

ORIGINAL

G

Accountant's date-stamp

PLEASE PRINT

To Upperstone Butchery
P.O. Box
Bulawayo

Notes for suppliers:

- (1) Please provide the following stores/services to: UBH
- (2) If you are unable to supply in full, amend requisition and obtain a fresh one when stocks are available
- (3) ORIGINAL—Please submit with your invoice to:
UBH P.O. Box 958 Bulawayo

C.P.O. voucher number

- (4) Delivery charges must be supported by rail or carrier's note.

Month	Creditor's code No.	FOR OFFICIAL USE										S	c	
	Invoice No.											Allocation		
	Invoice No.											Allocation		
	Invoice No.											Allocation		
	Invoice No.											Allocation	115 F	
	Invoice No.											Allocation		
Station/cost centre												TOTAL		

Quantity	Description and other details—tenders, etc.	To be completed by supplier			
		Qty. supplied	@	S	c
500 Kg	Chicken (whole Bird) @ \$3.90				
Grand total one thousand nine hundred and fifty dollars only					
	\$1 950.00 USD				

Period covered by this Requisition August 2024

I certify that these stores/services are required for the purpose of:
Hospital use (Nutrition Department)

Signed Kicklomo

TBR or other authority RFQ348/2024

Requisitionist's date-stamp
**UNITED BULAWAYO HOSPITALS
PROCUREMENT MANAGEMENT UNIT**

30 AUG 2024

P.O. BOX 958 BULAWAYO
ZIMBABWE

Sub-total	
Less discount	
Sub-total	
Plus sales-tax	
Sub total	
Plus carriage	
TOTAL	

I certify that the stores/services have been satisfactorily provided and that the charges are correct. Items marked † have been added to the relative departmental assets schedule.

Signed

Date

Certified correct Date

Passed for payment Date

PURPOSE OF GOODS

INTERNAL ORDER FORM

Supplier: UNITED BULAWAYO HOSPITAL
 Goods: P O Box 958
 Vendor: ASCOT
 Location: Bulawayo

095728 G

Successful Bidder's Name & Address
 Upperstone Butchery

Date: 29/08/2024

Cost Centre.....
 Vote No...

PREV. BAL..... AMT COMMITTED VOTE BALANCE.....

NATURE OF TENDER AND CURRENT LIMITS

ORDER VALUES SUBJECT TO REVIEW BY SPOC WILL EXCEED THE ABOVE THRESHOLDS - CLASS C CATEGORY		Yes	No
Construction works	≥ US\$200,000.00		
Goods	≥ US\$100,000.00		
Consultancy & Non-consultancy services	≥ US\$50,000.00		

PURPOSE OF GOODS	Request for Quotations	Tick	National Competitive Tender	Tick	International Competitive Tender	Tick	Restricted Tender	Tick	Direct Purchase (or Backup Service)	Tick
Construction works	≤ US\$20,000		≤ US\$200,000.00							
Goods	≤ US\$10,000	✓	≤ US\$100,000.00							
Consultancy & Non Cons. services	≤ US\$5,000		≤ US\$50,000.00							

ORDER TRACKING RECORD

Indiv. Proc. Ref. No.	Tender No	Annual Qty	Outstanding order Qty	Qty Ordered	Balance
	RFQ348/2024				

CURRENT ORDER INFORMATION (See attached Detailed Comparative Schedule)

Item	I. P. Ref. No.	Order Qty	Unit Size	Description of Goods	Unit Price Inc. VAT	Total Price Inc. VAT
1		500	Kg	Chicken (Whole Bird)	3.90	1,950.00
PURPOSE OF GOODS: Hospital use (Nutrition Department)					SUB TOTAL	US\$1,950.00
					VAT	
					TOTAL	US\$1,950.00

MEMBERS OF THE EVALUATION COMMITTEE.

Responsible HOD: *[Signature]* End user/Other Officer: T. Marongwe
 Procurement Officer: *[Signature]* Sample Evaluation Team Mbr:
 Finance Officer: C. Mandumba Committee Member:

COMMENTS/ REMARKS ...

Tender was advertised on the Electronic Government Procurement System (e-GP), three suppliers managed to submit their quotations. The committee recommends that orders be shared between Upperstone Butchery and Sherperds Walk, the cheaper suppliers to specifications.

