

**MBERENGWA RURAL DISTRICT COUNCIL  
EVALUATION MINUTES 4 OF 2025  
18 AUGUST 2025**

**Date** : 18 August 2025  
**Venue** : Council Boardroom  
**Agenda** : Evaluation of tenders

**Members Present**

:Mr Mwedzi PT - Spatial Planning (Chairing)  
:Mr Chatikobo -AEO HR & Admin  
: Mrs Zingwara F- Procurement Officer  
: Mrs Gumbo J – Finance Officer  
: Mr Fambirai E – District Engineer  
: Muhliwa. N – Procurement Intern (minuting )

**Welcome Remarks**

The chairperson gave a warm welcome remark to everyone present in the house at 4:00pm stating the main agenda was the evaluation of bids for Clinics projects that is Garenyama and Marirazhombe, office furniture, legal services, Assets Valuation and motor vehicles servicing and motor vehicles spare parts .

**Proceedings**

The chairperson firstly gave the procurement officer chance to give a brief background where she stated that for legal services we had only two bidders who participated and of them both had not submitted some of the required documents therefore a request for clarification was made to them in writing but however H.Tafa Legal Practioners responded to the cost breakdown with a price variation, the price initially quoted on EGP was different from the one they submitted on their cost breakdown sheet, the price had increased . Both participating bidders had not submitted certificate of registration with the law society of Zimbabwe .

The procurement officer went on to give update to the house on the asset valuation tender that there are bidders who had not submitted valid NSSA certificates and valid tax clearance certificate and a request for clarification was made to them and all bidders responded positively to the request for clarification hence eligible.

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On the clinics project tender for Marirazhombe and Garenyama materials the update mentioned to the house was that among the participating bidders some who had not submitted valid NSSA ,traceable trade references ,current bank statement and CR14 later submitted through a written request for clarification but however , Pinkler Enterprises had not responded .

On the office furniture and boardroom furniture tender all bidders responded to the request for clarification which was made to those who had not attached required documents

The procurement officer also notified the house that on motor vehicle spares and servicing tender only one bidder had submitted their bid with no prices on their price schedule and also had not submitted the bid submission sheet yet it was not a historic document which could be requested .It was also mentioned that the procurement officer sought advice from the regulator on how to handle the response without prices from bidder and also bearing in mind that it was now the second time doing a re tender and it was advised that we were allowed to proceed with that one bidder since it was a framework agreement as we would request the prices from the bidder on purchase of goods .

The chairperson thanked the procurement officer on the detailed update for all the tenders and gave the house chance to go through the PMU minutes and proceeded on with the evaluation

**Legal Services – MRDC/HR&ADMIN/02/2025**

-The house noted that the requirements for the tender were not really clear and felt that the house lacked technical expertise to understand requirements of the tender therefore a recommendation to do market research was given so that we have an appreciation of what we want as an organization and have a breakdown and in addition the house recommended a retender since all the bidders were non-responsive for they had not submitted their practicing certificates of the current year.

**Motor vehicle spares and motor vehicle servicing -MRDC/RDS/02/25**

- The house noted that the bidder had not submitted the bid submission sheet therefore recommended a re- tender since the bidder was non-responsive

**Asset Valuation – MRDC/HR&ADMIN/03/25**

**Eligibility Evaluation**

- All bidders had responded to the request for clarification therefore they all proceeded to technical evaluation

**Technical Evaluation**

-National Auctioneers and Phoenix failed on the technical evaluation and proceeded to financial evaluation with the remaining bidders because they failed to score the required passmark

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**Overall Comments on Technical Specifications**

- National Auctioneers and Phoenix failed on the technical evaluation therefore proceeded to financial evaluation with Property Track, Rananga Properties ,Crusader Real Estate ,Dawn Property and Graystone .

**Financial Evaluation**

- The members went through the financial templates as follows on table 1.1

<b>Company Name</b>	<b>PROPERTY TRACK</b>	<b>RANANGA</b>	<b>CRUSADER</b>	<b>DAWN</b>	<b>GRAYSTONE</b>
Bid Price	\$4834.60	\$2862.35	\$4255.00	\$7498.00	\$9500

- The committee noted that Rananga Properties had bid prices which were financially competitive .

