

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

Government of Zimbabwe

BINDURA UNIVERSITY OF SCIENCE EDUCATION



Domestic Competitive Bidding Method

STANDARD BIDDING DOCUMENT

For the

Procurement of Supply and Delivery of Bricks

January 2024

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

Standard Bidding Document for the

Procurement of:	Bricks
Procurement Reference No:	BUSE/PPC/55/2024
Procuring Entity:	Bindura University of Science Education
Date of Issue:	Friday, 19 January 2024
Closing Date:	Friday, 16 February 2024

Table of Contents

Part 1: Bidding Procedures

Part 2: Statement of Requirements

Part 3: Contract

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 1 BIDDING PROCEDURES

PART 1: BIDDING PROCEDURES

References:

References to the Act are to the Public Procurement and Disposal of Public Assets Act [Chapter 22:23] and references to the Regulations are to the Public Procurement and Disposal of Public Assets (General) Regulations (Statutory Instrument No. 5 of 2018). The terms and requirements in the Act and Regulations govern the submission of Bids and should be read by all Bidders.

Procurement Reference Number: BUSE/PPC/55/2024 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. the Bid Submission Sheet in this Part;
2. the Statement of Requirements in Part 2;
3. a copy of every document necessary to demonstrate eligibility in terms of section 28 (1) of the Regulations;
4. Supplier Registration number showing that you are registered with the Procurement Regulatory Authority of Zimbabwe under category

GC 007 - Construction Materials (Aggregates, Road Marking Materials, Bitumen, Reinforcing Steel, Mesh wire, Enzyme chemical road stabilizer etc..)

5. A bid securing declaration in the format specified in this Part;
6. A copy of:
 1. Valid Tax Clearance
 2. Certificate of Incorporation
 3. CR14
 4. NSSA Clearance certificate
 5. ISO Certification proof

You are advised to carefully read the complete Bidding Document, as well as the General Conditions of Contract which are available on the Authority'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.

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

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 1 BIDDING PROCEDURES

marked with the Procurement Reference Number above and the Bidder's name and any reference number.

Review by the Special Procurement Oversight Committee

Section 54 of the Act provides for review by the Special Procurement Oversight Committee (SPOC) for certain especially sensitive or especially valuable contracts.

If you bid price is above the PE threshold Bidder must pay a SPOC administration fee of USD350 payable at prevailing interbank rate to procurement Regulatory Authority of Zimbabwe

Lots and Packages

The requirement may be divided into lots and packages, if indicated in Part 2, Statement of Requirements.

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.

Clarification

Clarification of the bidding document may be requested in writing by any Bidder before Friday 02 February 2024 and should be sent to The Procurement Manager, Bindura University of Science Education, 741 Chimurenga Road, Bindura and/or tenders@buse.ac.zw, to the attention of Mrs Chinatsira or call 0712 607 339

Pre-bid meeting

There will be no pre bid meeting

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 in writing in a sealed envelope to the address below, no later than the date and time of the deadline below. It is the Bidder's responsibility to

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 1 BIDDING PROCEDURES

ensure that they receive a receipt confirming submission of their bid that has correct details of the Bidder and the number of the Bid.

The Bidder must mark the envelope with the Bidder's name and address and the Procurement Reference Number.

The Bidder must prepare one original of the documents comprising Bid and clearly mark it "ORIGINAL". In addition, 2 COPIES, which must be clearly marked "COPY 1 and COPY 2" must also be submitted. In the event of any discrepancy, between the original and the copies, the original will prevail.

Late bids will be rejected. The Procuring Entity reserves the right to extend the bid submission deadline but will notify all potential bidders who have collected the bidding documents of the amended bid submission deadline.

Date of deadline: [16/02/2024] Deadline Time:
[1000]

Submission address: The Registrar, Bindura University of Science Education

Administration Block, 1st Floor Room A22

741 Chimurenga Road

Bindura

Means of acceptance: Sealed bids are to be placed in a marked box at The Registrar's office from Monday to Friday between 0800hours and 1630hours

All bids submitted must be signed for at the Registrar office on a form to be provided. Bidder must provide their details of contact

Bids submitted via email will not be accepted.

