

ORIGINAL

G

Accountant's date-stamp

PLEASE PRINT
 To THE GARDENING SPRINGS
 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.											Allocation		
	Invoice No.											Allocation		
	Invoice No.											Allocation	H.S.F.	
	Invoice No.											Allocation		
	Invoice No.											Allocation		
Station/cost centre												TOTAL		

Quantity	Description and other details—tenders, etc.	To be completed by supplier			
		Qty. supplied	@	\$	c
1020	Each Duranta @ \$0.50				
490	Each Marigold flower @ \$1.00				
50*20	litr bucket Tobacco Dust @ \$1.50				
GRAND TOTAL = \$1075.00 U.S.D.					
ONE THOUSAND AND SEVENTY FIVE DOLLARS ONLY.					

Period covered by this Requisition: DECEMBER 2024

TBR or other authority: RFQ 479

I certify that these stores/services are required for the purpose of: Hospital use only 'stores'

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

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

Signed: R. Cambiza

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

RFA 479/2024

INTERNAL ORDER FORM

UNITED BULAWAYO HOSPITAL
 P O Box 958
 ASCOT
 Bulawayo

094113-9

Successful Bidder's
 Name & Address
 GARDENING SPRINGS

Date: 05/12/2024 *PRAZ-2024-948-MOY-4769* 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
	<i>RFQ 479</i> RFQ 479/2024				

CURRENT ORDER INFORMATION

Item	I.P. Ref. No.	Order Qty	Unit Size	Description of Goods	Unit Price Inc. VAT (USD\$)	Total Price Inc. VAT (USD\$)
1		1020	each	Duranta	0.50	0.50
2		490	each	Marigold Flowers	1.00	1.00
3		50	20L	Tobacco dust	1.50	1.50
PURPOSE OF GOODS: GENERAL STORES					SUB TOTAL	1075.00
					VAT	-
					TOTAL	1075.00

MEMBERS OF THE EVALUATION COMMITTEE

Responsible HOD *C.S. Mawanda* End user/Other Officer *M. E. Rao*
 Procurement Officer *Indira P.*
 Finance Officer *[Signature]*

COMMENTS/ REMARKS ...

Companies were invited to tender through eGP System and only five companies managed to submit quotations. The committee recommends that order be awarded to GARDENING SPRINGS because it is the cheapest bidders to supplier specifications.

CHECKED BY DDPS *[Signature]*
 UNITED BULAWAYO HOSPITALS
 DEPUTY DIRECTOR PROCUREMENT
 06 DEC 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

APPROVED BY: CHIEF MEDICAL OFFICER *[Signature]*

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

**UNITED BULAWAYO HOSPITAL
PROCUREMENT MANAGEMENT UNIT**

Minutes of Request for Quotation Tender Evaluation held on the in the Procurement Management Unit

Tender No. RFQ479/2024 Notes: Closing date of the tender 05/12/2024 Meeting Commenced at

1. The tender evaluation was as follows:

Item	Qty	Uom	DESCRIPTION	GARDENING SPRINGS	MUNNEX CORPORATE	BRIDGE CLEANERS	CHOICE SUPA FARM PRODUCE	KITUMETSI HOLDINGS	RECOMMENDED BIDDER	TOTAL (USDS)
1	1020	each	Duranta	0.50	1.00	11.50	0.92	1.00	GARDENING SPRINGS	1075.00
2	490	each	Marigold flowers	1.00	1.20	3.45	0.92	2.00		
3	50	20L	Tobacco dust	1.50	20.00	6.90	2.50	6.00		
			Grand total							(USDS) 1075.00

COMMENTS/REMARK

Companies were invited to tender through eGP System and only five companies managed to submit quotations. The committee recommends that order be awarded to **GARDENING SPRINGS** because it is the cheapest bidders to supplier specifications.

Responsible HOD... *G.S. MASHUNDA* Signature.....
 End User... *E. KASAP* Signature.....
 Finance... *M. KAFUKA* Signature.....
 Procurement Officer... *Indira P.* Signature.....

Process checked By Deputy Director Procurement Services: Mr E.Sihlahla.....

