

**BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING
PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/DOM/2024**



**INVITATION TO DOMESTIC COMPETITIVE BIDDING CMED 03/DOM/2024 (TENDER):
FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING**

CLOSING DATE: 30 May 2024

**BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING
PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/DOM/2024**

**STANDARD BIDDING DOCUMENT FOR PROCUREMENT OF PROTECTIVE
CLOTHING**

PROCUREMENT REFERENCE NUMBER: CMED 03/ DOM/2024.

PROCURING ENTITY: CMED (PVT) LTD

PUBLICATION DATE: 26 APRIL 2024

CLOSING DATE: 30 MAY 2024

Table of Contents

Part 1: Bidding Procedures

Part 2: Statement of Requirements

Part 3: Contract

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

PART 1: BIDDING PROCEDURES

References:

References to the Act are to the Public Procurement and Disposal of Public Assets Act [*Chapter22:23*] and references to the Regulations are to the Public Procurement and Disposal of Public Assets (General) Regulations (Statutory Instrument No. 4 of 2022). The terms and requirements in the Act and Regulations govern the submission of Bids and should be read by all Bidders.

Procurement Reference Number: DOMESTIC TENDER CMED 03/DOM//2024

Preparation of Bids

You are requested to bid for the supply of the goods specified in the Statement of Requirements below, by completing and returning the following documentation:

1. Signed bid submission sheet specified in part 1
2. Statement of requirements specified in part 2
3. Valid Bid Security (Attach certificate issued by PRAZ)
4. Price Validity period which is 60 days (bidders must state)
5. Current Tax Clearance Certificate
6. Copy of CR14 showing Company Directors
7. Detailed company profile
8. Letter from Lawyers confirming that the company has legal capacity to enter into a contract and declaring that the bidder is solvent;
9. Certificate of Incorporation
10. Proof of registration with Procurement Regulatory Authority of Zimbabwe (PRAZ) under the relevant category (Attach certificate issued by PRAZ)
11. At least three written trade reference letters where successful delivery of protective clothing was done
12. Delivery Period (bidders must state)
13. NSSA Certificate
14. Proof of payment of SPOC fees (Attach certificate issued by PRAZ)

Bidders are also required to pay the administration fee of **US\$350.00** equivalent in ZIG payable by bidders for bids subject to prior review by the Special Procurement Oversight Committee in terms of section 54 of the Act and as set out in Part IV of the Fifth Schedule to the Regulations.

Payment Instructions Local Bidders:

Bank Name : Commercial Bank of Zimbabwe
Account Name : Procurement Regulatory Authority of Zimbabwe
Currency : ZWL
Account Number : 10721064850020
Branch Sort Code : 6101
Swift Code : COBZZWHAXXX

Bidders are advised to carefully read the complete Bidding Document, as well as the General Conditions of Contract which are available on the PRAZ's website, before preparing your Bid. **Part 3: Contract is provided not for completion at this stage but to enable Bidders to note the Contract terms they will enter into if their Bid is successful.**

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

The standard forms in this document may be retyped for completion but the Bidder is responsible for their accurate reproduction. All pages of the Bid must be clearly marked with the Procurement Reference Number above, the Bidder's name, and any reference number.

Number of bids allowed

No Bidder may submit more than one bid, either individually or as a joint venture partner in another Bid, except as a subcontractor. Where the procurement is divided into lots and packages, only one Bid can be submitted. A conflict of interest will be deemed to arise if bids are received from more than one Bidder owned, directly or indirectly, by the same person. In the event of any conflict, both bidders shall automatically be disqualified.

Clarification

Clarification of the bidding document may be requested in writing by any Bidder on or before 30 May 2024 and should be sent to;

The Procurement Manager
CMED (Pvt) Ltd
Corner Herbet Chitepo/Rekai Tangwena
Harare

Or via Email to cheurem@cmed.co.zw and mkwandam@cmed.co.zw

Validity of Bids

The minimum period for which the Bidder's bid must remain valid is **60 days** from the deadline for the submission of bids.

Submission of Bids

Bids must be submitted through the **Electronic Government Procurement (EGP) System:** egp.praz.org.zw

Date of deadline **30 May 2024**

Deadline Time: **10:00 hours**
(CAT)

Bid opening

Bids will be opened virtually on the **Electronic Government Procurement (EGP) Portal:** egp.praz.org.zw

Withdrawal, amendment or modification of Bids

A Bidder may withdraw, substitute, or modify its Bid after it has been submitted by sending a written notice, duly signed by an authorized representative. However, no Bid may be withdrawn, substituted, or modified in the interval between the deadline for submission of Bids and the expiration of the period of Bid validity specified by the Bidder or any extension of that period.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

Delivery Requirements

The delivery period required (from the date of contract signing) and the final destination for delivery are as indicated in the Delivery Schedule in Part 2. However bidders may provide their proposed delivery period.

