UNITED BULAWAYO HOSPITALS

COMPARATIVE SCHEDULE

TENDER NO:	UBH/FRAM08/2024 RT
DESCRIPTION:	SUPPLY AND DELIVERY OF STATIONERY
BID VALIDITY:	60 DAYS
TYPE OF TENDER	DOMESTIC COMPETITIVE TENDER - FRAMEWORK AGREEMENT
DATE OF PUBLICATION:	16 AUGUST 2024
CLOSING DATE:	20 SEPTEMBER 2024
DATE OF EVALUATION:	09 OCTOBER 2024

NO OF BIDDERS: (1)

VANCHANG INVESTMENTS

Observations

One company responded to tender. (1)

ADMINISTRATIVE EVALUATION

ITEM	Mandatory requirements	VANCHANG INVESTMENTS
1	Attach electronic document	yes
2	Company profile	yes
3	Certification of incorporation	yes
4	Valid tax clearance certificate	yes
5	CR14/CR6	yes
6	Vendor Number	yes
7	Valid Proof of NSSA contributions	yes
8	Proof of registration with PRAZ Stationery Products and Paper Raw Materials (GS006)	yes
9	Proof of payment for SPOC administration fee	yes
10	Bid Validity of 60 days	yes
11	A Statement of non –conflict of interest	yes
12	Delivery within 5 days	yes
13	Current bank statement (3 Months)	yes
14	Letter of bid	yes
15	Payment after delivery (**bidder must confirm**)	yes
	OVERALL REMARKS	Complaint

Comments

Having examined the bids in terms of Section 47 as read with Section 28 of PPDPA Regulations, 2018, Vanchang investments is compliant to administrative requirements

Thus, in terms of Section 50 of PPDPA Act as read with Section 30 (2) of PPDPA Regulations, 2018, Vanchang Investments' bid qualified for Technical Evaluation

TECHNICAL EVALUATION REPORT

Item	Requirement	Vanchang Investment
1	Bond paper (A4 White 80 g/m)	Compliant
2	Files Box	Compliant
3	Flat Files	Compliant
4	Arch file	Compliant
5	Pens black	Compliant
6	Pens black	Compliant
7	Pens red	Compliant
8	Pens red	Compliant
9	Envelops A3	Compliant
10	Feint ruled paper	Compliant
11	Stock cards	Compliant
12	Diaries A4	Compliant
13	Diaries A5	Compliant
14	Stapler pins 26/6	Compliant
15	Sticky staff	Compliant
16	Stamp pad ink	Compliant
17	Mighty markers/ White Board	Compliant
18	Carbon paper	Compliant
19	Counter books	Compliant
20	HB pencil	Compliant
21	White board cleaners(Chemical)	Compliant
22	Whiteboard wipers	Compliant
23	Excerise Books ;Maths & Writing	Compliant
24	Calenders	Compliant
25	Envelopes A4	Compliant
26	Envelopes A5	Compliant
27	Sellotape	Compliant

28	Stapler Small	Compliant
29	Stapler Heavy Duty	Compliant
30	Staple Pins Heavy Duty 23/10	Compliant
31	Staple Pins Heavy Duty 23/10	Compliant
32	Dustless Chalk Assorted	Compliant
33	Manilla	Compliant
34	Stamp pad	Compliant
35	Office string	Compliant
36	Tippex	Compliant
37	Muskin tape	Compliant

Comments

Vanchang Investment's bid is compliant to Technical evaluation on quoted items and therefore they proceed to financial evaluation.

FINANCIAL EVALUATION REPORT

Item	QTY	UOI	Requirement	Vanchang Investment	Comments
1	5000	ream	Bond paper (A4 White 80 g/m)	6.60	Recommended
2	100	each	Files Box	2.99	Recommended
3	4000	each	Flat Files	0.60	Recommended
4	1000	each	Arch file	2.99	Recommended
5	400	each	Pens black	0.25	Recommended
6	600	each	Pens black	0.25	Recommended
7	200	each	Pens red	0.25	Recommended
8	300	each	Pens red	0.25	Recommended
9	20	each	Envelops A3	0.70	Recommended
10	10	each	Feint ruled paper	11.00	Recommended
11	1000	each	Stock cards	0.00	Recommended
12	100	each	Diaries A4	22.00	Recommended
13	150	each	Diaries A5	20.00	Recommended
14	300	box	Stapler pins 26/6	1.50	Recommended

