

**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
INTERNAL REFURBISHMENT SERVICES AT HWANGE POWER STATION.  
PROCUREMENT REFERENCE NO: ZPC/HO INT 10/2025**

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**Closing Date : 02 July 2025**

**Closing Time : 17:00 hours**

**Site visit Date : 04 June 2025**

**Site visit time : 10: 00hours**

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**Bidding Document for :**                      **Provision of cooling tower 1 and 2 internal  
refurbishment services at Hwange Power  
Station.**

**Procurement Reference No:**              **ZPC/HO/INT 10/2025**

**Procuring Entity:**                              **Zimbabwe Power Company**

**Date of Issue:**                                  **05 May 2025**

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**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: ZPC/HO/INT 10/2025**

## **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 in the format specified in Part 1 (b);
2. List of Services and Price Schedule
3. All Bidders must complete all schedules without fail. 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 a signed **Bid Securing Declaration form**;
5. Bidders must provide a minimum of **three reference letters** with active contact details from three different customers for the successful execution of construction and civil works or cooling towers refurbishment.

**NOTE: Zimbabwe Power Company is certified in the following standards; ISO 9001:2015; ISO 14001:2015 and OHSAS 18001:2007. Please note that preference will be given to firms certified in the above standards or equivalent. The percentage of preference to be given to ISO certified firms is 2½ %.**

The following documents are also required:

1. A copy of CR 14 (List of Directors) or equivalent for foreign bidders,
2. Copy CR6 (Company Address) or equivalent for foreign bidders,
3. Copy Certificate of Incorporation or equivalent for foreign bidder,
4. A valid tax clearance certificate (ITF263) for local companies only,
5. A copy of your company profile.
6. Supplier Registration with the **Procurement Regulatory Authority of Zimbabwe for the year 2025 in the category of Plant and Equipment Maintenance (SP004)**.
7. Attach valid NSSA clearance certificate indicating fulfilment of NSSA social security contributions for local companies only.

## **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.

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**Clarification**

Requests for clarification of the bidding document and extension of tender closing date may be requested in writing by any Bidder before 17 June 2025 and should be sent online through eGP system.

Responses to queries and to request/s for extension of tender closing date will be uploaded into the eGP system.

**Pre-bid meeting and Site Visit, Services to be performed, location(s) and other requirements**

The services to be performed under the Contract, the location or locations where these services are to be performed, the times of performance and the manpower, equipment and other resources required and the supervising agent at these locations are stated in the Statement of Requirements in Part 2. Bidders must signify their acceptance of these requirements when submitting their Bid.

The Supervising Agent will have authority on behalf of the Procuring Entity to give directions on the performance of the services and to approve satisfactory completion of these services.

The Bidder, at the Bidder's own responsibility and risk, is invited to a visit to examine the location(s) and its surroundings and obtain all information that may be necessary for preparing the Bid and entering into a contract for the Services. *For this purpose, the Procuring Entity has arranged a site visit to take place on 04 June 2025 at 1000 hours.* The costs of visiting the Site will be at the Bidder's own expense. Site visit clearance is two weeks before site visit date. Application for site visit should be on your company letterhead addressed to [supplychain@zpc.co.zw](mailto:supplychain@zpc.co.zw) and should include names, ID numbers and physical addresses of those to attend.

**Validity of Bids**

The minimum period for which the Bidder's bid must remain valid is **ninety (90) days** from the deadline for the submission of bids.

**Submission of Bid**

Bid must be submitted online through eGP system.

Date of deadline: 02 July 2025                      Deadline Time: 17:00hrs

Means of acceptance:    Online (eGP)

**Bid opening**

Bids are opened online through the EGP Platform just after the date and time of closing

**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 contract signing) 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;

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).

**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;

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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:** Bidders must state the delivery period for the specified in the Delivery Schedule in Part 2.
- (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) **Cost of major replacement components, mandatory spare parts, and service:** Bidders must state the unit prices for these items. The total cost of these items and quantities will be added to the Bid price, for evaluation purposes only.