Bid Prices and Discounts

The prices and discounts quoted by the Bidder in the Bid Submission Form and in the Price Schedules must conform to the requirements specified below.

Prices must be quoted as specified in the Price Schedule included in Part2 Statement of Requirements. In quoting prices, the Bidder is free to use transportation through carriers registered in any eligible country and similarly may obtain insurance services from any eligible country. Prices quoted must include the following costs and components:

- (a) For Goods
 - (i) the price of the Goods and the cost of delivery to the final destination, including the relevant INCOTERM, as stated in the Delivery Schedule;
 - (ii) the custom duties to be paid on the Goods on entry in Zimbabwe, if not already included;
 - (iii) Any other applicable import taxes;
 - (iv) any sales and other taxes due within Zimbabwe which will be payable on the Goods, if not already included;
 - (v) any rebate or mark-up of the local agent or representative.
- (b) for Related Services, (other than inland transportation and other services required to convey the Goods to their final destination), whenever such Related Services are specified in the Schedule of Requirements: the price of each item comprising the Related Services (inclusive of any applicable taxes).

Bid Security

The Bidder must include Bid Security of **US\$150.00 or equivalent in ZIG** in *either* of the following forms; **Option 1 ----- A certified Bank Cheque in the CMED (Pvt) Ltd name.**

Option 2 -----A Bank Guarantee in the CMED (Pvt) Ltd name

Option 3 ----- A Cash Deposit to PRAZ

The bid security shall be valid for a period of 60 days after the end of the bidding period.

Any bid not accompanied by a Bid Security where this is a requirement of bidding, will be rejected by the Procuring Entity as non-responsive.

If a bidder chooses options 2 or 3, the following should be noted;

Option 2

Submission of bank guarantee

A standard bank Guarantee of **US\$150.00 or equivalent in ZIG** which is valid for 60 days, obtainable from a reputable Registered Commercial Bank.

Please note: The required Bank Guarantee should include the following features and be redeemable in Zimbabwe in order for it to be considered valid:

1. Letterhead of registered commercial bank (i.e. the Supplier of the Bank Guarantee)
2. The Header has to clearly state that it is a Bank Guarantee.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

3. Purpose of the Bank Guarantee to be clearly stated.
4. The date when the Common Seal of the said Surety was effected should be clearly shown.
5. Conditions of the said Obligations must be stated.
6. The physical address of the Surety should be given.
7. The validity period of the Bank Guarantee must be clearly stated.
8. Signature of surety and the date when it was endorsed must be clearly shown.
9. It must be an original document that is date stamped.
10. Bid Bonds from Insurance Companies are not acceptable.
11. All foreign Bank Guarantee to be confirmed by a local corresponding Commercial bank in Zimbabwe.

The Bank Guarantee of the unsuccessful bidders will be released immediately after the award of the tender while that of the winning bidder will only be released after submission of the Performance Bond as specified in the tender document section 1.9

Option 3

If **Option 3** is chosen bidders must pay **US\$150.00 or equivalent in ZIG** for the Bid Security that shall be Refundable at the end of the bid validity period plus another **US\$200.00 or equivalent in ZIG** that shall be non-refundable for cash bid bond establishment fee in line with Part V of the Procurement Regulations (S.I.4 of 2022) and Public Procurement and Disposal of Public Assets (General) (Amendment) Regulations, 2020 (No. 2). The amount is payable at Procurement Regulatory Authority of Zimbabwe (PRAZ), Pearl House, 61 Samora Machel, Avenue, Harare or to be deposited into the following account numbers:

1. **NON-REFUNDABLE (LOCAL)**

BANK NAME: COMMERCIAL BANK OF ZIMBABWE
ACCOUNT NAME: PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE
ACCOUNT NUMBER: 10721064850020
BRANCH: KWAME NKRUMAH

1. **REFUNDABLE (LOCAL)**

BANK NAME: COMMERCIAL BANK OF ZIMBABWE
ACCOUNT NAME: PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE
ACCOUNT NUMBER: 10721064850118
BRANCH SORT CODE: 6101
SWIFT CODE : COBZZWHAXXX

The Bid Security of a Joint Venture (JV) must be in the name of the JV that submits the Bid. If the JV has not been legally constituted at the time of bidding, the Bid Security must be in the names of all intended partners.