Bid opening

Bidders and their representatives may witness the opening of bids, which will take place at the submission address immediately following the deadline at the Bindura University of Science Education Main campus boardroom.

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 BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

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.

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 Part 2 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 either:

A "Bid-Securing Declaration" using the form included in Part 2.

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

The Bid Security or Bid- Securing Declaration 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 or Bid-Securing Declaration must be in the names of all intended partners.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 1 BIDDING PROCEDURES

Evaluation of Bids

Bids will be evaluated using the following methodology:

1. Preliminary examination to confirm that all documents required have been provided, to confirm the eligibility of Bidders in terms of section 28 (1) of the Regulations and to confirm that the Bid is administratively compliant in terms of section 28 (2) of the Regulations.
2. Technical evaluation to determine substantial responsiveness to the specifications in the Statement of Requirements;
3. Financial evaluation and comparison to determine the evaluated price of bids and to determine the lowest evaluated bid.

Bids failing any stage will be eliminated and not considered in subsequent stages.

Evaluation criteria

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. Bids offering delivery after the date shall be treated as nonresponsive.
- (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 if the deviation is considered acceptable to the Procuring Entity, the Bid will be evaluated by calculating interest earned for any earlier payments involved in the terms outlined in the Bid as compared with those stipulated in the SCC, at the rate of interest indicated by the Reserve Bank of Zimbabwe on the closing date for submission of bids.
- (c) **Life Cycle Costs:** An adjustment to take into account the additional life cycle costs for the period specified below, such as the operating and maintenance costs of the Goods, including the cost to the Procuring Entity of establishing the minimum service facilities and parts inventories if not available in Zimbabwe, will be added to the Bid price for evaluation purposes only. The adjustment will be evaluated in accordance with the methodology specified below and the following information:
 - (d) **Specific additional criteria:**
 - i. Bidder must accept to price their bids in USD and accept *payment to be paid in local currency at prevailing interbank rate as announced by Reserve Bank of Zimbabwe at time of Payment.*

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 1 BIDDING PROCEDURES

Payment Terms

All bidders must accept full Zimbabwe Local Currency payable locally at prevailing interbank rate. Bidder must sign the acceptance to accept the total payment of the bricks to be paid using local currency into their local account Declaration of acceptance to be paid in Local currency

Bidders must confirm that they will accept payment in local currency

.....

Bidder Signature

.....

Date

Advance payment

An advance payment will be made upon submission of a bank guarantee

- ii. Accept correcting any arithmetic errors
- iii. Making adjustments for any non-material non conformity errors and omissions
- iv. Bidder must sign acceptance to pay contract administration fees

Contract Administration Fees

Bidders must confirm that they will pay the contract administration fee to PRAZ upon winning the bid in line with Part V of the Procurement Amendment Regulations (S.1 193 of 2022)

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Domestic Preference

A margin of preference, in accordance with the procedures outlined in section 8 of the Regulations, will not apply.

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 submit the following documents:

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 1 BIDDING PROCEDURES

- i. Certificate of Incorporation,
 - ii. CR14
 - iii. and CR6
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;
 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
 7. 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.

Participation in this bidding procedure is open to *Zimbabwean bidders who have companies registered in Zimbabwe.*

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 the technical or contractual specifications will be considered

Currency

Bids should be priced in United States Dollars. The currency of evaluation will be United States Dollars. Bids in other currencies will be converted to this currency for evaluation purposes only, using the exchange rates published by the Reserve Bank of

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 1 BIDDING PROCEDURES

Zimbabwe on the date of the submission deadline, see <http://www.rbz.co.zw/>. All payment will be done in Local currency paid at prevailing rate on date of payment using the Reserve bank of Zimbabwe official rate.

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 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 BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

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: 60 {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)
of: Authorised for and on behalf			
Company		
Address:		

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

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:.....