CHECKED BY DDPS: *[Signature]*

APPROVED BY: Accounting Officer: *[Signature]*

UNITED BULAWAYO HOSPITALS
 DEPUTY DIRECTOR PROCUREMENT
 29 AUG 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

CHIEF MEDICAL OFFICER
 UNITED BULAWAYO HOSPITALS
 30 AUG 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

ORIGINAL

G

Accountant's date-stamp

To Sherphercks Walk
P. O BOX
Harare

Notes for suppliers:

(1) Please provide the following stores/services to: UBH

(2) If you are unable to supply in full, amend requisition and obtain a fresh one when stocks are available.

(3) ORIGINAL—Please submit with your invoice to:

UBH P.O BOX 958 Bulawayo

C.P.O. voucher number

(4) Delivery charges must be supported by rail or carrier's note.

Month	Creditor's code No.	FOR OFFICIAL USE										\$	c
	Invoice No.	Allocation											
	Invoice No.	Allocation											
	Invoice No.	Allocation											
	Invoice No.	Allocation <u>HSF</u>											
	Invoice No.	Allocation											
TOTAL													
Station/cost centre													

Quantity	Description and other details—tenders, etc.	To be completed by supplier			
		Qty. supplied	@	\$	c
<u>500</u>	<u>Kg Chicken (Whole Bird) @ \$3.90</u>				
	<u>Grand total one thousand nine hundred</u>				
	<u>fifty dollars only</u>				
	<u>\$1 950.00 USD</u>				

Period covered by this Requisition August 2024

I certify that these stores/services are required for the purpose of:
Hospital Use
(Nutrition Department)
Kilomo

TBR or other authority RFQ 348/2024

Requisitionist's date-stamp
UNITED BULAWAYO HOSPITALS
PROCUREMENT MANAGEMENT UNIT
30 AUG 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Sub-total	
Less discount	
Sub-total	
Plus sales-tax	
Sub-total	
Plus carriage	
TOTAL	

I certify that the stores/services have been satisfactorily provided and that the charges are correct. Items marked † have been added to the relative departmental assets schedule.

Signed

Date

Certified correct Date

Passed for payment Date

INTERNAL ORDER FORM

Construction: **UNITED BULAWAYO HOSPITAL**
 Address: **P O Box 958**
 City: **ASCOT**
 Country: **Bulawayo**

095729 G

Successful Bidder's Name & Address
 Sherperds Walk

Date: 29/08/2024

Cost Centre.....
 Vote No...

PREV. BAL..... AMT COMMITTED VOTE BALANCE.....

NATURE OF TENDER AND CURRENT LIMITS

ORDER VALUES SUBJECT TO REVIEW BY SPOC WILL EXCEED THE ABOVE THRESHOLDS - CLASS C CATEGORY							Yes	No	
Construction works			≥ US\$200,000.00						
Goods			≥ US\$100,000.00						
Consultancy & Non-consultancy services			≥ US\$50,000.00						
Request for Quotations	Tick	National Competitive Tender	Tick	International Competitive Tender	Tick	Restricted Tender	Tick	Direct Purchase (or Backup Service)	Tick
Construction works	≤ US\$20,000	≤ US\$200,000.00							
Goods	≤ US\$10,000	≤ US\$100,000.00	✓						
Consultancy & Non Cons. services	≤ US\$5,000	≤ US\$50,000.00							

ORDER TRACKING RECORD

Indiv. Proc. Ref. No.	Tender No	Annual Qty	Outstanding order Qty	Qty Ordered	Balance
	RFQ348/2024				

CURRENT ORDER INFORMATION (See attached Detailed Comparative Schedule)

Item	I. P. Ref. No.	Order Qty	Unit Size	Description of Goods	Unit Price Inc. VAT	Total Price Inc. VAT
1		500	Kg	Chicken (Whole Bird)	3.90	1,950.00
PURPOSE OF GOODS: Hospital use (Nutrition Department)					SUB TOTAL	US\$1,950.00
					VAT	
					TOTAL	US\$1,950.00

MEMBERS OF THE EVALUATION COMMITTEE.

Responsible HOD M. Sib End user/Other Officer..... T. Marongwe
 Procurement Officer N. Moyo Sample Evaluation Team Mbr.....
 Finance Officer C. Mandamba Committee Member

COMMENTS/ REMARKS ...
 Tender was advertised on the Electronic Government Procurement System (e-GP), three suppliers managed to submit their quotations. The committee recommends that orders be shared between upperstone Butchery and Sherperds Walk, the cheaper suppliers to specifications.