Evaluation of Bids

Bids will be evaluated using the following methodology:

- 1) **Preliminary evaluation** the preliminary evaluation shall consider bidders' compliance with the tender requirements by submitting the following technical requirements:

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

| | Attributes | Compliance Status Compliant - C Non-Compliant - NC |
|-----|---|--|
| 1. | Signed bid submission sheet specified in part 1 | |
| 2. | Statement of requirements specified in part 2 | |
| 3. | Bid Security (Attach certificate issued by PRAZ) | |
| 4. | Price Validity period which is 60 days (bidders must state) | |
| 5. | Current Tax Clearance Certificate | |
| 6. | Copy of CR14 showing Company Directors | |
| 7. | Detailed company profile | |
| 8. | Letter from company's external lawyers confirming that bidder is solvent and has legal capacity to enter into contract | |
| 9. | Certificate of Incorporation | |
| 10. | Proof of registration with Procurement Regulatory Authority of Zimbabwe (PRAZ) under the category of Protective clothing GP005 (Attach certificate issued by PRAZ) | |
| 11. | At least three written trade references (in the form of official letters from client companies), where successful delivery of protective clothing was done | |
| 12. | Delivery Period (bidders must state) | |
| 13. | Valid NSSA Certificate | |
| 14. | Proof of payment of SPOC fees in form of Certificate issued by PRAZ | |

Payment Terms

The contract price will be paid within thirty (30) days after the date of delivery and acceptance of goods. However, if the supplier's payment terms differ from CMED the bidder must propose their payment terms. Please also note that in the event that advance payment is required, the supplier must avail a bank guarantee of the equivalent amount from a reputable registered commercial bank redeemable in Zimbabwe.

2) Technical evaluation

The Technical Specifications Sheet details the minimum specification of the goods required. The goods offered must meet this specification, but no credit will be given for exceeding the specification. The technical evaluation shall consider bidder's compliance with the technical specifications of the tender given below. The technical specifications of the goods are broken down into technical components ALL of which must be complied with.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

| A | B | C | Sample rating |
|----------------|-----------------------------|---|--|
| <i>Item No</i> | <i>Item description</i> | <i>Full technical Specification required (including applicable standards)</i> | <i>{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}</i> |
| Lot 1 | Zaffre Blue Work Suit | <ul style="list-style-type: none"> • Suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back • Branded (embroidery) with CMED label on back and logo on breast pocket • Elasticized waist band • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |
| Lot 2 | Light grey (anti-acid type) | <ul style="list-style-type: none"> • Acid proof work suit grey, lime and silver (HARTEL FABRIC | |
| Lot 3 | White Work Suit | <ul style="list-style-type: none"> • Suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back • Branded (embroidery) with CMED label on back and logo on breast pocket • Elasticized waist band • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

| | | | |
|-------|--------------------------|---|--|
| Lot 4 | Forestry Green Work Suit | <ul style="list-style-type: none"> • Conti suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back • Branded (embroidery) with CMED label on back and logo on breast pocket • Elasticized waist band • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |
| Lot 5 | Navy Blue Work Suit | <ul style="list-style-type: none"> • Suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back • Branded (embroidery) with CMED label on back and logo on breast pocket • Elasticized waist band • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |
| Lot 6 | White Dustcoat | <ul style="list-style-type: none"> • 80/20 poly cotton 3/1 twill (weight 200g per square meter) • lime & silver reflectors on arms, back and pockets | |
| Lot 7 | Zaffre Blue Dustcoat | <ul style="list-style-type: none"> • 80/20 poly cotton 3/1 twill (weight 200g per square meter) • lime & silver reflectors on arms, back and pockets | |
| Lot 8 | Black Safety Shoes | <ul style="list-style-type: none"> • Low cuts for both males and females • Steel toe caps • Antistatic • Oil resistant • Shock absorbing • quality - made of leather • with shoes laces | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

| | | | |
|--------|--------------------------------------|--|--|
| Lot 9 | Helmets: colour to match work suits | <ul style="list-style-type: none"> • Fibre glass or composite fibre material • Plain, ie. <u>without bracket and front lights</u> • head band size 50 cm to 64 cm (adjustable) • Inner lining made of Styrofoam • 440 Vac electrical insulation | |
| Lot 10 | Sun Hats: colour to match work suits | <ul style="list-style-type: none"> • Floppy Hats - 100% cotton or poly cotton (80/20%) • made of drill material • stiffening on verandah, with piping • branded embroidery (CMED logo) | |
| Lot 11 | Navy Blue Rain Suits | <ul style="list-style-type: none"> • Two piece rubberized reflective/high visibility (HI VIS) rain suit with pockets • 100% waterproof Polyester or PVC(185g/square meter), • Polyester or PVC light duty • Silver reflective strips sewn into the jacket and trousers • Drawstring adjustable hood and elastic waist | |
| Lot 12 | Reflective Waistcoats | <ul style="list-style-type: none"> • HI-VIS orange with silver reflective tape • Branded (embroidery) with CMED label | |
| Lot 13 | Reflective Shirt | <ul style="list-style-type: none"> • Short sleeve safari shirt • 100% cotton 140g/m2 | |
| Lot 14 | Reflective Trousers | <ul style="list-style-type: none"> • HI-VIS conti trousers navy blue with silver reflective tape • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

The Procuring Entity's evaluation of a Bid will take into account, in addition to the Bid Price, the following criteria and methodologies.

