



CHIKOMBA RURAL DISTRICT COUNCIL

All communications should be addressed to the Chief Executive Officer

PO Box 19 Chivhu
tell:054-212-2771/2/-3157
email : chikombarcdc@gmail.com
info@chikombarcdc.org.zw

Sound Service Delivery and Governance

TENDER OPENING MINUTES

Venue	:	ONLINE
Date	:	17-06-2024
Time	:	1153hrs
Tender ID	:	1611 (Provision of PPE for Cashiers)
In Attendance	:	Mr P. Madziwanzira PE Coordinator (M) Mr S. Mupfugami PE Creator/ Finance Officer (M)
Minuting	:	Mr Tshuma O PE Creator (M)

GENDER DISAGGREGATED DATA: KEY F (Female) M (Male)

For the Evaluation meeting for tender ID 1611 held on the 17th June 2024, 3 M were present.

DECLARATION OF INTEREST

All the members declared that they had no personal interests in the tender at hand. The chairperson welcomed all members present and read out the tender for evaluation.

PROCEDURE

Bids were evaluated using the following methodology:

1. **Preliminary examination** to confirm that all documents required have been provided, to confirm the eligibility of Bidders in terms of section 28(1) of the Regulation and to confirm that the Bid is administratively compliant in terms of section 28(2) of the Regulation.
2. **Technical evaluation** to determine their substantial responsiveness to the specifications in the Statement of Requirements;
3. **Financial evaluation** and comparison to determine the evaluated price of Bids and to determine the lowest evaluated Bid

PRELIMINARY EXAMINATION

REQUIREMENTS	ZUBERI INVESTMENTS
Valid NSSA Certificate	Yes
Valid tax clearance certificate	Yes
Zimbabwean Company	Yes
Capacity to enter into Contract	Yes

TECHNICAL EVALUATION

The bidder confirmed to all the stated technical specifications of the required goods.

Confirmation signature Date



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FINANCIAL EVALUATION

The table below shows the financial evaluation results.

COMPANY NAME	TOTAL AMOUNT	RANKING
Zuberi Investments	USD\$857.00	1 st

TENDER OUTCOME

The committee recommends that the tender be awarded to the bidder.

BID OPENING TEAM MEMBERS

Name	Signature	Date
Mr P. Madziwanzira
Mr S. Mupfugami
Mr Tshuma O

Confirmation signature Date