**Recommendation**

- The evaluation committee recommended Rananga Properties for the provision of asset valuation services for their cost advantageous bid .

Clinic Projects :Garenyama & Marirazhombe – MRDC/SP/02/25

**Eligibility Evaluation**

- All bidders had responded to the request for clarification except for Pinkler Enterprises who did not respond therefore all other bidders proceeded to technical evaluation

**Technical Evaluation**

-The house proceeded to check if all the bidders had quoted all items but however only five bidders had all items namely Mufudza Touch ,Chabvuta Holdings ,Prompt Supplies ,Platinum Five and Matemavi .

**Overall Comments on Technical Specifications**

- The house proceeded to financial evaluation with all the five bidders who had quoted all items .

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**Financial Evaluation**

- The members went through the financial templates as follows on table 1.2

<b>Company Name</b>	<b>Matemavi Civil Construction</b>	<b>Mufudza Tournch Investments</b>	<b>Chabvuta Holdings</b>	<b>Prompt Supplies</b>	<b>Platinum Five Pvt Ltd</b>
<b>Bid Price</b>	\$47 054.70	\$73 703.00	\$53 869.79	\$106 344.04	\$48 068.8092

- The committee agreed to consider the top three bidders who had the least prices with all the items so that the cost would be well aligned to the budget and for cost saving advantages .
- In addition the house considered the total cost per each and recommended awarding bidders as per the location of delivery of goods since the tender had items for Marirazhombe and Garenyama

**Recommendation**

- The evaluation committee recommended Matemavi Civil Construction for the the supply and delivery of goods for Garenyama Clinic at a bid price of \$30 008 and Platinum Five Pvt Ltd for the supply and delivery of Marirazhombe Clinic materials at a bid price of \$ 17 567.30 for their cost advantageous bid ,with all the goods required having been quoted .

**Office and Boardroom Furniture : MRDC/HR&ADMIN/25**

**Eligibility Evaluation**

- All bidders had responded to the request for clarification except for Elliot and Nephew and Appert Scribe who did not respond therefore all other bidders proceeded to technical evaluation leaving the two suppliers .

**Technical Evaluation**

-The house proceeded to check if all the bidders had quoted all items but however only fourteen bidders had all items namely Hammertime Investments,Checkers Home & Office ,Shatton Investments ,Workmate Furnitures ,Rueben Joey Corporation ,Jeadum t/a Simfan ,Regal Office &Home ,Uppertop Trading ,Drywood Investments,Wry -Dee ,Yellow Balcony ,Regal Furnitures ,Jomiel Investments and Venshire Enterprises .

**Overall Comments on Technical Specifications**

- The house proceeded to financial evaluation with all the fourteen bidders who had quoted all items .

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**Financial Evaluation**

- The members went through the financial templates as follows on table 1.3

<b>Company Name</b>	<b>Total Bid Price (\$USD)</b>
Hammertime Investments	\$42 921.45
Checkers Home & Office	\$88 883.33
Shatton Investments	\$38 607.00
Workmate Furnitures	\$41 618.82
Rueben Joey	\$87 675.56
Jeadum t/a Simfan	\$43 776.17
Regal Furnitures t/a Regal	\$35 825.38
Uppertop Trading	\$91 290.00
Drywood Investments	\$47 619.00
Wry- Dee	\$53 515.25
Yellow Balcony	\$39 430.00
Regal Furnitures	\$30 835.00
Jomiel Investments	\$44 645.03
Venshire Enterprises	\$53 489.95

**Overall Comments on Financial Specifications**

- Regal Furnitures had the least price with all the goods

**Recommendation**

- The evaluation committee recommended Regal Furnitures for their cost saving bid ,with all the goods required quoted .

**Closing Remarks**

-The meeting ended at 1710pm with the chairperson giving closing remarks, thanking fellow members for their thorough evaluations.

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