

Accountant's date-stamp

G

PLEASE
PRINT

To Upperstone Butchery
P. O. Box
Bulawayo

Notes for suppliers:

Notes for suppliers:

(1) Please provide the following stores/services to: U-B-H

(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:

U. B. H. P. O BOX 958 BULAWAYO

C.P.O. voucher number

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

[illegible]

		To be completed by supplier			
Quantity	Description and other details—tenders, etc.	Qty. supplied	@	\$	c
1000	1kg Mince (Low fat) @ \$5.20				
	GRAND TOTAL = FIVE THOUSAND TWO HUNDRED				
	DOLLARS ONLY.				
	US \$ 5,200.00				

Period covered by this Requisition	TBR or other authority	Sub-total
SEPTEMBER 2024	RFQ347/2024	Less discount
I certify that these stores/services are required for the purpose of:	Requisitionist's date-stamp	
HOSPITAL USE ONLY	UNITED BULAWAYO HOSPITALS PROCUREMENT MANAGEMENT UNIT	Sub-total . . .
	16 SEP 2024	Plus sales-tax . . .
	P.O. BOX 958, BULAWAYO ZIMBABWE	Sub-total . . .
Signed R. Gamba		Plus carriage . . .
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.		TOTAL
Signed	Certified correct	Date
Date	Passed for payment	Date

INTERNAL ORDER FORM

UNITED BULAWAYO HOSPITAL
P.O. Box 958
ASCOOT
Bulawayo

095760-G

Successful Bidder's
Name & Address
Upperstone Butchery

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

Date: 13/09/24

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

NATURE OF TENDER AND CURRENT LIMITS

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

ORDER TRACKING RECORD

Order Proc. Ref. No.	Tender No	Annual Qty	Outstanding order Qty	Qty Ordered	Balance
	RFQ347/2024				

CURRENT ORDER INFORMATION (See attached Detailed Comparative Schedule)

Item	P. Ref. N.	Order Qty	Unit Size	Description of Goods	Unit Price Inc. VAT	Total Price Inc. VAT
1		1000	Kg	Mince (Low fat)	5.20	US\$ 5,200.00
PURCHASE OF GOODS: Hospital Use: (Nutrition Department)					SUB TOTAL	US\$ 5,200.00
					VAT	
					TOTAL	US\$ 5,200.00

MEMBERS OF THE EVALUATION COMMITTEE

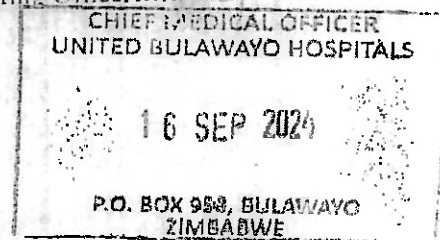
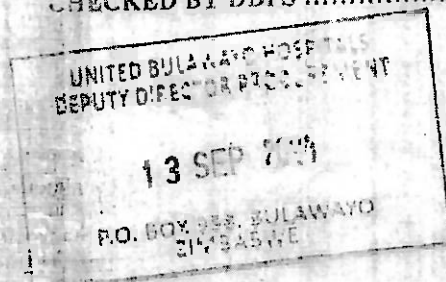
Responsible HOD End user/Other Officer.....
Procurement Officer Sample Evaluation Team Mbr.....
Finance Officer Committee Member

COMMENTS/REMARKS ...

Companies were invited to tender through the eGP system. Only three suppliers managed to submit their quotations. The committee recommends that the order be awarded to Upperstone Butchery as they are the cheapest supplier to specifications.

CHECKED BY DDPS

APPROVED BY: Accounting Officer.....



Minutes of Request for Quotation Tender Evaluation held on the 13/09/2024 in the Procurement Management Unit

Tender No: RFQ347/2024- Notes: Closing date of the tender: 06/09/2024

Meeting commenced at 10:30 hrs

1. The tender evaluation was as follows:

Item	Qty	Unit	Description	Unit Price	Quantity	Amount	Remarks	Final Price
1	1000	Kg	Mince (Low fat)	6.00	10.00	5.00	Upperstone Butchery	US\$ 5,200.00
								US\$ 5,200.00

1. Committee Recommendations

Companies were invited to tender through the eGP system, only three suppliers managed to submit their quotations. The committee recommends that the order be awarded to Upperstone Butchery as they are the cheapest supplier to specifications.

EVALUATION COMMITTEE MEMBERS
Responsible HOD: [Signature]
End User/ Other Officer: [Signature]
Member Finance: [Signature]
Procurement Officer: [Signature]

Meeting closed at 11:00 hrs

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
16 SEP 2024
P.O. BOX 358, BULAWAYO
ZIMBABWE

UNITED BULAWAYO HOSPITALS
DEPUTY DIRECTOR PROCUREMENT
13 SEP 2024
P.O. BOX 358 BULAWAYO
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
RFQ347/2024	Mince (Low Fat)	kg	1000		5 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. Proof of registration with Ministry of Local Government and Public Works.
6. Other charges must be included in the bid price. No submissions will be considered for any discovered omissions.
7. All bids must be in US\$ price and must be valid for 60 working days from closing date of tender
8. Delivery time is highly critical and bidders should state their lead time.
9. Must accept payment through Government Purchase Order System
10. Tenders should be submitted strictly on the e-GP System.
11. Late submission would not be accepted.
12. The hospital reserves the right to accept not necessarily the lowest bidder

CLOSING DATE & TIME IS ON 06 September 2024 @10:30 AM

203865

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

ZIMBABWE

MINISTRY OF HEALTH AND CHILD CARE

UNITED BULAWAYO HOSPITALS

ST LUKES AVENUE

ASCOT

BULAWAYO

ZIMBABWE

REQUEST FOR GOODS AND SERVICES FORM

DEPARTMENT REQUESTING *Nightton Unit*

DESCRIPTION OF GOODS AND SERVICES

*Kindly purchase the following**1 unit of Nurse X 1000g**1 unit of Surge X 500g*

Estimated/Actual cost:

Completed by: *K. J. J. J.*Signature: *[Signature]*Date: *20/08/2024*Approved by: *M. S. B. B.*Signature: *[Signature]*Date: *21/08/24*

ACCOUNTANT

Voucher allocation: GL code

Cost code:

Balance:

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

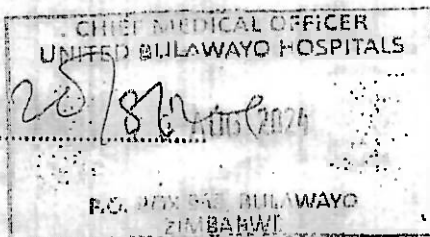
APPROVED BY DIRECTOR OF (FINANCE/OPERATIONS/CLINICAL DIRECTOR)

Signature: *[Signature]*Date: *20/08/24*

AUTHORISED BY THE ACCOUNTING OFFICER

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

Reviewed by Procurement Management Unit

Director Procurement: *[Signature]*Received on: *20/08/2024*

1514

Upperstone Buxchery

No. 93 Leander Avenue Hillside Bulawayo

upperstonebutchery@gmail.com

[illegible]

7314

Organization Name	Sherperds Walk
Address	891.3 Fairview Ruwa
Email	sherperdswalk23@gmail.com

[illegible]

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Solid Deal P/L
7 edmond Drive Belvedere Harare
lisarinomhota@gmail.com

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