

**Ref:**

**The Manager**

14 June 2024

**REQUEST FOR QUOTATION**

Good day. The Office of the President and Cabinet request for a quotation of the following items;

TENDER NUMBER	PRODUCT/SERVICE DESCRIPTION	UNIT SIZE	QTY REQD	DDP UNIT PRICE + VAT	Expected Delivery Time
	<b>Supply and delivery of tint</b>	<b>EACH</b>			
	<b>Specifications</b> <b>Vehicle Tint</b>	<b>1</b>			

**INSTRUCTIONS, TERMS AND CONDITIONS**

1. Bidders must clearly indicate the **tender number** on each bids or quotation
2. **Price(s) quoted must be inclusive of VAT**
3. Other charges must be included in the bid price. No submissions will be considered for any discovered omissions.
4. **All bids must be in ZiG price.**
5. **Delivery time** is highly critical and bidders should state their lead time.
6. Must accept payment through Government Purchase Order System
7. Late submission would not be accepted.
8. The OPC reserve the right to accept not necessarily the lowest bidder
9. The OPC will award per category and not per line item
10. **MANDATORY REQUIREMENTS TO BE ATTACHED TO BIDS / QUOTATIONS**
  - ❖ CERTIFICATE OF INCORPORATION
  - ❖ PRAZ REGISTRATION CERTIFICATE IN THE RELEVANT CATEGORY
  - ❖ NSSA CERTIFICATE – VALID
  - ❖ CURRENT TAX CLEARANCE CERTIFICATE
  - ❖ GOVERNMENT VENDOR NUMBER

CLOSING DATE & TIME IS 19 June 2024 @1000HRS

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**For:** Deputy Chief Secretary to the President and Cabinet

**OFFICE OF THE PRESIDENT AND CABINET**