CHECKED BY DDPS [Signature] APPROVED BY: Accounting Officer..... [Signature]

UNITED BULAWAYO HOSPITALS
DEPUTY DIRECTOR PROCUREMENT

29 AUG 2024

P.O. BOX 958 BULAWAYO
ZIMBABWE

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS

30 AUG 2024

P.O. BOX 958, BULAWAYO
ZIMBABWE

**UNITED BULAWAYO HOSPITALS
PROCUREMENT MANAGEMENT UNIT**

Minutes of Request for Quotation Tender Evaluation held on the 29/08/2024 in the Procurement Management Unit

Tender No: RFQ348/2024 Notes: Closing date of the tender: 28/08/2024
Meeting commenced at 10:30 hrs

1. The tender evaluation was as follows:

Item	Qty	UOM	Description	Sherperds Walk	Upperstone Butchery	Solid Deal	Recommended Bidder	Total price
1	1000	KG	Chicken (Whole Bird)	3-90	3-90	6.50	Upperstone Butchery	3,900.00 US\$3,900.00

1. Committee Recommendations

Tender was advertised on the Electronic Government Procurement System(e-GP), three suppliers managed to submit their quotations. The committee recommends that orders be shared between Upperstone Butchery and Sherperds Walk, the cheaper suppliers to specifications.

EVALUATION COMMITTEE MEMBERS

Responsible HOD..... [Signature] Signature.....
 End User/ Other Officer..... [Signature] Signature.....
 Member Finance..... [Signature] Signature.....
 Procurement Officer: [Signature] Signature.....

Meeting closed at

Process checked by Deputy Director Procurement Services: Mr E. Sihlahla.....

APPROVED BY:

[Signature]



Accounting Officer
Dr. W. Busumani
For United Bulawayo Hospitals


CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS
30 AUG 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

UNITED BULAWAYO HOSPITALS
DEPUTY DIRECTOR PROCUREMENT
29 AUG 2024
P.O BOX 953 BULAWAYO
ZIMBABWE

**UNITED BULAWAYO HOSPITAL
PROCUREMENT MANAGEMENT UNIT**

DECLARATION OF INTEREST FORM FOR EVALUATION COMMITTEE MEETING HELD ON 29/08/2024
 Tender Number PP4 & 1004 Description Supply of Petwey of Chicken

Name	Designation	**Indicate your appropriate declaration**	Signature & Date
1 Mr./Mrs	Procurement Officer/ Assistant	<p>No</p> <p>I have no pecuniary or other personal interest(s), directly or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.</p>	<p> 29/08/2024</p> <p>State Company(s)</p> <p>Signature & Date</p>
2 Mr./Mrs.	Member Finance	<p>No</p> <p>I have no pecuniary or other personal interest(s), directly or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.</p>	<p>Signature & Date</p>
3 Mr./Mrs.	Head Requiring Services	<p>No</p> <p>I have no pecuniary or other personal interest(s), directly or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.</p>	<p> 29/08/2024</p> <p>State Company(s)</p> <p>Signature & Date</p>
		<p>Yes</p> <p>I have pecuniary or other personal interest(s), directly or indirectly, in one or all of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.</p> <p>I, therefore, recuse myself from all procurement proceedings.</p>	<p>State Company(s)</p> <p>Signature & Date</p>

4	Mr./Mrs	End use/Other officer/ Section head	I have no pecuniary or other personal interest(s), direct or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as Evaluation Committee member of the hospital.	Not		Signature & Date
			I have pecuniary or other personal interest(s), directly or indirectly, in one or all of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital. I, therefore, recuse myself from all procurement proceedings.	Yes		Signature & Date
5	Mr./Mrs.	Committee Member / Technical expert	I have no pecuniary or other personal interest(s), directly or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.	No		Signature & Date
			I have pecuniary or other personal interest(s), directly or indirectly, in one or all of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital. I, therefore, recuse myself from all procurement proceedings.	Yes		Signature & Date
6	Mr./Mrs.	Sample Evaluation Committee Member	I have no pecuniary or other personal interest(s), directly or indirectly, in any of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital.	No		Signature & Date
			I have pecuniary or other personal interest(s), directly or indirectly, in one or all of the companies that participated in tenders to be deliberated on this day that raises or may raise conflict with my duties as an Evaluation Committee member of the hospital. I, therefore, recuse myself from all procurement proceedings.	Yes		Signature & Date