**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 therefore have:

Subject eligibility	Eligibility requirement/Criteria	Documentation required
<b>Legal Capacity</b>	have the legal capacity to enter into a contract;	Company Registration Documents - Certificate of Incorporation or (Company registration documents showing company name and year of incorporation) or equivalent for foreign companies - CR14 or (Company registration documents showing the details of directors and company addresses) equivalent for foreign companies
<b>Bankruptcy</b>	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;	Declaration by completing and signing the bid submission sheet in this part.
<b>Taxes and Social Security</b>	have fulfilled their obligations to pay taxes and social security contributions in Zimbabwe;	- Valid tax clearance certificate for Zimbabwe - Valid signed and stamped NSSA clearance certificate for Zimbabwe Companies Only.
<b>Conflict of interest</b>	Applicants should declare not having a conflict of interest in relation to this procurement requirement by signing the	A signed bid submission sheet.

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	<p>bid submission sheet.</p> <p>Conflict of interest refers to situations in which personal interests (which may include but not limited to financial interests) may compromise, or have the appearance of, or potential for, compromising professional judgment and integrity and, in doing so, the best interests of the company.</p> <p>Examples of conflict of interest</p> <ul style="list-style-type: none"> <li>• Having a financial interest in a potential tenderer, supplier, business partner, vendor or any other company or organization which does business or intends to do business with Zimbabwe Power Company.</li> <li>• Being employed by (as staff member or volunteer) or providing service to any potential tenderer or existing supplier, vendor or business partner</li> <li>• Being a member of a potential tenderer or existing supplier's or vendor's management executive or Board member.</li> <li>• Receiving any kind of monetary payment or non-monetary gift or incentive (including hospitality) from any tenderer, existing supplier or its representative.</li> <li>• Canvassing or negotiating with any person with a view to enter into any of the arrangements stated above.</li> <li>• Having a close member of your family (which term includes unmarried partners) or personal friends who fall into any of the categories outlined above</li> </ul> <p>NB: The above is a non-exhaustive list of examples, and it is the responsibility of each Director to ensure that any and all potential conflicts, whether or not of the type listed above, are disclosed.</p>	
<p><b>Debarment</b></p>	<p>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</p>	<p>A signed bid submission sheet in this part</p>

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	ineligible under section 99 of the Act;	
<b>Nationality of eligible Country</b>	have the nationality of an eligible country as specified in the Special Conditions of Contract; and	CR14 or list of directors indicating the nationality of Directors or CR2 form list of shareholders or equivalent for foreign bidders.
<b>Registration with PRAZ</b>	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.	Proof of registration with PRAZ in the form of a copy of government gazette or PRAZ registration certificate for the financial year 2025 <b>in the category of Plant and Equipment Maintenance (SP004).</b>

Participation in this bidding procedure is open to both Zimbabwean and foreign bidders.

**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. ***Bidders must note that if they put more than one option only their main offer will be evaluated.***

**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. You are required to pay the administration fees of US\$400.00 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 of the Regulations. **Please attach proof of such payment together with the bid.** The Non-Refundable fee is paid directly to the Procurement Regulatory Authority of Zimbabwe PRAZ or to the following Account:

**Non-Refundable (USD)**

**Banking Details:**

Bank Name: CBZ Bank Limited  
Account Name: Procurement Regulatory Authority of Zimbabwe  
Account Number: 10721064850108  
Branch Code: 6101

**Non-Refundable (ZWG)**

**Banking Details:**

Bank Name: CBZ Bank Limited  
Account Name: Procurement Regulatory Authority of Zimbabwe  
Account Number: 10721064850020  
Branch Code: 6101

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**Currency**

Tenders should be priced in United States Dollars or ZWG. For local companies, bids priced in USD payment will be effected in ZWG and conversion will be at the prevailing interbank rate as published by the RBZ at time of payment.

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 Zimbabwe on the date of the submission deadline, see <http://www.rbz.co.zw/>.

**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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**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: **ZPC/HO/INT 10/2025**

Subject of Procurement: **Provision of cooling tower 1 and 2 internal refurbishment services**

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.

We declare that we do not have a conflict of interest in relation to this procurement requirement.

We declare that we shall not be involved in any fraudulent or corrupt practices. We understand that the Procuring Entity will reject a recommendation for award if it determines that we are 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

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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**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 being eligible for bidding for any contract with a Procuring Entity in Zimbabwe for a period 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, upon our receiving 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 partners to the Joint Venture that submits the Bid.}*



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**PART 2: STATEMENT OF REQUIREMENTS**

**PART 2: STATEMENT OF REQUIREMENTS**

Name of Bidder:

Bidder's Reference Number:

**List of Goods and Price Schedule**

**Provision of cooling tower 1 and 2 internal refurbishment services at Hwange Power Station**

Currency of Bid:.....

