

ORIGINAL

Accountant's date-stamp

G

To: FIRST MILE RESOURCES  
 PLEASE PRINT: P. O. BOX  
BULAWAYO

Notes for suppliers:

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

U.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											
	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	x 20 packets of 500ml Sour Milk @ ZW\$ 580.00				
GRAND TOTAL = ZW\$ 58,000.00					
FIFTY EIGHT THOUSAND ZIG.					

Period covered by this Requisition OCTOBER 2024

TBR or other authority RFQ 415/2024

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

HOSPITAL USE ONLY (NUTRITION DEPT)

Signed R. Gambiza

Requisitionist's date-stamp  
 UNITED BULAWAYO HOSPITALS  
 PROCUREMENT MANAGEMENT UNIT  
 14 OCT 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 .....

Certified correct ..... Date .....

Date .....

Passed for payment ..... Date .....

# INTERNAL ORDER FORM

**UNITED BULAWAYO HOSPITAL**  
 P O Box 958  
 ASCOT  
 Bulawayo

**Successful Bidder's Name & Address**  
 First Mile Resources

094007

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 Cons. services	≤ US\$5,000	≤ US\$50,000.00							

### ORDER TRACKING RECORD

Indic. Proc. Ref. No.	Tender No	Annual Qty	Outstanding order Qty	Qty Ordered	Balance
	RFQ415/2024				

### 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
		100	20x500ml	Sour Milk	580.00	58,000.00
PURPOSE OF GOODS: Hospital use (Nutrition Department)					<b>SUB TOTAL</b>	<b>ZWG 58,000.00</b>
					<b>VAT</b>	
					<b>TOTAL</b>	<b>ZWG 58,000.00</b>

**MEMBERS OF THE EVALUATION COMMITTEE**

Responsible HOD ..... *[Signature]* ..... End user/Other Officer ..... *R. Muzengi* .....  
 Procurement Officer ..... *T. Mucavira* ..... Sample Evaluation Team Mbr.....  
 Finance Officer ..... *[Signature]* ..... Committee Member .....

**COMMENTS/REMARKS ...**

Companies were invited to tender through the eGP system, only five suppliers managed to submit their quotations. The committee recommends that the order be awarded to First Mile Resources as they are the cheapest supplier to specifications. Unit of measurement for SPAR Retail and First Mile Resources had to be converted to suit our unit of measurement.

CHECKED BY DDPS ..... *[Signature]* ..... APPROVED BY: Accounting Officer ..... *[Signature]* .....

CHIEF MEDICAL OFFICER  
UNITED BULAWAYO HOSPITALS.

14 OCT 2024

P.O. BOX 958, BULAWAYO  
ZIMBABWE

**UNITED BULAWAYO HOSPITALS  
PROCUREMENT MANAGEMENT UNIT**

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

Tender No: RFQ415/2024 - Notes: Closing date of the tender: 04/10/2024

Meeting commenced at 10:30 hrs

**1. The tender evaluation was as follows:**

Item	Qty	UOM	Description	Sharegate Investments	The Rainbow Gateway (USD)	SPAR Retail	First Mile Resources	Food Discount Centre (USD)	Recommended Bidder	Total price
1	100	20X500ml	Sour Milk	1,800.00	21.80	600.00	580.00	34.02	First Mile Resources	58,000.00
										<b>ZWG 58,000.00</b>

**1. Committee Recommendations**

Companies were invited to tender through the eGP system, only five suppliers managed to submit their quotations. The committee recommends that the order be awarded to **First Mile Resources** as they are the cheapest supplier to specifications. Unit of measurement for SPAR Retail and First Mile Resources had to be converted to suit our unit of measurement.

**EVALUATION COMMITTEE MEMBERS**

Responsible HOD..... M. S. Sibhane Signature..... [Signature]  
 End User/ Other Officer..... M. K. Muzengi Signature..... [Signature]  
 Member Finance..... [Signature] Signature..... [Signature]  
 Procurement Officer: M. Mng Signature..... [Signature]  
 Process checked by Deputy Director Procurement Services: Mr E. Sihlahla [Signature]  
**Meeting closed at** .....

