

ORIGINAL

G

Accountant's date-stamp

To SPAR RETAIL
P. O BOX
BULAWAYO

Notes for suppliers:

- (1) Please provide the following stores/services to: W.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:

W.B.H. 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	9.0.2		
	Invoice No.	Allocation			
	Invoice No.	Allocation			
Station/cost centre				TOTAL	

Quantity	Description and other details—tenders, etc.	To be completed by supplier			
		Qty. supplied	@	\$	c
100	12 x 22 Cooking oil (12x22) @ ZW91,015.20				
GRAND TOTAL = ZW9101,520.00					
ONE AND ONE THOUSAND FIVE HUNDRED AND TWENTY ZIG.					

Period covered by this Requisition SEPTEMBER 2024

I certify that these stores/services are required for the purpose of:
HOSPITAL USE ONLY
NUTRITION DEPARTMENT
 Signed P. Gambiza

TBR or other authority RFQ 336 /2024

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

E.G.P

INTERNAL ORDER FORM

UNITED BULAWAYO HOSPITAL
 P O Box 958
 ASCOT
 Bulawayo

Successful Bidder's Name & Address
 SPAR Retail

Date: **23/09/2024**

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

PREM. 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	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
	RFQ336/2024				

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		100	12X2L	Cooking Oil (12X2L)	880.00	101,520.00
PURPOSE OF GOODS: Hospital Use (Nutrition Department)					SUB TOTAL	ZWG101,520.00
					VAT	
					TOTAL	ZWG101,520.00

MEMBERS OF THE EVALUATION COMMITTEE.

Responsible HOD *M. Sib* End user/Other Officer..... *K. Muzengj*.....
 Procurement Officer *N. Mng* Sample Evaluation Team Mbr.....
 Finance Officer *C. Chardumba* Committee Member

COMMENTS/REMARKS ...

Tender was advertised through Electronic Government Procurement System (e-GP), only six suppliers managed to respond. The committee had recommended that the order be awarded to Atom Systems, the cheapest supplier to specifications, but upon collection the supplier indicated that they require payment upfront (see attached communication from the supplier) hence the recommendation to award the order to SPAR Retail, the second cheaper supplier. Solid Deal quoted in US\$ instead of ZWG as per our Request for Quotation and their quotation can't be converted to ZWG because of the differences in exchange rates.

CHECKED BY DDPS
 UNITED BULAWAYO HOSPITALS
 DEPUTY DIRECTOR FOR PROCUREMENT
23 SEP 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

APPROVED BY: Accounting Officer
24 SEP 2024
 CHIEF MEDICAL OFFICER
 UNITED BULAWAYO HOSPITALS
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

Minutes of Request for Quotation Tender: Evaluation held on the 23rd of Sept 2024 in the Procurement Management Unit. Authorized in the procurement manual.
 Tender No: RFQ336/2024 Notes: Closing date of the tender: 18/09/2024
 Meeting commenced at 10.30 hrs.

1. The tender evaluation was as follows:

Item	Qty	UOM	Description	Chabwita Holdings	Shooting Steam	Solid Deal	SPAR Retail	Muller Foods	Atom Systems	Recommended Bidder	Total price
1	100	12X2L	Cooking Oil (12X2L)	2,870.00	1327.20	US\$65.00	1,015.20	1,830.01	880.00	Atom Systems	101,520.00
											ZWC101,520.00

1. Committee Recommendations
 Tender was advertised through Electronic Government Procurement System (e-GP), only six suppliers managed to respond. The committee had recommended that the order be awarded to **Atom Systems**, the cheapest supplier to specifications, but upon collection the supplier indicated that they require payment upfront (see attached communication from the supplier) hence the recommendation to award the order to **SPAR Retail**, the second cheaper supplier. Solid Deal quoted in US\$ instead of ZWG as per our Request for Quotation and their quotation can't be converted to ZWG because of the differences in exchange rates.

EVALUATION COMMITTEE MEMBERS

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

Meeting closed at
 Meeting closed by Deputy Director Procurement Services: Mr E. Sihlahla
 UNTEB BULAWAYO HOSPITALS
 DEPUTY DIRECTOR PROCUREMENT
 23 SEP 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

APPROVED BY: *[Signature]*
 Accounting Officer
Dr. W. Busumani
 For United Bulawayo Hospitals

CHIEF MEDICAL OFFICER
 UNITED BULAWAYO HOSPITALS
 24 SEP 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE



51 Samora Machel Avenue, Harare: Tel +263 772 206 099

UBII
958 Bulawayo

21 September 2024

Dear Sir/ Madam

REF: PREPAYMENT ZWG 88 000 FOR PURCHASE ORDER NUMBER:
095765

The above captioned refers:

First we thank you for awarding us one of the item we tender, we are requesting for a pre-payment for the total amount of ZWG 88 000 into our ZWG account. Supply of groceries is of small margin needs advance payment for us to remain in business.

