

EVALUATION REPORT AND RECOMMENDATIONS IN RESPECT OF TENDER NUMBER MOHACH/123/25 FOR HEROES ACCOMMODATION AND CATERING SERVICES 2025 HARARE: MINISTRY OF HOME AFFAIRS AND CULTURAL HERITAGE.

Evaluation Committee Members

Name	Designation	
L. MAVHIMIRA	D/ DIRECTOR ADMIN	Chairperson
N. NYAKUVURA	ACCOUNTANT	Member
E. BONGO	HRM	Member
S. CHIWESHE	LEGAL	Member
M. MUNZVERENGWI	SPPM&E	Member

In attendance were:

Name	Designation
S. Mpofu	Procurement Officer

1.0 Introduction

A direct method of procurement was used according to Section 33 of the Public Procurement and Disposal of Public Assets Act [Chapter 22:23]. The tender was flighted on 02 June 2025 and closed on 2 July 2025. One bidder responded to the tender.

1.1 Evaluation of Bids

The Evaluation Committee performed the evaluation of the bid uploaded by the bidder for Heroes' Commemoration 2025 Harare **10 August 2025** Bed, Dinner -55 Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night) Accommodation First day 175 rooms **11 August 2025** Bed, breakfast and Dinner Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night), Breakfast only – families and officials – 295 people. Accommodation Second day 175 rooms **12 August 2025** Breakfast only families and officials – 295 people.

The evaluation exercise was performed on the system in three stages according to the methodology provided in the bidding document as follows;

- I. Preliminary Examination sought to confirm that all required documents were provided to confirm the eligibility of bidders as well as to confirm compliance of the bidders,

- II. Technical Evaluation sought to determine substantial responsiveness to the technical specifications.
- III. Financial Evaluation, to determine value for money.

2.0 Mandatory Requirements

Key:

C-Compliance

NC-Non-compliance

Item	Mandatory requirements	Bidder's compliance
		African Sun Private Limited
1	ELIGIBILITY	
	CERTIFICATE CONFIRMING REGISTRATION	C
	BID SUBMISSION SHEET	C
	VALID TAX CLEARANCE CERTIFICATE	C
	PRAZ REGISTRATION CERTIFICATE IN THE RELEVANT CATEGORY	C

- African Sun Private Limited complied with all the mandatory requirements, therefore proceeded to the next stage of technical evaluation.

3.0 Technical evaluation

Item	Description	Bidders' compliance
		African Sun Private Limited
1	Heroes' Commemoration Accommodation 2025 Harare Commemoration. 10 August 2025 Bed, Dinner -55 Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night) Accommodation First day 175 rooms 11 August 2025 Bed,	C

	breakfast and Dinner Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night), Breakfast only – families and officials – 295 people. Accommodation Second day 175 rooms 12 August 2025 Breakfast only families and officials – 295 people.	
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- African Sun Private Limited complied with all the technical specifications, therefore proceeded to the next stage of financial evaluation.

4.0 Financial evaluation

Item	Description	Bidders' compliance
		African Sun Private Limited
1	1. Heroes' Commemoration Accommodation 2025 Harare Commemoration. 10 August 2025 Bed, Dinner -55 Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night) Accommodation First day 175 rooms 11 August 2025 Bed, breakfast and Dinner Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night), Breakfast only – families and officials – 295 people. Accommodation Second day 175 rooms 12 August 2025 Breakfast only families and officials – 295 people.	USD 131,125.00




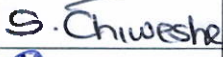


African Sun Private Limited is offering Heroes' Commemoration Accommodation 2025 Harare at a total cost of **USD 131,125.00**

5.0 Recommendations

The committee recommended that;

African Sun Private Limited complied with all the mandatory requirements and technical specifications. The Ministry may enter into the contract with it for the provision of Heroes' Commemoration Accommodation 2025 in Harare. The specifications are as follows on the **10th August 2025** Bed, Dinner -55 Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night) Accommodation First day 175 rooms **11 August 2025** Bed, breakfast and Dinner Families – 275 people (165 rooms x 1 night) Police officers - 10 people (10 rooms x 1 night), Breakfast only – families and officials – 295 people. Accommodation Second day 175 rooms **12 August 2025** Breakfast only families and officials – 295 people at a total cost of **USD 131,125.00** as specified in the bidder's response.

6.0 Evaluation Committee

Name	Designation	Signature	Date
L. MAVHIMIRA	D/ DIRECTOR ADMIN		22/07/25
N. NYAKUVURA	ACCOUNTANT		22/07/25
E. BONGO	HRM		22/7/25
S. CHIWESHE	LEGAL		22/7/25
M. MUNZVERENGWI	SPPM&E		22/07/25
S. MPOFU	PROCUREMENT OFFICER		22/7/25