



EVALUATION REPORT FOR THE PROVISION OF CALIBRATION OF SCALES SERVICES USING FRAMEWORK AGREEMENTS AND SUBSEQUENT CALL-OFF CONTRACTS; PROCUREMENT REFERENCE NUMBER: ACZ/0238/2025

MEETING HELD ON 17 July 2025 :AT 14:30 HOURS

MEMBERS

- | | |
|---------------------|-------------|
| 1. Mr E. Murungweni | Chairperson |
| 2. Mr C. Kanojerera | Member |
| 3. Eng E. Chinyadza | Member |
| 4. Mr D. Nyekete | Member |
| 5. Mrs T. Mataruka | Member |

APOLOGIES

Eng E. Chinyadza replaced by G.Matsenyengwa

PMU MEMBERS

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|-------------------|------------|
| 1. Mr T. Nyamande | PMU Member |
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- b) not be insolvent, in receivership, bankrupt or being wound up, not have had business activities suspended and not be the subject of legal proceedings for any of these circumstances;
- c) have fulfilled their obligations to pay taxes, duties and rates and social security contributions for which they are liable in Zimbabwe, together with any contributions or payments due under the National Social Security Authority (NSSA) Act [Chapter 17:04];
- d) not have, neither they nor any of their officers have, in the five (5) years immediately preceding the initiation of the procurement proceedings:
 - (i) been convicted in any country of an offence related to their professional conduct or the making of false statements or misrepresentations as to their qualifications; or
 - (ii) been censured or subjected to any penalty in any country following disciplinary proceedings arising out of any conduct involving the making of false statements or misrepresentations;
- e) not have a conflict of interest in relation to this procurement requirement;
- f) not be debarred from participation in public procurement under Section 72 (6) of the Act and Section 74(1) (c), (d) or (e) of the Regulations or declared ineligible under Section 99 of the Act;
- g) have the nationality of an eligible country as specified in the Special Conditions of Call-off Contract; and
- h) have been registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ) under categories **SC011** and **GW002** as a Supplier and have paid the applicable Supplier Registration Fee set out in Part III of the Fifth Schedule to the Regulations.
- i) prove their continued eligibility throughout the phases of primary and secondary procurement in accordance with the requirements of the Procuring Entity.
- j) submit at least three (3) letters of trade references from reputable institutions where calibration of scales services was done. The trade reference letters shall be on clients' letterheads confirming that the Bidder has supplied relevant goods.

11.	AT LEAST THREE (3) TRADE REFERENCES ON COMPANY LETTERHEAD, REFER TO BIDDING DOCUMENT	Compliant	Compliant
12	VALID TAX CLEARANCE CERTIFICATE	Compliant	Compliant

3. FINDINGS ON ELIGIBILITY AND QUALIFICATION

The Evaluation and Contract Management Committee noted that:

i. **G & T SCALES SERVICES (PRIVATE) LIMITED:**

The Evaluation Committee noted that the bidder was compliant with all the eligibility criteria and proceeded to technical evaluation.

ii. **Vital Scales P/L :**

The Evaluation Committee noted that the bidder was compliant with all the eligibility criteria and proceeded to technical evaluation.

4. TECHNICAL EVALUATION CRITERIA

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The Evaluation and Contract Management Committee noted that:

i. G & T SCALES SERVICES (PRIVATE) LIMITED:

The Evaluation Committee noted that the Bidder was compliant in the evaluation criteria and therefore proceeded to financial evaluation.

ii. Vital Scales P/L :

The Evaluation Committee noted that the Bidder was compliant in the evaluation criteria and therefore proceeded to financial evaluation.

6. FINANCIAL EVALUATION






The Evaluation and Contract Management Committee made the following findings on the financial proposals made by the Bidders:

Item Description	Quantity	G & T SCALES SERVICES (PRIVATE) LIMITED Unit price	Vital Scales P/L Unit price
Robert Gabriel Mugabe International Airport			
Service, calibration and assizing of digital baggage scale .	46	240.00	143.75
Call off fee	1	66.00	
Mechanical baggage scale	1	240.00	143.75
Joshua Mqabuko Nkomo International Airport			
Service, calibration and assizing of digital baggage scale	7	240.00	115.00
Accommodation and call off	1	710.00	

The recommendations are premised on the fact that the Bidders were compliant on:

- i. eligibility and qualification criteria of the Framework Agreement.
- ii. Technical requirements of the Framework Agreement

SIGNED BY:

