

**26 March 2024**

**REQUEST FOR QUOTATION**

**OFFICE FURNITURE FOR NBS BINDURA BRANCH**

**PRICE SCHEDULE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Description** | **Qty** | **Unit Price (USD)** | **Total Price (USD)** |
|  | 4 Drawer lockable metal filling cabinet | **2** |  |  |
|  | Vat sum |  |  |  |
|  | **TOTAL** |  |  |  |

**N.B: Goods are to be delivered to Bindura Branch at NSSA Complex.**

**Manner of Submission**

Bids must be submitted through email on [procurement@nbs.co.zw](mailto:procurement@nbs.co.zw) or in some other electronic forms are received before the end of the bidding period. Bids must be received at NBS Head Office on or before the closing date**, b**efore **10:00 hours** on the **closing date.**

Offers not received by 10:00 hours on the closing date will be treated as late tenders, rejected and returned to tenderer. **Last date of submission is 03/04/2024.**

**YOUR OFFER SHOULD CLEARLY INDICATE THE FOLLOWING:**

1. **Bidders must respond to the specification on a line-by-line basis.**
2. **A bid validity period of a minimum of 10 days from tender closing date must be firmly stated.**
3. **Bidders must provide lead time/delivery period from date of receipt of official order.**
4. **Bidders shall be required to quote in USD dollars only, but NBS shall settle the payment in ZWL dollars at the prevailing RBZ Interbank rate.**
5. **NBS will not accept poor quality goods or service.**
6. **NBS reserves the right to accept or reject any Proposal(s), to cancel the bidding process and/or to reject all bids at any time prior to award, without incurring any liability to any of the Bidder(s).**
7. **Bidders must attach proof of PRAZ registration, Zimra Registration (Tax Clearance Certificate), NSSA Registration. Bidders who fail to submit these documents will automatically be disqualified.**