- (a) **Delivery schedule:** The specified Goods are required to be delivered by the date indicated in the Delivery Schedule in Part 2. In the event that the supplier cannot meet the stated lead times, they should indicate their proposed delivery period.
- (b) **Deviation in payment schedule:** The payment schedule is stated in the Special Conditions of Contract (SCC) in Part 3. A Bidder may propose a deviation from the schedule and is subject to negotiation with the Procuring Entity.
- (c) **Cost of major replacement components, mandatory spare parts, and service:**
Bidders must state the unit prices for these items. The total cost of these items and quantities will be added to the Bid price, for evaluation purposes only.

Eligibility and Qualification Criteria

Bidders are required to meet the criteria in section 28 of the Act to be eligible to participate in public procurement and to be qualified for the proposed contract. They must therefore provide any available documentation and certify their eligibility in the Bid Submission Sheet. To be eligible, Bidders must

1. have the legal capacity to enter into a contract;
2. not be insolvent, in receivership, bankrupt or being wound up, not have had business activities suspended and not be the subject of legal proceedings for any of these circumstances;
3. have fulfilled their obligations to pay taxes and social security contributions in Zimbabwe (for Zimbabwean companies only)
4. not have a conflict of interest in relation to this procurement requirement;
5. not be debarred from participation in public procurement under section 72 (6) of the Act and section 74(1) (c), (d) or (e) of the Regulations or declared ineligible under section 99 of the Act;
6. have the nationality of an eligible country as specified in the Special Conditions of Contract; and have been registered with the Authority as a Supplier and have paid the applicable Supplier Registration Fee set out in Part III of the Fifth Schedule to the Regulations (for Zimbabwean companies only)

Participation in this bidding procedure is open to Zimbabwean bidders.

Origin of Goods

All goods and related services must have as their country of origin an eligible country, as specified in the Special Conditions of Contract.

Technical Criteria

The Technical Specifications Sheet details the minimum specification of the goods required. The goods offered must meet this specification, but no credit will be given for exceeding the specification. No alternatives to technical specifications given shall be accepted for evaluation.

Currency

Bids should be priced in **US\$ ONLY**. Please note that CMED shall pay the winning bidders in local currency at the prevailing interbank rate on the date of payment.

Award of Contract

The lowest evaluated bid, after application of any additional evaluation criteria, including any margin of preference, which is substantially responsive to the requirements of this bidding document will be recommended for award of contract. The proposed award of contract will be by issue of a Notification of Contract Award in terms of section 55 of the Act which will be effective until signature of the contract documents in accordance with Part 3: Contract. Unsuccessful Bidders will receive the Notification of

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

Contract Award and, if they consider they have suffered prejudice from the process, they may within 14 days of receiving this Notification, submit to the Procuring Entity a Challenge in terms of section 73 of the Act, subject to payment of the applicable fee set out in section 44 of and the Third Schedule to the Regulations.

Right to Reject

The Procuring Entity reserves the right to accept or reject any Bids or to cancel the procurement process and reject all Bids at any time prior to contract award.

Corrupt Practices

The Government of Zimbabwe requires that Procuring Entities, as well as Bidders and Contractors, observe the highest standard of ethics during the procurement and execution of contracts. In pursuit of this policy:

1. the Procuring Entity will reject a recommendation for award if it determines that the Bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive or coercive practices in competing for the Contract or been declared ineligible to be awarded a procurement contract under section 99 of the Act;
2. the Authority may under section 72 (6) of the Act impose the sanctions under section 74 (1) of the Regulations; and
3. any conflict of interest on the part of the Bidder must be declared.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/ 2024 (TENDER)

PART 1 BIDDING PROCEDURES

Bid Submission Sheet

{Note to Bidders: Complete this form with all the requested details and submit it as the first page of your Bid. Attach the completed Statement of Requirements and any other documents requested in Part 1. Ensure that your Bid is authorised in the signature block below. A signature and authorisation on this form will confirm that the terms and conditions of this Bid prevail over any attachments. If your Bid is not authorised, it may be rejected. If the Bidder is a Joint Venture (JV), the Bid must be signed by an authorized representative of the JV on behalf of the JV, and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

Bidders must mark as “CONFIDENTIAL” information in their Bids which is confidential to their business. This may include proprietary information, trade secrets or commercial or financially sensitive information}.

Procurement Reference Number:

Subject of Procurement:

Name of Bidder:

Bidder’s Reference Number:

Date of Bid:

We offer to supply the items listed in the attached Statement of Requirements, at the prices indicated on the attached Price Schedule and in accordance with the terms and conditions stated in your Bidding Document referenced above.

We confirm that we meet the eligibility criteria specified in Part 1: Procedures of Bidding.

We declare that we are not debarred from bidding and that the documents we submit are true and correct.

The validity period of our bid is: {days} from the date of submission.

We confirm that the prices quoted in the attached Price Schedule are fixed and firm for the duration of the validity period and will not be subject to revision, variation or adjustment.