APPROVED BY

[Signature]
 Chief Medical Officer
Dr W. Busumani
 For United Bulawayo Hospital

UNITED BULAWAYO HOSPITALS
 CHIEF MEDICAL OFFICER
 DEPUTY DIRECTOR PROCUREMENT

09 DEC 2024

06 DEC 2024

P.O. BOX 958, BULAWAYO
 ZIMBABWE

**UNITED BULAWAYO HOSPITAL
PROCUREMENT MANAGEMENT UNIT**

DECLARATION OF INTEREST FORM FOR EVALUATION COMMITTEE MEETING HELD ON

Tender Number 25046/24 Description Supply of

Name	Designation	**Indicate your appropriate declaration**		Signature & Date
1 Mr/Mrs	Procurement Officer/ Assistant	No	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.	<u>Indlovu P</u> <u>05/12/24</u>
		Yes	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.	State Company(s) Signature & Date
2 Mr/Mrs	Member Finance	No	I, therefore, recuse myself from all procurement proceedings. 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.	<u>[Signature]</u> <u>06/12/2024</u>
		Yes	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.	State Company(s) Signature & Date
3 Mr/Mrs	Head Requiring Services	No	I, therefore, recuse myself from all procurement proceedings. 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.	<u>[Signature]</u> <u>05/12/24</u>
		Yes	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.	State Company(s) Signature & Date
			I, therefore, recuse myself from all procurement proceedings.	

4	Mr/Mrs	End user/Other officer/ Section head	<p>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.</p> <p>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.</p> <p>I, therefore, recuse myself from all procurement proceedings.</p>	No	Signature & Date
				Yes	<p>E. Shapi 05/12/24</p> <p>State Company(s) Signature & Date</p>
5	Mr/Mrs	Committee Member / Technical expert	<p>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.</p> <p>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.</p> <p>I, therefore, recuse myself from all procurement proceedings.</p>	No	Signature & Date
				Yes	<p>State Company(s) Signature & Date</p>
6	Mr/Mrs	Sample Evaluation Committee Member	<p>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.</p> <p>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.</p> <p>I, therefore, recuse myself from all procurement proceedings.</p>	No	Signature & Date
				Yes	<p>State Company(s) Signature & Date</p>

Confirmed by:


 Deputy Director Procurement Services

UNITED REPUBLIC OF ZIMBABWE
 DEPUTY DIRECTOR FOR PROCUREMENT
E. Shapi
 06 DEC 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

**UNITED BULAWAYO HOSPITALS
PROMENT MANAGEMENT UNIT**

REQUEST FOR QUOTATION FORM

TENDER NUMBER	PRODUCT/SERVICE DESCRIPTION	UNIT SIZE	QTY	UNIT PRICE + VAT	Delivery Time
RFQ 479/2024	Duranta Main Entrance	each	600		Ex Stock
	Duranta Staff Parking area	each	120		Ex Stock
	Duranta School of Nursing	each	200		Ex Stock
	Duranta Doctor's Car Park	each	100		Ex Stock
	Marigold Main entrance "both sides"	each	450		Ex Stock
	Marigold Doctor's parking rockery	each	40		Ex Stock
	Tobacco dust "bucket"	each	50		Ex Stock

INSTRUCTIONS, TERMS AND CONDITION

1. Bidders must clearly indicate the **tender number** on each bids or quotation
2. All items must be quoted on the same sheet of paper, the bid clearly stating the **unit price inclusive of VAT**
3. **N.B** Attach valid **Tax clearance certificate, PRAZ 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 USD\$**
7. **Delivery time** is highly critical and bidders should state their lead time.
8. Late submission would not be accepted.
9. The hospital reserve the right to accept not necessarily the lowest bidder

RFO 479 / 2024

204196

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



ZIMBABWE

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

ID: 17273

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C.F. Af
CS

REQUEST FOR GOODS AND SERVICES FORM

DEPARTMENT REQUESTING Stores / Grounds and Garden

DESCRIPTION OF GOODS AND SERVICES

Purchase of the flowers and Durantas for the hospital grounds,
(i) Main entrance Durantas x 600
(ii) Staff Parking area Durantas x 120
(iii) Duranta School of Nursing x 200
(iv) Duranta Doctor's car park x 100
(v) Marigold Main entrance "both sides" x 450
(vi) Marigold Doctor's parking robery x 40
(vii) Tobacco dust "bucket" x 50
See attached copy of Quotation

