



"Creating a level playing field"

**POSTAL AND TELECOMMUNICATIONS REGULATORY AUTHORITY OF
ZIMBABWE**

PMU REVIEW REPORT: TENDER NUMBER: POTRAZ/DOM/22B/08/2025

PROVISION OF INSURANCE SERVICES TO POTRAZ 2026-2027

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1. Executive Summary

The Postal and Telecommunication Regulatory Authority of Zimbabwe (hereinafter referred to as "POTRAZ") is a statutory body responsible for regulating the postal and telecommunications sector, established in terms of the Postal and Telecommunications Act [Chapter 12:05] and is also the designated Data Protection Authority according to the Cyber and Data Protection Act [Chapter 12:07].

POTRAZ requires reliable, responsive and cost-effective insurance solutions aligned with the Authority's risk profile to safeguard its assets, operations, and personnel against potential risks and uncertainties.

To this effect, POTRAZ published a tender for the provision of comprehensive insurance services for all POTRAZ and USF assets for 2026 – 2027 period. The first tender was published in 2025, but failed due to non-responsiveness of submitted bids, as concurred through **SPOC Resolution 1298 of December 04, 2025**. This resulted in extension of the current contract up to 31 March 2026, and retendering.

All approvals required to run the tender were granted in line with section (39)(2) of the of Statutory Instrument 135 of 2019 (see attached copies of documents): -

This procurement is a re-tender.

Postal & Telecommunications Regulatory Authority of Zimbabwe



'creating a level playing field'

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Email: the.regulator@potraz.gov.zw
Website: www.potraz.gov.zw

Our Ref: GKM/na/1059/25

July 29, 2025

The Secretary

Ministry of Finance and Economic Development
3rd Floor, Block E, New Government Complex
Corner Samora Machel and Fourth Street
HARARE

Dear Sir

REQUEST FOR APPROVAL TO INSURE THE POSTAL AND TELECOMMUNICATIONS REGULATORY AUTHORITY OF ZIMBABWE (POTRAZ) ASSETS

Reference is made to the above captioned matter.

Treasury previously granted POTRAZ the authority to insure its assets through a letter dated October 20, 2023. A tender was processed leading to an insurance contract which is now due for renewal. In line with Section 39(2) of Statutory Instrument 135 of 2019, we seek approval to insure POTRAZ assets against losses, subject to public procurement requirements.

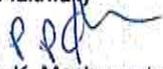
Tabulated below is the summary of insurance required: -

Description	Value to be insured US\$	Value to be insured ZWG
Assets all risk	13,758,458	370,102,522
Electronic equipment	6,680,263	179,699,075
Motor Vehicles	3,908,104	105,128,002
Motor Excess buy back	390,810	10,512,789
Group personal accident	10,000,000	269,000,000
Contractors all risks	100,000	2,690,000
Fidelity guarantee	20,000	538,000
Public liability	15,000,000	403,350,000
Employers' liability	500,000	13,450,000
Umbrella liability	150,000	4,035,000
Directors and Officers liability	22,000,000	591,800,000
TOTAL	72,507,635	1,950,305,388

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We hope the submission meets your requirements.

Yours faithfully



DR G. K. Machengete
DIRECTOR GENERAL



BC.
For your attention
All correspondence should be addressed to
"THE SECRETARY"
Telegrams: "MINFIN", Harare
Telex: 2141 ZW
Telephone: 263-242-794672/8
Fax: 263-242-792750
Private Bag 7705 CY, Causeway
Harare
Zimbabwe

15/8/25
15/8/25



ZIMBABWE

MINISTRY OF FINANCE, ECONOMIC
DEVELOPMENT AND INVESTMENT
PROMOTION
Mgandane Dlodlo Building
Corner Samora Machel Ave/Simon V. Muzenda
Harare
Zimbabwe

MINISTRY OF FINANCE, ECONOMIC
DEV. & INVESTMENT PROMOTION
RECORDS OFFICE (DISPATCHED)
02 AUG 2025
P. BAG 7705, CAUSEWAY
ZIMBABWE

Ref: A/96/87 /53

6 August 2025

Dr G.K. Machengete
Director General
Postal and Telecommunications Regulatory Authority of Zimbabwe

**RE: REQUEST FOR APPROVAL TO INSURE THE POSTAL AND TELECOMMUNICATIONS
REGULATORY AUTHORITY OF ZIMBABWE (POTRAZ) ASSETS**

Your letter dated 29 July 2025 on the above matter refers.

