

ORIGINAL

G

Accountant's date-stamp

PLEASE
PRINT

To

Spar Retail
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												\$	c
	Invoice No.														
	Invoice No.														
	Invoice No.														
	Invoice No.														
	Invoice No.														
Station/cost centre														TOTAL	

Quantity	Description and other details—tenders, etc.	To be completed by supplier			
		Qty. supplied	@	\$	c
150	10x2 Kg Sugar @ ZWG 567.00				
	Grand total eighty five thousand and fifty ZWG				
	ZWG 85 050.00				

Period covered by
this Requisition

September 2024

TBR or other
authority

RFQ3352024R

Sub-total

Less discount

Sub-total . . .

Plus sales-tax . . .

Sub-total . . .

Plus carriage . . .

TOTAL

I certify that these stores/services are required for the purpose
of:

Hospital use

(Nutrition Department)

Signed

K. M. M. M.

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

UNITED BULAWAYO HOSPITAL
P O Box 958
ASCOT
Bulawayo

E GP

095774 9

Successful Bidder's
Name & Address
Spar

Cost Centre.....

Vote No...

Date: 20-09-24

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			NATURE OF TENDER AND CURRENT LIMITS						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
Comp. subm.	RFQ335/2024 RT				

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		150	10X2Kg	Sugar	567.00	85,050.00
PURPOSE OF GOODS: Hospital Use (Nutrition Department)					SUB TOTAL	205 US\$ 85,050.00
					VAT	
					TOTAL	205 US\$ 85,050.00

MEMBERS OF THE EVALUATION COMMITTEE

Responsible HOD..... End user/Other Officer.....

Procurement Officer..... Sample Evaluation Team Mbr.....

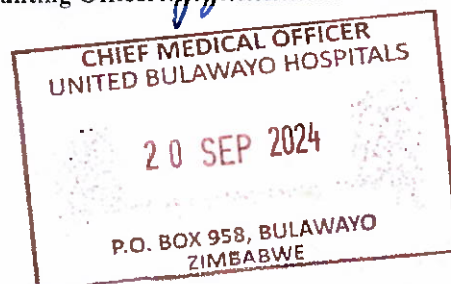
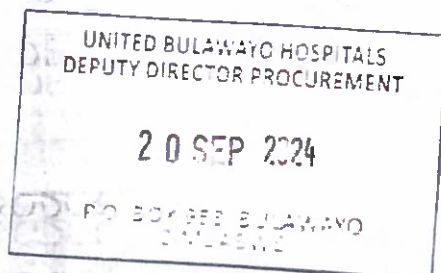
Finance Officer..... Committee Member

COMMENTS/ REMARKS ...

Companies were invited to tender through the eGP system, only seven suppliers managed to submit their quotations. The committee recommends that the order be awarded to Spar as they are the cheapest supplier to specifications. Solid Deal and Shooting Steam provided their quotations in US\$ when the Request for Quotation form requested for ZWG currency, we contacted them through telephone and they indicated that they do not use the RBZ interbank rate therefor their bids were rejected.

CHECKED BY DDPS

APPROVED BY: Accounting Officer.....



UNITED BULAWAYO HOSPITALS
PROCUREMENT MANAGEMENT UNIT

Minutes of Request for Quotation Tender Evaluation held on the 20-09-2024 in the Procurement Management Unit

Tender No: RFQ374/2024- Notes: Closing date of the tender: 18/09/24

Meeting commenced at 10:30 hrs

1. The tender evaluation was as follows:

Item	Qty	UOM	Description	Atom Systems (ZWG)	Solid Deal (US\$)	Shooting Steam (US\$)	Chabvu Holding (ZWG)	Spar (ZWG)	Pidmar Investment (ZWG)	Muller Foods Private (ZWG)	Recommended Bidder	Total price
1	150	10X2Kg	Sugar	900.00	40.00	94.90	1,280.00	567.00	1,300.00	1,355.90	Spar	85,050.00
												ZWG 85,050.00