APPROVED BY:

Accounting Officer  
Dr. W. Busumani  
 For United Bulawayo Hospitals

CHIEF MEDICAL OFFICER  
 UNITED BULAWAYO HOSPITALS  
**14 OCT 2024**  
 P.O. BOX 958, BULAWAYO  
 ZIMBABWE



**UNITED BULAWAYO HOSPITAL  
PROCUREMENT MANAGEMENT UNIT**

DECLARATION OF INTEREST FORM FOR EVALUATION COMMITTEE MEETING HELD ON 10/10/2024  
 Tender Number: RFA/HS/12024 Description: Supply and Delivery of Sour Milk

Name	Designation	**Indicate your appropriate declaration**	Yes	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	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>State Company(s)</p> </div> <div style="width: 45%;"> <p>Signature &amp; Date</p> </div> </div> <p align="center"><i>[Signature]</i> 10/10/2024</p>
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.  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	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>State Company(s)</p> </div> <div style="width: 45%;"> <p>Signature &amp; Date</p> </div> </div> <p align="center"><i>[Signature]</i> 10/10/2024</p>
3 Mr./Mrs.	Head Requiring Services	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.  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	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>State Company(s)</p> </div> <div style="width: 45%;"> <p>Signature &amp; Date</p> </div> </div> <p align="center"><i>[Signature]</i> 10/10/2024</p>
		I, therefore, recuse myself from all procurement proceedings.	Yes	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>State Company(s)</p> </div> <div style="width: 45%;"> <p>Signature &amp; Date</p> </div> </div>

4	Mr./Mrs.	End user/Other officer/ Section head	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 Evaluation Committee member of the hospital.	No	Signature & Date	Signature & Date
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	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, therefore, recuse myself from all procurement proceedings.		Signature & Date	
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	State Company(s)	Signature & Date

*Signature*  
11/10/24

Confirmed by:

E. Sihalaha



Deputy Director Procurement Services

**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
RFQ415/2024	Sour Milk	20x500ml	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 ZWG 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 deposited in the tender box in the PMU Department or emailed to procurement
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 04 October 2024 @10:30 AM**



RFQ 415/2024

203894



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

DESCRIPTION OF GOODS AND SERVICES

Kindly purchase the following  
Fresh Milk 2000 litres  
Sour Milk 1000 litres

Estimated/Actual cost: .....  
Compiled by: DAMSON T Signature: [Signature] Date: 30/09/24

H.O.D. [Signature] Signature: [Signature] Date: .....

ACCOUNTANT  
Vote allocation: GL code ..... Cost code: ..... Balance: .....  
Signature: [Signature] Date: 30-09-24

APPROVED BY DIRECTOR OF (FINANCE/OPERATIONS/CLINICAL DIRECTOR)  
Signature: [Signature] Date: 30/09/2024

AUTHORISED BY THE ACCOUNTING OFFICER  
Signature: [Signature] Date: 02/10/2024

Recommended by Procurement Management Unit  
Deputy Director Procurement: [Signature]

CHIEF MEDICAL OFFICER  
UNITED BULAWAYO HOSPITALS  
- 2 OCT 2024  
Received on: 2/10/24  
P.O. BOX 958, BULAWAYO  
ZIMBABWE

Tender Id

9826

Organization Name

First Mile Resources

Address

11 Armagh Avenue Eastle

Email

sales@first-mile.co.zw

Tender Id

9826

Organization Name

First Mile Resources

Address

11 Armagh Avenue Eastle

Email

sales@first-mile.co.zw

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50131700	Milk and butter products	Supply and Delivery of Sour Milk (20x500ml)	100	Each	29	2900
							Total = 2900.0000



Tender Id

Organization Name

Address

Email

Sharegate Investments Private Limited

8 Swansea Close, Paulington, Mutare

sharegateinvest@gmail.com

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price ZIG	Total Rate
1	50131700	Milk and butter products	Supply and Delivery of Sour Milk (20x500ml)	100	Each	1800	180000
Total -							180000.0000

Sender id

Organization Name The Rainbow Gateway

r-9826 d

Organization Name The Rainbow Gateway

r-18175 d

Organization Name

r-18175 d

Organization Name

Address 1 PENNEFARTHER AVE, SAMORA MACHEL

Email Nigel.Muvirimi@rtg.co.zw

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50131700	Milk and butter products	Supply and Delivery of Sour Milk (20x500ml)	100	Each	1.09	109
							Total = 109.0000

Tender id

19926:11

Yellowcob Enterprises (Private) Limited T/A

Spar Retail

30 DOMBOSHAVA ROAD BORROWDALE

HARARE

delight.corporatesales@spar.co.zw

19926:11

Yellowcob Enterprises (Private) Limited T/A

Spar Retail

30 DOMBOSHAVA ROAD BORROWDALE

HARARE

delight.corporatesales@spar.co.zw

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50131700	Milk and butter products	Supply and Delivery of Sour Milk (20x500ml)	100	Each	30	3000
							Total = 3000.0000



