

**EVALUATION COMMITTEE MINUTES FOR HEAVY DUTY DIESEL ENGINE OIL**

**DATE AND TIME OF OPENING**

**09/07/24 @14.26**

**Mode of tender submission EGP portal**

**HELD AT: GURUVE RDC**

**MEMBERS: MUNYENGETERO MAPOSA**

**CHAIRMAN**

**MUZANENHAMO M.T**

**PROCUREMENT OFFICER**

**MASA L C**

**BUYER**

**KUDZAIISHE**

**PROCUREMENT INTERN**

**MUNYARADZI**

**PROCUREMENT INTERN**

Evaluation of: Heavy duty diesel engine oil

Tender Number: 2402

BIDS INVITED: 8

BIDS RECEIVED: 1

Bidder: ADCRAP PVT LTD

Procurement method: RFQ

Justification of procurement method: Procurement value falls within threshold for RFQ

Selection method: least cost to specifications

Quotations were sort from 8 bidders and only one supplier responded. The bid opened for 7 working days. The evaluation proceeded with one supplier as the bidder was administratively compliant.

#### PRELIMINARY EXAMINATION

Bidder was administratively compliant as he was able to submit the bid in timely manner with all the required documents. Bidders were able to provide their PRAZ certificate, tax clearance, company documents that is the cr6, cr5, cr2 and NASSA.

#### TECHNICAL EVALUATION

Goods were compliant to the specifications stated.

#### SUPPLIER'S PRICE COMPARATIVE SCHEDULE: 09/07/2024

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	UNIT PRICE	Total Rate VAT INC
1	15120000	Lubricants and oils and greases and anti-corrosive	Lubricants and oils and greases and anti-corrosive	200	Litre	\$ 5.89	\$1178
							Total =\$ 1178.0000

**Comments:** From the above quotation the bidder was compliant to the terms and conditions like payment after delivery and shall deliver as required by the delivery terms of the RFQ.

Therefore, PMU recommends award to Adcrap PVT LTD as they have the required item at least total cost to specifications.