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|-----------------------|---|-------------|------------------------|
| 1. Mr E. Murungweni |  | Chairperson | Date <u>28/07/25</u> |
| 2. Mr C. Kanojerera |  | Member | Date <u>28/07/25</u> |
| 3. Mr G. Matsenyengwa |  | Member | Date <u>28/07/25</u> |
| 4. Mr D. Nyekete |  | Member | Date <u>24/07/2025</u> |
| 5. Mrs T. Mataruka |  | Member | Date <u>24/07/2025</u> |



PMU REVIEW MEETING HELD ON 29 JULY 2025

The Procurement Management Unit (PMU) received the Evaluation Report on 28 July 2025 and carried out the review of the Evaluation and Contract Management Committee's findings and recommendations on 29 July 2025.

BACKGROUND

The Airports Company of Zimbabwe (Private) Limited (ACZ) floated a competitive Framework Agreement for the **Provision of Calibration of Scales Services Using Framework Agreements and Subsequent Call-Off Contracts; Procurement Reference Number: ACZ/0238/2025** targeting any eligible Bidders. Invitations to participate in the tender were published in the Government Gazette on 02 May 2025. The tender closed on 11 July 2025. Two (2) bids were received from:

- i. G&T Scales Services (Private) Limited
- ii. Vital Scales (Private) Limited

In compliance with Section 27(1) and (2) of the Public Procurement and Disposal of Public Assets (PPDPA) Act, the ACZ detailed the requirements for the Request for Proposal through Procurement Reference Number ACZ/0238/2025.

The Bidder was notified in the bidding document that the evaluation of the proposal would be done in compliance with Section 4(1) of the PPDPA Act to ensure the achievement of transparency, fairness, honesty, competition among Bidders, fair and equitable treatment of all Bidders, promotion of integrity, achievement of environmental, social and economic requirements of the procurement law.

The Bidder was also advised that if successful they would be required to enter into a contract with ACZ which would conform to the requirements of Sections 78 to 89 of the PPDPA Act.

1. EVALUATION AGAINST THE ELIGIBILITY AND QUALIFICATION REQUIREMENTS

Item No	Eligibility and Qualification Criteria	G & T Scales Services (Private) Limited	Vital Scales (Private) Limited
1.	CR5 Form or CR6 Form (Showing the business physical address)	Compliant	Compliant
2.	Certificate of incorporation	Compliant	Compliant
3.	Valid NSSA certificate	Compliant	Compliant
4.	Company Profile	Compliant	Compliant
5.	Quotation	Compliant	Compliant
6.	Letter of bid	Compliant	Compliant
7.	CR6 Form or CR14 Form (Showing list of Directors)	Compliant	Compliant
8.	Proof of SPOC fees payment	Compliant	Compliant
9	Proof of PRAZ registration in a relevant category	Compliant	Compliant
10.	Declaration of Conflict of interest (Completion of Annexure "A", Declaration form)	Compliant	Compliant
11.	At least three (3) trade references on company letterhead, refer to bidding document	Compliant	Compliant
12	Valid tax clearance certificate	Compliant	Compliant

Item No	Technical Specifications	G & T Scales Services (Private) Limited	Vital Scales (Private) Limited
4	Hwange National Park Airport (HNPA)		
4.1	Service, Calibration and assizing of 1 mechanical scale	Compliant	Compliant

4. FINDINGS MADE ON TECHNICAL EVALUATIONS

i. G&T Scales Services (Private) Limited

The Evaluation Committee noted that the Bidder was compliant in the evaluation criteria and therefore, proceeded to financial evaluation.

ii. Vital Scales (Private) Limited

The Evaluation Committee noted that the Bidder was compliant in the evaluation criteria and therefore, proceeded to financial evaluation.

5. FINANCIAL EVALUATION

The Evaluation and Contract Management Committee made the following findings on the financial proposals made by the Bidders:

Item Description	Quantity	G & T Scales Services (Private) Limited Unit Price (US\$)	Vital Scales (Private) Limited Unit Price (US\$)
Robert Gabriel Mugabe International Airport			
Service, calibration and assizing of digital baggage scales.	46	240.00	143.75
Call off fee	1	66.00	N/A

2. FINDINGS ON ELIGIBILITY AND QUALIFICATION

The Evaluation and Contract Management Committee noted that:

i. **G&T Scales Services (Private) Limited**

The Evaluation Committee noted that the Bidder was compliant with all the eligibility criteria and proceeded to technical evaluation.

ii. **Vital Scales (Private) Limited**

The Evaluation Committee noted that the Bidder was compliant with all the eligibility criteria and proceeded to technical evaluation.

