
TOTAL																

Quantity	Description and other details—tenders, etc.	To be completed by supplier			
		Qty. supplied	@	\$	c
51 X 50	ICE CREAM @ \$19.98				
21 X 50	ICE CREAM @ \$10.90				
	GRAND TOTAL = \$1,544.00 U.S.D				
	ONE THOUSAND FIVE HUNDRED AND FORTY FOUR DOLLARS ONLY				
	/ /				

Period covered by this Requisition: DECEMBER 2024

I certify that these stores/services are required for the purpose of: HOSPITAL USE ONLY

Signed: REQUISITIONER

TBR or other authority: REQ 475/2024

Requisitionist's date-stamp:
**UNITED BULAWAYO HOSPITALS
 PROCUREMENT MANAGEMENT UNIT**
03 DEC 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

Sub-total	
Less discount	
Sub-total	
Plus sales-tax	
Sub-total	
Plus carriage	
TOTAL	

I certify that the stores/services have been satisfactorily provided and that the charges are correct, Items marked ‡ have been added to the relative departmental assets schedule.

Signed: _____

Date: _____

Certified correct Date

Passed for payment Date

INTERNAL ORDER FORM

UNITED BULAWAYO HOSPITAL
 P O Box 958
 ASCOT
 Bulawayo

**Successful Bidder's
 Name & Address**
 Spar Retail

Date: 28/11/24

Cost Centre.....
 Vote No...

PREV. BAL..... AMT COMMITTED VOTE BALANCE.....

NATURE OF TENDER AND CURRENT LIMITS

ORDER VALUES SUBJECT TO REVIEW BY SPOC WILL EXCEED THE ABOVE THRESHOLDS - CLASS C CATEGORY									Yes	No
Construction works			≥ US\$200,000.00							
Goods			≥ US\$100,000.00							
Consultancy & Non-consultancy services			≥ US\$50,000.00							

	Request for Quotations	Tick	National Competitive Tender	Tick	International Competitive Tender	Tick	Restricted Tender	Tick	Direct Purchase (or Backup Service)	Tick
Construction works	≤ US\$20,000		≤ US\$200,000.00							
Goods	≤ US\$10,000	✓	≤ US\$100,000.00							
Consultancy & Non Cons. services	≤ US\$5,000		≤ US\$50,000.00							

ORDER TRACKING RECORD

Indiv. Proc. Ref. No.	Tender No	Annual Qty	Outstanding order Qty	Qty Ordered	Balance
	RFQA75/2024				

CURRENT ORDER INFORMATION

(See attached Detailed Comparative Schedule)

Item	I. P. Ref. No.	Order Qty	Unit Size	Description of Goods	Unit Price Inc. VAT	Total Price Inc. VAT
1		5L	50	Ice Cream	19.98	999.00
2		2L	50	Ice Cream	\$10.90	545.00
PURPOSE OF GOODS: Hospital use (Main Kitchen)					SUB TOTAL	US\$ 1,544.00
					VAT	
					TOTAL	US\$ 1,544.00

MEMBERS OF THE EVALUATION COMMITTEE

Responsible HOD S. D. Wodzo

End user/Other Officer..... K. Jimmy

M Procurement Officer C. M. J. J. J.

Sample Evaluation Team Mbr.....

Finance Officer [Signature]

Committee Member

COMMENTS/ REMARKS ...

Tender was advertised through Electronic Government Procurement System (e-GP), six suppliers managed to submit their quotations. The committee recommends that the order be awarded to Spar Retail, the cheapest supplier to specifications. Phinchem Supplies Private Limited and Spar Retail quoted in US\$ despite the Request for Quotation requesting suppliers to quote in ZWG, their bids were converted to ZWG using the prevailing RBZ Exchange rate for comparison purposes. Spar Retail confirmed that they accept payment in ZWG using RBZ's prevailing rate of the day.

CHECKED BY DDPS [Signature]

APPROVED BY: Accounting Officer [Signature] / Chief Medical Officer [Signature]

UNITED BULAWAYO HOSPITALS
 DEPUTY DIRECTOR PROCUREMENT

 02 DEC 2024
 P.O. BOX 958 BULAWAYO
 ZIMBABWE

UNITED BULAWAYO HOSPITALS

 03 DEC 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

**UNITED BULAWAYO HOSPITALS
PROCUREMENT MANAGEMENT UNIT**

Minutes of Request for Quotation Tender Evaluation held on the 28/11/2024 in the Procurement Management Unit

