

**EVALUATION REPORT AND RECOMMENDATIONS IN RESPECT OF TENDER NUMBER MOHACH/125/25 FOR HEROES ACCOMMODATION AND CATERING SERVICES 2025 HARARE: MINISTRY OF HOME AFFAIRS AND CULTURAL HERITAGE.**

**Evaluation Committee Members**

<b>Name</b>	<b>Designation</b>	
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:**

<b>Name</b>	<b>Designation</b>
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 05 June 2025 and closed on 4 July 2025. One bidder responded to the tender.

**2.0 Evaluation of Bids**

The Evaluation Committee performed the evaluation of the bid uploaded by the bidder for Bulawayo Commemoration

**9 August 2025**

Bed and dinner - 17 Families – 85 people

(28 rooms x 1 night)

Accreditation – 5 lunch and dinner

**10 August 2025**

Breakfast only – 245 people

Bed and Dinner – 3 Families - 15 people

3 families (09 rooms x 1 night)

6 officials (6 rooms x 1night)

Accreditation – 5 lunch and dinner

### **11 August 2025**

Bed and dinner -

3 families (09 rooms x 1 night)

6 officials (6 rooms x 1night)

Breakfast only – Families and

Officials – 200 people

Luncheon - 200 people

Beverage – 200 people

### **12 August 2024**

Families – 15 people check out

Breakfast only - stakeholders - 30

Bed and dinner- 17 Families – 85 people

(28 rooms x 1 night)

### **13 August 2024**

Breakfast Families – 85 people and checkout for the Ministry of Home Affairs and Cultural Heritage. 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.

### 3.0 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.

### 4.0 Technical evaluation

Item	Description	Bidders' compliance
		African Sun Private Limited
1	<b>BULAWAYO COMMEMORATION 9 August 2025</b> Bed and dinner - 17 Families – 85 people (28 rooms x 1 night) Accreditation – 5 lunch and dinner Accommodation First Day 28 Rooms <b>10 August 2025</b> Breakfast only – 245 people Bed and Dinner – 3 Families - 15 people 3 families (09 rooms x 1 night) 6 officials (6 rooms x 1night)	C

	<p>Accreditation – 5 lunch and dinner</p> <p><b>11 August 2025</b></p> <p>Bed and dinner -</p> <p>3 families (09 rooms x 1 night)</p> <p>6 officials (6 rooms x 1night)</p> <p>Breakfast only – Families and Officials – 200 people</p> <p>Luncheon - 200 people</p> <p>Beverage – 200 people</p> <p><b>12 August 2024</b></p> <p>Families – 15 people check out</p> <p>Breakfast only - stakeholders - 30</p> <p>Bed and dinner- 17 Families – 85 people</p> <p>(28 rooms x 1 night)</p> <p><b>13 August 2024</b></p> <p>Breakfast Families – 85 people and checkout</p>	
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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





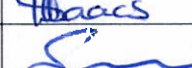

Item	Description	Bidders' compliance
		African Sun Private Limited
1	<p>BULAWAYO COMMEMORATION</p> <p><b>9 August 2025</b></p> <p>Bed and dinner - 17 Families – 85 people</p> <p>(28 rooms x 1 night)</p> <p>Accreditation – 5 lunch and dinner</p> <p>Accommodation First Day 28 Rooms</p> <p><b>10 August 2025</b></p> <p>Breakfast only – 245 people</p>	<b>USD 79,105.00</b>

	<p>Bed and Dinner – 3 Families - 15 people  3 families (09 rooms x 1 night)  6 officials (6 rooms x 1night)  Accreditation – 5 lunch and dinner</p> <p><b>11 August 2025</b>  Bed and dinner -  3 families (09 rooms x 1 night)  6 officials (6 rooms x 1night)  Breakfast only – Families and Officials – 200 people  Luncheon - 200 people  Beverage – 200 people</p> <p><b>12 August 2024</b>  Families – 15 people check out  Breakfast only - stakeholders - 30  Bed and dinner- 17 Families – 85 people  (28 rooms x 1 night)</p> <p><b>13 August 2024</b>  Breakfast Families – 85 people and checkout</p>	
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## 5.0 Recommendations

The committee recommended that African Sun Private Limited complied with all the mandatory requirements, technical therefore may enter contract with the Ministry of Home Affairs and Cultural Heritage for the provision of at a total cost of **USD 79,105.00** 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		21/7/25