We note the Public Finance Management (General) Regulations requirements for Accounting Officers of public entities to seek the prior written approval of Treasury to insure against losses.

In that respect, authority is hereby granted for Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ) to insure its assets, subject to compliance with public procurement requirements.

E.M. Zvandasara
For: **SECRETARY FOR FINANCE, ECONOMIC DEVELOPMENT AND INVESTMENT PROMOTION**

c.c. G.T. Guvamatanga, Secretary for Finance, Economic Development and Investment Promotion
Ms R. Kujinga, Acting Auditor General

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12 December, 2025

Ref: PRAZ/D/U/6

Dr. G. K. Machengete
Director General

POSTAL AND TELECOMMUNICATIONS REGULATORY AUTHORITY OF ZIMBABWE
(POTRAZ)

RE: REQUEST FOR REVIEW BY THE SPECIAL PROCUREMENT OVERSIGHT COMMITTEE (SPOC). TENDER NO. POTRAZ/DOM/22/08/2025 PROVISION OF INSURANCE SERVICES TO POTRAZ - 2026 AND 2027

Your minute dated 14 November 2025 refers

At the Special Procurement Oversight Committee (SPOC) Round Robin of 04 December 2025, Members observed the following: -

- The Accounting Officer's procurement process was for the Provision of Insurance Services to POTRAZ - 2026 and 2027.
- The tender was advertised in line with provisions of section 38(2) of the Public Procurement and Disposal of Public Assets (PPDPA) Act [Chapter 22:23] and 5 x bidders participated on the process.
- None of the participating bidders were compliant with the mandatory tender requirements stated under Part 1 of the Standard Bidding Document, hence the Accounting Officer was recommending to cancel the tender and re-tender the requirements due to the non-responsive bids received in line with section 42(1)(d) of the PPDPA Act.
- The Accounting Officer had issued a Standard Bidding Document that required bidders to submit Letter from Bankers or Lawyers in testament that the bidder was not subject to any legal proceedings. However, the eGP system template created by the procuring entity did not allow for the insertion of the aforementioned document.
- The Accounting Officer should be advised to ensure that all Standard Bidding Documents and eGP templates consistently provide bidders with all the information they require in order to prepare and submit responsive bids in line with section 40(4) of the PPDPA Act.

Page 1 of 4

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Eng C. Nyachwaya (Vice Chairperson), Mr C. Ruswa (Chief Executive Officer), Ms N. Moyo, Rtd Col J. Mhakatayakora,
Mrs R. Nhamo, Ms O. Mureki, Air Commodore W. Chikukwa, Rtd Brigadier - General C.M. Gora

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Handwritten signature and initials.

- The Accounting Officer issued a Standard Bidding Document with conflicting award criteria which provided for award of the tender to the lowest bidder to specification (*Clause 1.2, page 4 of the SBD*) and most economically advantageous tender (*Clause 1.22, page 10 of the SBD*), as follows: -

1.2 Lots and Packages

a) The requirement is in a single Lot as indicated in Part 2, Statement of Requirements.

Please note the award shall be done to the lowest bidder to specification. However, POTRAZ is not obliged to accept the lowest priced bid

b) Bidders should quote for the whole requirements.

1.22 The most economically advantageous tender shall be accepted after considering the administrative, technical and financial bids. POTRAZ may share the award among the compliant bidders

- A re-tender of the requirements with a revised Standard Bidding Document and eGP templates will allow the Accounting Officer to procure the requirements in a manner that achieves public procurement objectives stated under section 4 of the PPDPA Act.

