

PROFOMA INVOICE

09 October 2024

Invoice Number: TRM22763 (ADV)

VAT Number: 220192603

TIN Number: 2000718715

The Directors
Procurement Regulatory Authority of Zimbabwe
No. 61 Samora Machel Avenue
Harare, Zimbabwe

Description	Amount (USD\$)
Advise on auditors report on the financial statements for the year ended 31 December 2023	\$ 4,226.09
Sub-Total	\$ 4,226.09
Vat @ 15%	\$ 633.91
Total	\$ 4,860.00

Payable in cash or transfer to:
Banking Details

Account Name: Kreston Zimbabwe
Bank: African Century Limited
Branch: PBC - Harare
Account No: 1000100826

Or

Account Name: Kreston Zimbabwe
Bank: First Capital
Branch: First Street
Account No: 21123097491



PURCHASE ORDER

001592

SUPPLIER'S DETAILS Kreston Zimbabwe Chartered Accountants P/L	TENDER	Number	
	DETAILS	Quotation/Bid Reference	RFQ
		Expiry date	

No.	QTY.	DESCRIPTION	UoM	Unit Price	TOTAL
1	1	Provision of Advice/Expert Cash Opinion on the Auditor's Report for the financial statements of the year ended 31 December 2023		4,860-00	4,860-00 USD
<p># The total amount is payable in Z\$9 at the official exchange rate on the date of payment</p>					4,860-00 USD
Subtotal					
VAT					
GRAND TOTAL					4,860-00 USD

PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE
C.E.O.'S OFFICE
08 OCT 2024
P.O. BOX CY 405, CAUSEWAY ZIMBABWE

Initiated by: S. Chikandori
 Approved by: S. Koudave
 Authorised by: [Signature]

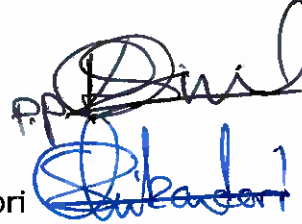
Date: 08/10/2024
 Date: 8/10/24
 Date: 8/10/2024

Memorandum - Procurement Management Unit

To : Chief Executive Officer
Mr. C. Ruswa

PMU Manager
Mr. T. Kangara

From : PMU Officer
Mr. S. Chikondori



Date : 08 October 2024

PROVISION OF ADVICE/EXPERT OPINION ON THE AUDITOR'S REPORT FOR THE FINANCIAL STATEMENTS OF THE YEAR ENDED 31 DECEMBER 2023

The Finance, HR and Admin department would like to procure the following:

No	Description	Qty
1.	Provision of Advice/Expert Opinion on The Auditor's Report for the Financial Statements of the year ended 31 December 2023 for the Procurement Regulatory Authority of Zimbabwe (PRAZ)	1

The following supplier on the PRAZ registered suppliers list on e-GP responded to the RFQ: -

1. Kreston Zimbabwe Chartered Accountants P/L

Comparative Schedule

Rank	Bidder Name	Unit Price (USD)	Qty	Total Price Vat Incl (USD)
1.	Kreston Zimbabwe Chartered Accountants P/L	4,860.00	1	4,860.00

Recommendations

1. The Procurement Management Unit is recommending an "Award" for Provision of Advice/Expert Opinion on The Auditor's Report for the Financial Statements in the sum of **USD 4,860.00**. Total amount is payable in **ZWG** at the official exchange rate on the date of payment.



Compiled by:

S. Chikondori (PMU Officer)

Signature: *[Handwritten Signature]* Date: 08/10/2024

Reviewed by:

T. Kangara (PMU Manager)

Signature: *[Handwritten Signature]* Date: 8/10/24
AP.