ITEM	Description of Goods	Quantity ²	UOM	Unit Price ³	Total Price ⁴
				[to be provided by the Bidder]	[to be provided by the Bidder]
1.	Common bricks	900,000	Each		
2.	Red rustic face bricks	600,000	Each		

Note 1: The description or quantity must indicate the unit of measure where relevant.

Note 2: Unit and total prices must be for delivery through to the final destination stated in Part 1.

Note 3: Include any additional costs,

Note 4: Acceptance testing will be done upon delivery before acceptance

The price to be quoted in the Price Schedule must be the total price of the bid, excluding any discounts offered.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

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}.

Expected delivery period

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

Delivery schedules or period will be agreed upon on contract signing on “an as and when required basis”

The Project Site for delivery of the goods is Bindura University of Science Education, Mt Darwin Road Campus (New Site)

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

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 and b are completed by the Procuring Entity. Column c 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)]

<i>a</i>	<i>B</i>	<i>c</i>
<i>Item No.</i>	<i>Item description and 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>
1	Common bricks Hardburnt	
	Length 225+/-3 mm	
	Width 108 +/- 2mm	
	Height 72 +/- 2	
	Minimum compression strength 15 MPA Average 12 MPA Individual	
2	Red rustic face bricks	
	Length 225+/-3 mm	
	Width 108 +/- 2mm	
	Height 72 +/- 2	
	Minimum compression strength 7 MPA Average 5 MPA Individual	

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

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 2 STATEMENT OF REQUIREMENTS

rejected. Bidders are required to include technical literature to positively support the details provided in column c.

Declaration by the Accounting Officer

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

Professor E. Mwenje..... Date

Vice Chancellor

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 2 STATEMENT OF REQUIREMENTS

Bid-Securing Declaration

{The Bidder must fill in this Form in accordance with the instructions indicated, where it has been stated in the Bidding Procedures that a Bid-Securing Declaration is a requirement of bidding}.

Procurement Reference number:

Date:[date (in day, month and year format)]

Bidder's Reference Number:

To: *{full name of Procuring Entity}*

We, the undersigned, declare that:

We understand that, according to the terms and conditions of your bidding documents, bids must be supported by a Bid-Securing Declaration.

We accept that we may be debarred from bidding for any contract with a Procuring Entity in Zimbabwe for a period of time to be determined by the Authority, if we are in breach of our obligation(s) under the bidding conditions, because:

- (a) we have withdrawn our Bid during the period of Bid validity; or
- (b) having been notified of the acceptance of our Bid by the Procuring Entity during the period of bid validity, we fail or refuse to execute the Contract.

We understand this Bid Securing Declaration will expire if we are not the successful Bidder, either when we receive your notification to us of the name of the successful Bidder, or twenty-eight days after the expiration of our Bid, whichever is the earlier.

Signed	Name:
In capacity of:	Date:(DD/MM/YY)
authorised for and on behalf of:	
Company	
Address:	
Corporate Seal (where appropriate)	

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS
PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 2 STATEMENT OF REQUIREMENTS

{Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all the partners to the Joint Venture that submits the Bid.}

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS

PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 3 CONTRACT

PART 3 CONTRACT

Please note the part will be completed only with the successful bidder after award.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS

PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 3 CONTRACT

Contract Agreement

Procurement Reference:

THIS CONTRACT AGREEMENT is made the day of
[.....,.....]

BETWEEN

- (1) *Bindura University OF Science Education*, and having its principal place of business at *741 Chimurenga Road, Bindura* (hereinafter called “the Procuring Entity”), and
- (2), a corporation incorporated under the laws of *Zimbabwe* and having its principal place of business at (here in after called “the Contractor”).

WHEREAS the Procuring Entity invited Bids for certain Goods and ancillary services, viz., *supply and delivery of padded chairs* and has accepted a Bid by the Contractor for the supply of those Goods and Services in the sum of (here in after 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;

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS

PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 3 CONTRACT

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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.

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>

General Conditions of Contract

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS

PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 3 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

GCC reference	Special Conditions
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Procurement Reference Number: BUSE/PPC/55/2024.....