Vendor: 706565

Banking Details


ATOM SYSTEMS PVT LTD

CABS, Greendale Branch

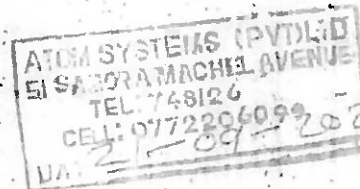
Account Number:1003554857

Thank you for doing business with us

Kind Regards


T. Mugwadi

0772 206 099



E.G.P

INTERNAL ORDER FORM

UNITED BULAWAYO HOSPITAL
P O Box 958
ASCOT
Bulawayo

Successful Bidder's
Name & Address
Atom Systems

095765

Date: 18/09/2024

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)
Construction works	≤ US\$20,000		≤ US\$200,000.00						
Goods	≤ US\$10,000	✓	≤ US\$100,000.00						
Consultancy & Non-consultancy 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
	RFQ336/2024				

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		100	12X2L	Cooking Oil (12X2L)	880.00	88,000.00
PURPOSE OF GOODS: Hospital use (Nutrition Department)					SUB TOTAL	ZWG88,000.00
					VAT	
					TOTAL	ZWG88,000.00

MEMBERS OF THE EVALUATION COMMITTEE.

Responsible HOD M. Sibanda End user/Other Officer..... K. Jimmy

Procurement Officer N. M. J. Sample Evaluation Team Mbr.....

Finance Officer S. Mandroka Committee Member

COMMENTS/ REMARKS ...

Tender was advertised through Electronic Government Procurement System (e-GP), only six suppliers managed to respond. The committee recommends that the order be awarded to Atom Systems, the cheapest supplier to specifications. Solid Deal quoted in US\$ instead of ZWG, as per our Request for quotation.

CHECKED BY DDPS [Signature]

APPROVED BY: Accounting Officer / MEDICAL OFFICER..... [Signature]
UNITED BULAWAYO HOSPITALS

UNITED BULAWAYO HOSPITALS
DEPUTY DIRECTOR PROCUREMENT

19 SEP 2024

P.O. BOX 958, BULAWAYO
ZIMBABWE

19 SEP 2024

P.O. BOX 958, BULAWAYO
ZIMBABWE

Minutes of Request for Quotation Tender Evaluation held on the 18th of Sept 2024 in the Procurement Management Unit

Tender No: RFQ336/2024 Notes: Closing date of the tender: 18/09/2024

Meeting commenced at 14.00 hrs.

1. The tender evaluation was as follows:

Item	Qty	UOM	Description	Chibvuta Holdings	Shooting Steam	Solid Deal	SPAR Retail	Muller Foods	Atom Systems	Recommended Bidder	Total price
1	100	12X2L	Cooking Oil (12X2L)	2,870.00	1327.20	US\$65.00	1,015.20	1,830.01	880.00	Atom Systems	88,000.00
											ZWG88,000.00

1. Committee Recommendations

Tender was advertised through Electronic Government Procurement System (e-GP), only six suppliers managed to respond. The committee recommends that the order be awarded to Atom Systems, the cheapest supplier to specifications. Solid Deal quoted in US\$ instead of ZWG as per our Request for Quotation and their quotation can't be converted to ZWG because of the differences in exchange rates.

EVALUATION COMMITTEE MEMBERS

Responsible HOD: *M. Sibanda* Signature: *M. Sibanda*
 End User/ Other Officer: *K. Juma* Signature: *K. Juma*
 Member Finance: *C. M. M. M. M.* Signature: *C. M. M. M. M.*
 Procurement Officer: *N. M. M.* Signature: *N. M. M.*

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

APPROVED BY:


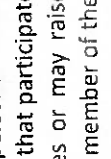
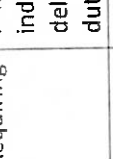
Dr. W. Busumani
 Accounting Officer
Dr. W. Busumani
 For United Bulawayo Hospitals

CHIEF MEDICAL OFFICER
 UNITED BULAWAYO HOSPITALS
 24 SEP 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

DEPUTY DIRECTOR - PROCUREMENT
 UNITED BULAWAYO HOSPITALS
 19 SEP 2024
 P.O. BOX 958, BULAWAYO
 ZIMBABWE

**UNITED BULAWAYO HOSPITAL
PROCUREMENT MANAGEMENT UNIT**

DECLARATION OF INTEREST FORM FOR EVALUATION COMMITTEE MEETING HELD ON 18/09/2024
 Tender Number 240336/2024 Description Supply and Delivery of Cooking Oil

