

# **Government of Zimbabwe**

**STANDARD**

**BIDDING**

**DOCUMENT**

**for the**

# **Procurement of:**

**REPARING SERVICES OF ZIMCHEM PLANT USED TO  
PRODUCE MODIFIED TAR.**

**DATE OF ISSUE:** 25 JUNE 2021

**CLOSING DATE:** 26 JULY 2021 at 1100 HOURS

## **Table of Contents**

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## **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:**

### **Preparation of Bids**

You are requested to bid for the provision of the services 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;
5. A copy of a valid blasting license and proof of reference for jobs previously done (at least two references)

You are also required to pay the administration fee of ZWL\$8,000.00 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. The fee can be paid using cash, bank transfer and swipe.

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 marked with the Procurement Reference Number above and 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.

### **Clarification**

**BIDDING DOCUMENT FOR THE PROCUREMENT OF REPAIR AND MAINTENANCE SERVICES OF ZIMCHEM CHRYSOTILE MODIFIED TAR PLANT.**

**PROCUREMENT REFERENCE NO: MOTID /ZIMCHEM 01/2021**

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**PART 1 BIDDING PROCEDURES**

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Clarification of the bidding document may be requested in writing by any Bidder before the 19<sup>th</sup> of July 2021 and should be sent to Director Procurement Management Unit, Kaguvi Building 16<sup>th</sup> floor office 62.

**Validity of Bids**

The minimum period for which the Bidder's bid must remain valid is 90 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 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.

Tenderers must submit four (4) copies marked 'copy' plus one (1) marked 'Original' of proposals in sealed envelopes clearly marked: 'PROVISION OF REPAIR AND MAINTENANCE SERVICES OF ZIMCHEM PLANT USED TO PRODUCE MODIFIED TAR., TENDER NUMBER:MOTID/ZIMCHEM 01/2021. Each copy should be properly bound.

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: 26 July 2021

Deadline Time:  
11:00am

Submission address: Ministry of Transport and Infrastructural Development

Procurement Management Unit

14<sup>th</sup> Floor, Office Number 41

Kaguvi Building

Amed Ben Bella /S.V Muzenda Street, Harare

Means of acceptance: Sealed bids are to be placed in a marked tender box in 14<sup>th</sup> Floor Office number 41.

**Bid opening**

Bidders and their representatives may witness the opening of bids, which will take place immediately following the deadline.

**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.

**Delivery Requirements**

The delivery period required (from the date of ordering) and the final destination for delivery are as indicated in the Delivery Schedule in Part 2.

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**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:

A bid security of ZWL 50,000.00 to be paid in the following form

Option 1.....A certified Bank Cheque

Option 2.....A bank Guarantee

Option 3.....A cash deposit to the Procurement Regulatory of Zimbabwe

(PRAZ)

If Option 3 is chosen bidders must also submit proof of payment made to PRAZ of non-refundable cash bid bond establishment fee of ZWL\$16,000.00 in line with Part IV of the Procurement Regulations (S.I.5 of 2018) as amended.

**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.

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

**Review by the Special Procurement Oversight Committee**

Section 54 of the Act provides for review by the Special Procurement Oversight Committee for certain especially sensitive or especially valuable contracts. The bids may be subject to this review, as referred to the thresholds contained in section 10(5) of and the Second Schedule to the Regulations.