Tender No: RFQ475/2024 Notes: Closing date of the tender: 27/11/2024

Meeting commenced at 10:30hrs

1. The tender evaluation was as follows:

Item	Qty	UOM	Description	Spar Retail	First Mile Resources	Pidmark Investments	Kentworth Trading	Solid Deal	Phinchem Supplies	Recommended Bidder	Total price
1	5L	50	Ice Cream	US\$19.98 (506.15)	900.00	720.00	579.60	900.00	US\$30.71 (777.96)	Spar Retail	US\$999.00 (25,307.27)
	2L	50	Ice Cream	US\$10.90 (276.13)	500.00	540.00	289.80	495.00	US\$16.74 (424.07)	Spar Retail	US\$545.00 (13,806.27)
											US\$ 1,544.00 (39,113.53)

1. Committee Recommendations

Tender was advertised through Electronic Government Procurement System (e-GP), six suppliers managed to submit their quotations. The committee recommends that the order be awarded to **Spar Retail**, the cheapest supplier to specifications. **Phinchem Supplies Private Limited and Spar Retail** quoted in US\$ despite the Request for Quotation requesting suppliers to quote in ZWG, their bids were converted to ZWG using the prevailing RBZ Exchange rate for comparison purposes. **Spar Retail** confirmed that they accept payment in ZWG using RBZ's prevailing rate of the day.

EVALUATION COMMITTEE MEMBERS

Responsible HOD..... S. Q. wedzwa Signature..... [Signature]
 End User/ Other Officer..... K. Jimmy Signature..... [Signature]
 Member Finance..... M. Kafukira Signature..... [Signature]
 Procurement Officer: C. M. Anzys Signature..... [Signature]

Process checked by Deputy Director Procurement Services: Mr E. Sihlahla..... [Signature]
Meeting closed at

APPROVED BY:
[Signature]
 Accounting Officer

Dr. W. Busumani
 For *United Bulawayo Hospitals*

CHIEF MEDICAL OFFICER
 UNITED BULAWAYO HOSPITALS
 03 DEC 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

UNITED BULAWAYO HOSPITALS
 DEPUTY DIRECTOR PROCUREMENT
 02 DEC 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

4	Mr/Mrs	End user/Other officer/ Section head	I have no pecuniary or other personal interest(s), direct or indirect, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as Evaluation Committee member of the hospital.	No	Signature & Date
			I have pecuniary or other personal interest(s), directly or indirectly, in one or all of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital. I, therefore, recuse myself from all procurement proceedings.	Yes	State Company(s) Signature & Date
5	Mr/Mrs	Committee Member / Technical expert	I have no pecuniary or other personal interest(s), directly or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.	No	Signature & Date
			I have pecuniary or other personal interest(s), directly or indirectly, in one or all of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital. I, therefore, recuse myself from all procurement proceedings.	Yes	State Company(s) Signature & Date
6	Mr/Mrs	Sample Evaluation Committee Member	I have no pecuniary or other personal interest(s), directly or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.	No	Signature & Date
			I have pecuniary or other personal interest(s), directly or indirectly, in one or all of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital. I, therefore, recuse myself from all procurement proceedings.	Yes	State Company(s) Signature & Date

Confirmed by:

E. Sihlahla



..... Deputy Director Procurement Services

UNITED BULAWAYO HOSPITALS
PROCUREMENT MANAGEMENT UNIT**REQUEST FOR QUOTATIONS FORM**

TENDER NUMBER	PRODUCT/SERVICE DESCRIPTION	UNIT SIZE	QTY REQD	DDP UNIT PRICE + VAT	Expected Delivery Time
RFQ475/2024	Ice Cream	50	5L		5 days
RFQ475/2024	Ice Cream	50	2L		5 days

INSTRUCTIONS, TERMS AND CONDITIONS

1. Bidders must clearly indicate the tender number on each bids or quotation
2. The bid clearly stating the unit price inclusive of VAT
3. Attach valid Tax clearance certificate and CR14.
4. Proof of registration with Procurement Regulatory Authority of Zimbabwe (PRAZ)
5. Other charges must be included in the bid price. No submissions will be considered for any discovered omissions.
6. All bids must be in ZWG price and must be valid for 60 working days from closing date of tender
7. Delivery time is highly critical and bidders should state their lead time.
8. Must accept payment through Government Purchase Order System
9. Tenders should be submitted strictly on the e-GP System.
10. Late submission would not be accepted.
11. The hospital reserves the right to accept not necessarily the lowest bidder