Name	Designation	**Indicate your appropriate declaration**	No	Signature & Date
1 Mr/Mrs	Procurement Officer/ Assistant	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. 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.	No	 18/09/2024
2 Mr./Mrs.	Member Finance	I, therefore, recuse myself from all procurement proceedings. 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	 18/9/2024
3 Mr./Mrs.	Head Requiring Services	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. 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	 19/09/2024

4	Mr./Mrs.	End user/Other officer/ Section head	I have no pecuniary or other personal interest(s), direct or indirect, 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.	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.	Yes	Signature & Date
			I, therefore, recuse myself from all procurement proceedings.		
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.	Yes	Signature & Date
			I, therefore, recuse myself from all procurement proceedings.		
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.	Yes	Signature & Date
			I, therefore, recuse myself from all procurement proceedings.		

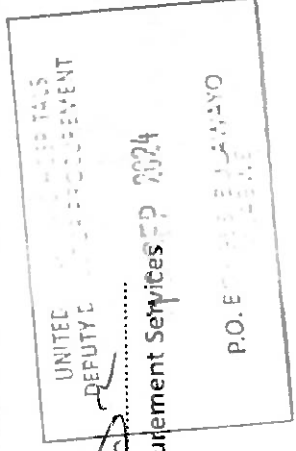
K Juvy 19/09/24

Confirmed by:

E. Sihlahla



Deputy Director Procurement Services EP 2024



P.O. BOX 1000 KIGALI

**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
RFQ336/2024	Cooking Oil (12x2L)	12x2L	100		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 ZIG 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 18 September 2024 @10.30 AM

RA 336 12024

203858



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 to utilize
G.O.Z funds
Cooking oil 100 x 12 x 2L

Estimated/Actual cost:

Compiled by: F.A Dumba Signature: [Signature] Date: 14/08/24

H.O.D. K Jimmy Signature: [Signature] Date: 14/08/24

ACCOUNTANT

Vote allocation: GL code 2201500004 Cost code: 215P3SP205 Balance:

Signature: [Signature] Date: 14/08/2024

APPROVED BY DIRECTOR OF (FINANCE/OPERATIONS/CLINICAL DIRECTOR)
Signature: [Signature] Date: 14/8/24
14 AUG 2024

CLINICAL DIRECTOR
UNITED BULAWAYO HOSPITALS
P.O. BOX 958, BULAWAYO
ZIMBABWE

APPROVED BY THE ACCOUNTING OFFICER

Signature: [Signature]

Recommended by Procurement Management Unit

Director Procurement: [Signature]

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS
Date: 14 AUG 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Received on: 15/08/24

Tender Id

8084

Yellowcob Enterprises (Private) Limited T/A

Spar Retail

30 DOMBOSHAVA ROAD BORROWDALE

HARARE

delight.corporate@sparsales@spar.co.zw

Address

Email

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	Cooking Oil	Supply and Delivery Cooking Oil (12x2L)	100	Each	1015.2	101520
							Total = 101520.0000

Tender Id

Organization Name

Address

Email

8084-11

CHABVUTA HOLDINGS
27 GEORGE SILUNDIKA AVE HARARE

francismotsi1@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	Cooking Oil	Supply and Delivery Cooking Oil (12x2L)	100	Each	2870	287000
							Total = 287000.0000

Tender id

Organization Name

MULLER FOODS PRIVATE LIMITED

Address

43 - 37TH CRESCENT WARREN PARK HARARE

Email

mullerfoodszw@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UCM	Unit Price	Total Rate
1	26101201-656	Cooking Oil	Supply and Delivery Cooking Oil (12x2L)	100	Each	1830.01	183001
							Total = 183001.0000

Tender Id

8084

Organization Name

Atom Systems

Address

51 Samora Machel Avenue Harare

Email

atomsystemspvt@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	Cooking Oil	Supply and Delivery Cooking Oil (12x2L)	100	Each	880	88000
							Total = 88000.0000

Tender Id

18084

Organization Name Solid Deal P/L

Address 7 edmond Drive Belvedere Harare

Email lisarinomhota@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	Cooking Oil	Supply and Delivery Cooking Oil (12x2L)	100	Each	65	6500
							Total = 6500.0000

Tender Id 8084

Organization Name Shooting Steam Investments P/L

Address No 46 Corner Central and 3rd Street, Harare

Email shootingsteaminvestments@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	26101201-656	Cooking Oil	Supply and Delivery Cooking Oil (12x2L)	100	Each	110.6	11060
							Total = 11060.0000