**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) **Determination of Responsiveness:** Prior to the detailed evaluation of bids, the Ministry of Transport and Infrastructural Development will determine whether each bid is responsive to the requirements of the bidding documents.
  - i) For the purpose of this Clause, a responsive bid is one, which conforms to all the terms, conditions and specifications of the bidding documents without material deviation or reservation. A material deviation or reservation is one which affects in any substantial way the price, scope, quality, completion, timing or administration of the goods to be supplied by the Bidder under the contract, or which limits in any substantial way, inconsistent with the bidding documents, the Ministry of Transport and Infrastructural Development's rights or the Bidder's obligations under the contract, and the rectification of which would affect unfairly the competitive position of other Bidders who have presented responsive bids at a reasonable price.
  - ii) A bid determined to be unresponsive will be rejected by the Ministry of Transport and Infrastructural Development and may not subsequently be made responsive by the Bidder by correction of the unconformity.
  - iii) The Ministry of Transport and Infrastructural Development may accept any deviation which is not material or reservation provided that the acceptance thereof does not prejudice or affect the relative ranking order of any Bidder in the evaluation of bids.
- (b) **Correction of Errors:** Bids determined to be responsive will be checked by the Ministry of Transport and Infrastructural Development for any arithmetical errors in computation and summation. Errors will be corrected as follows:
  - i) Where there is a discrepancy between amount in figures and in words, the amount in words will govern; and;
  - ii) Where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit price with the quantity, the unit rate as quoted will normally govern unless in the opinion of the Ministry there is an obviously gross misplacement of the decimal point in the unit rate, in which event the total amount as quoted will govern. The unit rate will be corrected and clarified with the Bidder if offered the contract, so that the unit rate will be used in payment of calculations.
  - iii) If a Bidder does not accept the correction of errors as outlined above, its bid will be rejected

**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

1. have the legal capacity to enter into a contract;

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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 restricted to Zimbabwean bidders, bidders must provide their certificate of incorporation and CR14 list of Directors and their shareholding.

**Currency**

Bids should be priced in united states dollars but will be payable in Zimbabwean Dollars using the prevailing auction rate from RBZ.

**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.

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**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:**

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



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## **PART 2: STATEMENT OF REQUIREMENTS**

Name of Bidder:

Bidder's Reference Number:

### **List of Services and Price Schedule**

Currency of Bid.....

Mas

| <b>Item No¹</b> | <b>Description</b>                           | <b>Quantity</b> | <b>Unit Price</b> | <b>Total Price</b> |
|-----------------|--|-----------------|-------------------|--------------------|
| 1               | ACETYLENE CYLINDER                           | 2               |                   |                    |
| 2               | OXYGEN CYLINDER                              | 6               |                   |                    |
| 3               | 3,15 vitemax welding rods                    | 25              |                   |                    |
| 4               | 2,5 s/steel Welding rods                     | 20              |                   |                    |
| 5               | ACETYLENE CYLINDER                           | 2               |                   |                    |
| 6               | 9" CUTTING DISC                              | 20              |                   |                    |
| 7               | 9' GRINDING DISC                             | 20              |                   |                    |
| 8               | 15KG GREASE GUN                              | 1               |                   |                    |
| 9               | TIN SNIP 10 INCH                             | 3               |                   |                    |
| 10              | DRILL BITS 5MM                               | 30              |                   |                    |
| 11              | 1/2' STEAM PIPE LENGTH                       | 20              |                   |                    |
| 12              | 1/2' steam union                             | 20              |                   |                    |
| 13              | 20HP CONTACTOR (220VAC 50HZ COIL)            | 10              |                   |                    |
| 14              | Auxillary HP20 Contactor                     | 10              |                   |                    |
| 15              | 12- 18 AMP OVERLOAD RELAY                    | 10              |                   |                    |
| 16              | 40A HRC FUSES                                | 48              |                   |                    |
| 17              | BOILER TUBES 65,5MM X 3,25MM*5 BS3059/PART 2 | 76              |                   |                    |

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|    |  |   |  |  |
|----|--|---|--|--|
| 18 | SRT80 JP Top gear H Bare pump shaft      | 2 |  |  |
| 19 | Agitator drive motor, Model 3C90D900     | 3 |  |  |
| 20 | MCH -14A *8 -5 G1 BOILER FEED PUMP       | 2 |  |  |
| 21 | SUPPLY + FIXING VESSEL INSULATION        | 1 |  |  |
| 22 | SUPPLY + FIXING PIPING VESSEL INSULATION | 1 |  |  |
| 23 | 385 KVA GENERATOR 3PH 550VAC 50HZ        | 1 |  |  |
| 24 | OTHER ACCESSORIES                        |   |  |  |
| 25 | LABOUR                                   |   |  |  |
|    | <b>TOTAL INCLUSIVE OF VAT</b>            |   |  |  |

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.

