

ORIGINAL

G

Accountant's date-stamp

To Upperstone Butchery
P.O. Box
Bulawayo

Notes to 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.												
		Allocation												
		Invoice No.												
		Allocation												
		Invoice No.												
		Allocation												
		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
300 Kg	Beef Cassings @ \$2.00				
	Grand total six hundred dollars only				
	\$600.00 USD				

Period covered by this Requisition October 2024

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

Hospital use
(Nutrition Department)

Signed AKSillomo

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

TEB or other authority RFQ349/2024

Requisitionist's date-stamp

UNITED BULAWAYO HOSPITALS
 PROCUREMENT MANAGEMENT UNIT

11 OCT 2024

RO. BOX 958 BULAWAYO
 ZIMBABWE

Sub-total				
Less discount				
Sub-total				
Plus sales-tax				
Sub-total				
Plus carriage				
TOTAL				

Certified correct Date

Passed for payment Date

INTERNAL ORDER FORM

UNITED BULAWAYO HOSPITAL
 P.O. Box 958
 ASCOT
 Bulawayo

0958469

Successful Bidder's
 Name & Address
 Upperstone Butchery

Date: 10/10/2024

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	

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-Consult 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
	RFQ349/2024				

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		300	Kg	Beef Cassings	2.00	600.00
PURPOSE OF GOODS: Hospital use (Nutrition Department)					SUB TOTAL	US\$ 600.00
					VAT	
					TOTAL	US\$ 600.00

MEMBERS OF THE EVALUATION COMMITTEE.

Responsible HOD M. S. Sibanda End user/Other Officer K. Jany
 Procurement Officer N. Moyo Sample Evaluation Team Mbr.....
 Finance Officer T. Mugaviri 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 [Signature] APPROVED BY: Accounting Officer [Signature]

UNITED BULAWAYO HOSPITALS
 DEPUTY DIRECTOR PROCUREMENT

10 OCT 2024

P.O. BOX 958, BULAWAYO
 ZIMBABWE

CHIEF MEDICAL OFFICER
 UNITED BULAWAYO HOSPITALS

11 OCT 2024

P.O. BOX 958, BULAWAYO
 ZIMBABWE

Minutes of Request for Quotation Tender Evaluation held on the: 10/10/2024 in the Procurement Management Unit. 2024

Tender No: RFQ349/2024 - Notes: Closing date of the tender: 09/10/2024
 Meeting commenced at 10.30hs

1. The tender evaluation was as follows:

Item	Qty	UOM	Description	Solid Deal	Sherphards Walk	Upperstone Butchery	Recommended Bidder	Total price
1	300	Kg	Beef Cassings	8.00	2.10	2.00	Upperstone Butchery	600.00 US\$600.00

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

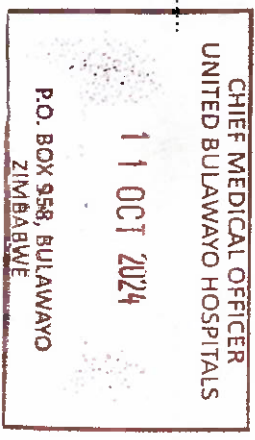
Responsible HOD: M. Sibanda Signature: [Signature]
 End User/ Other Officer: S. M. Davids Signature: [Signature]
 Member Finance: [Signature] Signature: [Signature]
 Procurement Officer: [Signature] Signature: [Signature]

Process checked by Deputy Director Procurement Services: Mr E. Sihlahla [Signature]

APPROVED BY:

[Signature]
 Accounting Officer

Dr. W. Busumani
 For United Bulawayo Hospitals



UNITED BULWARK HOSPITAL



PROCUREMENT MANAGEMENT UNIT

DECLARATION OF INTEREST FORM FOR EVALUATION COMMITTEE MEETING HELD ON

Tender Number: 030349/2024

Description: Supply & Delivery of Bed Casings

10/10/2024

Name		Designation		**Indicate your appropriate declaration**		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	 State Company(s)	Signature & Date 10/10/2024
					Yes		
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	 State Company(s)	Signature & Date 10/10/2024
					Yes		
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	State Company(s)	Signature & Date 10/10/2024
					Yes		

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
RFQ349/2024	Beef Cassings	kg	300		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 04 October 2024 @10:30 AM

20349/2024

203866



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

Cassings - 300 kg
Tripe - 300 kg

Estimated/Actual cost:

Compiled by: K. Juma Signature: [Signature] Date: 20/08/24

H.O.D. M. S. B. A. Signature: [Signature] Date: 20/08/24

ACCOUNTANT

Vote allocation: GL code Cost code: Balance:

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

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

Signature: [Signature] Date: 20/8/24

AUTHORISED BY THE ACCOUNTING OFFICER

Signature: [Signature]

CHIEF MEDICAL OFFICER
UNITED BULAWAYO HOSPITALS
Date: 20 AUG 2024
P.O. BOX 958, BULAWAYO
ZIMBABWE

Recommended by Procurement Management Unit

Deputy Director Procurement: [Signature]

Received on: 20/8/24

Tender Id

981871211

Organization Name

Solid Deal P/L

Address

7 edmond Drive Belvedere Harare

Email

isarinomhota@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50110000	Meat and poultry products	Supply and Delivery of Beef Cassings	300	kg	8	2400
Total = 2400.0000							

Tender #1

Organization Name Upperstone Butchery

Address No. 93 Leander Avenue Hillside Bulawayo
Email upperstonebutchery@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50110000	Meat and poultry products	Supply and Delivery of Beef Cassings	300	kg	2	600
							Total = 600.0000

Tender Id

Organization Name

Address

Email

Sherpherds Walk

8913 Fairview Ruwa

sherpherdswalk23@gmail.com

98181 rde 7d

98181 rde 7d

98181 rde 7d

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50110000	Meat and poultry products	Supply and Delivery of Beef Cassings	300	kg	2.1	630
Total =							630.0000