

GOROMONZI RURAL DISTRICT COUNCIL

EVALUATION MINUTES

Held on Monday, 12 December of 2025 at Ruwa offices at 1000 hours

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PRESENT

Staff	Arnold J Tennis Nyamvura Richard M Chingorivo C Bandera L	Legal User Dpt Finance Dpt Chairperson PMU
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The meeting was convened to evaluate bids that were submitted in response to a competitive bidding process for procurement of Tachometric Survey, Procurement reference number **GRDC/CC2/25**. Three bidders submitted their bids these are Zimbabwe National Geospatial and Space Agency (ZINGSA), S.Z.Zhou Land Surveyors and Robert Tombindo Land Surveyors. The findings were as follows:

The evaluation committee evaluated the bid using the criteria set out in the bidding document. which is as follows:

1. Preliminary examination to confirm that all documents required have been provided, to confirm the eligibility of consultants and to confirm that the Consultant has accepted all terms and conditions without material deviation or reservation. Attention to be paid on the following areas; **Tax clearance, Trade references and Registration with the Council of Land Surveyors of Zimbabwe ie (practising certificates for the Team Leader or Lead Practitioner)**
2. Technical evaluation to assess the technical quality of proposals against the criteria below, to determine the technical score for each proposal and to determine which proposals reach the minimum technical score given below; and
3. Financial evaluation to determine the financial score of each proposal, to weight the technical and financial scores and to determine the total score of each proposal.

Proposals failing any stage will be eliminated and not considered in subsequent stages.

The following results were obtained.

**1. Zimbabwe National Geospatial and Space Agency (ZINGSA)**

They were compliant on the Eligibility Template and scored 92% on Technical Evaluation. The committee recommended that the bidder proceed to Financial Evaluation since they have surpassed the required minimum mark of 70% on Technical.

## 2. S.Z.Zhou Land Surveyors

They were compliant on Eligibility Template and scored overallly 91% on Technical Evaluation but however they scored 11% on key personal's experience criteria which is below the pass mark of 15%. They therefore could not be recommended for Financial Evaluation.

## 3. Robert Tombindo Land Surveyors

The bidder was compliant on eligibility but not compliant on technical criteria because they scored 0% due to failure to submit work-plan showing key staff, as a result, they failed to proceed to Financial Evaluation

### Recommendations.

From the above findings,Zimbabwe National Geospatial and Space Agency (ZINGSA) qualified for Financial Evaluation thereby becoming the only successful bidder. Therefore the committee recommended that Zimbabwe National Geospatial and Space Agency (ZINGSA) be awarded the contract for Tachometric Survery consultant services. If they fail to meet the requirements the process shall be initiated again.

Signed: Chingorivo C. *Chingorivo* Date: *12/12/25*  
Designation: Evaluation Committee Chairperson