CHIEF EXECUTIVE OFFICER

Approved / Not Approved

[Handwritten Signature]



Signature: Date:

PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE (PRAZ)

Request for Quotation

Introduction

The Procurement Regulatory Authority of Zimbabwe would like to engage a consultant to perform the following services:

No	Description Services
1.	PROVISION OF ADVICE/EXPERT OPINION ON THE AUDITOR'S REPORT ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023 FOR THE PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE (PRAZ)

Your quote must include the following:

- 1) Price in USD but payable in ZWG at the prevailing official rate. All cost elements must be included, i.e., fees, VAT, total price, etc. No hidden/variable costs will be accepted.
- 2) Delivery lead time (This is of paramount importance).
- 3) Validity period of quotation of not less than 14 days
- 4) Valid Tax Clearance Certificate
- 5) CVs of key staff performing the task showing qualifications and experiences
(Managing Partner and Partners must possess at least a bachelor's degree in financial accounting/ACCA/CIMA/equivalent plus CA(Z) or equivalent and a minimum of 10 years' experience in Auditing, Accounting and Advisory services)

Clarifications Contacts. Mr. T. Kangara Tel: (04) 790080 / 752539/42/40/0712621533

Quotations must be received no later than 08 October 2024, at 9:00 am

All responses must be done online via the electronic government procurement portal <https://egp.praz.org.zw>



Zimbabwe Revenue Authority



TAX CLEARANCE CERTIFICATE (ITF263)



Your Tax position is Satisfactory. No tax should be withheld

Validity Period (from-to): 1 July 2024 - 31 December 2024

TIN 2000718715

Taxpayer Name Kreston Zimbabwe Chartered

Trade Name: Kreston Zimbabwe Chartered

Issued on: 03/07/2024

Authentication Code: 47192303

The authentication and validity of this certificate must be validated on ZIMRA page: mytaxselfservice.zimra.co.zw using the Authentication Code or QR Code

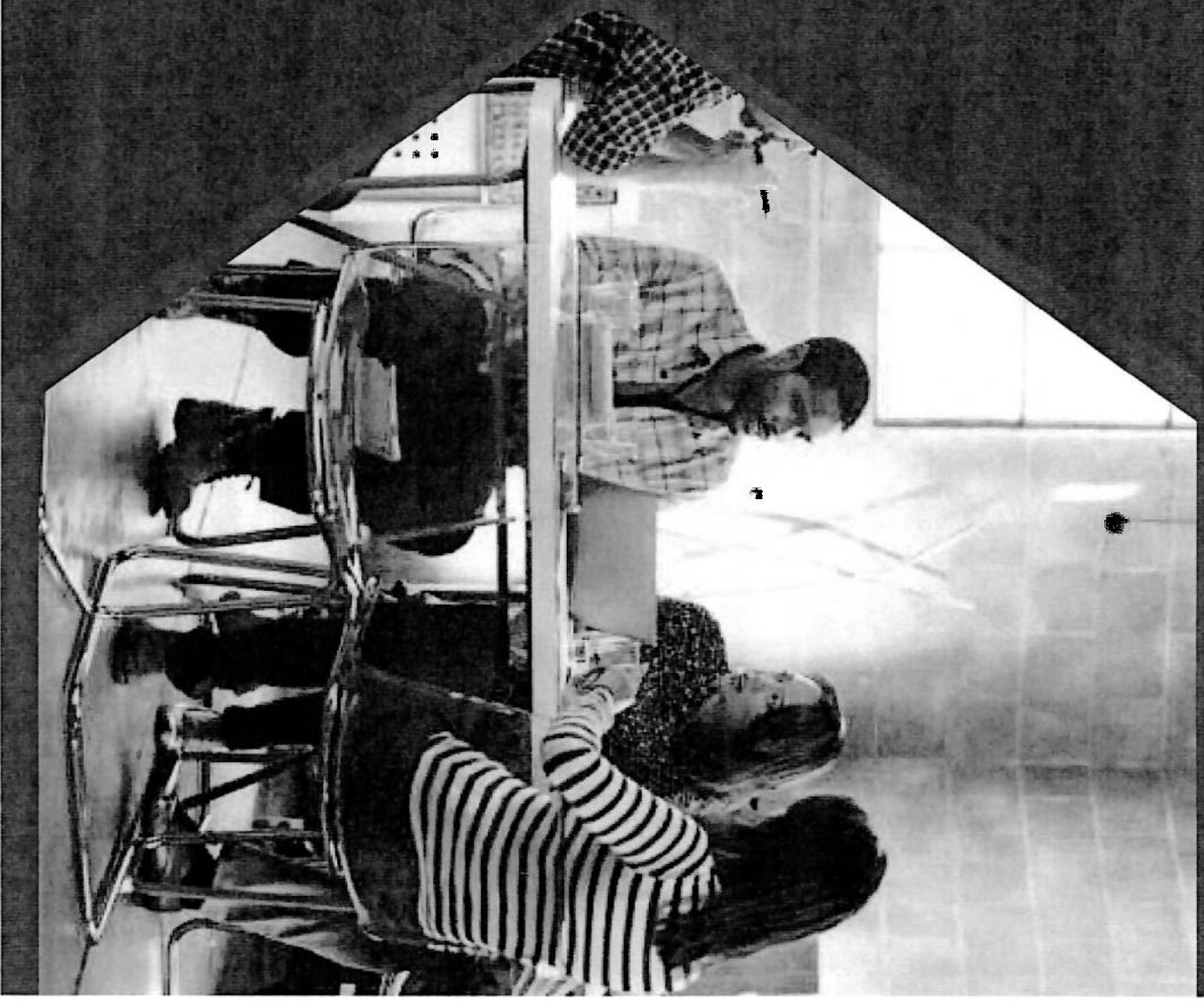
ZIMRA reserves the right to withdraw this certificate at any time, should it become necessary during the period for which this certificate is valid





