

**MOSI OA TUNYA DEVELOPMENT COMPANY (PVT) LIMITED
MINUTES OF THE EVALUATION MEETING-TECHNICAL AND FINANCIAL
PROPOSAL FOR THE PROCUREMENT OF STATIONERY TENDER NUMBER
4030, MONDAY JULY,10 2024 AT SHOP 9 SAWANGA MALL, VICTORIA
FALLS, AT 1100HRS**

Members Present

Mr T Zhou Finance & Administration Officer (MOTDC)
Mr D Gororo Procurement Officer (MOTDC)

1. Opening remarks

- The Procurement Officer advised that the purpose of meeting was to evaluate the stationery tender which was done in the eGP system ,tender reference number 2992.
- The Procurement Officer and the Finance Officer opened the tender and eleven (11) bids were received.
- The Committee noted that eleven (11) bidder responded to the tender.
- The Committee opened the technical and financial proposals.

2.

| Issues | Comments |
|----------------------|---|
| Bids received | <ul style="list-style-type: none"> - Eleven bidders submitted their bids, namely: <ol style="list-style-type: none"> 1.Globtech Solutions 2.Rownic Electrical 3.Westville Investments 4 Calphil Accounting 5.Timebake Enterprises 6.Last Pack Technology 7.TESNC 8.Hearttake Enterprises 9.Crawcraft Systems 10.AVAP Distributors 11.Mufudza Turch Investments |

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| | Annexure 1 and 2 are attached hereto for supplementary information purposes. |
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ANNEXURE 1: TECHNICAL AND MANDATORY DOCUMENTS EVALUATION

| Evaluation Criteria | Globtech | Rownic | Westville | Calphill | Timebake | Lastpack | TESNIC | Heartake | Crawcraft | AVAP | Mufudza |
|---------------------------------------|----------|--------|-----------|----------|----------|----------|--------|----------|-----------|------|---------|
| 1 Product specifications confirmation | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 2 Tax certificate | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | * |
| 3 Praz certificate | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

ANNEXURE 2: UNIT PRICE EVALUATION IN USD

| Description | Globtech | Rownic | Westville | Calphill | Timebake | Lastpack | TESNIC | Heartake | Crawcraft | AVAP | Mufudza |
|--------------|----------|--------|-----------|----------|----------|---------------|--------|----------|-----------|--------|---------|
| CF410 | 258.75 | 321.69 | 1086.11 | 135.00 | 200.00 | 120.00 | 136.00 | 225.00 | 562.00 | 120.00 | 290.00 |
| 59A | 362.25 | 290.75 | 230.00 | 175.50 | 240.00 | 145.00 | 204.00 | 200.00 | 145.00 | 150.00 | 290.00 |

| Issues | Comments |
|---------------------------|--|
| Evaluation Process | <ul style="list-style-type: none"> - The evaluation committee assessed the technical bid and mandatory documents - Ten bidders did provide all the mandatory documents and only one did not provide tax certificate. |
| Recommendations | <p>Last Pack Technology is recommended to supply original toner cartridges at a total cost of US\$675.00 considering the least cost criteria.</p> |

Recommended by: Procurement Management Unit

Name D. Gasiano Signature [Signature] Date 15/07/2024

Approved by:

The Finance Officer [Signature] Signature [Signature] Date 15/7/24