Accordingly, the SPOC through **SPOC RESOLUTION 1298** of 04 December 2025, having reviewed the Accounting Officer's submission in terms of section 54 10) of the Public Procurement and Disposal of Public Assets (PPDPA) Act [*Chapter 22:23*], **RESOLVED** on Tender No. **POTRAZ/DOM/22/08/2025** as follows: -

SPOC RESOLUTION

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Certify

- To the best of its knowledge and ability, that the Accounting Officer's proposed tender cancellation and retender withstands scrutiny.

Recommend

- That the Accounting Officer can proceed to cancel and retender Tender No. POTRAZ/DOM/22/08/2025 for the Provision of Insurance Services to POTRAZ - 2026 and 2027, due to non-responsive bids received for the requirements in line with section 42(1)(d) of the PPDP Act.

04.12.25

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Orders

- That the procurement proceedings be recommenced, as follows: -
 - Debrief the bidders on the reasons for tender cancellation;
 - the process (*investigation into unsuccessful procurement proceedings*) in line with section 24 of the PPDP Act (General) Regulations;
 - Craft a revised Standard Bidding Document and eGP templates in order to address shortcomings noted on the process before embarking on a new procurement process;
 - Process the requirements in line with section 30 (*Se on of Procurement method*) of the PPDP Act as read in conjunction with section 10 (*Financial Thresholds*) of the PPDP Act (General) Regulations;
 - Obtain Treasury clearance for the insurance services in terms of section 39(2) of the Public Finance Management (General) Regulations, SI 135 of 2019, and;
 - Comply with all provisions of the PPDP Act and PPDP Act (General) Regulations on all future tenders.

TTH

OC

Handwritten signature

You are therefore advised to proceed as follows: -

1. Take all necessary steps as directed by the resolution.
2. In all communications, please quote the above **SPOC RESOLUTION** number and the date.



Dr. C. Ruswa
Chief Executive Officer
PROCUREMENT REGULATORY AU



P.O. BOX CY 4

**FOR AND ON BEHALF OF THE SPECIAL PROCUREMENT OVERSIGHT COMMITTEE
IN ACCORDANCE WITH SECTION 54 (3) OF THE PUBLIC PROCUREMENT AND
DISPOSAL OF PUBLIC ASSETS ACT [CHAPTER 22:23]**



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Bids were invited through the Government Gazette of December 19, 2025, and the subsequent newspapers. The tender was further published on the e-Government Procurement (e-GP) system.

The tender closed on January 22, 2026, at 10:00hrs with three (3) bids having been received.

An Evaluation Committee was constituted in terms of Section 18 of the PPDPA Act and was mandated to evaluate and submit an evaluation report to PMU. The Committee evaluated the tender on January 28, 2026, within 10 days from date of tender closing. The 10-day rule was complied with by the Evaluation Committee.

2. Evaluation Committee

Table 1: Evaluation Committee

No	Name	Title	Role
1.	Mr. K. Moyo	Manager Estates and Admin	Chairing (Represented by A. Tarwireyi)
2.	Ms. L Madekufamba	Administration Assistant	Secretariat
3.	Mr. F. Rambanepasi	Investments Officer	Technical Expert
4.	Mr. B. Ndove	Manager Risk and Control	Technical Expert
5.	Ms. S. Chikuku	Supply Chain Officer	PMU Advisory
6.	Mr. P Pikire	Finance Officer	Finance

The Committee was adequately constituted with adequate subject matter experts.

3. Scope of Services

Provision of Insurance Cover for POTRAZ Assets, with a value to be insured of **US\$73 500 335 (inclusive)** or ZWG equivalent as follows: -

Table 2: Scope

No.	Description	Value to be insured US\$	Value to be insured ZWG
1.	Assets all risk	13,758,458	370,102,522
2.	Electronic equipment	6,680,263	179,699,075

No.	Description	Value to be insured US\$	Value to be insured ZWG
3.	Motor Vehicles	4,900,804	131,831,626
4.	Motor Excess buy back	390,810	10,512,789
5.	Group personal accident	10,000,000	269,000,000
6.	Contractors all risks	100,000	2,690,000
7.	Fidelity guarantee	20,000	538,000
8.	Public liability	15,000,000	403,350,000
9.	Employers' liability	500,000	13,450,000
10.	Umbrella liability	150,000	4,035,000
11.	Directors and Officers liability	22,000,000	591,800,000

- The asset register was uploaded for comprehensive quotations.

