

Tender No CPCP25037 Request for Proposal for Employee Satisfaction Survey



CONSUMER PROTECTION COMMISSION

ADJUDICATION REPORT

FOR

**TENDER FOR THE REQUEST FOR PROPOSAL EMPLOYEE
SATISFACTION SURVEY CPCP25037**

Tender ID 17698

**CONSUMER PROTECTION COMMISSION
MOTOR INDUSTRY
17 J CHINAMANO RD
HARARE, ZIMBABWE**

Table of Contents

1. Introduction	3
2. Appointment of Evaluation committee members	5
3. Technical Evaluation.....	7
4. Recommendations by evaluation committee members	10

For NK
B.C.

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• **Introduction**

The Consumer Protection Commission (CPC) intends to engage a supplier for Employee Satisfaction Survey. The Bidding was conducted in accordance with the Public Procurement and Disposal of Public Assets Act [Chapter 22:23].

The Competitive bidding method was adopted in line with Section 32 of the PPDPA Act and the invitation to bidding document was plighted on the EGPS PRAZ portal with a request for proposal invitation done to the following supplier, who responded on the egp system

- TM Industrial Psychology Specialist
- IM Industrial Psychology Specialist
- Precise Management Consultancy
- Lorimark

The tender closed on 7th of April 2025 at 1000hrs on the portal.

Tender Opening Minutes

Minutes of Tender Closing and Bid Opening for Request for Proposal for Employee Satisfaction Survey

The tender for the Request for Proposal for Employee Satisfaction Survey Ref number; CPCP25037 closed on 7th of April 2025 at 10:00am on the EGPS PRAZ portal.

The following Online Bid Opening Committee were present on the Tender opening ceremony; -

- Ms. B Chapendama
- Mr. S Mwenje
- Mr. E Hapandiwa

❖ **The following company submitted their bids as follows**

Company	Number of bids copies
TM Industrial Psychology Specialist	1
IM Industrial Psychology Specialist	1
Precise Management Consultancy	1
Lorimark	1

Appointment of Evaluation committee members

The following evaluation committee members were appointed by the Accounting Officer in line with Section 18 of the PPDPA Act [Chapter 22:23] : -

- Mr, J Sibanda (Chairperson)
- Ms, B Chapendama PMU (Secretariate)
- Mr F Muleya Research
- Mr, S Mwenje Finance
- Ms. I Madziva Human Resources
- Mr, F Manetsa Legal
- Ms A Vambe IT Officer

LIST OF MANADATORY REQUIREMENTS

No	Requirement	TM Industrial Psychology Specialist	Precise Management	Lorimark	IM Industrial Psychology Specialist
1	Company Profile	C	C	C	C
2	Copy of Certificate of Incorporation	C	C	C	C
3	Copy of Valid Tax Clearance	C	C	C	C
4	Valid NSSA Certificate	C	C	C	C
5	Certified copy of CR 14& CR 6 & CR 5	C	C	C	C
6	Memorandum of Association	C	C	C	C
7	Availability of Proposed personnel attach CVs of relevant personnel	NC	NC	C	NC
8	Ability to carry out Project attach relevant experience	NC	NC	C	NC
		C (Compliant -C) OR (Non-Compliant – N/			

4b List of Rejected Bidders after evaluation of Mandatory Administrative

- TM Industrial Psychology Specialist
- IM Industrial Psychology Specialist
- Precise Management Consultancy

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Category	Passing Mark	PRECISE MANAGEMENT & RESEARCH CONSULTANCY	Industrial Psychological Services	LORIMAK STRATEGIC STAFFING SERVICES	EP Industrial Psychological Services	Remark
Technical Criteria						
Technical Score						
Technical Weightage		12.24	40.00	52.8	17.14	
Total Weightage				16.29		
Supplier Status		Not Recommended	Not Recommended	Recommended	Not Recommended	

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Tender No CPCP25037 Request for Proposal for Employee Satisfaction Survey

Financial Evaluation.

	PRECISE MANAGEMENT & RESEARCH CONSULTANCY	Industrial Psychological Services (Private) Limited t/a Tm Industrial Psychological Ser	LORIMAK STRATEGIC STAFFING SERVICES	EP Industrial Psychological Services
Financial Score	30.61	100	36.23	42.86
Financial Bid Price (Submitted bid price)	4900.00	1500.00	4140.00	3500.00

Technical plus financial

Item description	Selected Bidder	Value	Comments
Employee satisfaction survey	Lorimark	\$4140.00	C
Grand Total		\$4140.00	C

Evaluation committee's Comments

- Recommended LORIMAK STRATEGIC STAFFING SERVICES.

The committee observed the following points:

1. Three Bidders were eliminated for not having the required mixture of Human Resources and Statisticians expertise.
2. Lorimark team leader indicated that they had 10 years plus of experience while the tender required more than 12 years.
3. The Committee waived the requirement for registration with Ministry of Labour as this was not considered a critical requirement for the intended services.
4. Further verification required to confirm that the 10 years plus meet the required more than 12 years.

The committee therefore recommend the award of the Tender to the Bidder as Indicated above.

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JSS

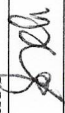
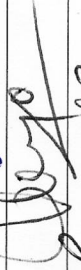
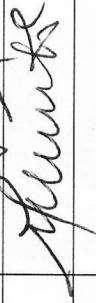
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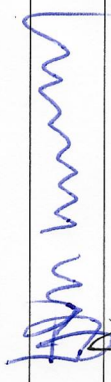
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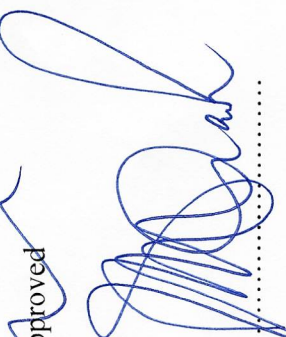
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• Recommendations by evaluation committee members

No	Name	Signature	Date
1	Mr. J Sibanda (Chairperson)		19/05/2025
2	Ms. B Chapendama (PMU Secretariate)		19/05/2025
3	Mr. S Mwenje		23/05/2025
4	Mr Mleya		23/05/25
5	Mr. F Manetsa		19/5/25.
6	Ms, I Maadziva		19/5/25
7	Ms A Vambe		23/05/25

• Review by Management

	<u>Name</u>	<u>Signature</u>	<u>Date</u>
1.	Mr. E. Hapandiwa PMU (Oversight)		20/05/2025
2.	Ms. N. Kanguru		20/5/2025
3.	Mr G Gumbo		20/05/25
4.	Mr. K Mudereri		28/5/25

Approved / Not Approved 

Prof Z Muranda

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Date 30/05/25

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Chief Executive Officer