Quotation for the
Provision of Advisory
Services for the
Procurement
Regulatory Authority
of Zimbabwe (PRAZ)

October 2024





07 October 2024

ATT: The Directors
Procurement Regulatory Authority of Zimbabwe
No. 61 Samora Machel Avenue
Harare, Zimbabwe
Dear Sirs/madam

RE: QUOTATION FOR ADVISORY SERVICES

Scope
We are pleased to submit our quotation for the above-mentioned services.

Fees

Our fees for the services are proposed as follows:

Details	Amount US\$
Advise on auditors report on the financial statements for the year ended 31 December 2023	\$ 4,226.09
Vat @ 15%	\$ 633.91
Total	\$ 4,860.00

Timelines

5 working days

Validity Period

30 days

We are ready to start as soon as you contract us.

If you want to discuss the contents of this quote, please feel free to contact myself on our office numbers.

We will be waiting to hear from you.

Kind regards

M. Mutumwa
Managing Partner

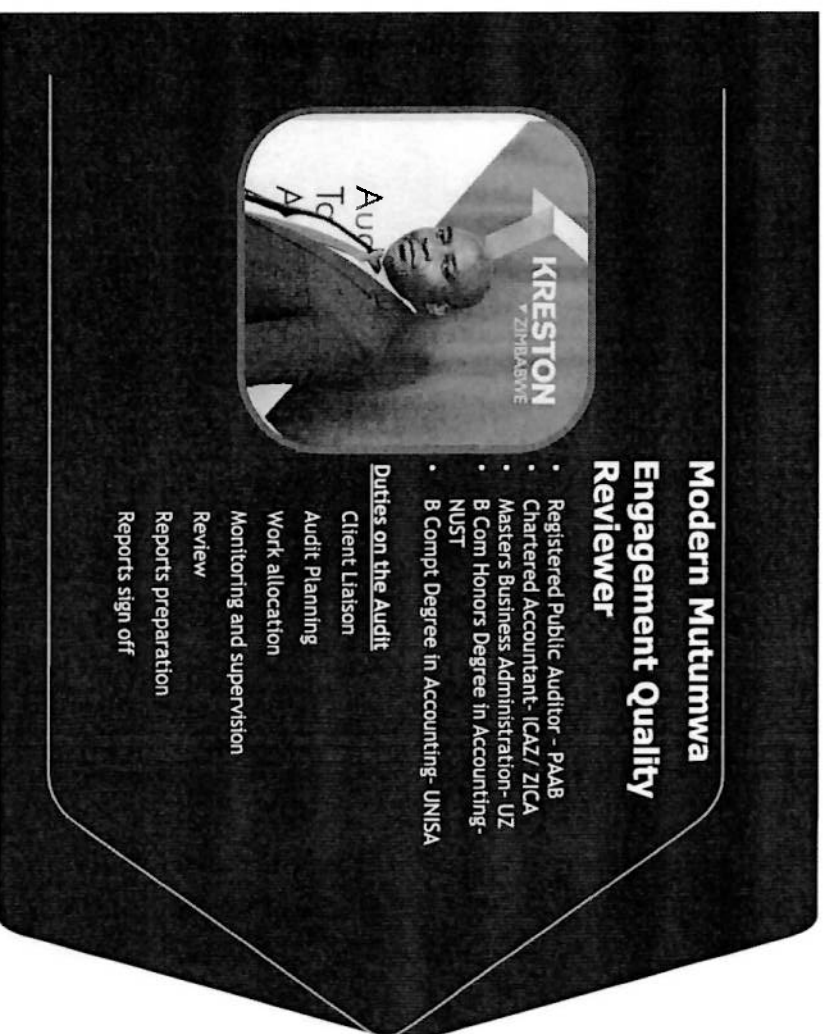
Ground Floor, Block A,
Sovereign Office Park,
Borrowdale, Harare,
Zimbabwe