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

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## 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}.*

| Item No | Description of Goods              | Quantity | Delivery Date Required by Procuring Entity and applicable INCOTERM | Bidder's offered Delivery period      |
|---------|-----------------------------------|----------|--|---------------------------------------|
|         |                                   |          |  | <i>{to be provided by the Bidder}</i> |
| 1       | ACETYLENE CYLINDER                |          | 4 WEEKS  |                                       |
| 2       | OXYGEN CYLINDER                   |          | 4 WEEKS  |                                       |
| 3       | 3,15 vitemax welding rods         |          | 4 WEEKS  |                                       |
| 4       | 2,5 s/steel Welding rods          |          | 4 WEEKS  |                                       |
| 5       | ACETYLENE CYLINDER                |          | 4 WEEKS  |                                       |
| 6       | 9" CUTTING DISC                   |          | 4 WEEKS  |                                       |
| 7       | 9' GRINDING DISC                  |          | 4 WEEKS  |                                       |
| 8       | 15KG GREASE GUN                   |          | 4 WEEKS  |                                       |
| 9       | TIN SNIP 10 INCH                  |          | 4 WEEKS  |                                       |
| 10      | DRILL BITS 5MM                    |          | 4 WEEKS  |                                       |
| 11      | 1/2' STEAM PIPE LENGTH            |          | 4 WEEKS  |                                       |
| 12      | 1/2' steam union                  |          | 4 WEEKS  |                                       |
| 13      | 20HP CONTACTOR (220VAC 50HZ COIL) |          | 4 WEEKS  |                                       |
| 14      | Auxillary HP20 Contactor          |          | 4 WEEKS  |                                       |

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|    |  |  |         |  |
|----|--|--|---------|--|
| 15 | 12- 18 AMP OVERLOAD RELAY                    |  | 4 WEEKS |  |
| 16 | 40A HRC FUSES                                |  | 4 WEEKS |  |
| 17 | BOILER TUBES 65,5MM X 3,25MM*5 BS3059/PART 2 |  | 4 WEEKS |  |
| 18 | SRT80 JP Top gear H Bare pump shaft          |  | 4 WEEKS |  |
| 19 | Agitator drive motor, Model 3C90D900         |  | 4 WEEKS |  |
| 20 | MCH -14A *8 -5 G1 BOILER FEED PUMP           |  | 4 WEEKS |  |
| 21 | SUPPLY + FIXING VESSEL INSULATION            |  | 4 WEEKS |  |
| 22 | SUPPLY + FIXING PIPING VESSEL INSULATION     |  | 4 WEEKS |  |
| 23 | 385 KVA GENERATOR 3PH 550VAC 50HZ            |  | 4 WEEKS |  |
| 24 | OTHER ACCESSORIES                            |  | 4 WEEKS |  |
|    |  |  |         |  |

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

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**Declaration by the Accounting Officer**

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

*Eng. T. K. Chinyanga.* ..... *Date* .....

## **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.

|  |                              |
|--|------------------------------|
| <b>Signed</b> .....                          | <b>Name:</b> .....           |
| <b>In capacity of:</b> .....                 | <b>Date:</b> .....(DD/MM/YY) |
| <b>Duly authorised for and on behalf of:</b> |                              |
| <b>Company</b> .....                         |                              |
| <b>Address:</b> .....                        |                              |
| .....  |                              |
| <b>Corporate Seal (where appropriate)</b>    |                              |

*{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.}*

## **PART 3 CONTRACT**

## **Contract Agreement**

**Procurement Reference:**

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

BETWEEN

(1)

.....  
..... and having its principal place of business at  
.....  
..... (hereinafter called “the Procuring Entity”),  
and

(2)

....., a corporation  
incorporated under the laws of ..... and having its principal place  
of business at  
..... (hereinafter called “the  
Contractor”).

