



TERTIARY EDUCATION SERVICE COUNCIL

GWERU POLYTECHNIC

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MINUTES OF EVALUATION FOR THE SUPPLY AND DELIVERY OF COSMETOLOGY AND TRAINING CONSUMABLES HELD IN THE PMU OFFICE ON THE 30 JULY 2024

PRESENT

	NAME	ROLE	POSITION	CELL. No.	email address
1.	Mr. J. Museva	Chairing	Head of Infrastructure Development	0772 241 785	jonathanmuseva@gmail.com
2.	Miss. P. Njawaaya	PMU	Head of Procurement Management Unit (PMU)	0773 594 678	pnjawaaya3@gmail.com
3.	Mr T. Muchoza	Accounts Department	Accounts Department	0773 259 374	tawandannuchoza@gmail.com
4.	Mr. S. Mutinaha	PMU	Procurement Management Unit (PMU)	0774 209 483	smutinaha@yahoo.com
5.	Ms O Nhunge	Technical	Clothing Department	0772 660 349	ophienhunge@gmail.com
6.	Ms. P. Dube	Technical	Cosmetology Department	0773 586 720	patciadube83@gmail.com
7.	Ms. C. Muchengetwa	Minuting	Executive Assistant	0771 896 790	htldammuchengetwa@gmail.com.

1.0 OPENING REMARKS

The Chairman welcomed everyone to the evaluation meeting for the supply and delivery of Cosmetology and training consumables. The meeting started with a prayer. The evaluation Committee agreed to use the template available on electronic Government portal (eGP) platform to evaluate the tenders as it was standard to all bidders to attach the required documents. The evaluation process is guided by Public Procurement and Disposal of Public Assets (PPDPA) Act Chapter [22:23] as read with SI 5 of 2018 Regulations. Three (3) companies which submitted requirements.

2.0 EVALUATION CRITERIA

Bids failing any stage will be eliminated and not considered in subsequent stages

ELIGIBILITY CRITERIA

ELIGIBILITY DOCUMENTS	LABMED TRADING P/L	LIGHTFAST INVESTMENTS PVT LTD	KEILAH LABORATORIES
CR 14	✓	✓	✓
CR 6	✓	✓	✓
Certificate of Incorporation	✓	✓	✓
Bid Submission Sheet	✓	✓	✓
Valid Tax Clearance	✓	✓	✓
Valid NASA Certificate	✓	✓	✓
Company Profile	✓	✓	✓

The evaluation committee recommended to proceed to the next stage of evaluation with all three (3) bidders as they were responsive to eligibility evaluation criteria.

TECHNICAL EVALUATION

TECHNICAL SPECIFICATIONS	LABMED TRADING P/L	LIGHTFAST INVESTMENTS PVT LTD	KEILAH LABORATORIES
COMPLIANT	Some items	Some items	Compliant all
NON COMPLIANT	Item no: 9, 10, 11, 21, 30, 40, 63, 64, 65, 77, 91, 95, 96, 99 and 102	Item no: 3, 4, 5, 11, 15, 40, 41, 44, 53, 54, 55, 57, 64, 65, 66, 71, 73, 77, 85 and 91	

The evaluation committee analysed the technical specifications per line item as shown in the table above and agreed to exclude non-compliant line items from the bids submitted. All companies proceeded to the next stage of price evaluation.

PRICE EVALUATION

See annexure 1

RECOMMENDATION

The evaluation Committee recommended to award all three (3) companies per line item for the supply of tools Cosmetology and training consumables after taking into consideration the evaluation criteria of eligibility, technical and financial. This procurement is subject to availability of funds as and when the goods are needed. In the event that the awarded bidders for line items fail to supply or to sign the contract within the stipulated time, the next line item bidder will be considered for award.

There being no further business the meeting ended.