15	30	each	Sticky staff	1.60	Recommended
16	50	box	Stamp pad ink	1.70	Recommended
17	200	each	Mighty markers/ White Board	0.65	Recommended
18	100	pack	Carbon paper	5.50	Recommended
19	300	each	Counter books	1.20	Recommended
20	50	each	HB pencil	0.15	Recommended
21	10	each	White board cleaners(Chemical)	9.10	Recommended
22	9	each	Whiteboard wipers	2.50	Recommended
23	20	each	Excerise Books ;Maths & Writing	0.15	Recommended
24	100	each	Calenders	5.00	Recommended
25	300	each	Envelopes A4	0.17	Recommended
26	100	each	Envelopes A5	0.15	Recommended
27	100	rolls	Sellotape	2.30	Recommended
28	150	each	Stapler Small	4.20	Recommended
29	5	each	Stapler Heavy Duty	19.00	Recommended
30	5	each	Staple Pins Heavy Duty 23/10	2.00	Recommended

31	10	each	Staple Pins Heavy Duty 23/10	2.00	Recommended
32	30	Box	Dustless Chalk Assorted	2.80	Recommended
33	50	each	Manilla	0.40	Recommended
34	5	each	Stamp pad	2.50	Recommended
35	20	rolls	Office string	5.50	Recommended
36	10	each	Tippex	1.80	Recommended
37	100	rolls	Muskin tape	2.00	Recommended

Recommendations / Comments

A tender was advertised in the Government Gazette, Sunday Mail, Sunday news and eGP Portal. One bidder namely Vanchang Investment responded to tender and the bidder is compliant to mandatory and technical specifications. The committee recommends that the hospital engage Vanchang Investment in the frame work agreement on the products tabled below. The committee recommended that the framework agreement should be valid for one year and further recommends that the framework agreement be opened to other prospective bidder and the tender should be re-advertised within 90 days as a way of promoting competition and obtaining value for money.

RECOMMENDED PRODUCTS TO BE ON THE LIST OF FRAME WORK AGREEMENT

Item	QTY	UOI	Requirement	Vanchang Investment
1	5000	ream	Bond paper (A4 White 80 g/m)	6.60
2	100	each	Files Box	2.99
3	4000	each	Flat Files	0.60
4	1000	each	Arch file	2.99
5	400	each	Pens black	0.25
6	600	each	Pens black	0.25
7	200	each	Pens red	0.25
8	300	each	Pens red	0.25
9	20	each	Envelops A3	0.70
10	10	each	Feint ruled paper	11.00
11	1000	each	Stock cards	0.00
12	100	each	Diaries A4	22.00
13	150	each	Diaries A5	20.00
14	300	box	Stapler pins 26/6	1.50
15	30	each	Sticky staff	1.60
16	50	box	Stamp pad ink	1.70
17	200	each	Mighty markers/ White Board	0.65
18	100	pack	Carbon paper	5.50
19	300	each	Counter books	1.20
20	50	each	HB pencil	0.15
21	10	each	White board cleaners(Chemical)	9.10
22	9	each	Whiteboard wipers	2.50
23	20	each	Excerise Books ;Maths & Writing	0.15
24	100	each	Calenders	5.00
25	300	each	Envelopes A4	0.17
26	100	each	Envelopes A5	0.15
27	100	rolls	Sellotape	2.30

28	150	each	Stapler Small	4.20
29	5	each	Stapler Heavy Duty	19.00
30	5	each	Staple Pins Heavy Duty 23/10	2.00
31	10	2.00	Staple Pins Heavy Duty 23/10	2.00
32	30	Box	Dustless Chalk assorted	2.80
33	50	each	Manilla	0.40
34	5	each	Stamp pad	2.50
35	20	rolls	Office string	5.50
36	10	each	Tippex	1.80
37	100	rolls	Muskin tape	2.00

EVALUATION COMMITTEE MEMBERS

Responsible HOD.....S Malamane..... Signature.....

End User/ Other Officer.....T. Mawungwa..... Signature.....

Evaluation Member.....T. Ratlusi..... Signature.....

Finance Officer.....N. Shumba..... Signature.....NM Shumba.....