The winning insurer will be required to provide comprehensive cover for 2 years, beginning 01 April 2026 valid through 31 March 2028.

4. Bid Invitation Process:

Bids invitations were advertised in the government gazette and national newspapers in terms of Section 38 (2) of the PPDPA Act as follows:

Government Gazette
Sunday Mail

December 19, 2025
December 21, 2025

The tender was published and ran on the e-GP system for twenty (20) days with a closing date of January 22, 2026.

PZL/VOLUMETRIC PUMP/HQ/2025. Invitation for Domestic Competitive Bidding for the supply and delivery of volumetric pump at Msasa Oil Terminal for Petrozim Line (Private) Limited. Closing date: 3rd February, 2026, at 2359 hours CAT.

PZL/BRUSHCUTTER SPARES/1/2025. Invitation for domestic Competitive Bidding for the supply and delivery of brush cutter spares at Wilton Booster Station for Petrozim Line (Private) Limited. Closing date: 9th February, 2026, at 2359 hours CAT.

PZL/PRESS CONT VALVE/F/2025. Invitation for Domestic Competitive Bidding for the supply, delivery, installation, integration and commissioning of pressure control valve PCV 381, at Msasa Oil Terminal for Petrozim Line (Private) Limited. Site visit/pre-bid meeting: Yes 21st January, 2026. Closing date: 16th February, 2026, at 2359 hours CAT.

Bidding documents are available online on electronic Government Procurement system (e-GP): <https://egp.praz.org.zw/>. Bid submission must be also online electronic Government Procurement system (e-GP): <https://egp.praz.org.zw/> not later than the prescribed date above.

Bidders are required to read carefully the bidding document and take note of the bidding documents with mandatory site visits and respond to standard templates incorporated in the bidding documents for GPSI clearance to access the sites.

General Notice 2479 of 2025.

RUNDE RURAL DISTRICT COUNCIL (RRDC)

Invitation to Competitive Bidding

BIDS are invited from reputable bidders registered with the Procurement Regulatory Authority of Zimbabwe for the following tenders:

Tender number

RRDC/BM/12/2025. Supply and delivery of building materials for classroom blocks. Closing date and time: 22nd January, 2026, at 1600 hours.

RRDC/LB/12/2025. Provision of labour services only for construction of 2 classroom blocks. Site visit date and time: 7th January, 2026, at 1000 hours. Closing date and time: 22nd January, 2026, at 1630 hours.

Tender documents and specifications are obtainable on the PRAZ e-GP portal <https://egp.praz.org.zw/>

Tenders must be submitted online through the electronic Government Procurement system on or before the closing date and time on <https://egp.praz.org.zw/>. No payments shall be made to obtain the documents online.

NB: No hard copies of the bids shall be accepted.

Queries and clarifications regarding the above-mentioned tenders can be addressed through the following numbers or the email address below.

Runde Rural District Council
Cell: 0772155963 /0772770258.
Email: procurement@runde1@gmail.com

General Notice 2480 of 2025.

POSTAL AND TELECOMMUNICATIONS REGULATORY AUTHORITY OF ZIMBABWE (POTRAZ)

Invitation to Competitive Bidding

THE Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ) is inviting suitably qualified, registered, eligible and reputable companies to participate in the following Competitive Bidding processes:

Tender number

POTRAZ/DOM/22B/08/2025. Re-tender, Provision of insurance services to POTRAZ. Closing date and time: 22nd January, 2026, at 1000 hours.