*2622424/2023
+26327296689
info@krestonzim.com
www.krestonzim.com

An independent member of
the Global network
of member firms
FORUM OF FIRMS

knowing you.

CV FOR MODERN MUTUMWA



Modern Mutumwa

Engagement Quality Reviewer

- Registered Public Auditor – PAAB
- Chartered Accountant - ICZA/ ZICA
- Masters Business Administration - UZ
- B Com Honors Degree in Accounting- NUST
- B Compt Degree in Accounting- UNISA

Duties on the Audit

- Client Liaison
- Audit Planning
- Work allocation
- Monitoring and supervision
- Review
- Reports preparation
- Reports sign off

As the Quality Reviewer, Modern's role is to ensure the overall quality of the audit process and deliverables. He will be responsible for reviewing the papers and findings to verify that the audit team follows the appropriate methodologies, and procedures. Modern will assess the accuracy, completeness of the audit team to address any gaps or areas for improvement. He will be reviewing the audit report to ensure that the conclusions and recommendations supported and aligned with the audit objectives. Modern may also conduct sample testing to validate the audit work and findings. Throughout the process, Modern will act as an independent objective reviewer, helping to maintain the credibility of the process for PRAZ..

Modern is a Chartered Accountant –CA(Z) and Registered Public Auditor with more than 15 years of experience, 4 years of which were with EY Harare Office. He has strong oral and written communication skills.

He has specialized in Internal Audit, external audit and business advisor roles across all sectors of the economy and across all business sizes for private and public entities including not for profit organizations. He has extensive knowledge and hands on experience of conducting corporate governance control systems evaluations of diverse entities and organizations. Some are listed below;

Experience with clients

- Pan African Mining
- Integrated Properties
- Kensys Gas Investments
- Glenrise Investments
- Teecherz Home & Office
- Tensor Systems
- Homelux
- Novafeed Animal Feeds Zimbabwe
- Civil Works Contracting
- Cape Valley Properties

CV FOR Tinashhe MUREREKWA



Tinashhe Murekwa Engagement Partner

- Registered Public Accountant - PAAB
- ACCA
- B Com Honours Degree in Accounting

Duties on the Audit

- Client Liaison
- Audit Planning
- Work allocation
- Monitoring and supervision
- Review
- Reports preparation
- Reports sign off

Tinashhe has over 10 years' experience in financial reporting and business ad
Tinashhe will be the Engagement Partner and he will act as the primary point of client and he will demonstrate strong leadership, technical expertise, and professional skills. Tinashhe will be responsible for delivering a high-quality services that provide insights and supports the client's objectives. he will be responsible for leading all aspects of the services engagement. Tinashhe's duties and responsibilities include,

- Planning and coordinating the services scope, objectives, and timeline in relation to the client
- Assembling and managing PRAZ's team, delegating tasks, and providing supervision
- Conducting risk assessments and developing a comprehensive services plan and identifying risks
- Overseeing the execution of accounting procedures such as sample testing and document review
- Monitoring the services progress, identifying and resolving issues, and ensuring adherence to professional standards
- Preparing clear and concise reports that communicate findings, recommendations and conclusions
- Presenting the results to client leadership and responding to questions or concerns
- Maintaining open communication with the client throughout the engagement
- Ensuring the preparation of financial statements is completed within the agreed timeline and budget