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: Zimbabwe registered companies 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 <i>Mrs M Chinatsira, Main Campus , Bindura University of Science Education , 741 Chimurenga Road Bindura</i> For the Contractor, the address shall be as given in the Bid and the contact shall be <i>{state name of contact} TBA</i>
GCC 19.1	Liquidated Damages: Liquidated Damages in terms of section 88 of the Act shall not apply.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS

PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 3 CONTRACT

GCC 21.2	<p data-bbox="475 293 1508 369">Packing, Marking and Documentation: The goods shall meet the following special</p> <p data-bbox="475 369 1508 445">21.1 g requirements in addition to the general requirements stated clause</p> <p data-bbox="475 495 1508 533">provision - For Goods from within Zimbabwe</p> <p data-bbox="475 577 1508 683">(i) r before delivery of the Goods, the Contractor shall notify the ing Entity in writing and deliver the following documents to the ing Entity:</p> <p data-bbox="475 719 1508 864">(ii) 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;</p> <p data-bbox="475 891 1508 1037">(iii) 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;</p> <p data-bbox="475 1055 1508 1200">(iv) copy of the Insurance Certificate, showing the Procuring Entity as the beneficiary; four copies of the packing list identifying contents of each package;</p> <p data-bbox="475 1211 1508 1288">(v) one original of the manufacturer's or Contractor's Warranty certificate covering all items supplied;</p> <p data-bbox="475 1312 1508 1417">(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> <p data-bbox="475 1451 1508 1563">(vii) 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>
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BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS**PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024****PART 3 CONTRACT**

Page 21 of 23

GCC reference	Special Conditions
GCC 22.1	Insurance: the supplier shall provide the insurance cover for goods in transit until satisfactory handing over to the client
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:
GCC 25.1	Warranty: The period of the warranty shall be <i>12 months</i> .
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 <i>30 days</i> .
GCC 29.1	Price adjustments: The following price adjustments are applicable <i>shall be in line with section 80 & 81 of the Public Procurement and disposal of public Assets Act Chapter 22:23</i>
GCC 30.1	Terms of Payment: The structure of payments shall be: <i>Sample provision</i> Advance payment: <i>Will be made upon request and being accepted and to provide a bank guarantee</i> On Delivery: Ninety (90) per cent of the Contract Price shall be paid within a maximum of thirty (30) days of receipt of the Goods and upon submission of the documents specified in GCC On Acceptance: The remaining ten (10) per cent of 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.
GCC 31.1	Contract Administration Fee: The Contract Administration Fee set out in Part VI of the Fifth Schedule of the Regulations is due upon the signing of the Contract and the applicable Fee is 1% up to a maximum of USD5, 000 of the bid price.

BIDDING DOCUMENT FOR THE SUPPLY AND DELIVERY OF BRICKS

PROCUREMENT REFERENCE NO: BUSE/PPC/55/2024

PART 3 CONTRACT

BUSE/PPC/55/2024

Page 22 of 23

Bank Guarantee for Performance Security

[Delete page if no Performance Security is required in the SCC]

[This is the format for the Performance Security to be issued by a commercial bank in Zimbabwe in accordance with GCC]

Contract No:

Date:

To:

[Name and address of Procuring Entity]

PERFORMANCE GUARANTEES No:

We have been informed that *[name of supplier]* (hereinafter called “the Supplier”) has undertaken, pursuant to Contract No *[reference number of Contract]* dated *[date of Contract]* (hereinafter called “the Contract”) for the supply of *[description of goods and related services]* under the Contract.

Furthermore, we understand that, according to your conditions, Contracts must be supported by a performance guarantee.

At the request of the Supplier, we *[name of bank]* hereby irrevocably undertake to pay you, without cavil, delay or argument, any sum or sums not exceeding in total an amount of *[insert amount in figures and in words]* upon receipt by us of your first written demand accompanied by a written statement that the Supplier is in breach of its obligation(s) under the Contract conditions, without you needing to prove or show grounds or reasons for your demand of the sum specified therein.

This guarantee is valid until full recovery of the entire sum of money above stated, consequently, we must receive at the above-mentioned office any demand for payment under this guarantee in case of default.

Signature

Signature

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