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CHIPINGE TOWN COUNCIL

MINUTES OF THE PROCUREMENT EVALUATION COMMITTEE MEETING HELD IN THE TOWN COUNCIL BOARDROOM ON MONDAY 16 SEPTEMBER 2024 AT 1436 HOURS and WEDNESDAY 18 SEPTEMBER 2024 AT 1143 HOURS

SESSION 1

<u>Present</u>	<u>Designation/ Organisation</u>
Mr S Musere	CET Roads
Mr P Chivhezani	Procurement Officer
Mr L. Gwenzi	Workshop Foreman
Miss M Makacha	Procurement Intern
Ms P Sithole (minuting)	Committee Intern
Mr A. Denis	Committee Intern
Mr E. Makamera	Purchasing officer

1.0 CONSTITUTION OF THE MEETING.

The meeting was duly constituted at 1436 hours with an opening prayer from Mr E. Makamera.

2.0 PURPOSE OF THE MEETING.

The meeting was held to open and evaluation bids on Electronic Government Procurement System for The Supply and Delivery of Pothole Patching Materials Tender CTC 0098.

Confirmed and Signed: Chairperson:.....*Musere*.....

Date.....*20/09/24*.....

3.0 Opening of tenders

The Procurement Officer facilitated the Mr P. Chivhezani presided the opening of the E-Government Procurement system. Following the opening of tenders, the Chairperson announced the bids as tabled below;

		CTC Tender pothole patching materials		
	Bidder(s) and address	Lot 1 – Road Construction Materials	Lot 2 – Diesel Fuel	Grand Total
	Bid	USD	USD	
1	Tovakanyika Engineering and Construction 9Ruth Sentosa Harare	\$22,353.6300	-	\$22,353.6300
2	Panox Pvt LTD 54 Northampton Estealea Harare	\$18,810.00	\$4,800	\$18,810.00
3	Lunley Investments	Zig 297895.30	-	\$297,895.30
4	Pananel Trading	\$17,380.00	-	\$17,380.00
5	Valiant Construction Campany	\$28,703.1115	Zig 10,773.1885	\$39,476.30
6	Top Quality Sand Suppliers	Zig 5,400,492.2570	-	\$387 073.79
7	Jepink Investment Pvt Ltd	\$42,363.09	Zig 12,040.50	\$42,363.09
8	Alphahope Pvt Ltd	Zig 5,520,622.00	-	\$39, 683.95

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9	Leadworth Solutions Pvt Ltd	\$32,961.1884	-	\$32,961.1884
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4.0 Comments

Therefore the chairperson advised the committee to proceed with the evaluation process.

SESSION 2

5.0 EVALUATION OF TENDER NO. CTC0098 POTHOLE PATCHING MATERIALS

Mandatory Documents required

	Name of bidder	NSSA certificate	PRAZ certificate - materials	PRAZ Certificate - Fuel	Certificate of incorporation	Valid tax clearance	Technical evaluation
1	Tovakanyika Engineering and construction	expired	✓	-	✓	✓	Not compliant
2	Panox	expired	✓	x	✓	✓	Not compliant
3	Lunley	✓	✓	-	✓	✓	compliant
4	Pananel Trading	✓	✓	-	✓	✓	Not compliant
5	Valiant Construction Company	✓	✓	X	✓	✓	Compliant
6	Top Quality Sand Suppliers	✓	✓	-	✓	✓	compliant

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7	Jepink Investment Pvt Ltd	✓	✓	X	✓	✓	Compliant
8	Alphahope Pvt Ltd	✓	✓	-	✓	✓	Compliant
9	Leadworth solutions Pvt ltd	✓	✓	-	✓	✓	Compliant

Technical Evaluation of bids

	Name of bidder	Technical evaluation
1	Tovakanyika Engineering and construction	Compliant
2	Panox	Not compliant - quoted items in part
3	Lunley	compliant
4	Pananel Trading	Not compliant – quoted items in part
5	Valiant Construction Company	Compliant
6	Top Quality Sand Suppliers	compliant
7	Jepink Investment Pvt Ltd	Compliant

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8	Alphahope Pvt Ltd	Compliant
9	Leadworth solutions Pvt ltd	Compliant

It was noted that the price quoted by Valiant Construction on e-GP System and the price submitted on the quotation uploaded on the e-GP System were different and hence the committee requested for clarification through email in line with section 48 of the PPDPA Act

Adjournment of the meeting

The meeting adjourned at 1725 hours and agreed to reconvene the meeting on Wednesday 18 September 2024.

Continuation of the meeting on Wednesday 18 September 2024 at 1143 hours

Present were;

<u>Present</u>	<u>Designation/ Organisation</u>
Mr S. Musere	Civil Engineering Technician- Roads
Mr T Punyuka	Chief Security Officer
Mr P Chivhezani	Procurement Officer
Mr E. Makamera	Purchasing Clerk
Mr W Mlambo	Procurement Graduate Trainee
Mr L. Mlambo	Acting Town Accountant
Mr P. Kochiwe	Civil Engineering Technician-Roads
Ms P Sithole (minuting)	Committee Intern

6.0 Continuation of Evaluation of bids

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1. All bidders were not responsive for Lot 2 for the supply and delivery of Diesel Fuel
2. Valiant Construction submitted a letter clarifying their bid price before financial evaluation could be conducted

Financial evaluation for responsive bids in lot 1 which received responsive bids

	Name of bidder	LOT 1	Lot 2	Total	Converted to USD at 13.9521 as at 13/09/2024 for ZIG prices
1	Tovakanyika P/L	\$22,353.6300	-	\$22,353.6300	US\$ 22,353.63
2	Lunley investment	Zig 297,895.30		ZIG 297,895.30	US\$ 21,351.29
3	Valiant Construction company	\$28,703.1115	Zig 10,773.1885	\$39,476.30	US\$ 25,085.22
4	Top quality Sand suppliers	Zig 5,400,492.2570	-	\$387 073.79	US\$ 387,073.79
5	Jepnik investment Pvt ltd	\$42,363.09	Zig 12,040.50	\$42,363.09	US\$ 42,363.09
6	Alphahope Pvt ltd	Zig 5,520,622.00	-	\$39, 683.95	US\$ 395,683.95
7	Leadworth	\$32,961.1884	-	\$32,961.1884	US\$ 32,961.19

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Recommendation

The committee recommended to award the tender for the supply and delivery of road construction materials to Lunley Investments at cost of ZIG297,895.30 the cheapest responsive bidder with a time frame of two weeks to deliver. If the bidder rejects the award or fails to deliver, the award will be counter offered to the second cheapest bidder in that order.

3.0 Closure

The meeting ended at 1300 hours with a closing prayer from Mr E. Makamera.

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