<b>Item No<sup>1</sup></b>	<b>Description of Goods</b>	<b>Quantity</b>	<b>Unit of Measure</b>	<b>Unit Price<sup>3</sup></b>	<b>Total Price<sup>4</sup></b>
	<b>Parameter breakdown:</b>			<i>[to be provided by the Bidder]</i>	<i>[to be provided by the Bidder]</i>
1	Sludge removal	1	au		
2	Removal of 100% of the stainless steel packing for the whole Cooling Tower	1	au		
3	High pressure wash of the Cooling Tower Internals	1	au		
4	Repack with X" pack	1	au		
5	Replacement of all sprayers in the Cooling Tower with down-facing sprayers	1	au		
6	Removal of all distribution pipes	1	au		
7	Complete replacement of all distribution pipes within the Cooling Tower with new pipes	1	au		
8	Complete replacement of all end caps within the Cooling Tower	1	au		
9	Replace all cooling tower landing steel screens and grating	1	au		
10	<b>Civil works</b> The supplier shall do all the civil works (if required) for the installation of the equipment.	1	au		
	<b>Total before VAT</b>				
	VAT				
	<b>Total DAP Hwange</b>				

Note 1: Technical data sheets which give full details MUST be submitted with bids.

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*Note 2: In the data sheet, the supplier must tick the actual they are offering.*

*Note 3: Lots and packages should be shown as separate items.*

*Note 4: The description or quantity must indicate the unit of measure where relevant.*

*Note 5: 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.*

## **Proposed Methodology, Work Plan and Schedule**

*{State the methodology and work plan you would propose to complete the required Services, the associated resources and the schedule for commencement and completion.}*

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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}.*

**Provision of cooling tower 1 and 2 internal refurbishment services at Hwange Power Station.**

<b>Item No<sup>1</sup></b>	<b>Description of Goods</b>	<b>Quantity</b>	<b>Unit of Measure</b>	<b>Mobilization Time Required by Procuring Entity</b>	<b>Bidder's offered Delivery period</b>
	<b>Parameter</b>				BIDDER TO FILL IN THIS COLUMN <i>{to be provided by the Bidder}</i>
1	Provision of cooling tower 1 and 2 internal refurbishment services at Hwange Power Station	1	au		

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

**Zimbabwe Power Company, Hwange Power Station, Old Victoria Falls Road, Hwange.**

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## 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)]*

**Provision of cooling tower 1 and 2 internal refurbishment services at Hwange Power Station**

<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>Item description and full technical Specification (Bidder's Offer)</i>
	In the bid the supplier should indicate whether on each line item if nature of work is done with the cooling tower online or offline. The work involved will cover:	
1	Sludge removal	
2	Removal of 100% of the stainless steel packing for the whole Cooling Tower	
3	High pressure wash of the Cooling Tower Internals	
4	Repack with X" pack	
5	Replacement of all sprayers in the Cooling Tower with down-facing sprayers	
6	Removal of all distribution pipes	
7	Complete replacement of all distribution pipes within the Cooling Tower with new pipes	
8	Complete replacement of all end caps	

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	within the Cooling Tower.	
9	Replace all cooling tower landing steel screens and grating	
10	<p><b>Civil works</b></p> <p>The supplier shall do all the civil works (if required) for the installation of the equipment.</p>	
11	<p><b>Warranty / Guarantee</b></p> <p>A guarantee / warranty of plant for 12 months from date of commissioning or 18 months from date of dispatch whichever is earlier shall be enforced. During guarantee / warranty period, supplier shall undertake, upon written request from ZPC, the repair and replacement at ZPC's discretion and as soon as possible any parts of goods delivered which can be proved to be damaged or unfit due to bad material, faulty design or poor workmanship.</p>	
12	<p><b>Submittals</b></p> <p>The contractor shall</p> <ul style="list-style-type: none"> <li>• Submit the literature including drawings if required on tests and repairs to be done to the Engineer before any work can commence for approval.</li> <li>• Submit a work schedule for approval before commencement of work</li> <li>• On completion submit 8 hard copies</li> </ul>	

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PART 2: STATEMENT OF REQUIREMENTS**

	and soft copy reports of the repair procedures undertaken to the Engineer for filing.	
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**Additional information**