3. TECHNICAL EVALUATION CRITERIA

Item No	Technical Specifications	G & T Scales Services (Private) Limited	Vital Scales (Private) Limited
1.	Robert Gabriel Mugabe International Airport (RGMIA)	Compliant	Compliant
1.1	Service, calibration and assizing of 46 digital scales	Compliant	Compliant
1.2	1 Mechanical scale	Compliant	Compliant
2.	Joshua Mqabuko Nkomo International Airport (JMNA)		
2.1	Service, Calibration and assizing of 7 digital scales	Compliant	Compliant
2.2	2 Mechanical scales	Compliant	Compliant
3	Victoria Falls International Airport (VFIA)		
3.1	Service, Calibration and assizing of 21 digital scales	Compliant	Compliant

PMU REVIEW FOR THE EVALUATION REPORT FOR THE PROVISION OF CALIBRATION OF SCALES SERVICES USING FRAMEWORK AGREEMENT AND SUBSEQUENT CALL-OFF CONTRACTS; PROCUREMENT REFERENCE NUMBER: AC7/0238/2025

Item Description	Quantity	G & T Scales Services (Private) Limited Unit Price (US\$)	Vital Scales (Private) Limited Unit Price (US\$)
Mechanical baggage scale	1	240.00	143.75
Joshua Mqabuko Nkomo International Airport			
Service, calibration and assizing of digital baggage scales	7	240.00	115.00
Accommodation and call off	1	710.00	N/A
Mechanical baggage scales	2	240.00	115.00
Victoria Falls International Airport			
Service, calibration and assizing of digital baggage scales	21	240	166.75
Accommodation and call off	1	1670.00	N/A
Mechanical baggage scales	3	240.00	166.75
Hwange National Park Airport			
Service, calibration and assizing of digital baggage scale	1	240.00	N/A
Accommodation and call off	1	240.00	N/A

6. SUMMARY OF FINDINGS

The Evaluation and Contract Management Committee recommends that the two (2) Bidders be shortlisted for the secondary stage of the Framework Agreement.

7. RECOMMENDATIONS

The Evaluation and Contract Management Committee shortlisted the following Bidders for the Framework Agreement

- i. G&T Scales Services (Private) Limited
- ii. Vital Scales (Private) Limited

8. JUSTIFICATION

The recommendations are premised on the fact that the Bidders were compliant on:

- i. eligibility and qualification criteria of the Framework Agreement.
- ii. technical requirements of the Framework Agreement.

9. PMU RECOMMENDATION

PMU noted and concurred with the recommendations made to shortlist the following Bidders for a period of three (3) years:

- i. G&T Scales Services (Private) Limited
- ii. Vital Scales (Private) Limited

Airport	Description of Services	Shortlisted Bidder(s)	Duration
Robert Gabriel Mugabe International Airport	<ul style="list-style-type: none"> Service, Calibration and assizing of digital baggage scales. Mechanical scales. 	<ul style="list-style-type: none"> G&T Scales Services (Private) Limited Vital Scales (Private) Limited 	3 years
Joshua Mqabuko Nkomo International Airport	<ul style="list-style-type: none"> Service, Calibration and assizing of digital baggage scales. Mechanical scales. 	<ul style="list-style-type: none"> G&T Scales Services (Private) Limited 	3 years

PMU REVIEW FOR THE EVALUATION REPORT FOR THE PROVISION OF CALIBRATION OF SCALES SERVICES USING FRAMEWORK AGREEMENT AND SUBSEQUENT CALL-OFF CONTRACTS; PROCUREMENT REFERENCE NUMBER: ACZ/00238/2025

Airport	Description of Services	Shortlisted Bidder(s)	Duration
		<ul style="list-style-type: none"> Vital Scales (Private) Limited 	
Victoria Falls International Airport	<ul style="list-style-type: none"> Service, Calibration and assizing of digital baggage scales. Mechanical scales. 	<ul style="list-style-type: none"> G&T Scales Services (Private) Limited Vital Scales (Private) Limited 	3 years
Hwange National Park Airport	<ul style="list-style-type: none"> Service, Calibration and assizing of digital baggage scales. Mechanical scales. 	<ul style="list-style-type: none"> G&T Scales Services (Private) Limited 	1 year

❖ PMU is, therefore, recommending to the Accounting Officer to adopt the recommendations made by the Evaluation and Contract Management Committee for onward submission to the Procurement Regulatory Authority of Zimbabwe (PRAZ) for review by the Special Procurement Oversight Committee (SPOC).

