



19 Lincoln Road  
Light Industrial Site  
P.O. Box 936  
Gweru

## VUNGU RURAL DISTRICT COUNCIL

Tel: 263 (054) 226515 263 (054) 226516  
E-mail address: [admin@vungurdc.org.zw](mailto:admin@vungurdc.org.zw)  
Website: [www.vungurdc.org.zw](http://www.vungurdc.org.zw)

### MINUTES OF EVALUATION COMMITTEE MEETING FOR TENDER NUMBER VRDC/2024/02 (THE SUPPLY AND DELIVERY OF MOTOR VEHICLES)

Date: 30 July 2024

Venue: Council Boardroom

In Attendance

L T Maheru: HR & Admin Officer

G Svondo: - Acting Treasurer (Chairing)

V Chebundo: Planning Technician

S Mathole: Building Inspector

E Machekepfu: Procurement Clerk

E Dongo: Accounts Clerk – Minuting

Mr G. Svondo was elected chairperson.

Opening Prayer :S M Matole

Opening Remarks

The chairperson welcomed all members present and gave the opening remarks highlighting the purpose of the meeting which was to evaluate the tender for the supply and delivery of motor vehicles tender number VRDC/2024/02. He pointed out that they had received two bids for the supply and delivery of motor vehicles from Croco Motors and Dulys Motors.

Bid Examination

After bids had been examined by the procurement management unit in terms of section 47 of the Public Procurement and Disposal of Public Assets Act (Chapter 22:23) the Evaluation Committee went on to evaluate, verifying the eligibility of the bids.

NAME OF BIDDER	BID BOND	SPOC ADMINISTRATION FEE	BID ESTABLISHMENT FEE	BID SUBMISSION SHEET	COMPANY PROFILE	CERTIFICATE OF INCORPORATION	DELETION OF ARRANGEMENT	3 REFERENCE LETTERS	NSA	TAX CLEARANCE	CURRENCY OF BID	COMMENT
DULYS MOTORS	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	USD	Responsive Bid
CROCO MOTORS	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	USD	Responsive Bid

Price Comparison

	Croco Motors	Duly Motors
Description		
SUV Vehicle	\$ 65 232.00	\$ 64 933.00
Single Cab vehicle	\$ 35 210.00	\$ 40 413.00
Double Cab vehicle	\$ 65 111.00	\$ 71 412.00

Recommendations

After making the price comparison the evaluation committee recommended that the SUV vehicle be procured from Duly's Motors, the single cab and the double cab vehicles be procured from Croco motors.

Chairperson..... A. S. V. S. B. O. Signature..... [Signature] Date..... 05/08/24

Minute taker..... E. DONGO Signature..... [Signature] Date..... 05/08/24