Bid Authorised by:

| | |
|---|----------------------------------|
| Signature | Name: |
| Position: | Date:(DD/MM/YY) |
| Authorised for and on behalf of: | |
| Company | |
| Address: | |
| | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

PART 2: STATEMENT OF REQUIREMENTS

Name of Bidder:

Bidder's Reference Number:

List of Goods and Price Schedule

Currency of Bid: US\$

Please note that quantities given below can be varied at any point depending on circumstances.

| Item No | Description of Goods | Quantity | Unit Price –US\$ (Including VAT) | Total Price –US\$ (Including VAT) |
|----------------|--|-----------------|---|--|
| Lot 1 | Zaffre Blue Work Suit | 1,220 | | |
| Lot 2 | Light Grey Work Suit (anti- acid type) | 170 | | |
| Lot 3 | White Work Suit | 20 | | |
| Lot 4 | Forestry Green Work Suit | 80 | | |
| Lot 5 | Navy Blue Work Suit | 120 | | |
| Lot 6 | White Dustcoat | 50 | | |
| Lot 7 | Zaffre Blue Dustcoat | 200 | | |
| Lot 8 | Black Safety Shoes | 725 | | |
| Lot 9 | Helmets: colour to match work suits | 100 | | |
| Lot 10 | Sun Hats: colour to match work suits | 1,750 | | |
| Lot 11 | Navy Blue Rain Suits | 1,500 | | |
| Lot 12 | Reflective Waistcoats | 100 | | |
| Lot 13 | Reflective Shirt | 200 | | |
| Lot 14 | Reflective Trousers | 200 | | |

Please note the following:

1. CMED will pay suppliers in ZIG using the prevailing interbank rate on the date of payment.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

Delivery Schedule

Name of Bidder:

Bidder's Reference Number:

{Note to Bidders: If the delivery period offered, or any other details, differ from the requirements below, this should be stated in your tender}.

Please note that the quantities given below are for the first Call-Order only, the quantities for subsequent requirements shall be determined through Call-Off orders as may be determined by CMED (Pvt) Ltd

| Item No | Description of Goods | Physical Unit | Delivery Required by Procuring Entity and applicable INCOTERM | Date by Bidder's offered Delivery period |
|----------------|--|----------------------|--|---|
| | | | <i>[to be provided by Procuring Entity]</i> | <i>[to be provided by the Bidder]</i> |
| Lot 1 | Zaffre Blue Work Suit | 1,220 | 4 – 6 weeks | |
| Lot 2 | Light Grey Work Suit (anti- acid type) | 170 | 4 – 6 weeks | |
| Lot 3 | White Work Suit | 20 | 4 – 6 weeks | |
| Lot 4 | Forestry Green Work Suit | 80 | 4 – 6 weeks | |
| Lot 5 | Navy Blue Work Suit | 120 | 4 – 6 weeks | |
| Lot 6 | White Dustcoat | 50 | 4 – 6 weeks | |
| Lot 7 | Zaffre Blue Dustcoat | 200 | 4 – 6 weeks | |
| Lot 8 | Black Safety Shoes | 725 | 4 – 6 weeks | |
| Lot 9 | Helmets: colour to match work suits | 100 | 4 – 6 weeks | |
| Lot 10 | Sun Hats: colour to match work suits | 1,750 | 4 – 6 weeks | |
| Lot 11 | Navy Blue Rain Suits | 1500 | 4 – 6 weeks | |
| Lot 12 | Reflective Waistcoats | 100 | 4 – 6 weeks | |
| Lot 13 | Reflective Shirt | 200 | 4 – 6 weeks | |
| Lot 14 | Reflective Trousers | 200 | 4 – 6 weeks | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

The delivery period required is measured from the date of the signing of the Contract between the Procuring Entity and the Bidder.

The Project Site for delivery of the goods
is the final destination:

*CMED (Pvt) Ltd
Corner H/Chitepo and R/Tangwena
Harare
Zimbabwe*

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

Technical Specification and Compliance Sheet

Name of Bidder:

Bidder's Reference Number:

*The Goods and Related Services must comply with following Technical Specifications and Standards:
[Columns a, b and c are completed by the Procuring Entity. Column d must be completed by the Bidder
to indicate the full specification of the items offered and their compliance with the specification required
(in Column b)]*