1. Committee Recommendations

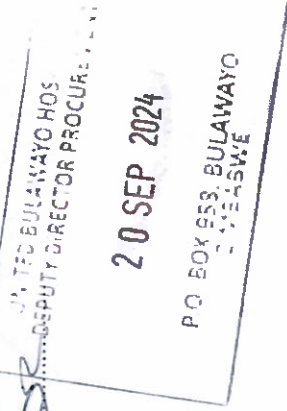
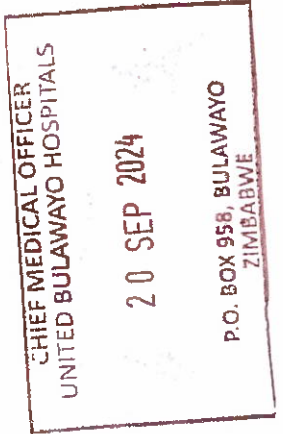
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EVALUATION COMMITTEE MEMBERS

Responsible HOD.....
End User/ Other Officer.....
Member Finance.....
Procurement Officer: P. Masinga.....
Signature.....
Signature.....
Signature.....
Signature.....

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

Accounting Officer
Dr. W. Busumani
For United Bulawayo Hospitals



UNITED BULAWAYO HOSPITAL

PROCUREMENT MANAGEMENT UNIT

Tender Number RFQ306/2024

DECLARATION OF INTEREST FORM FOR EVALUATION COMMITTEE MEETING HELD ON 20/09/24

Description 50% Dextrose

Supply and delivery of sugar

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.	No	
		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	State Company(s) Signature & Date
2 Mr/Mrs	Member Finance	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	State Company(s) Signature & Date
3 Mr/Mrs	Head Requiring Services	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	State Company(s) 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.	
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 an Evaluation Committee member of the hospital.	Signature & Date  20/08/24
			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 State Company(s) Signature & Date
			I, therefore, recuse myself from all procurement proceedings.	

Confirmed by:

E. Sihlahla



Deputy Director-Procurement Services

UNITED BULAWAYO HEALTH SERVICES
DEPUTY DIRECTOR-PROCUREMENT

20 SEP 2024

P.O. BOX 953, 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
RFQ335/2024	Sugar	10x2kg	150		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 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 18 September 2024 @10.30 AM

203859



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

MINISTRY OF HEALTH AND CHILD CARE
 UNITED BULAWAYO HOSPITALS
 ST LUKES AVENUE
 ASCOT
 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.2 Funds

Sugar 150 x 10 x 2kg

Estimated/Actual cost:

Compiled by: F. A. Dumba Signature: [Signature] Date: 14/08/24H.O.D. K. Juma Signature: [Signature] Date: 14/08/24

ACCOUNTANT

Vote allocation: GL code 2201510004 Cost code: Z15D3 SP205 Balance:Signature: [Signature] Date: 14/08/2024

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

Signature: [Signature] Date: 14/8/24

AUTHORISED BY THE ACCOUNTING OFFICER

Signature: [Signature]

Recommended by Procurement Management Unit

Deputy Director Procurement: [Signature]

CHIEF MEDICAL OFFICER
 UNITED BULAWAYO HOSPITALS

Date: 14/08/24

14 AUG 2024

P.O. BOX 958, BULAWAYO
 ZIMBABWE

Received on: 15/08/24

8089

Atom Systems

51 Samora Machel Avenue

atomsystemspvt@gmail.com

Email		atomsystemsprivat@gmail.com					
Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50403262	Sugar	Supply and Delivery of	150	Each	900	135000
							Total = 135000.0000

Tender id

Organization Name Solid Deal P/L

Address 7 edmond Drive Belvedere Harare

Email lisarinomhota@gmail.com[illegible]

6808

CHABVUTA HOLDINGS

27 GEORGE SILUNDIKA AVE

francismotsi1@gmail.com

[illegible]

6808

Organization Name

30 DOMBOSHAVA ROAD

Borrowdale Harare

Address

Email		delight.corporatesales@spar.co.zw						
Item No		UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
	1		50403262	Sugar	150	Each	567	85050
								Total = 85050.0000

Tender Id	8089
Organization Name	Pidmark Investments PVT No. 1 Dunlop Road Donnington, Bulawayo pidmarksales@gmail.com
Address	
Email	

Email pidmarksales@gmail.com							
Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50403262	Sugar	Supply and Delivery of Sugar	150	Each	1300	195000
							Total = 195000.0000

Email		mullerfoodszw@gmail.com					
Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50403262	Sugar	Supply and Delivery of	150	Each	1355.9	203385
							Total = 203385.0000