CLOSING DATE & TIME IS ON 27 November 2024 @10:30 AM

Rfa 475124

204129



ZIMBABWE

MINISTRY OF HEALTH AND CHILD CARE
UNITED BULAWAYO HOSPITALS
ST LUKES AVENUE
ASCOT
BULAWAYO
ZIMBABWE

Telephone: +263 0292 252111-9
Fax: 263 0292 237284
Website: www.ubh.org.zw
Email: info@ubh.org.zw
All Correspondence to be addressed to:
THE CHIEF EXECUTIVE OFFICER
UNITED BULAWAYO HOSPITALS
P.O. BOX 958
BULAWAYO
ZIMBABWE

REQUEST FOR GOODS AND SERVICES FORM

DEPARTMENT REQUESTING NUTRITION

DESCRIPTION OF GOODS AND SERVICES

Kindly purchase the following for Patients and staff on christmas and new year

Ice cream - 50 x 5 litres
50 x 2 litres

Estimated/Actual cost:
Compiled by: M SIBANDA Signature: [Signature] Date: 18/11/24
H.O.D. S. Dlodzhe Signature: [Signature] Date: 19/11/24

ACCOUNTANT
Vote allocation: GL code Cost code: Balance:
Signature: [Signature] Date: 19/11/24

APPROVED BY DIRECTOR OF (FINANCE/OPERATIONS/CLINICAL DIRECTOR)
Signature: [Signature] Date: 19/11/2024

AUTHORISED BY THE ACCOUNTING OFFICER
Signature: [Signature]

Recommended by Procurement Management Unit
Deputy Director Procurement: [Signature]

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS
Date: [Signature] NOV 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Received on: 21/11/24

Tender Id

13874

Yellowcob Enterprises (Private) Limited T/A

Organization Name

Spar Retail

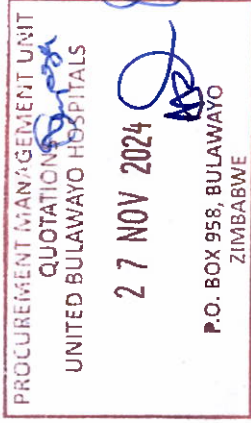
30 DOMBOSHAVA ROAD BORROWDALE

Address

HARARE

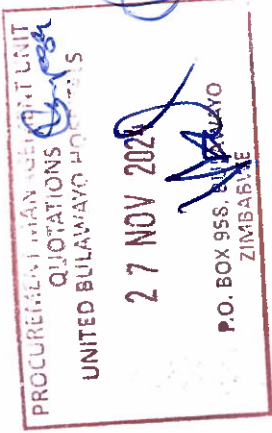
Email

delight.corporatesales@spar.co.zw



Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	food	Supply and delivery of Ice-cream	50	5L	19.98	999
2	26101201-656	food	Supply and delivery of Ice-cream	50	2L	10.9	545
Total = 1544.0000							

Tender Id 13874
Organization Name First Mile Resources
Address 11 Armagh Avenue Eastle
Email sales@first-mile.co.zw



Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	food	Supply and delivery of Ice-cream	50	5L	900	45000
2	26101201-656	food	Supply and delivery of Ice-cream	50	2L	500	25000
Total =							70000.0000

Tender Id 13874
Organization Name KENTWORTH TRADING
 102 Cnr 4th and Jason Moyo Pamron
 Building Suite 6
Address kentworth2003@gmail.com
Email

PROCUREMENT MANAGEMENT UNIT
 QUOTATIONS
 UNITED BULAWAYO HOSPITALS
 27 NOV 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	food	Supply and delivery of Ice-cream	50	5L	502	25100
2	26101201-656	food	Supply and delivery of Ice-cream	50	2L	252	12600
Total =							37700.0000

PROCUREMENT MANAGEMENT UNIT
 QUOTATION
 UNITED BULAWAYO HOSPITALS
 27 NOV 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

Tender Id 13874

Organization Name Pidmark Investments PVT LTD

Address No. 1 Dunlop Road Donnington, Bulawayo
 Email pidmarksales@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	food	Supply and delivery of Ice-cream	50	5L	720	36000
2	26101201-656	food	Supply and delivery of Ice-cream	50	2L	540	27000
Total =							63000.0000