Signed:

Chairperson
.....*[Signature]*.....Signature
.....30/07/24.....Date

PMU
.....*[Signature]*.....Signature
.....30/07/24.....Date

Accounting Officer
.....*[Signature]*.....Signature
.....21/8/24.....Date

**GWERU POLYTECHNIC
PRINCIPAL
21 AUG 2024
P.O. BOX 137, GWERU
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price comparison (Annexure 1)

Item No	Lot Description	Quantity	UOM	Labmed Trading P/L		KEILAH LABORATORIES		Light-fast Investments Pvt Ltd	
				Unit Price	Total Rate	Unit Price	Total Rate	Unit Price	Total Rate
1	Tape measure 3m	10	Each			4.48	44.8		
2	Facial toner 200mls	40	Each			10.44	417.6		
3	Rooibos facial mask 250mls	40	Each			12.35	494		
4	Facial cleanser 500mls	40	Each			5.8	232		
5	Rooibos facial moisturizer 500mls	40	Each	13	520				
6	Massage cream 1kg	40	Each					35	1400
7	Facial sponge packets	30	Pack					3	90
8	Washing powder 1kg	40	Pack	2.9	116				
9	After-wax wipes packets	50	Pack			9.5399	476.995		
10	Pre-wax wipes packets	50	Pack			12.5399	626.995		
11	Glass dappen dish medium	20	Each			12	240		
12	Manicure nails forms	20	Each			8	160		
13	Hot wax 1kg	20	kg					35	700
14	Cold wax strips	20	Pack					6	120
15	Eye lash tint (assorted shades) 50mls	40	Each			25.2	1008		
16	Eye lash developer 100mls	20	Each					2	40
17	Eye pads for tinting packets hydrogel	50	Pack					4	200
18	Eye lash extension lash remover	30	Each					8	240
19	Eye lash dye kits 15mls	20	Each					16	320
20	Ear buds (clicks) 100 buds packet	40	Pack					2	80
21	Full length mirror 50cm x 145cm	6	Each			4.6	27.6		
22	Blankets double	10	Each					30	300
23	Body scale	6	Each					20	120
24	Measuring jugs(large)	10	Each					5	50
25	Makeup mannequins heads	10	Each			8.05	80.5		
26	Petroleum jelly 1kg	50	kg	7.5	375				
27	Perfume pinnacle ladder 100mls	20	Each					7	140
28	Hair conditioner 1L	40	Litre	5	200				
29	Glycerine 1L	20	Litre			7	140		
30	Pedicure sets (foot spa , massage cream, pedicure soak ,pedicure	20	Set					100	2000
31	Liquid eye liner (brown and black)	20	Each					3	60
32	Hair moisturizers (dark and lovely) L	5	Litre					15	75
33	Massage oil 200mls	25	Each					5	125

34	Hair food 1kg	30	kg	8	240				
35	Dark and lovely relaxer kits No lye regular	10	Each					9	90
36	Hair freeze dax 100mls	10	Each					2	20
37	Hair spray 200 mls	10	Each					5	50
38	Methylated spirits Litre	10	Litre			2.88	28.8		
39	Acetone litre	10	Litre			2.88	28.8		
40	Nail polish remover 200mls	25	Each			2.9	72.5		
41	Eye lashes belt 3D, 4D, 5D	100	Each	1.5	150				
42	Sunscreen with SPF 200 mls	10	Each			4.4	44		
43	Belt eye lash glue 7grams clear white	15	Each	1.5	22.5				
44	Setting spray 200 mls	20	Each			4.9	98		
45	Setting powder assorted shades 80 grams	30	Each			4.36	130.8		
46	Face powder assorted shades 28 grams (1x25,2x25,3x25)	75	Each	3	225				
47	Eye shadows assorted shades palette	50	Each			5.6	280		
48	Eye liner brown and black pencils set	20	Set	0.5	10				
49	(tweezer, eye brow brush, trimming scissors, trimming razor)	20	Set					8	160
50	Paraffin wax 1kg	20	kg					24	480
51	Manicure bowls plastic round	10	Each					3	30
52	Liquid foundation assorted shades (1x25, 2x25, 3x25)	75	Each	5	375				
53	Nail polish assorted colors 50 mls	50	Each	1	50				
54	Top coat polish 50 mls	20	Each	2	40				
55	Base coat 50 mls	20	Each	2	40				
56	Gel polish sets	30	Set	2	60				
57	Contouring powder 10 grams	20	Each	4.5	90				
58	Liquid bronzers 10 mls	10	Each	3	30				
59	Eye brow gel 15 mls	10	Each			2.95	29.5		
60	Nail art accessories assorted with gem stones	30	Each	5	150				
61	Nail art brush set	30	Set	3	90				
62	Concealer all shades 6 grams tubes	20	Tube	1	20				
63	Gel top coat 50 mls	10	Each			2.5	25		
64	Gel base coat 50 mls	10	Each			2.5	25		
65	Ginger essential oil 200 mls	10	Each			14	140		
66	Cotton wool 500 grams packets	10	Pack	6.8	68				
67	Dettol 500 mls	30	Each	8	240				
68	Face disposable protective masks 50 pieces	20	Each	2	40				
69	Shear butter 1kg	30	kg			10	300		
70	Olive oil liquid 500 mls	20	Each			9.5	190		