Confirmed by:

E. Sihlahla



Deputy Director Procurement Services

UNITED BULAWAYO HOSPITALS
DEPUTY DIRECTOR PROCUREMENT
29 AUG 2024
PO BOX 2022, BULAWAYO
ZW 2022, ZIMBABWE

UNITED BULAWAYO HOSPITALS
PROCUREMENT MANAGEMENT UNIT

REQUEST FOR QUOTATIONS FORM

TENDER NUMBER	PRODUCT/SERVICE DESCRIPTION	UNIT SIZE	QTY REQD	DDP UNIT PRICE + VAT	Expected Delivery Time
RFQ348/2024	Chicken (Whole Bird)	Kg	1000		3 days

INSTRUCTIONS, TERMS AND CONDITIONS

1. Bidders must clearly indicate the **tender number** on each bids or quotation
2. The bid clearly stating the **unit price inclusive of VAT**
3. Attach valid **Tax clearance certificate and CR14**.
4. Proof of registration with **Procurement Regulatory Authority of Zimbabwe (PRAZ)**
5. Other charges must be included in the bid price. No submissions will be considered for any discovered omissions.
6. **All bids must be in US\$ price and must be valid for 60 working days from closing date of tender**
7. **Delivery time** is highly critical and bidders should state their lead time.
8. Must accept payment through Government Purchase Order System
9. Tenders should be submitted strictly on the e-GP System.
10. Late submission would not be accepted.
11. The hospital reserves the right to accept not necessarily the lowest bidder

CLOSING DATE & TIME IS ON 28 August 2024 @10.30 AM

RF0348/2024

203864



ZIMBABWE

MINISTRY OF HEALTH AND CHILD CARE
UNITED BULAWAYO HOSPITALS
ST LUKES AVENUE
ASCOT
BULAWAYO
ZIMBABWE

Telephone: +263 0292 252111-9
Fax: 263 0292 237284
Website: www.ubh.org.zw
Email: info@ubh.org.zw
All Correspondence to be addressed to:
THE CHIEF EXECUTIVE OFFICER
UNITED BULAWAYO HOSPITALS
P.O. BOX 958
BULAWAYO
ZIMBABWE

REQUEST FOR GOODS AND SERVICES FORM

DEPARTMENT REQUESTING Nutrition Unit

DESCRIPTION OF GOODS AND SERVICES

Kindly Purchase the following

Beef Commercial X 1000 kg
Chickens X 1000 kg

Estimated/Actual cost: MSBA - 10

Compiled by: K Juma Signature: [Signature] Date: 20/08/24

I.O.D. MSBA Signature: [Signature] Date: 20/08/24

ACCOUNTANT

Vote allocation: GL code Cost code: Balance:

Signature: [Signature] Date: 20/08/2024

APPROVED BY DIRECTOR OF (FINANCE/OPERATIONS/CLINICAL DIRECTOR)

Signature: [Signature] Date: 20/8/24

AUTHORISED BY THE ACCOUNTING OFFICER

Signature: [Signature]

Recommended by Procurement Management Unit

Deputy Director Procurement: [Signature]

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS

Date: 25/8/2024
20 AUG 2024

P.O. BOX 958, BULAWAYO
ZIMBABWE

Received on: 20/8/24

Tender Id 6573

Organization Name Upperstone Butchery

Address No. 93 Leander Avenue Hillside Bulawayo

Email upperstonebutchery@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50110000	Chicken(Whole Bird)	Supply and delivery of Chicken (Whole bird)	1000	kg	3.9	3900
							Total = 3900.0000

Product Description	Status
Chicken	Compliant

Tender Id 6573

Organization Name Sherpherds Walk

Address 8913 Fairview Ruwa

Email sherpherdswalk23@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50110000	Chicken(Whole Bird)	Supply and delivery of Chicken (Whole bird)	1000	kg	3.9	3900
							Total = 3900.0000

Tender Id 6573

Organization Name Solid Deal P/L
Address 7 edmond Drive Belvedere Harare
Email isarinhota@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50110000	Chicken(Whole Bird)	Supply and delivery of Chicken (Whole bird)	1000	kg	6.5	6500
							Total = 6500.0000