Tender Id 13874

Organization Name Solid Deal P/L

Address 7 edmond Drive Belvedere Harare

Email isarinomhota@gmail.com

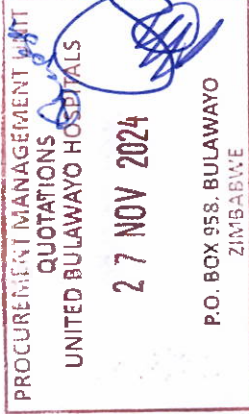
PROCUREMENT MANAGEMENT
QUOTATIONS
UNITED BULAWAYO HOSPITALS
27 NOV 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	food	Supply and delivery of Ice-cream	50	5L	900	45000
2	26101201-656	food	Supply and delivery of Ice-cream	50	2L	495	24750
Total =							69750.0000

Tender Id 13874

Organization Name Phinchem Supplies Private Limited
33 Sam Mujoma Avenue South Avenue

Address Harare
Email phinchem01@gmail.com



Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	food	Supply and delivery of Ice-cream	50	5L	30.71	1535.5
2	26101201-656	food	Supply and delivery of Ice-cream	50	2L	16.7399	836.995
Total =							2372.4950



Wednesday, 27 November 2024

CURRENCY	INDICES	BID	ASK	MID RATE	BID RATE ZWG	ASK RATE ZWG	MID RATE ZWG
INTERBANK RATE							
USD		1	1	1.0000	24.6993	25.9659	25.3326
ZAR		18.1659	18.1761	18.17100	0.6996	0.7358	0.7177
GBP	*	1.2569	1.2573	1.25710	31.0445	32.6469	31.8457
JPY		152.2300	152.2800	152.25500	5.8626	6.1653	6.0140
ZMW/ZMK		27.5410	27.5905	27.56575	1.0606	1.1170	1.0888
BWP		0.0731	0.0735	0.07330	1.8955	1.9084	1.8570
CHF		0.8853	0.8858	0.88555	21.8662	23.0005	22.4334
MWK		1717.0200	1750.3200	1.733.67000	66.1259	70.8651	68.4955
AUD	*	0.6472	0.6475	0.64735	15.9853	16.8129	16.3991
SDR	*	1.311750	1.311750	1.31175	33.2300	33.2300	33.2300
MZN/MET		63.2500	64.5200	63.88500	2.4358	2.6122	2.5240
NOK		11.1645	11.1710	11.16775	0.4299	0.4522	0.4411
SEK		10.9898	10.9945	10.99215	0.4232	0.4451	0.4342
CAD	*	1.4072	1.4076	1.40740	0.0541	0.0569	0.0555
EUR	*	1.0479	1.0480	1.04795	25.8823	27.2122	26.5473
CNY		7.2567	7.2570	7.25685	0.2794	0.2938	0.2866
INR		84.4450	84.4550	84.45000	3.2521	3.4193	3.3357
NZD	*	0.5861	0.5864	0.58625	14.4762	15.2264	14.8513
DKK		7.1175	7.1181	7.11780	0.2741	0.2881	0.2811
XAU		2642.1900	2642.3000	2.642.24500	65260.2434	68609.6975	66934.9705
AFN		67.9000	68.1000	68.00000	2.6149	2.7571	2.6860
THB		34.6800	34.7000	34.69000	1.3355	1.4048	1.3702
ETB		123.9139	128.9139	126.41390	4.7721	5.2193	4.9957
SZL		18.1454	18.1741	18.15975	0.6988	0.7358	0.7173
MUR		46.6800	46.9800	46.83000	1.7977	1.9020	1.8499
MYR		4.4470	4.4530	4.45000	0.1712	0.1802	0.1757
LSL		18.1699	18.1728	18.17135	0.6997	0.7357	0.7177
CYP	*	0.3975	0.3980	0.39775	0.0153	0.0161	0.0157
EGP		49.5300	49.6300	49.58000	1.9075	2.0093	1.9584
BRL		5.8117	5.8127	5.81220	0.2238	0.2353	0.2296
TZS		2635.0000	2655.0000	2.645.00000	101.4792	107.4929	104.4861
RUB		105.4000	105.4200	105.41000	4.6591	4.7681	4.7136
KES		129.0000	130.0000	129.50000	4.9680	5.2633	5.1157
DEM		2.2150	2.2175	2.21625	0.0853	0.0897	0.0875
ESP		188.4300	188.6500	188.54000	7.2568	7.6378	7.4473
ITL		2192.8300	2195.3200	2.194.07500	84.4503	88.8818	86.6661
FRF		7.4287	7.4372	7.43295	0.2860	0.3011	0.2936
HKD		7.7495	7.7818	7.76565	0.2984	0.3150	0.3067
ARS		1007.0000	1007.5000	1.007.25000	38.7816	40.7906	39.7861
XAF		625.9100	640.1000	633.00500	24.1050	25.9157	25.0104