Tender Id

9826

Organization Name

Food Discount Center

Address

664 Lorraine Drive Bluffhill

Email

panganai@fdc.co.zw

Item No	UNSPSC Code	Lot Name	Lot Description	Quantity	UOM	Unit Price	Total Rate
1	50131700	Milk and butter products	Supply and Delivery of Sour Milk (20x500ml)	100	Each	34.02	3402
							Total = 3402.0000



Thursday, 10 October 2024

CURRENCY	INDICES	BID	ASK	MID RATE	BID RATE ZWG	ASK RATE ZWG	MID RATE ZWG	
INTERBANK RATE								
USD			1	1	1,9000	25,4175	26,7109	26,0592
ZAR		17,6256	17,6135	17,62960	0,6596	0,6937	0,6767	
GBP	*	1,3469	1,3976	1,37225	33,2181	34,9402	34,0792	
JPY		149,3109	149,3100	149,31500	5,5877	5,8746	5,7312	
ZMW/ZMK		26,4000	26,4500	26,42500	0,9879	1,0406	1,0143	
BWP		0,0749	0,0752	0,07505	1,9037	2,0094	1,9566	
CHF		0,8604	0,8605	0,86045	21,8692	22,9133	22,4113	
MWK		1717,0200	1759,1200	1,733,67000	64,2575	68,8627	66,5601	
AUD	*	0,6733	0,6737	0,67350	17,1136	18,0018	17,5577	
SDR	*	1,339849	1,339849	1,33984	34,9285	34,9285	34,9285	
MZN/MET		63,2709	64,5400	63,90500	2,3678	2,5391	2,4535	
NOK		10,7651	10,7679	10,76650	0,4328	0,4435	0,4382	
SEK		10,3927	10,3927	10,39520	0,3889	0,4090	0,3990	
CAD	*	1,3709	1,3710	1,37095	0,0513	0,0539	0,0526	
EUR	*	1,0939	1,0940	1,09395	27,8042	29,2326	28,5184	
CNY		7,0649	7,0654	7,06515	0,2643	0,2779	0,2711	
INR		83,9550	83,9659	83,96000	3,1419	3,3034	3,2227	
NZD	*	0,6086	0,6087	0,60865	15,4699	16,2150	15,8470	
DKK		6,8174	6,8178	6,81760	0,2551	0,2682	0,2617	
XAU		2613,6800	2614,1900	2,613,93500	65433,2114	67953,5095	68143,3085	
AFN		67,3800	67,5900	67,48000	2,5216	2,5587	2,5402	
THB		33,5300	33,5800	33,54000	1,2548	1,3199	1,2874	
ETB		118,1000	125,5900	121,84500	4,4197	4,9110	4,6504	
SZL		17,6248	17,6328	17,62880	0,6595	0,6937	0,6766	
MUR		45,9609	46,2609	46,11000	1,7209	1,8200	1,7700	
MYR		4,2439	4,2900	4,29550	0,1606	0,1699	0,1648	
LSL		17,6265	17,6295	17,62800	0,6596	0,6935	0,6766	
CYP	*	0,3975	0,3980	0,39775	0,0148	0,0156	0,0152	
EGP		48,4800	48,5800	48,53000	1,8113	1,9112	1,8628	
BRL		5,5942	5,5951	5,59465	0,2093	0,2201	0,2147	
TZS		2715,0000	2735,0000	2,725,00000	101,6055	107,6030	104,6041	
HTB		97,2000	97,2200	97,21000	3,6376	3,8249	3,7313	
KES		128,5000	129,5000	129,00000	4,8059	5,0049	4,9519	
DEM		2,2159	2,2175	2,21625	0,0829	0,0872	0,0850	
ESP		188,4300	188,4500	188,54000	7,0517	7,4120	7,2369	
ITL		2192,8300	2195,3200	2,194,07500	82,0642	86,3704	84,2173	
FRF		7,4287	7,4372	7,43295	0,2780	0,2926	0,2853	
HKD		7,7495	7,7715	7,76050	0,2900	0,3057	0,2979	
ARS		974,5000	975,9000	974,75000	36,4695	38,3593	37,4144	
XAF		599,6000	606,1000	607,85000	22,4393	24,2392	23,3393	