

08 August 2024

Ref: PRAZ/D/U/3

Mr . A . Nhekairo  
Acting Town Clerk  
CITY OF HARARE

**RE: AUTHORITY TO ADOPT REQUEST FOR QUOTATIONS METHOD FOR PROCUREMENTS ABOVE PRESCRIBED THRESHOLDS ON TENDER.NO TIMB/SP/015/2024 FOR THE PROCUREMENT OF PERSONAL PROTECTIVE CLOTHING FOR CITY OF HARARE EMPLOYEES, SADC SUMMIT**

Your minute dated 2 August 2024, wherein you made representations with respect to the above matter, refers.

The Authority observed that the Accounting Officer was requesting for authority to adopt the Request for Quotations Method to procure Personal Protective Clothing for City of Harare Employees, SADC Summit above the prescribed threshold, as follows: -

No.	Description	Quantity	Unit Price	Total Value
1.	Worksuits	3000	20.00	60,000.00
2.	Traffic Enforcement Gear	100	40.00	4,000.00
3.	Municipal Police Uniform	200	40.00	8,000.00
Total				72,000.00

The Accounting Officer reported that: -

- The requirement is on the Annual Procurement Plan under Ref.No COH/S.2/2024 to be procured through international tender valued at US\$1,500,000.00.
- The tender is currently running and will be closing on the 15<sup>th</sup> of August 2024.
- It is against this background that they seek authority to procure Personal Protective Clothing for City of Harare Employees, SADC Summit whilst waiting for finalisation of the tender processes.

Accordingly, the Authority, in terms of section 3 (7) and 7 of the PPDPA Act, is hereby **granting** the Accounting Officer authority to proceed as follows: -

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Ms N. Moyo (Chairperson), Eng C. Nyachowe (Vice Chairperson), Mr C. Ruswa (Chief Executive Officer), Rtd Col J. Mhakeyakora,  
Mrs R. Nhamo, Ms O. Murasi, Air Commodore W. Chikulwa, Rtd Brigadier - General C.M. Gora

B.S.  
AM



4.	Municipal Uniform	Submitted	Mandy, black, Municipal Police, asp, (male)	Regular
5.	Traffic Uniform	Submitted	Grey Mandy trousers and grey shirt s/s cotton traffic enforcement aps	Regular
<p><b>General Comments</b></p> <p>The work suits have not been approved by the evaluation team based on quality of fabric and workmanship and colour shed. The Uniforms have been approved by the evaluation team.</p>				

3 TELSTONE TRADING P/L

Item	Product Description	Sample Status	Specifications	Comment
1.	Navy Blue Work suit	Not Submitted	Navy blue 240gsm drill, printed HM	Irregular
2.	Orange Work suit	Not Submitted	Orange 240gsm drill, printed HM	Irregular
3.	Yellow Work suit	Not Submitted	Yellow 240gsm drill, printed HM	Irregular
4.	Municipal Uniform	Not Submitted	Mandy, black, Municipal Police, asp, (male)	Irregular
5.	Traffic Uniform	Not Submitted	Grey Mandy trousers and grey shirt s/s cotton traffic enforcement aps	Irregular
<p><b>General Comments</b></p> <p>The bidder did not submit samples to evaluate hence is irregular on work suits and uniforms.</p>				

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4 AZBO INVESTMENTS P/L

Item	Product Description	Sample Status	Specifications	Comment
1.	Navy Blue Work suit	Submitted	Navy blue 240gsm drill, printed HM	Regular
2.	Orange Work suit	Submitted	Orange 240gsm drill, printed HM	Regular
3.	Yellow Work suit	Submitted	Yellow 240gsm drill, printed HM	Regular
4.	Municipal Uniform	Not Submitted	Mandy, black, Municipal Police, asp, (male)	Irregular
5.	Traffic Uniform	Not Submitted	Grey Mandy trousers and grey shirt s/s cotton traffic enforcement aps	Irregular
<p><b>General Comments</b></p> <p>The work suits have been approved by the evaluation team based on quality of fabric, workmanship and colour shed.</p> <p>The Uniforms have been approved by the evaluation team.</p>				

DC BC HM J.M.

SUMMARY OF EVALUATION

ITEM	PRODUCT DESCRIPTION	CASSETTE TECHNOLOGIES	ALLWEAR P/L	TELSTONE TRADING P/L	AZBO INVESTMENTS P/L
1.	Navy Blue Work suit	Irregular	Irregular	Irregular	Regular
2.	Orange Work suit	Irregular	Irregular	Irregular	Regular
3.	Yellow Work suit	Irregular	Irregular	Irregular	Regular
4.	Municipal Uniform	Irregular	Regular	Irregular	Irregular
5.	Traffic Uniform	Irregular	Regular	Irregular	Irregular
General Comments					
The work suits have been approved by the evaluation team based on quality of fabric, workmanship and colour shed. The Uniforms have been approved by the evaluation team.					

EVALUATION DONE BY

FULL NAME	DEPARTMENT	SIGNATURE	DATE
B. Charingirah	Mechanical and Electrical Services	<i>Brian Charingirah</i>	18/09/2024
J. Magombo	Harare Traffic	<i>J. Magombo</i>	18-09-24
D. Chakukura	DHCS Production Unit	<i>D. Chakukura</i>	18/09/24
H. Mandaza	Harare Municipal Police	<i>H. Mandaza</i>	19/09/24