.Experience with clients

- Integrated Properties
- Kensys Gas Investments
- Glenrise Investments
- Teecherz Home & Office
- Tensor Systems
- Homelux
- Citimed
- TIMAB
- Emeritus
- Cape Valley Properties

CV FOR CHARLENE MHONDIWA



Charlene Mhondiwa **Engagement Manager**

ICAZ Trainee-APC Candidate
Certificate of theory In Accounting
(CTA)
Bachelor of Accountancy Honours
Degree

Duties on the Audit

Client Liaison
Audit Planning
Work allocation
Monitoring and supervision
Review
Reports preparation

The roles and responsibilities of Charlene as an Engagement Manager include scoping of the work, analysing data and information, communicating audit firm recommendations, providing ongoing monitoring and support to the PRAZanc professional standards and ethics.

Charlene has over 5-years-experience in conducting external audits as well a standards operating procedures. he possesses strong oral and written commi

Experience with clients

- Integrated Properties
- Kensys Gas Investments
- Glenrise Investments
- Teecherz Home & Office
- Tensor Systems
- Homelux
- Novafeed Animal Feeds Zimbabwe

Supporting Documents



PUBLIC ACCOUNTANTS AND AUDITORS BOARD

CERTIFICATE OF

FIRM REGISTRATION

THIS IS TO CERTIFY THAT

Kreston Zimbabwe Chartered Accountants

is registered as a firm of Public Auditors and Public Accountants
in terms of the Public Accountants and Auditors Act, (Chapter 27:12)

REGISTRATION NUMBER: **210068**

DATE OF ISSUE: **1 JULY 2023**

[Signature]

Secretary

[Signature]

Chairman

This certificate is valid until the regulator is removed in terms of the Public Accountants and Auditors Board Regulations. Only practitioners with valid public accountants and auditors board practicing certificates are allowed to offer services to the public.
NOTE: This certificate must be returned to the board within thirty days of the notice being issued that it has been withdrawn.

CERTIFIED TRUE COPY
OF THE ORIGINAL
Kimberley Haruyoni-Jalombo
Legal Practitioner

30 JULY 2023

Not a Notary Public. This certificate is valid until 30 June 2024 unless previously suspended.



ICAZ

PA
AD

Public Accountants and Auditors Act (Chapter 27:12)

**PRACTISING
CERTIFICATE**

THIS IS TO CERTIFY THAT
MUTUMWA Modern
IS AUTHORISED TO PRACTISE AS A

PUBLIC AUDITOR

SUBJECT TO THE FOLLOWING CONDITIONS

Nil

PUBLIC ACCOUNTANTS AND AUDITORS BOARD
Zimbabwe

Note: In terms of section 27 of the Public Accountants and Auditors Act (Chapter 27:12), this certificate must be returned to the Board within three days of the holder being advised that it has been withdrawn.

CERTIFICATE NUMBER: **0540**

DATE: **13 March, 2014**


Secretary





Public Accountants and Auditors Act [Chapter 27:12]

REGISTRATION CERTIFICATE

THIS IS TO CERTIFY THAT

MURERERUKWA Tinashe Robert

IS REGISTERED AS A

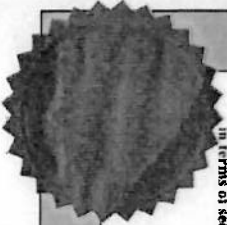
PUBLIC ACCOUNTANT

REGISTRATION NUMBER: 05573

DATE: Thursday, 27 October 2022


Secretary

Issued by the PUBLIC ACCOUNTANTS AND AUDITORS BOARD, Zimbabwe
in terms of section 23 of the Public Accountants And Auditors Act [Chapter 27:12]





Zimbabwe Revenue Authority



TAX CLEARANCE CERTIFICATE (TTF263)



Your Tax position is Satisfactory. No tax should be withheld

Validity Period (from-to): 1 July 2024 - 31 December 2024

TIN 2000718715

Taxpayer Name Kreston Zimbabwe Chartered

Trade Name: Kreston Zimbabwe Chartered

Issued on: 03/07/2024

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The authentication and validity of this certificate must be validated on ZIMRA page: mytaxselfservice.zimra.co.zw using the Authentication Code or QR Code

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