Cooling Tower No.1 and 2 Characteristics

Thermal Load	400 MW
Water flow at design point	12 m <sup>3</sup> /S
Air Temperature at design point	29°C
Hot Water temperature :	44°C
Re-cooling water temperature	33.2°C
<b>Shell</b>	
Diameter at basin	75.87 m
Diameter at throat	45.322 m
Diameter at top	56.52 m
Shell height-from top of water pond wall	105.00 m
Material distribution pipe :	PVC
Material of water sprayers :	PVC
Supporting of pack :	Stainless steel hangers

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 rejected unless supported by technical literature. **Simple statements such as e.g. Comply or Compliant will not be accepted unless supported by relevant technical literature.**

**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
INTERNAL REFURBISHMENT SERVICES AT HWANGE POWER STATION.**

**PROCUREMENT REFERENCE NO: ZPC/HO/INT 10/2025**

**PART 2: STATEMENT OF REQUIREMENTS**

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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.

.....  
Signed

...../...../2025  
Date

**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
INTERNAL REFURBISHMENT SERVICES AT HWANGE POWER  
STATION. PROCUREMENT REFERENCE NO: ZPC/HO/INT 10/2025**

**PART 3: CONTRACT**

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PART 3 CONTRACT

# Contract Agreement

**Procurement Reference:**

THIS CONTRACT AGREEMENT is made the *[insert: date]* day of *[insert: month]*,  
*[insert: year]*.

BETWEEN

- (1) *Zimbabwe Power Company*, a subsidiary of ZESA Holdings *incorporated under the laws of Zimbabwe* and having its principal place of business at 44 Samora Machel Avenue 12<sup>th</sup> Floor Megawatt House (hereinafter called “the Procuring Entity”), and
- (2) *[insert name of Contractor]*, a corporation incorporated under the laws of *[insert: country of Contractor]* and having its principal place of business at *[insert full postal address of Contractor]* (hereinafter called “the Contractor”).

WHEREAS the Procuring Entity invited Bids for certain Services viz., refurbishment of cooling towers 1 and 2 internals at ZPC Hwange Power Station and has accepted a Bid by the Contractor for the supply of those Goods and Services in the sum of *[insert Contract Price in words and figures, expressed in the Contract currency]* (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) 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;
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.

**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
INTERNAL REFURBISHMENT SERVICES AT HWANGE POWER STATION.  
PROCUREMENT REFERENCE NO: ZPC/HO/INT 10/2025**

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**PART 3: CONTRACT**

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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: *[Title or other appropriate designation]*

**For and on behalf of the Contractor**

Signed: .....

Name:

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

**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
INTERNAL REFURBISHMENT SERVICES AT HWANGE POWER STATION.  
PROCUREMENT REFERENCE NO: ZPC/HO/INT 10/2025**

**PART 3: CONTRACT**

**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) except where modified by the Special Conditions below.

**Special Conditions of Contract**

Procurement Reference Number: ZPC/HO/ INT 10/2025

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	<b>Eligible Countries:</b> All countries are eligible.
GCC 8.1	<p><b>Notices:</b> Any notice shall be sent to the following addresses:</p> <p>For the Procuring Entity, the address shall be as given in the Contract document and the contact shall be :</p> <p style="text-align: center;"><i>Zimbabwe Power Company, 12th floor, Megawatt House 44 Samora Machel Avenue Harare, Zimbabwe +263 242 250407-9</i></p> <p style="text-align: center;"><a href="mailto:nmataruste@zpc.co.zw">nmataruste@zpc.co.zw</a>; <a href="mailto:ckadembo@zpc.co.zw">ckadembo@zpc.co.zw</a></p> <p>For the Contractor, the address shall be as given in the Bid and the contact shall be</p> <p><i>{state name of contact}</i></p>
GCC 19.1	<b>Liquidated Damages:</b> Liquidated Damages in terms of section 88 of the Act shall/shall not apply. <i>The rate of liquidated damages shall be 0.05% of the contract price per week up to 10%. Thereafter the contract shall be subject to cancellation.</i>

**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
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PROCUREMENT REFERENCE NO: ZPC/HO/INT 10/2025**

