

5.5 Consideration of an application by S Murindakanga of Stand No 983 Woodbrook Bindura for an Open Space at Woodbrooke shopping centre on stand number 1828 which is parking, to use for welding purpose. (See insert 5)



MUNICIPALITY OF BINDURA

All Communications To
Be Addressed To The
TOWN CLERK
7513/7361
P O Box 15,
BINDURA
ZIMBABWE

565 Thurlows Avenue
Bindura, Zimbabwe
Phone: 066210

066210 7518/6329
Email:townclerk@binduramunicipality.co.zw

If calling, please ask for:
The Town Clerk
Miss E. A. Madziire

10 February 2026

The Town Clerk
Bindura Municipality
565 Thurlows Avenue,
Bindura, Zimbabwe

Re **Recommendation to Award Tender Number Binmun Cs / 01 / 2025 –
Procurement of Job Evaluation Services Covering Job Descriptions and Job
Specifications for Bindura Municipality**

Background

The invitation to tender was done on the 19th of December 2025 through a tender general notice 2462 of 2025 in the Government Gazette, The Sunday Mail on the 21th of December 2025 and

subsequently on Procurement Regulatory Authority of Zimbabwe (PRAZ) website <https://egp.praz.org.zw/>. Bidders downloaded the document on the Electronic Government Procurement System (eGP.<https://egp.praz.org.zw/>) and submitted their bids on the same website. The tender closed on the 23th of January 2026. Four (4) bidders submitted their bids on the Electronic Government Procurement System (eGP.<https://egp.praz.org.zw/>).

Tender Opening

Tender opening commenced at 10AM online. The following are the outcomes of the Tender Opening.

Name of Bidder	Currency US\$	Attended Pre-Bid Meeting
Precise Management and Research Consultancy	✓	Did not attend pre-bid meeting
Adnij T/A Proserve	✓	Did not attend pre-bid meeting
Fityoung Marketing Pvt Ltd	✓	✓
Hatch Talent Solutions	✓	✓

The online tender opening procedure ended with the Bid Opening Team (BOT) comprising the Acting Director of Finance, the Procurement Manager and the Procurement Officer and bidders' representatives logging out of the eGP Portal, eGP.<https://egp.praz.org.zw/>.

Tender Evaluation Procedure

Bids were evaluated using the following criteria:

1. **Preliminary examination** to confirm that all documents required have been provided, to confirm the eligibility of Bidders in terms of section 28(1) of the Regulation and to confirm that the Bid is administratively compliant in terms of section 28(2) of the Regulation.

2. **Technical evaluation** to determine their substantial responsiveness to the specifications in the Statement of Requirements;

3. **Financial evaluation** and comparison to determine the estimate prices of Bids for the domestic framework agreement(s).

Preliminary Examination

The outcome of the preliminary evaluation is illustrated in the table below:

a) Qualification of Suppliers

SBD Clause and eGP Template Requirement	Precise Management and Research Consultancy	Adnij T/A Proserve	Fityoung Marketing Pvt Ltd	Hatch Talent Solutions
CR 14	C	C	C	C
CR 6	C	C	C	C
CR 5	C	C	C	C
Certificate of Incorporation	C	C	C	C
Certificate confirming Registration (Valid PRAZ certificate)	C	C	C	C

Bid Submission Sheet	C	C	C	NC
Valid Tax clearance certificate	C	C	C	C
Valid NSSA certificate	C	C	C	NC
Site Visit Certificate	NC	NC	C	C
Availability of and Adequacy of Proposed Staff Attach CVs of Key Personnel	C	C	C	NC
Ability to Carry out the Project Attach Relevant Experience (2 Reference Letters)	C	C	C	NC

Key:

C - Compliant

NC – non-compliant

- **Precise Management & Research Consultancy and Adnij T/A Proserve are DISQUALIFIED** for failure to attend the mandatory pre-bid meeting on 15 January 2026

@ 1000 hours of which failure to attend means automatic disqualification as stated on **part 1 page 5 of 13** of the Standard Bidding Document (SBD) as well as the **eGP template**. Hence, the two bidders are disqualified.

- **Fityoung Marketing Pvt Ltd** was compliant on all mandatory requirements and was recommended for technical evaluation.
- **Hatch Talent Solutions** submitted an expired NSSA certificate which expired on 31 December 2025 contrary to what was required on **part 1 page 5 of 13** of the Standard Bidding Document (SBD) as well as the **eGP template**. More so, the supplier did not state bid validity period on bid submission sheet as was required on **part 1 page 6 of 13** of the Standard Bidding Document (SBD) as well as the **eGP template**. Hence, the supplier was disqualified.

The evaluation committee noted that, **Fityoung Marketing Pvt Ltd** complied with all the preliminary or mandatory requirements as was requested by the Standard Bidding Document (SBD) as well as the **eGP template**, and therefore, the bidder was eligible to proceed to the next stage of technical evaluation since, the bidder was compliant on all mandatory requirements.

Technical Evaluation

The outcome of the technical evaluation is illustrated in the table below:

b) Technical Evaluation of Supplier

SBD Clause	SBD and eGP Template Requirement	Technical Requirement	Fityoung Marketing Pvt Ltd
Page 8 of 13 of the SBD	Specific experience (qualifications of staff & CVs)	60%	C
Page 8 of 13 of the SBD	Reference letters (at least 2)	40%	C

Key:

C - Compliant

NC – non-compliant

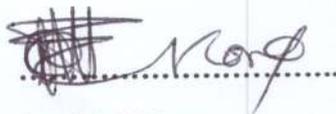
In this tender, **Fityoung Marketing Pvt Ltd** satisfied all the technical requirements of this tender as has been requested in the Standard Bidding Document (SBD) as well as the **eGP template**. Therefore, **Fityoung Marketing Pvt Ltd** was recommended to proceed to the last stage of financial evaluation.

Financial Evaluation

Fityoung Marketing Pvt Ltd bided for providing job evaluation services covering job descriptions and job specifications for Bindura Municipality at a total cost of USD \$ 17 799.93 inclusive of Vat.

Recommendations to Accounting Officer

1. The Bindura Municipality evaluation committee recommends the Town Clerk to award **Fityoung Marketing Pvt Ltd** to provide job evaluation services covering job descriptions and job specifications for Bindura Municipality, since the supplier is the compliant bidder.



Mr. K. Chitoro

Acting Director of Town Planning Services

Bindura Municipality