WHEREAS the Procuring Entity invited Bids for certain ancillary services, viz., *Provision of blasting services* and has accepted a Bid by the Contractor for the provision of those Services in the sum of .....(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) General Conditions of Contract;
  - (c) The Contractor’s Bid, original Price Schedules
  - (d) 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 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 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.



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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: *[Title or other appropriate designation]*

**For and on behalf of the Contractor**

Signed: .....

Name:

In the capacity of: *[Title or other appropriate designation]*

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## **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).

## **Special Conditions of Contract**

Procurement Reference Number: **MOTID /ZIMCHEM 01/2021**

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

| <b>GCC reference</b> | <b>Special Conditions</b>  |
|----------------------|--|
| <b>GCC 7.3</b>       | <b>Eligible Countries:</b> This is a domestic Tender   |
| <b>GCC 8.1</b>       | <b>Notices:</b> Any notice shall be sent to the following addresses:<br><br>For the Procuring Entity, the address shall be as given in the Contract document and the contact shall be <i>Ministry of Transport and Infrastructural Development, Kaguvi Building 14<sup>th</sup> Floor, Office 42, S.V. Muzenda Street/ Ahmed Ben Bella Ave, Harare</i> |
| <b>GCC 19.1</b>      | <b>Liquidated Damages:</b> Liquidated Damages in terms of section 88 of the Act shall apply.   |

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| GCC reference | Special Conditions   |
|---------------|--|
| GCC 21.2      | <p><b>Packing, Marking and Documentation:</b> The goods shall meet the following special packing requirements in addition to the general requirements stated in GCC clause 21.1</p> <p>The documents to be furnished by the Contractor are:</p> <p>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:</p> <ul style="list-style-type: none"><li>(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;</li><li>(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;</li><li>(iii) copy of the Insurance Certificate, showing the Procuring Entity as the beneficiary;</li><li>(iv) four copies of the packing list identifying contents of each package;</li><li>(v) one original of the manufacturer's or Contractor's Warranty certificate covering all items supplied;</li><li>(vi) original copy of the Certificate of Inspection furnished to the Contractor by the nominated inspection agency and six copies (where inspection is required);</li></ul> <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 PROCUREMENT OF REPAIR AND MAINTENANCE SERVICES OF ZIMCHEM CHRYSOTILE MODIFIED TAR PLANT.**

**PROCUREMENT REFERENCE NO: MOTID /ZIMCHEM 01/2021**

| <b>GCC reference</b>       | <b>Special Conditions</b>   |
|----------------------------|---|
| <b>GCC 22.1</b>            | <b>Insurance:</b> The Goods shall be insured  |
| <b>GCC 23.1 &amp; 23.2</b> | <b>Inspections and tests:</b> The client will inspect the goods at their own expenses and payment will be done after the goods have been tested. If the goods fail the tests, the contractor shall remove the goods immediately from the client's premises. |
| <b>GCC 25.1</b>            | <b>Warranty:</b> The period of the warranty shall be 12 months.   |
| <b>GCC 25.6</b>            | <b>Failure to remedy a defect:</b> The period allowed to the Contractor to remedy a defect during the period of the Warranty shall be 14 days.  |
| <b>GCC 29.1</b>            | <b>Price adjustments: There will be no price adjustment.</b>  |
| <b>GCC 30.1</b>            | <b>Terms of Payment:</b> Payment shall be made after supply, delivery, testing and acceptance of the goods.   |
| <b>GCC 31.1</b>            | <b>Contract Administration Fee:</b> The Contract Administration Fee set out in Part V of the Fifth Schedule of the Regulations is due upon the signing of the Contract and the applicable Fee of ZWL\$ ..... (payable by the successful bidder only) .      |