**PART 3: CONTRACT**

GCC reference	Special Conditions
GCC 21.2	<p>The goods shall meet the following special packing requirements in addition to the general requirements stated in GCC clause 21.1. Suitable packaging.</p> <p>The documents to be furnished by the Contractor are:</p> <ol style="list-style-type: none"> <li>1. A negotiable bill of lading when the goods are coming by sea</li> <li>2. An airway bill, when the goods are coming by Air</li> <li>3. A road consignment note, when the goods are coming by road</li> <li>4. Insurance certificate,</li> </ol> <p><b>For Imported Goods</b></p> <p>Upon shipment, the Contractor shall notify the Procuring Entity and the insurance company in writing of the full details of the shipment. In the event of Goods sent by airfreight, the Contractor shall notify the Procuring Entity a minimum of forty-eight (48) hours ahead of dispatch, the name of the carrier, the flight number, the expected time of arrival, and the waybill number. The Contractor shall email and then send by courier the following documents to the Procuring Entity, with a copy to the insurance company:</p> <ol style="list-style-type: none"> <li>(i) one original and two copies of the Contractor’s invoice, showing the Procuring Entity as the consignee; the Contract number, Goods description, quantity, unit price, and total amount. Invoices must be signed in original;</li> <li>(ii) one original and two copies of the negotiable, clean, on-board through bill of lading marked “freight prepaid” and showing Procuring Entity as the consignee and Notify Party as stated in the Contract, with delivery through to final destination as per the Schedule of Requirements and two copies of non-negotiable bill of lading, road consignment note, truck or air waybill, or multimodal transport document, marked “freight prepaid” and showing delivery through to final destination as per the Schedule of Requirements;</li> <li>(iii) two copies of the packing list identifying contents of each package;</li> <li>(iv) copy of the Insurance Certificate, showing the Procuring Entity as the beneficiary;</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 <i>in line with the Consignment Based Conformity Assessment (CBCA) Programme.</i></li> </ol> <p><b><u>For Goods from within Zimbabwe</u></b></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> <ol 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> </ol>



**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
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PROCUREMENT REFERENCE NO: ZPC/HO/INT 10/2025**

**PART 3: CONTRACT**

GCC reference	Special Conditions
<b>GCC 22.1</b>	<b>Insurance:</b> The Goods shall be insured <i>in accordance with the specified Incoterms (Delivered Duty Paid)</i> .
<b>GCC 23.1 &amp; 23.2</b>	<b>Inspections and tests:</b> Applicable in this Contract
<b>GCC 24.1</b>	<b>Performance security:</b> The Contractor shall provide a performance security of <b>10 %</b> of the Contract Price. The performance security shall be denominated in the currency of the Contract and issued by a Bank located in Zimbabwe or a foreign Bank through correspondence with a Bank located in Zimbabwe or from another financial institution acceptable to the Procuring Entity. The format shall be based on the template following the Special Conditions of Contract in this Part.
<b>GCC 24.4</b>	<b>Reduction of performance security : <i>Not Applicable in this Contract</i></b>
<b>GCC 25.1</b>	<b>Warranty:</b> The period of the warranty shall be 12 months against material and manufacturing defects.
<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 30 days.
<b>GCC 29.1</b>	<b>Price adjustments:</b> Prices shall be fixed for the duration of the contract unless agreed by both parties in writing.
<b>GCC 30.1</b>	<b>Terms of Payment:</b> The structure of payments shall be:  30 days after provision of services. No advance payments will be issued for orders whose values are below <b>US\$500,000.00</b> . All advance payments require advance payment guarantees. Where applicable, costs for establishing advance payment guarantees are to the bidders account. Advance payment payable to bidders will shall not exceed 15% for domestic bidders and 10% for international bidders.
<b>GCC 31.1</b>	<b>Contract Administration Fee:</b> The Contract Administration Fee set out in Part V of the Fifth Schedule Part VI of the Regulations is due upon the signing of the Contract. (S.1.193 OF 2022)

**BIDDING DOCUMENT FOR PROVISION OF COOLING TOWER 1 AND 2  
INTERNAL REFURBISHMENT SERVICES AT HWANGE POWER STATION.  
PROCUREMENT REFERENCE NO: ZPC/HO/INT 10/2025**

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**PART 3: CONTRACT**

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**Bank Guarantee for Performance Security**

*[This is the format for the Performance Security to be issued by a commercial bank in Zimbabwe in accordance with GCC 18.1]*

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