Estimated/Actual cost:

Compiled by: S. Ndlovu Signature: [Signature] Date: 15/11/24

H.O.D. C.S. MANGANDA Signature: [Signature] Date: 15/11/24

ACCOUNTANT

Vote allocation: GL code Cost code: Balance:

Signature: T. MUGANIRI Date: 15/11/24

APPROVED BY DIRECTOR OF (FINANCE/OPERATIONS/CLINICAL DIRECTOR)

Signature: [Signature] Date: 15/11/2024

450
200
450

AUTHORISED BY THE ACCOUNTING OFFICER

Signature: [Signature]

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS
Date: 18/11/2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Recommended by Procurement Management Unit

Deputy Director Procurement: [Signature]

Received on:

Tender Id 14317

Organization Name The Gardening Springs
Address 142 Churchill Road Bellevue Bulawayo
Email gardenspringzw@gmail.com

Item No	UNSPSC Code	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	30191905	duranta	1020	each	0.5	510
2	30191905	marigold flowers	490	each	1	490
3	30191905	tobacco dust	50	20 litre bucket	1.5	75
						Total = 1075.0000

PROCUREMENT MANAGEMENT UNIT
QUOTATIONS
UNITED BULAWAYO HOSPITALS
04 DEC 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Tender Id 14317

Organization Name Munnex Corporate Systems
Address 3 Rowland Square Milton
Email munnex.zw@gmail.com

Item No	UNSPSC Code	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	30191905	duranta	1020	each	1	1020
2	30191905	marigold flowers	490	each	1.2	588
3	30191905	tobacco dust	50	20 litre bucket	20	1000
Total =						2608.0000

PROCUREMENT MANAGEMENT UNIT
QUOTATIONS
UNITED BULAWAYO HOSPITALS
4 DEC 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Tender Id

14317

Organization Name

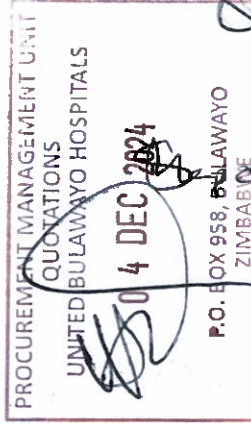
BRIDGE CLEANERS P/L

38 Angwa Road, Cnr G.Silundika ave, Aress

Address
House, 1st Floor, Harare

Email
operations@bridgecleaners.co.zw

Item No	UNSPSC Code	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	30191905	duranta	1020	each	11.5	11730
2	30191905	marigold flowers	490	each	3.45	1690.5
3	30191905	tobacco dust	50	20 litre bucket	6.9	345
Total =						13765.5000

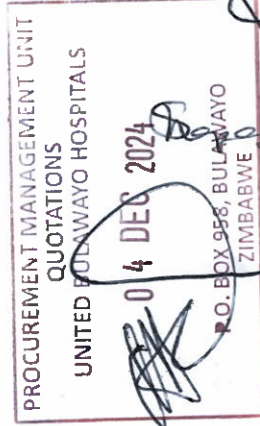


Tender Id

14317

Organization Name CHOICE SUPA FARM PRODUCE PVT LIMITED
Address 12 Rovambira Drive Mufakose Harare
Email tamusoki@gmail.com

Item No	UNSPSC Code	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	30191905	duranta	1020	each	0.92	938.4
2	30191905	marigold flowers	490	each	0.92	450.8
3	30191905	tobacco dust	50	20 litre bucket	2.5	125
Total =						1514.2000



Tender Id
14317

Organization Name
KITUMETSI HOLDINGS

Balmoral Gardens Between 8th and Five

Address
Avenue Harare

Email
wastebugcompany@gmail.com

Item No	UNSPSC Code	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	30191905	duranta	1020	each	1	1020
2	30191905	marigold flowers	490	each	2	980
3	30191905	tobacco dust	50	20 litre bucket	6	300
Total =						2300.0000

PROCUREMENT MANAGEMENT UNIT
QUOTATIONS
UNITED BULAWAYO HOSPITALS
4 DEC 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE