Zimbabwe Electricity Transmission & Distribution Company

STANDARD BIDDING DOCUMENT

FIX AND SUPPLY OF BANKING HALL FRONT DOORS AT ZETDC WYNNE STREET

TENDER ZETDC/DOM/09/2026

Closing Date : 19 November 2026

Closing Time : 1000 hours

Procurement Reference No:	**ZETDC/DOM/09/2026**
Procuring Entity:	ZETDC
Date of Issue:	16 October 2026

The definitions used in the Public Procurement and Disposal of Public Assets Act [*Chapter22:23*] ("the Act"), the Public Procurement and Disposal of Public Assets (General) Regulations (Statutory Instrument No. 5 of 2018) ("the Regulations") and the General Conditions of Contract for the Procurement of goods and services apply to this Standard Bidding Document. The Act and the Regulations govern the submission of Bids and should be read by all Bidders.

Procurement Reference Number: ZETDC/DOM/09/2026

Preparation of Bids

You are requested to bid for the items described in the Statement of Requirements below, by completing attached forms and submitting the following documentation:

1. The Bid Submission Sheet in this Part in the format specified in Part 1;
2. The Statement of Requirements in Part 2 in the format specified in Part 2;
3. All Bidders must complete all schedules without fail for them to be eligible. Bidders to attach a copy of every document necessary to demonstrate eligibility in terms of section 28 (1) of the Regulations;
4. Attach filled in and signed Declaration of Conflict/Non-Conflict of Interest and Non-Disclosure form.
5. Bidders Details form must be completed and submitted together with the bid
6. A bid security of **US$280.00 payable in ZWG at the prevailing RBZ bank rate on the day of payment** in the format specified in this part;
7. Certificate of incorporation
8. A copy of old CR 14, now new CR6; **showing names of Directors** or **equivalent** company registration documents in the country of residence for foreign companies.
9. A copy of old CR 6, now new CR5; showing physical place of business or equivalent company registration documents in the country of residence for foreign companies. N.B. Tenders submitted by a JV of two or more firms as partners shall comply with this eligibility requirement for each partner.
10. Valid NSSA Certificate
11. Proof of membership with zimbabwe institute of engineers or equivalent organisation
12. Valid Tax clearance certificate;
13. PRAZ registration Category SC006 Construction and Civil Works (buildings, dams, roads etc.) (New)
14. Bid Validity of ninety (90) days must be clearly stated
15. Prices must be quoted in United States Dollars, Payable in ZWG at the prevailing interbank rate.
16. Payment terms will be (ZWG) currency at Reserve Bank of Zimbabwe(RBZ) interbank rate as at the date of payment within 30 days from date of delivery and Goods Received Note (GRN) issued by ZETDC.

17. Delivery period is three (1) week after receipt of order.
18. Minimum of three (3) trade reference letters from customers with active contact details showing bidders' direct experience in the provision of similar services.
19. Compliance statement to the technical specification on a clause by clause basis to be provided.
20. Bidder to supply his service history of 3 years
21. Technical Guarantee schedule to be completed in full, signed for and shall be compliant with ZETDC requirements
22. No deviation or exception shall be permitted without the written approval of the purchaser.
23. All accessories, items of work, though not indicated but required to make the system complete for its safe, efficient, reliable and trouble free operation and maintenance shall also be in supplier's scope unless specifically excluded.
24. There will be mandatory site visit on **30 October 2026 @10:00hrs – ZETDC Harare Region Office Wynne Street.**
25. Site visit certificate will be issued and should be submitted together with the bid.
26. Partial bid shall not be accepted.
27. Delivery Schedule.
28. Bidder to complete price schedule

NB: Failure to comply with the above requirements leads to automatic disqualification.

Lots

There are no lots.

Contract will be awarded to the bidder with the lowest aggregate price to specification.

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. 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.

Clarifications

Clarification of the bidding document may be requested through eGP at any time on or before **12 November 2026, 1600 Hours**. If a prospective Tenderer sends an inquiry after the stated date or the inquiry is received after the stated date, ZETDC shall not respond to the inquiry but ignore it.

Responses to Clarifications

All responses to clarifications will be posted on the e-GP system website https://egp.praz.org.zw. Bidders should frequently check for updates on the websites until the closing date of the tender.

Eligibility and qualification requirements

Bidders are required to meet the criteria in section 28 of the Act and section 28 (1) of the Regulations to be eligible to participate in public procurement and to be qualified for the proposed Contract. They must therefore

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) I, (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.

In addition to these eligibility requirements, Bidders must demonstrate that they have the qualifications, resources and experience to perform the contract to satisfactory standards, as indicated in the Statement of Requirements.

Participation in this bidding procedure is restricted to Zimbabwean bidders and **must** attach **Certification of Incorporation** to confirm this**.**

You are advised to carefully read the complete Bidding Document, as well as the Special Conditions of Contract in Part 3: 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, the Bidder's name, and any reference number.

Submission of Bids

Bids must be submitted through electronic Government Procurement (e-GP) system portal https://egp.praz.org.zw. No bids received outside the system will be accepted.

Date of Deadline	**19 November 2026**	**Deadline Time:**	**1000 hours Harare Time (GMT + 2 hours)**
Submission Address:	**https://egp.praz.org.zw**		

Bid opening

Bidders and their representatives may witness the opening of bids which will take place at the submission address 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.

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 in the Price Schedule included in Part 2: Statement of Requirements.

Bid Security

The Bidder must include a bid security of **US$280.00or equivalent in ZWG at the prevailing RBZ bank rate on the day of payment** in the following form:

First Option. A certified bank cheque; or

Second Option. A bank guarantee; or

Third Option. A refundable cash deposit of **US$280.00 or equivalent in ZWG at the prevailing RBZ interbank rate on the day of payment** to the Procurement Regulatory Authority of Zimbabwe (PRAZ) – If the third option is chosen, bidders must also submit proof of payment of non-refundable Bid Bond establishment fee of **US200.00**

IF A BIDDER CHOOSES SECOND AND THIRD OPTIONS THE FOLLOWING SHOULD BE NOTED:

<u>Second Option</u>

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.
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.

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.

Third Option

If Option 3 is chosen bidders must pay **USD$280.00 or equivalent** in ZWG at the RBZ prevailing Interbank rate of the day of payment. The Bid Security that shall be Refundable at the end of the bid validity period plus another **USD$200.00 or equivalent** in ZWG at the RBZ prevailing Interbank rate of the day of payment that shall be non- refundable for cash bid bond establishment fee in line with Part V of the Procurement Regulations (S.I.193 of 2022). The amount is payable at Procurement Regulatory Authority of Zimbabwe (PRAZ), 9th Floor, Pearl House, 61 Samora Machel A venue, Harare or to be deposited in the following account numbers:

1 REFUNDABLE (USD)

Bid Bonds (USD) only

BANK NAME:	COMMERCIAL BANK OF ZIMBABWE
ACCOUNT NAME:	PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE
CURRENCY:	UNITED STATES DOLLARS (USD)
ACCOUNT NUMBER:	10721064850128
BRANCH SORT CODE:	6101
SWIFT CODE:	COBZZHAXXX

1 REFUNDABLE (ZWG)

Bid Bonds (ZWG) only

BANK NAME:	COMMERCIAL BANK OF ZIMBABWE
ACCOUNT NAME:	PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE
ACCOUNT NUMBER:	10721064850118
BRANCH:	NKWAME NKURUMA

2 NON-REFUNDABLE (USD)

United State Dollars (USD) only Registration, Bid Establishment Fees, Admin Fees (Contract, SPOC and other Admin Fees) United States Dollar (USD) only

BANK NAME: COMMERCIAL BANK OF ZIMBABWE

ACCOUNT NAME: PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE

ACCOUNT NUMBER: 10721064850150

BRANCH SORT CODE: 6101

SWIFT CODE: COBZZHAXXX

3 NON-REFUNDABLE (ZWG)

Registration, Bid Establishment Fees, Admin Fees (Contract, SPOC and other Admin Fees) Zimbabwean Gold (ZWG) currency only

BANK NAME: COMMERCIAL BANK OF ZIMBABWE

ACCOUNT NAME: PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE

ACCOUNT NUMBER: 10721064850020

BRANCH: KWAME NKRUMAH

If **Option 3** is chosen bidders must pay for the Bid Security that shall be Refundable at the end of the bid validity period plus another that shall be non-refundable for cash bid bond establishment fee in line with Part V of the Procurement Regulations (S.I.193 of 2022). The amount is payable at Procurement Regulatory Authority of Zimbabwe (PRAZ), 61 Samora Machel Avenue, Harare or to be deposited in the following account numbers:

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

   BANK NAME: COMMERCIAL BANK OF ZIMBABWE

   ACCOUNT NAME: PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE

   ACCOUNT NUMBER: 01121064850020

   BRANCH: KWAME NKRUMAH

2. **REFUNDABLE (LOCAL)**

   BANK NAME: COMMERCIAL BANK OF ZIMBABWE

   ACCOUNT NAME: PROCUREMENT REGULATORY AUTHORITY OF ZIMBABWE

   ACCOUNT NUMBER: 01121064850030

   BRANCH: KWAME NKRUMAH

NB: The bid security shall be valid for NINETY (90) days after the closing of this tender and the original proof of payment must be submitted together with the bid.

Any bid not accompanied by a Bid Security in accordance with section 26 (3) of the Regulations or Bid Securing Declaration in accordance with section 26 (4) of the Regulations, where this is a requirement of bidding, will be rejected by the Procuring Entity as non-responsive.

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 examination to confirm that all documents required have been provided, to confirm the eligibility of Bidders in terms of section 28(1) of the Regulation and to confirm that the Bid is administratively compliant in terms of section 28(2) of the Regulation.
2. Technical evaluation to determine their 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 a bid will be eliminated and not considered in subsequent stages.

Currency

Bids should be priced in **United States Dollars (USD).**

Award of Contract

The lowest evaluated bid after the 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 the 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 Bid 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 has 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 debarment and other sanctions under section 74 (1) of the Regulations; and
3. Any conflict of interest on the part of the Bidder must be declared.

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 Price Schedule and Statement of Methodology, Work Plan and Schedule together with any other documents requested in Part 1. Any variation from the Statement of Requirements should be indicated in the Statement of Methodology, Work Plan and Schedule, otherwise you commit to complying fully with these Requirements.

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 should 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 perform the services listed in the Statement of Requirements to the indicated specifications and standards, 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:

	……..	**Name:**	……
Position:	……..	**Date:**.....	*(DD/MM/YY*
Authorised for and on behalf of:			
Company	……		
Address:	……		

PART 2: STATEMENT OF REQUIREMENTS

Procurement Reference Number: ZETDC/DOM/09/2026

Bidder's Name: ----------

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CURRENCY OF BID: USD

Subject	Requirement
Services to be performed	**FIX & SUPPLY OF BANKING HALL FRONT DOORS AT ZETDC WYNNE STREET**
Location(s)	**ZETDC HARARE REGION OFFICE** **WYNNE STREET**
Duration of contract	30 Days

Price Schedule

A	B	c	d	e	f	g	h
Item	**Description**	**Quantity**	**Unit of Measure**	**Price Excl. VAT**	**Total Price Excl. Vat (c * e)**	**VAT (f *0.15)**	**Total Price Incl. VAT (f + g)**
1.	FIX & SUPPLY OF BANKING HALL FRONT DOORS AT ZETDC WYNNE STREET	2	Each				
GRAND TOTAL							

Delivery Schedule

Procurement Reference Number: **ZETDC/DOM/09/2026**

Bidder's Name: _____

Bidder's Reference Number: _____

Item No.	Description of Goods	Delivery Date Required by Procuring Entity, and applicable INCOTERM	Bidder's offered Delivery period & Incoterm
			To be provided by the bidder
1	**FIX & SUPPLY OF BANKING HALL FRONT DOORS AT ZETDC WYNNE STREET**	1 WEEK, DDP ZETDC HARARE REGION OFFICE WYNNE STREET	

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

Bidder Details Form

Tender Number: ZETDC/DOM/09/2026

Name of Bidder: _____

Physical Address:

_____

_____

Active Telephone Numbers: _____

_____

Active email Address: _____

Tick the Option chosen to pay Bid Security

First Option. A certified bank cheque, ☐

Second Option. A bank guarantee; or ☐

Name of the Bank: _____

Third Option. A refundable cash deposit of **US$ 280** ☐

Banking Details

Account Name: _____

Bank: _____

Branch: _____

Account Number: _____

DECLARATION OF CONFLICT/NON-CONFLICT OF INTEREST AND NON-DISCLOSURE FORM

To: The Managing Director (A)

Zimbabwe Electricity Transmission & Distribution Company (Private) Limited

2nd Floor, Electricity Centre

25 Samora Machel Avenue

HARARE

RE: DECLARATION OF CONFLICT OF INTEREST

1, ……, being the Supplier participating in the tender for the procurement of……

…… do hereby declare as follows:

I declare that to the best of my knowledge, **I DO HAVE/DO NOT HAVE** conflict(s) of interest that prevent my full and impartial participation of tender number… .....The nature of this conflict is described below: -

……

……

……

……

…… ……

Signature **Date**

ZETDC

DISTRIBUTION DEPARTMENT

SPECIFICATION FOR

FIX AND SUPPLY OF BANKING HALL FRONT DOORS

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1. Scope of Works

The Contractor shall supply, fabricate, deliver, and install aluminum-framed double hinged entrance doors complete with sidelights, glazing, ironmongery, and Slimline locking systems to the banking hall front entrance.

The works shall include all necessary components, including frames, door leaves, glazing, locking systems, hinges, sealing, finishing, and all accessories required for a complete and functional installation.

2. Particulars of Door and Locking Mechanisms

Door Schedule

ITEM	*DESCRIPTION*	*SIZE*	*QUANTITY*
DOOR 1	*Galaxy Double hinged aluminium entrance doors with sidelights*	*2345x1835*	*1*
Door 2	*Galaxy Double hinged aluminium entrance doors with sidelights*	*2340x1950*	*1*

Note: All dimensions shall be verified on site prior to fabrication.

Locking Mechanisms

- Slimline mortice locking systems suitable for aluminium doors
- Lock cylinders keyed alike where specified
- Heavy-duty lever handle sets for commercial use
- Strike plates securely fixed to frames
- Provision for internal locking and external key access
- Locks designed for high-frequency usage typical of banking environments

3. Particulars of the Environment

The doors shall be designed and constructed for a high-traffic public environment, specifically a banking hall, characterized by:

- Frequent pedestrian usage
- Exposure to dust, temperature variations, and possible humidity
- Requirement for enhanced security and durability
- Need for smooth, safe, and reliable operation

All materials and finishes shall be corrosion-resistant, durable, and suitable for long-term use

under these conditions.

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4. Standard Units and Language

- All dimensions shall be expressed in **millimetres (mm)**
- Materials and workmanship shall comply with **relevant international or local building standards**
- Technical terminology shall conform to **construction and architectural specification standards**
- Tolerances shall be within acceptable industry limits

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5. Design and Construction of Banking Hall Front Doors

Door Frames

- Fabricated from heavy-duty aluminium extrusions
- Thickness: 1.6 – 2.0 mm
- Powder-coated finish (colour to be approved)
- Frames shall be square, rigid, and securely anchored
- All joints mechanically fastened and sealed

Door Leaves

- Heavy-duty aluminium stile sections
- Reinforced lock stile for Slimline locks
- Double leaf hinged configuration
- Designed for commercial high-traffic use

Side Lights

- Aluminium-framed fixed panels
- Glazing to match door panels
- Fully sealed with rubber gaskets and silicone

Glazing

- 10 mm toughened safety glass or 6.38 mm laminated glass
- Compliant with safety glazing standards
- Polished edges
- Installed using approved gaskets and sealants
- Silver blue tinted glass

Hinges

- Minimum of three (3) heavy-duty stainless steel butt hinges per leaf

- Designed to support door weight
- Smooth and silent operation

Hardware

- Slimline locks
- Aluminium lever handles
- Door closers (where required)
- Door stoppers
- Weather seals

All ironmongery shall be commercial grade and suitable for heavy usage.

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6. Installation

- Accurate setting out, alignment, and levelling
- Secure anchoring of frames to structure
- Sealing between frame and wall using silicone
- Adjustment of hinges and locking systems
- Testing for smooth operation and proper locking

Doors shall operate freely without binding or misalignment.

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7. Finishing

- Powder-coated aluminium surfaces
- Colour as approved by Client/Architect
- Surfaces to be free from scratches, dents, or defects

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8. Protection and Handover

- Protection of installed doors during construction
- Cleaning of glass and frames upon completion
- Handover with all keys and accessories
- Submission of operation and maintenance instructions

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9. Technical Guarantee Schedule

Item	Guarantee Period	Coverage	Comply/Dot Comply
Aluminium frames & doors	Minimum 5 years	Structural integrity, corrosion resistance	
Locking systems (Slimline locks)	Minimum 2 years	Mechanical performance and functionality	

Hinges and hardware	Minimum 2 years	Wear and operational defects	
Glazing	Minimum 2 years	Defects in materials and installation	
Powder coating finish	Minimum 3 years	Peeling, fading, or surface defects	

Conditions:

- Guarantee shall cover defects in materials and workmanship
- Excludes damage due to misuse, vandalism, or improper maintenance
- Contractor shall repair or replace defective components at no cost within the guarantee period

Declaration by the Accounting Officer

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



Eng. H. Choga ……. 16/10/2026
Signed Date