Bidding documents are available on the PRAZ electronic Government Procurement (e-GP) platform <https://egp.praz.org.zw/>. The tender documents are also available on the POTRAZ website www.potraz.zw

Bids are to be submitted through the PRAZ e-GP platform no later than the closing dates and times in the table above. No payments are required for the Invitation to Tender (ITT) documents.

For any enquiries regarding the advertised tenders, you can contact the Procurement Management Unit on 0242-333032 or send an email with your query and tender number as the subject to pmu@potraz.zw

General Notice 2481 of 2025.

ZVIMBA RURAL DISTRICT COUNCIL (ZRDC)

Tender Cancellation Notice

Tender number

D/ZRDC/ADMIN/6/2025. Supply of groceries and office lunches under Framework Agreement and Subsequent Call-off contracts. Location: Muroimbodzi Township.

Invitation to Domestic Competitive Bidding

Zvimba Rural District Council invites reputable suppliers registered with the Procurement Regulatory Authority of Zimbabwe to participate in the following:

Tender number

D/ZRDC/HSS/4/2025. Supply and delivery of new building materials. Closing date and time: 31st December, 2025, at 1630 hours.

D/ZRDC/ADMIN/11/2025. Supply of groceries and office provisions under Framework Agreement and Subsequent Call-off contracts. Closing date and time: 26th January, 2026, at 1600 hours.

The standard bidding document can be accessed electronically as from Friday, 19th of December, 2025, on the PRAZ electronic Government Procurement (e-GP) system portal <https://egp.praz.org.zw/>. Interested and eligible bidders are advised that all information relating to tender clarification period, mode of submission, and deadline remain the same as stated in the standard bidding documents published on the e-GP portal.

NB: Zvimba Rural District Council does not bind itself to accept the lowest or any tender and reserves the right to accept the whole or part of any tender.

General Notice 2482 of 2025.

ZIMBABWE PHOSPHATES INDUSTRIES (ZIMPHOS)

Expression of Interest

INTERESTED and qualified companies are invited to bid on the following tender. Tender must be submitted through email before or on closing date and time to ndlangan@zimphos.co.zw; chitagus@zimphos.co.zw; hopen@zimphos.co.zw copy ngorimak@zimphos.co.zw

Tender number

ZP/EOI/16/2025. Domestic, Expression of Interest for advisory services: Fertilizer Bond Private Placement ZP/EOI/16/2025. Closing date and time: 16th January, 2025, at 1600 hours.

Interested bidders are required to obtain the tender documents that consists of the bidding procedure and statements of requirements upon sending their request by email to hopen@zimphos.co.zw, chitagus@zimphos.co.zw and copy ndlangan@zimphos.co.zw. Upon receipt of request for tender documents, ZimPhos will send the tender document requested to the email provided.

Tenders should be submitted through email on or before the closing date and time.

General Notice 2483 of 2025.

ZIMBABWE POWER COMPANY (ZPC)

Invitation to Competitive Bidding

INTERESTED and qualified companies are invited to bid for the below requirements. Tenders must be submitted online through the

Insert: Government Gazette Extract

5. Bid Response:

Three bids were received and below are the details and bid opening sums

6. Details of Bidders

Names of directors for the bidder as recorded on the CR14 form were called out and recorded as below:

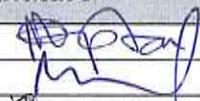
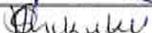
Table 3: Details of bidders

No.	Name of Bidder	Name of directors	Company physical address and contact details	Opening bid sums (Annual Premiums) USD
1.	Zimnat Lion Insurance	Innocent Chagonga Mustafa Sachak Gavin Sainsbury Robert Needham Quinten Mark Matthew Priscilla Panihai Mutembwa Okert Tobias Doyer	8 th Floor Zimnat House Third Street cnr Mandela Harare +263 242 701179/80 customercare@zimnat.co.zw	\$202 225.54/annum \$404 451.08/2 years
2.	FBC Insurance	Trynos Kufazvinei Alfred Chitanda Chipo Mtasa Edith Utete Pepelapi Pagiwa Alice Shumba	6 th Floor FBC Centre 45 Nelson Mandela Avenue Harare alice.shumba@fbc.co.zw tanaka.kazuva@fbc.co.zw	\$235 187.00/annum \$470 374.00
3.	Nicoz Diamond Insurance Private Limited	Elisha Moyo Nester Mukwehwa Bruce Campbell Douglas Hoto David Nyabadza Fungayi Chatiza Tembiwe Moyo Antony Makonese John Mapani	30 Samora Machel Avenue, Harare PO Box 1256 Tel: 251 015 emoyo@nicozdiamond.co.zw dbetera@nicozdiamond.co.zw	\$247 248.24 \$494 496.48