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

| A | B | C | Sample rating |
|----------------|-----------------------------|---|--|
| <i>Item No</i> | <i>Item description</i> | <i>Full technical Specification required (including applicable standards)</i> | <i>{Confirm full specification of items offered by Bidder and compliance of items to detail in column b}</i> |
| Lot 1 | Zaffre Blue Work Suit | <ul style="list-style-type: none"> • Suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back • Branded (embroidery) with CMED label on back and logo on breast pocket • Elasticized waist band • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |
| Lot 2 | Light grey (anti-acid type) | <ul style="list-style-type: none"> • Acid proof work suit grey, lime and silver <p>(HARTEL FABRIC</p> | |
| Lot 3 | White Work Suit | <ul style="list-style-type: none"> • Suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back • Branded (embroidery) with CMED label on back and logo on breast pocket • Elasticized waist band • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

| | | | |
|-------|--------------------------|--|--|
| Lot 4 | Forestry Green Work Suit | <ul style="list-style-type: none">• Conti suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back• Branded (embroidery) with CMED label on back and logo on breast pocket• Elasticized waist band• 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |
| Lot 5 | Navy Blue Work Suit | <ul style="list-style-type: none">• Suit with lime and silver reflective tape in mid arm and leg segments, left and right side of chest plus back• Branded (embroidery) with CMED label on back and logo on breast pocket• Elasticized waist band• 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |
| Lot 6 | White Dustcoat | <ul style="list-style-type: none">• 80/20 poly cotton 3/1 twill (weight 200g per square meter)• lime & silver reflectors on arms, back and pockets | |
| Lot 7 | Zaffre Blue Dustcoat | <ul style="list-style-type: none">• 80/20 poly cotton 3/1 twill (weight 200g per square meter)• lime & silver reflectors on arms, back and pockets | |
| Lot 8 | Black Safety Shoes | <ul style="list-style-type: none">• Low cuts for both males and females• Steel toe caps• Antistatic• Oil resistant• Shock absorbing• quality - made of leather• with shoes laces | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

| | | | |
|--------|--------------------------------------|--|--|
| Lot 9 | Helmets: colour to match work suits | <ul style="list-style-type: none"> • Fibre glass or composite fibre material • Plain, ie. <u>without bracket and front lights</u> • head band size 50 cm to 64 cm (adjustable) • Inner lining made of Styrofoam • 440 Vac electrical insulation | |
| Lot 10 | Sun Hats: colour to match work suits | <ul style="list-style-type: none"> • Floppy Hats - 100% cotton or poly cotton (80/20%) • made of drill material • stiffening on verandah, with piping • branded embroidery (CMED logo) | |
| Lot 11 | Navy Blue Rain Suits | <ul style="list-style-type: none"> • Two piece rubberized reflective/high visibility (HI VIS) rain suit with pockets • 100% waterproof Polyester or PVC(185g/square meter), • Polyester or PVC light duty • Silver reflective strips sewn into the jacket and trousers • Drawstring adjustable hood and elastic waist | |
| Lot 12 | Reflective Waistcoats | <ul style="list-style-type: none"> • HI-VIS orange with silver reflective tape • Branded (embroidery) with CMED label | |
| Lot 13 | Reflective Shirt | <ul style="list-style-type: none"> • Short sleeve safari shirt • 100% cotton 140g/m2 | |
| Lot 14 | Reflective Trousers | <ul style="list-style-type: none"> • HI-VIS conti trousers navy blue with silver reflective tape • 80/20 poly cotton 3/1 twill (weight 200g per square meter) | |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

NB: All the material **should** meet the following characteristics:

Light, colour, fastness and shrinkage standards,

Water, oil and soil repellency,

Easy care.

The detailed technical evaluation will examine the technical specification of the items offered in column c and determine whether this meets the minimum specification in column b. Bidders must complete column c or their tender will be rejected.

- ❖ Bidders to submit one (1) sample of each item they are bidding for and,
- ❖ It **must** be noted that Bids received without the samples will not be considered for items tendered for. The clothes may be subject to destructive testing by Standards Association of Zimbabwe.
- ❖ CMED (Pvt) reserves the right to reject defective, loose and damaged samples.
- ❖ It is to be noted that all costs incurred in the preparation and any development costs related to production of the samples and the cost of shipment of samples to CMED (Pvt) for submission along with the Bid are to be borne by the bidder.
- ❖ The tenderer shall indicate, when submitting samples, whether it wishes the samples to be returned. If no indication is given, CMED (Pvt) Ltd shall not be obliged to return samples to the tenderer. Notwithstanding the above, risk of loss or damage to the samples shall at all times remain with the Tenderer and where the samples are to be subjected to testing/ destructive testing, such samples will not be returned to the Tenderer.
- ❖ **The Samples should be forwarded in a separate box marked 'SAMPLES', and submitted along with the bid, quoting the Tender reference, title, Bidder's name and the closing date.**
- ❖ Production should be undertaken only after the produced sample has been approved by the Authority.

QUALITY INSPECTION & REJECTION AFTER RELEASE OF PURCHASE ORDER:

- ❖ Supplies not meeting the specifications, or deficient in any other respect, shall be rejected at the time of inspection and returned to the supplier at its cost. Such supplies should be replaced free of charge within 30 days from the date of receipt of the rejected quantity by the supplier.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED 03/ DOM/2024

PART 2 STATEMENT OF REQUIREMENTS

- ❖ **CMED (Pvt) Ltd also reserves the right to cancel the Purchase Order in case of complaints, if any, received regarding quality, quantity, etc. subsequent to receipt of the items against the Purchase Order, which have been established as due to defaults on the part of the bidder.**

NB:

Note 1: Lots and packages should be shown as separate items.

