

# ZIMBABWE EZEKIEL GUTI UNIVERSITY



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## INVITATION TO SUPPLIERS TO APPLY FOR REGISTRATION IN THE 2024 SUPPLIER DATA BASE

Zimbabwe Ezekiel Guti University is inviting interested, reputable and prospective suppliers of goods and services to register as approved suppliers and service providers for the year 2024. Suppliers will be required for the following product and service categories:

- Office furniture and equipment;
- Computers and consumables;
- Landscaping and designs;
- Building materials, electrical hardware and plumbing;
- Repairs and maintenance of buildings;
- Library books and reading materials;
- Networking;
- Printing services;
- Graduation regalia;
- Student IDs processors
- Construction;
- Travel agencies;
- Fumigation and cleaning services;
- Repair of computers and printers;
- Protective Clothing, Corporate Wear & Footwear and branding;
- Videos and photography;
- Firefighting equipment;
- Sportswear;
- Refrigeration and air conditioning;
- Telephone repairs and maintenance;
- Motor vehicle repairs and maintenance;
- Events services.
- Supply of petrol and diesel using coupons and or e-fuel card system
- Supply of cleaning materials and services
- Designing, Signage, Branding, Billboards, Barriers, Posters, Brochures
- Upholstery services

### **Requirements**

Interested companies should submit the following documents:

- Letter of introduction;
- Memorandum of Association;
- Company profile detailing type of business and physical address;
- Tax clearance certificate;
- CR 14;
- 3 traceable references; and
- Payment terms and preferred method.

**NB: Multiple service providers should separate applications and clearly state the category applied for. THIS IS ONLY AN INVITATION TO REGISTER AND DOES NOT GUARANTEE ENGAGEMENT IN DOING BUSINESS WITH THE ZIMBABWE EZEKIEL GUTI UNIVERSITY. The University reserves the right to accept or reject any application. Current suppliers are encouraged to re-apply. The cut-off date for the submission of applications is 15 February 2024. Female-owned companies are also encouraged to apply.**

**All interested companies should attach proof of payment of a non-refundable application fee of US\$40 (or at Foreign Exchange Auction Rate).**

Bank:	ZB Bank
Branch:	Bindura
Account Name:	Zimbabwe Ezekiel Guti University
Account No.	4536-772451-405

**The applications should be submitted to:**

**The Procurement Office**

**Zimbabwe Ezekiel Guti University**

**Stand No. 1901 Barrassie Rd.**

**Off Shamva Road**

**P. Box 350**

**Bindura**

OR

**The Harare Teaching and Learning Centre**

**18836 Hampden Road**

**Belvedere**

**Harare**