7. Declaration Of Interests

In line with the code of conduct for Procurement Officials, the PMU review members declared any conflict of interest that would impact their impartiality in decision-making.

Table 4: Declaration of interests

No.	Name	Conflict of interest / No conflict of interest	Signature
1.	N. Apton	No conflict of interest	
2.	N. Muhlachwa	No Conflict of Interest	
3.	S. Chikuku	No conflict of interest	

8. Historical Documents Requested

No historical documents were requested in line with Section 47 of the PPDA Act as follows: -

- PMU notes that NicosDiamond Insurance P/L did not provide NSSA certificate and CR5, and this would be requested as historical documents. The committee, however, did not proceed to request these as the bid failed to meet other mandatory requirements, failing to submit 2024 audited financial statements.

9. Evaluation of Bids

The Committee evaluated the bids following the evaluation criteria set out on Section 1.19 of the in the bidding document.

Three stages of evaluation were considered for selecting the winning bidder as follows:

- **Stage 1:** Preliminary examination to confirm that the minimum acceptable eligibility requirements had been met and to reject those not complying with the minimum acceptance criteria and to confirm eligibility and compliance of bids in terms of Section 28(1) and (2) of the (General) Regulations.
- **Stage 2:** Technical evaluation to determine compliance of offers to the minimum technical specifications and qualification requirements.
- **Stage 3:** Financial and Commercial evaluation and comparison to determine the lowest evaluated bid offering favourable commercial terms.

PMU does not object to the Evaluation Committee's findings. The evaluation was consistent with the evaluation criteria stipulated in the bidding document.

Table 5: Preliminary Evaluation

No.	Preliminary Evaluation	Zimnat Lion	FBC Insurance	Nicoz Diamond
1	Bid Bond of \$2000	C	C	C
2	SPOC Fees	C	C	C
3	Certificate Of Incorporation	Incorporated 1974	Incorporated 1965	Incorporated 2003
4	CR 6 (with the List of Directors)	C	C	C
5	CR 5 (with Physical Address)	C	C	Not Submitted
6	Bid Submission Sheet Bid Validity 90 days	C		C
7	Valid Tax Clearance Certificate	C	C	C
8	Valid N SSA Certificate	C	C	Not Submitted
9	Sound Audited Financial Statements (2021)	C	C	Submitted 2022 statements
10	Attach 3 written trade references on company's letterhead where you have provided insurance cover for assets from	Population Services Zimbabwe National Aids Council ZIMRA	Minerva Brokesure Bright Insurance	Zimplats PPC National Foods
11	Public Liability Insurance Cover	C	C	C
12	PRAZ registration certificate	C	C	C
	Declaration of non-debarment (ref to bid bond)	C	C	C
13	Submit a valid IPEC registration certificate.	C	C	C
14	Risk Carrier	C	C	C
	Remarks	Recommended	Recommended	Not Recommended

9.1. Preliminary Evaluation Remarks

PMU noted the Committee’s recommendations which are in line with bidding submissions as follows: -

- Zimnat Lion and FBC Insurance submitted substantially responsive bids while Nicoz Diamond Insurance submitted 2022 financial statement, against the re requirement for 2024.
- Nicoz Diamond Insurance did not submit NSSA certificates and CR5 which qualify under historical documents in terms of Section 47. These were however not requested as the bid was already not substantially responsive for submitting the 2022 audited financial statements instead of the 2024.