Procurement Officer: **C. Mawuto** Signature.....

Process checked By H/PMU. Mr E Sihlahla (Deputy Director Procurement) .....

APPROVED BY: Dr. W. Busumani

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Accounting Officer

For United Bulawayo Hospitals

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS
11 OCT 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

PRAZ PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS
31 OCT 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

29 October, 2024

Ref: PRAZ/A/12/C

Dr. W. Busumani
Chief Medical Officer
UNITED BULAWAYO HOSPITALS (UBH)

RE: REQUEST FOR REVIEW BY THE SPECIAL PROCUREMENT OVERSIGHT COMMITTEE (SPOC): TENDER NO. UBH/FRAM08/2024 RT -SUPPLY AND DELIVERY OF STATIONERY USING FRAMEWORK AGREEMENTS AND SUBSEQUENT CALL-OFF CONTRACTS

Your minute dated 11 October 2024 refers.

At the Special Procurement Oversight Committee (SPOC) Meeting No.36 of 2024 held virtually on 24 October 2024, Members observed the following: -

- The Accounting Officer's procurement process was for the Supply and Delivery of Stationery using Framework and Subsequent Call-Off Contracts.
- The Accounting Officer adopted the Framework Agreement Method in line with section 21(2) and section 30 of the Public Procurement and Disposal of Public Assets (PPDPA) Act *[Chapter 22:23]*, as read with section 11 of the Public Procurement and Disposal of Public Assets (PPDPA) (General) Regulations whereby suppliers will be engaged through call-off orders on an as and when required basis at varying prices.
- This was a procurement process for establishment of an Open Framework Agreement; hence the Accounting Officer was recommending that the Framework be opened to other prospective bidders by re-advertising the requirements within 90 days as a way of promoting competition and obtaining value for money.
- The Accounting Officer should be directed to conduct due diligence on prices to ensure that value for money is attained before awarding of the contract;
- The Accounting Officer's recommendations were consistent with the PPDPA Act.
- The Accounting Officer failed to recommend cancellation for Item 11-Stock Cards and item 38-Suture Mortuary Twine due to non-responsive bids in line with section 42 (d) of the PPDPA Act.

Accordingly, the SPOC through **SPOC RESOLUTION 0773** of 24 October 2024, 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. UBH/FRAM08/2024 RT** as follows: -

9th Floor, Pearl House, 61 Samora Machel Avenue
P.O. Box CY 408 Causeway, Harare, Zimbabwe
reception@praz.org.zw/ enquiries@praz.org.zw
+263 (242) 752 539-42, 753 132, 790 080
+263 716 800 036
VOIP: +263 8688 003 491/2
www.praz.org.zw

			Item 23- Exercise Books Math's & Writing Item 24-Calenders Item 25-Envelopes A4 Item 26-Envelopes A5 Item 27-Sellotape Item 28-Stapler Small Item 29-Stapler Heavy Duty Item 30-Stapler Pins Heavy Duty 23/10 Item 31- Stapler Pins Heavy Duty 23/10 Item 32- Dustless Chalk Assorted Item 33-Manilla Item 34-Stamp Pad Item 35-Office Strings Item 36-Tippex Item 37-Muskin Tape Item 39- Money Clips	
	To order	• The Accounting Officer to: - o Open up the procurement process so as to engage more suppliers on the procurement process by re-advertising the requirement within a period of 90 days. o Conduct due diligence on prices to ensure value for money is attained before award of the contract. o Submit quarterly reports for the calculation of Contract Administration Fees in line with Part VI of the Fifth Schedule to the PPDPA (General) Regulations, as amended;		
	Not to Certify	• To the best of its knowledge and ability that the Accounting Officer's proposal to shortlist **Vanchang Investments P/L** on Item 11-Stock Cards and item 38-Suture Mortuary Twine of Tender No. **UBH/FRAM08/2024 RT** for the Supply and Delivery of Stationery using Framework Agreements and Subsequent Call-off Contracts for a period of one year, due to the fact that the bidder did not quote for the requirement.		

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.

PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE
C.E.O.'S OFFICE
29 OCT 2024
P.O. BOX CY 408, CAUSEWAY
ZIMBABWE

C. Ruswa
Chief Executive Officer
PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE

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]