Note 2: The description or quantity must indicate the unit of measure where relevant.

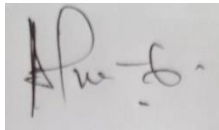
Note 3: Unit and total prices must be for delivery through to the final destination stated in Part 1.

Note 4: Award will be made on a lot by lot basis and the award of each lot shall not be a condition for award of another/several lots.

Note 5: At the time of award of Contract, CMED (Pvt) Ltd reserves the right to vary the quantity of goods and/or services, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Declaration by the Accounting Officer

I declare that the procurement is based on neutral and fair technical requirements and bidder qualifications.



26/05/2024

Signed

Date.....

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED03/ DOM/2024 (RE-TENDER)

PART 3 CONTRACT

PART 3 CONTRACT

Contract Agreement

Procurement Reference:

THIS CONTRACT AGREEMENT is made the *[insert: date]* day of *[insert: month]*, *[insert: year]*.

BETWEEN

- (1) CMED (Pvt) Ltd a corporate body established by the CMED Commercial Act having its principal offices at Corner Herbet Chitepo and Rekai Tangwena, Harare (hereinafter called “the Procuring Entity”), and
- (2) *[TBA]*, a corporation incorporated under the laws of *[insert: country of Contractor]* and having its principal place of business at *[insert full postal address of Contractor]* (hereinafter called “the Contractor”).

WHEREAS the Procuring Entity invited Bids for manufacturing, supply and delivery of protective clothing and has accepted a Bid by the Contractor for the supply of those Goods and Services in the sum of *[TBA]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are assigned to them in the General and Special Conditions of Contract referred to below.
2. The following documents shall constitute the Contract between the Procuring Entity and the Contractor, and each shall be read and construed as an integral part of the Contract:
 - (a) This Contract Agreement;
 - (b) Special Conditions of Contract;
 - (c) General Conditions of Contract;
 - (d) Technical Requirements (including Schedule of Requirements and Technical Specifications);
 - (e) The Contractor’s Bid, original Price Schedules and Delivery Schedule;
 - (f) The Procuring Entity’s Notification of Contract Award;
3. This Contract Agreement shall prevail over all other Contract Documents. In the event of any discrepancy or inconsistency within the Contract Documents, then the documents shall prevail in the order listed above.
4. In consideration of the payments to be made by the Procuring Entity to the Contractor as mentioned below, the Contractor hereby agrees with the Procuring Entity to provide the Goods and Services and to remedy any defects in them in conformity with the Contract.
5. The Procuring Entity hereby agrees to pay the Contractor in consideration of the provision of the Goods and Services and the remedying of any defects in them, the Contract Price or such other sum as may become payable under the Contract at the times and in the manner prescribed by the Contract.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED03/ DOM/2024 (RE-TENDER)

PART 3 CONTRACT

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Zimbabwe on the day, month and year indicated above.

For and on behalf of the Procuring Entity

| | |
|---------------------|---|
| Signed: | |
| Name: | |
| In the capacity of: | <i>[Title or other appropriate designation]</i> |

For and on behalf of the Contractor

| | |
|---------------------|---|
| Signed: | |
| Name: | |
| In the capacity of: | <i>[Title or other appropriate designation]</i> |

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED03/ DOM/2024 (RE-TENDER)

PART 3 CONTRACT

General Conditions of Contract

Any resulting contract is subject to the Zimbabwe General Conditions of Contract (GCC) for the Procurement of Goods (copy available on request) except where modified by the Special Conditions below.

Special Conditions of Contract

Procurement Reference Number: CMED 03/DOM/2024

The clause numbers given in the first column correspond with the relevant clause number of the General Conditions of Contract.

| GCC reference | Special Conditions |
|---------------|---|
| GCC 7.5 | Eligible Countries: All countries are eligible. |
| GCC 8.1 | Notices: Any notice shall be sent to the following addresses: For the Procuring Entity, the address shall be as given in the Contract document and the contact shall be: Ms M. Cheure, Procurement Manager CMED (Pvt) Ltd Corner Herbet Chitepo and Rekai Tangwena, Harare, Zimbabwe Switchboard:+263 242 759511 Ext. 138, Mobile:+263 775 134 809, E-Mail: cheurem@cmed.co.zw For the Contractor, the address shall be as given in the Bid and the contact shall be <i>{state name of contact}</i> |
| GCC 19.1 | Liquidated Damages: Liquidated Damages in terms of section 88 of the Act shall apply. In the case of delays in the delivery of goods, the Contractor will be liable to pay damages of 0.5% of contract price per week of delay up to a maximum of 10% of contract value. If 10% is exceeded, the contract may be cancelled NB. The contractor will not be charged liquidated damages when the delay in delivery or performance is beyond the contractor's control and is not caused by fault or negligence on the part of the contractor. |

GCC 21.2

Packing, Marking and Documentation: The goods shall meet the following special packing requirements in addition to the general requirements stated in GCC clause 21.1. Suitable Export packaging.