10. Technical Evaluation

- Bids that were substantially responsive under preliminary evaluation were further evaluated for technical compliance as per the evaluation methodology stated in the bidding document. The table below outlines the findings of the Evaluation Committee to which PMU has no Objection: -

Table 6: Technical Evaluation

No.	Evaluation criterion	Zimnat Lion	FBC Insurance
1.	Professional qualifications and experience of the Principal Officer (Attach certificates & CV)	Relevant qualifications in Risk Management J. Kamhungira	Relevant qualifications in Risk Management J. Tawonezvi
2.	Submit valid reinsurance treaty that covers the scope of services required.	Submitted all assets	Submitted All Assets
3.	The Bidder is required to demonstrate the reinsurance capacity of the recommended underwriter. Reinsurance should be adequate to cover the required portfolio.	Reinsurance Adequate	Reinsurance adequate
4.	Financial capability: (To submit audited accounts for 2024). Liquidity stress testing will be performed -liquidity ratio must be at least 1.1	1.14	1.58

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No.	Evaluation criterion	Zimnat Lion	FBC Insurance
5.	Reinsurance Programme: Must be USD	USD	USD
6.	Claims paying ability (rating) The Insurer is required to state its proposed underwriter's credit rating for claims paying ability and provide documentary support. The proposed underwriter rating must be at least BB+	AA+zw	A-zw
	Overall	Compliant	Compliant

Table 7: General Conditions

No.	Conditions	Zimnat Lion	FBC Insurance
1.	Resume of Insurance Company and capacity to manage the portfolio. Contact details and level of persons for managing the portfolio should be included.	Submitted	Submitted
2.	Premium Discounts and Payment Terms.	20% Payments Quarterly	Standard Payments quarterly
3.	Average conditions as spelt out by insurance regulations.	standard	standard
4.	Claims Settlements period must be stated	standard	standard
5.	Scope of Cover	standard	standard
6.	Limits of Liability	standard	standard
7.	Exclusions	standard	standard
8.	Inclusions	standard	standard
9.	Excess Applicable by Policy	standard	standard
10.	Long Term Agreements	standard	standard
11.	Warranties	standard	standard
12.	Territorial Cover (Branch network)	sufficient	sufficient
13.	State the names of the proposed reinsure	Stated	Stated

10.1. Findings

- The Committee evaluated the technical requirements against criteria hence PMU does not object to their findings.
- Both bidders met the minimum technical requirements hence recommended for financial evaluation.

10.2. Overall bidder specific remarks

Table 8: Summary of Findings

No	Bidder	Main Findings
1.	Zimnat Lion Insurance	Fully compliant to preliminary and technical criteria. Liquidity ratio is sufficient Claims rating ability is sufficient
2.	FBC Insurance	Fully compliant to preliminary and technical criteria. Liquidity ratio is sufficient Claims rating ability is sufficient
3.	NICOZ Diamond	Failed at preliminary level due to submission of outdated financial statements.

10.2. Verification of Documents

- All ZIMRA Tax Clearance and NSSA documents were verified and valid

11. Compliance Assessment

Table 9: Compliance Assessment Matrix

Compliance Requirements	PPDPA Section Reference	Risk Assessment
Individual Procurement Plans	PPDPA- Section 23. Regulations Section 7(2a), (2 b)	An individual Procurement Plan with complete details of the procurement requirement is in place.
Financial Thresholds	PPDPA –Section 14(1a), Regulations section 10(5)	Appropriate financial threshold was applied.
Procurement Requirements Splits	PPDPA – Section 25(1,2)	The procurement requirement was not split to fall below threshold.
Requirement Specification Standard.		The bidding document set out the detailed description of the requirement.
Method of Procurement	PPDPA Section 30	The correct procurement method was applied.