Signed By:

1. T. Nyamande


Procurement Assistant

08/08/25
Date

2. M. Kadzere


Procurement Officer

08/08/2025
Date

3. S. Chigodora


Procurement Officer

08/08/2025
Date

Recommended By:

1. D. Juma


Procurement Manager

08/08/2025
Date

2. N. S Mutsvangwa


Head PMU

08/08/25
Date

Approved/ Not Approved:


T. Gusha

Chief Executive Officer

18.08.2025
Date



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Office of the Chief Executive Officer

15 August 2025

The Chief Executive Officer
Procurement Regulatory Authority of Zimbabwe
9th Floor, Pearl House
P.O. Box CY 408
Causeway
HARARE

ATTENTION: Dr. C. Ruswa

Dear Sir,

SUBMISSION OF RECOMMENDATIONS FOR THE PROVISION OF CALIBRATION OF SCALES SERVICES USING FRAMEWORK AGREEMENTS AND SUBSEQUENT CALL-OFF CONTRACTS; PROCUREMENT REFERENCE NUMBER: ACZ/0238/2025 FOR REVIEW BY THE SPECIAL PROCUREMENT OVERSIGHT COMMITTEE

1. INTRODUCTION

The Airports Company of Zimbabwe (Private) Limited (ACZ) is submitting an evaluation report for a local competitive Framework Agreement for the **Provision of Calibration of Scales Services using Framework Agreements and Subsequent Call-Off Contracts; Procurement Reference Number: ACZ/0238/2025** for review of its recommendations by the Special Procurement Oversight Committee (SPOC).

2. BACKGROUND

The ACZ floated a local Framework Agreement in the Government Gazette of 02 May 2025 and published the Framework Agreement on the electronic Government Procurement (e-GP) system on 2 June 2025. The Framework Agreement closed on 11 July 2025. Two (2) bids were received from the following Bidders:

- i. G&T Scales Services (Private) Limited
- ii. Vital Scales (Private) Limited

3. RECOMMENDATIONS

The Evaluation Committee recommended shortlisting the following suppliers for the competitive Framework Agreement as follows:

Adv. T. Muhonde (Chairperson); Dr S. Gwatidzo (Vice Chairperson); Mrs R. Dihwa (Member); Dr T. J. Mabvure (Member); Ms T. Nhewede (Member); Dr J. Tsabora (Member); Ms F. Chiwungwe (Member); *Mr T. Gusha (Chief Executive Officer); *Mr V. Ruswa (Finance Director)

Airport	Description of Services	Shortlisted Bidder(s)	Duration
Robert Gabriel Mugabe International Airport	<ul style="list-style-type: none"> • Service, Calibration and assizing of digital baggage scales. • Mechanical scales. 	<ul style="list-style-type: none"> • G&T Scales Services (Private) Limited • Vital Scales (Private) Limited 	3 years
Joshua Mqabuko Nkomo International Airport	<ul style="list-style-type: none"> • Service, Calibration and assizing of digital baggage scales. • Mechanical scales. 	<ul style="list-style-type: none"> • G&T Scales Services (Private) Limited • Vital Scales (Private) Limited 	3 years
Victorial Falls International Airport	<ul style="list-style-type: none"> • Service, Calibration and assizing of digital baggage scales. • Mechanical scales. 	<ul style="list-style-type: none"> • G&T Scales Services (Private) Limited • Vital Scales (Private) Limited 	3 years
Hwange National Park Airport	<ul style="list-style-type: none"> • Service, Calibration and assizing of digital baggage scales. • Mechanical scales. 	<ul style="list-style-type: none"> • G&T Scales Services (Private) Limited 	1 year

4. JUSTIFICATION

The recommendations are premised on the following justifications:

- the Bidders complied with the eligibility and qualification requirements and the technical requirements of the Framework Agreement.
- the Bidders proved their compliance to all the requirements of the Framework Agreement in their submissions.

5. SUBMISSION OF THE EVALUATION REPORT FOR SCRUTINY BY THE SPOC

The ACZ is, therefore, submitting relevant documents for scrutiny by the SPOC.

Yours sincerely,

Airports Company of Zimbabwe (Pvt) Ltd


T. Gusha

Chief Executive Officer