The documents to be furnished by the Contractor are:

1. A negotiable bill of lading when the goods are coming by sea
2. An airway bill, when the goods are coming by Air
3. A road consignment note, when the goods are coming by road
4. Insurance certificate,

For Goods from outside Zimbabwe

Upon shipment, the Contractor shall notify the Procuring Entity and the insurance company in writing of the full details of the shipment. In the event of Goods sent by airfreight, the Contractor shall notify the Procuring Entity a minimum of forty-eight (48) hours ahead of dispatch, the name of the carrier, the flight number, the expected time of arrival, and the waybill number. The Contractor shall email and then send by courier the following documents to the Procuring Entity, with a copy to the insurance company:

- (i) one original and two copies of the Contractor's invoice, showing the Procuring Entity as the consignee; the Contract number, Goods description, quantity, unit price, and total amount. Invoices must be signed in original;
- (ii) one original and two copies of the negotiable, clean, on-board through bill of lading marked "freight prepaid" and showing Procuring Entity as the consignee and Notify Party as stated in the Contract, with delivery through to final destination as per the Schedule of Requirements and two copies of non-negotiable bill of lading, road consignment note, truck or air waybill, or multimodal transport document, marked "freight prepaid" and showing delivery through to final destination as per the Schedule of Requirements;
- (iii) two copies of the packing list identifying contents of each package;
- (iv) copy of the Insurance Certificate, showing the Procuring Entity as the beneficiary;
- (v) one original of the manufacturer's or Contractor's Warranty Certificate covering all items supplied;
- (vi) original copy of the Certificate of Inspection furnished to the Contractor by the nominated inspection agency and six copies [*pre-shipment inspection is not required*];

For Goods from within Zimbabwe

Upon or before delivery of the Goods, the Contractor shall notify the Procuring Entity in writing and deliver the following documents to the Procuring Entity:

- (i) one original and two copies of the Contractor's invoice, showing the Procuring Entity, the Contract number, Goods' description, quantity, unit price, and total amount. Invoices must be signed in original;

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING

PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED03/ DOM/2024 (RE-TENDER)

PART 3 CONTRACT

| | |
|--|---|
| | <ul style="list-style-type: none">(ii) two copies of delivery note, road consignment note, truck or air waybill, or multimodal transport document showing Procuring Entity as the consignee and delivery through to final destination as stated in the Contract;(iii) copy of the Insurance Certificate, showing the Procuring Entity as the beneficiary;(iv) four copies of the packing list identifying contents of each package;(v) one original of the manufacturer's or Contractor's Warranty certificate covering all items supplied;(vi) original copy of the Certificate of Inspection furnished to the Contractor by the nominated inspection agency and six copies (where inspection is required); <p>The above documents shall be received by the Procuring Entity before arrival of the Goods and, if not received, the Contractor will be responsible for any consequent expenses.</p> |
|--|---|

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF PROTECTIVE CLOTHING**PROCUREMENT REFERENCE NO: DOMESTIC TENDER CMED03/ DOM/2024 (RE-TENDER)****PART 3 CONTRACT**

| GCC reference | Special Conditions |
|----------------------------|---|
| GCC 22.1 | Insurance: The Goods shall be insured in accordance with the specified Incoterms. |
| GCC 23.1 & 23.2 | Inspections and tests: the tests and/or inspections of the Goods and Related Services that the Contractor is required to carry at its own expense are:100% inspection on technical compliance. |
| GCC 24.1 | Performance security: Not Applicable |
| GCC 24.4 | Reduction of performance security. Not Applicable |
| GCC 25.1 | Warranty: The period of the warranty shall be 12 months. |
| GCC 25.6 | Failure to remedy a defect: The period allowed to the Contractor to remedy a defect during the period of the Warranty shall be 30 days. |
| GCC 29.1 | Price adjustments: The following price adjustments are applicable. When the application of price adjustment would modify the initial price by more than twenty per centum or would modify the balance owing under the contract by more than twenty per centum, the procuring entity may terminate the contract |
| GCC 30.1 | Terms of Payment: The structure of payments shall be: Acceptance: The Contract Price shall be paid to the Contractor within thirty (30) days after the date of the acceptance certificate for the respective delivery issued by the Procuring Entity. In the event that advance payment is required, the Contractor must avail a bank guarantee of the equivalent amount from a reputable registered commercial bank redeemable in Zimbabwe. (Please note that CMED can only pay in advance a maximum of 50%. |
| GCC 31.1 | Contract Administration Fee: The Contract Administration Fee set out in Part VI of the Fourth schedule of the Regulations is due upon the signing of the Contract. |