Compliance Requirements	PPDPA Section Reference	Risk Assessment
		<p>The minimum bidding period of 20 days was observed.</p> <p>Standard Bidding documents were used.</p> <p>The procurement notice was advertised in the Gazette.</p> <p>The notice was also advertised other media of wide circulation.</p> <p>The ITT document was offered for free. The tender ran on the e-GP system</p> <p>Bidders were allowed adequate bidding period. The tender was limited to domestic due to the nature of the service that is regulated and cannot be provided by international providers</p> <p>A record of the minutes is available and was extracted from the e-GP system.</p> <p>The specifications were neutral.</p> <p>The bids were evaluated according to set criteria</p> <p>The bids recommended were administratively compliant.</p> <p>Bids clarifications were done according to the law.</p> <p>The Evaluation Committee members declared non conflict of interest</p> <p>A detailed comparative schedule showing the outcome of the evaluation is on file.</p>
Non-communication Interference	PPDPA-Section 46(7)	There is no evidence of unsolicited communication from bidders during evaluation process.
Budget Consideration	PPDPA- Section 52(2)	The budget for the procurement is US\$500 000.00

12. Financial Proposals

- Financial proposals for the qualifying bids were as follows: -

Table 10: Financial Proposals

No.	Bidder	Annual Premiums (USD)	Two Years (USD)
1.	Zimnat Lion Insurance	202 225.54	404 451.08
2.	FBC Insurance	235 187.00	470 374.00

12.1 PMU Remarks

- All financial proposals are within the budgeted sum of **USD250 000.00** per year, based on the current asset base.
- Zimnat Lion Insurance P/L is the least priced bidder based on the bid opening sums.
- The offers are within same range hence an indication of market premiums.
- PMU observed that Bidders reduced their prices to be competitive for the re-tender compared to the bid prices offered in the first cancelled tender as tabulated below: -

No.	Bidder	Annual Premiums (USD)	Two Years (USD)
1.	Zimnat Lion Insurance	239 004.79	478 009.58
2.	FBC Insurance	265 588.00	531 176.00
3.	Minerva	318 372.00	636 743.12
4.	NicozDiamond	347 870.83	695 741.65
5.	ZIB	371 354.35	742 708.69

- Value for money was realized through the re-tender as competitive bids were submitted by the Bidders.

12.2 Observations

- It was noted during the evaluation stage that the PE Creator inadvertently selected "Consultancy Services" at the final stage of creating the tender in the e-GP system. This resulted in the system automatically applying a scoring criterion to the tender.
- Upon noting this anomaly, the Committee resolved to proceed with the evaluation, having confirmed that the bidding document was correct and did not provide for any scoring criteria.
- In line with this approach, the Committee awarded a score of 100% to all bidders that fully met the tender requirements, and 0% to bidders that did not meet the requirements. This did not prejudice or affect the results of the tender process in any way.
- The tender is recommended to the lowest priced bid.

- Given the urgency of the procurement and the fact that this is the second time the tender has been issued, POTRAZ seeks a waiver from PRAZ to proceed with the process as evaluated. No bidder has been prejudiced by this approach. Re-tendering would impose additional and potentially unfair tender-related costs on bidders for a third time and may result in reduced or no participation, thereby undermining competition.

13. Recommendations

The PMU confirms that the Evaluation Committee's recommendation is in tandem with the evaluation criteria and recommends to the Accounting Officer; that the tender be p to **Zimnat Lion Insurance Company**, being the lowest Bidder to specification, at an **annual** premium of **US\$202 225.54**, and **US\$404 451.08** for two years.

Prepared by:

Ms. S. Chikuku..... *Chikuku*
Supply Chain Officer

Date..... *09/02/2026*

Reviewed by:

Mr. N. Muhlachwa..... *[Signature]*
Supply Chain Manager

Date..... *09/02/2026*

Recommended to the Accounting Officer (Director General) by:

Mr N. Apton *[Signature]*
Deputy Director PMU

Date..... *09/02/26*

Comments

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Director General's Comments

let's hope that Zimnat will deliver despite their much lower premiums.

[Signature]
 Dr G.K. Machengete

Date..... *09/02/26*

DIRECTOR GENERAL (Accounting Officer)

[Handwritten mark]