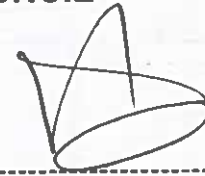


MARONDERA RURAL DISTRICT COUNCIL

TENDER EVALUATION MINUTES FOR LAND SURVEYS

Date of meeting: 13/05/2025

Tender Number: MRDC/PLA/01/2025



VENUE: BOARDROOM

PRESENT: R. MUNGURE	E.O FINANCE (CHAIRING)	(M)
B. CHIGIYA	ACTING DISTRICT PLANNER	(F)
M. MHERE	ASSISTANT E.O HR AND ADMIN	(F)
C. CHANGARA	ASSISTANT E.O FINANCE	(M)
S. MARIKINYU	PROCUREMENT OFFICER	(M)

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

For the Evaluation meeting for tender MRDC held on the 13th of May 2025, 3 MALES and 2 FEMALE were present.

DECLARATION OF INTEREST

All the members declared that they had no personal interests. 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

Signature: 

Date: 13/05/25

Preliminary examination



REQUIREMENTS	PB-GEOSPATIAL TECHNOLOGIES CONSULTANCY Pvt LTD	L.A.S CHIPUKA LAND SURVEYORS	Robert Tombindo Land Surveyors	D. Chigumbu Land Surveyors	Rodger Surveying (Pvt) Ltd
CR 14	YES	YES	YES	YES	YES
Bidders quotation	YES	YES	YES	YES	YES
Signed and filled bid document	YES	YES	YES	YES	YES
Written and signed confirmation on company letterhead of financial capacity to deliver without requesting payment	YES	YES	YES	YES	YES
At least three signed trade reference letters on the client letterhead for the supply and delivery	YES	YES	YES	YES	YES
Written confirmation of ninety (90) days bid validity	YES	YES	YES	YES	YES
Signed declaration on company letterhead of not being debarred from participating in public procurement	YES	YES	YES	YES	YES
Signed declaration on the company letter head of no conflict of interest	YES	YES	YES	YES	YES
Signed bid securing declaration on company letterhead	YES	YES	YES	YES	YES
Statement of requirements	YES	YES	YES	YES	YES
Ability to carry out the project attach relevant experience	YES	YES	YES	YES	YES
Company profile	YES	YES	YES	YES	YES
Valid NSSA certificate	YES	YES	YES	YES	EXPIRED
Valid tax clearance certificate	YES	YES	YES	YES	YES
Bid submission sheet	YES	YES	YES	YES	YES
Certificate of incorporation	YES	YES	YES	YES	YES

MARONDERA RURAL DISTRICT COUNCIL



TENDER EVALUATION MINUTES FOR LAND SURVEYS

Date of meeting: 13/05/2025

Tender Number: MRDC/PLA/01/2025

REQUIREMENTS	PB-GEOSPATIAL TECHNOLOGIES CONSULTANCY Pvt LTD	L.A.S CHIPUKA LAND SURVEYORS	Robert Tombindo Land Surveyors	D. Chigumbu Land Surveyors	Rodger Surveying (Pvt) Ltd
CR 14	YES	YES	YES	YES	YES
CR6	YES	YES	YES	YES	YES

Preliminary examination findings

- All bidders were compliant in terms of preliminary requirements, except for Rodger Surveying (Pvt) Ltd who submitted an expired NSSA certificate.

Preliminary examination recommendations

- Rodger Surveying (Pvt) Ltd was disqualified and could not proceed to the next stage of technical requirements.

Technical Evaluation

- All bidders were compliant to the technical specifications.
- The House agreed to proceed to the next level.

Financial evaluation

ITEM	PB-GEOSPATIAL TECHNOLOGIES CONSULTANCY Pvt LTD	L.A.S CHIPUKA LAND SURVEYORS	Robert Tombindo Land Surveyors	D. Chigumbu Land Surveyors
Topographic Survey for Mahusekwa Industrial Area measuring 45 hectares	\$3 000.15	\$2 999.99	\$5 400.00	\$3 168.00
Mahusekwa Layout Plan Non-Title survey	\$15 985.92	\$13 020.07	\$14 400.00	\$16 339.2
Total	\$18,986.07	\$16 020.07	\$19 800.00	\$19 507.20

Signature: 

Date: 13/05/2025

Financial evaluation findings

- All bids were in USD Dollars.

Proposed tender outcome

- The House recommended to award the contract to L.A.S Chipuka Land Surveyors on the basis of being the lowest bidder to specifications.
- Failure by the bidder to accept the contract, it shall be awarded to the second lowest bidder.

EVALUATION COMMITTEE MEMBERS

Name	Signature	Date
R. MUNGURE		13/05/2025
C. CHANGARA		13/05/2025
M. MHERE		13/05/25
B. CHIGIYA		13/05/25
S.J MARIKINYU		13/05/25

With there be no further business to discuss the meeting ended 1600hrs.

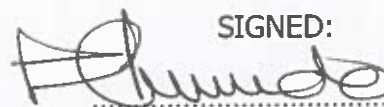
Comments by the Chief Executive Officer

PMU
① Awarded as per the committee recommendation

Accounting Officer:

T. GUNDO

SIGNED:



Chairperson: 

Date: 13/05/25