71	Vitamins E oil 500 mls	20	Each			9	180		
72	Castor oil 200 mls	50	Each						
73	Tea tree oil 200 mls	50	Each					2	100
74	Colored lip gloss 50 mls	20	Each	1	20	6.3	315		
75	Latex gloves box of 100	5	Box	5	25				
76	Single sheets pair royal blue and white	5	Pair	20	100				
77	Hair sprits 500 mls	20	Each			9.5	190		
78	Trimming scissors large	20	Pair					5	100
79	Comb sets (wide tooth comb, medium tooth comb, afro comb ,	30	Set					5	150
80	Black wool bundle 10 grams	40	Bundle	1	40				
81	Large weaving needle	20	Each					1	20
82	Shower caps thick	50	Each					2	100
83	Spray bottle 500 mls	100	Bottle					1	100
84	Makeup case large	20	Each	53	1060				
85	Chrome powder 50 grams	30	Each	4	120				
86	Shoulder Towels navy blue 90cm x 48cm	60	Each					10	600
87	Face towels white 33cm x 33 cm	100	Each					2	200
88	Drying towels white 124cm x 70cm	60	Each					10	600
89	Curved tweezer for eye lash	20	Each	2	40				
90	Manicure sets	50	Set	4	200				
91	Talcum powder 200 grams	40	Each			8.9	356		
92	Hair cholesterol 1 litre	30	Litre	7.5	225				
93	Lip stick assorted shades	100	Each	1	100				
94	French nails tips packet	50	Pack					6	300
95	Acrylic tips packets palette	50	Each					6	300
96	Bleaching powder 500 grams	10	Each			9	90		
97	Mascara brushes packet	10	Pack					4	40
98	Mascara sticks 10 grams	20	Each	3	60				
99	Gel faradic litres	20	Litre			32	640		1800
100	Comedone extractors pairs	20	Pair					3	60
101	Foam bath litre	20	Litre	3	60				
102	Pedicure slippers pair	30	Pair					2	60
103	Braids packets assorted shades	200	Pack	0.9	180				
104	Weave packets daniella and dandy shades	100	Pack	9	900				
105	Four way buffers	100	Each					1	100
106	Acrylic liquid 50mls	25	Each	4	100				
107	Sles kg	100	kg	5	500				
108	Sulphonic acid L	100	Litre	6.4	640				
109	Formalin L	30	Litre					4	120
110	Dye yellow kg	1	kg	40	40				
111	Dye purple kg	1	kg					40	40
112	Amido litre	10	Litre	9	90				

113	Pine oil litre	50	Litre	19.8	990				
114	Perfume lemon 100mls	50	Each	6	300				
115	Salt (course) kg	40	kg			1.6	64		
116	White spirit litres	20	Litre					5	100
117	Sodium hypochlorite litre	100	Litre					3	300
118	NP6 Litre	5	Litre	10	50				
119	Caustic soda kg	20	kg					4	80
120	Tea litre	20	Litre	10	200				
121	Bytol glycerol litre	20	Litre	10	200				
122	750ml dish wash empty container clear	1000	Each			0.56	560		
123	500ml pine jel empty containers clear	500	Each					0.7	350
124	1Litre body wash empty container clear	400	Each			0.55	220		
125	25 litres empty container	600	Each	6	3600				
126	200ml hand wash empty container clear	500	Each					0.5	250
127	100ml hair food empty container clear	1000	Each					0.3	300
128	5L empty container	800	Each					1.75	1400
129	20L pine gel empty container clear	500	Each			6.67	3335		
130	1 litre hair shampoo empty container clear	400	Litre					0.55	220
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