



Main Campus
15015 Ganges Road
Belvedere
Harare
Zimbabwe

Telephone: +263 4 741422 - 36
Website: www.hit.ac.zw

REQUEST FOR QUOTATION

TO: Consultancy Services

CLOSING DATE: 22 August 2018

DATE: 17 August 2018

CLOSING TIME: 16.00 Hours

RETURN QUOTATION TO: BUYING UNIT

CONTACT PERSON: L. NTINI EXT 2175

DELIVERY PERIOD:

ITEM NUMBER	DESCRIPTION (Please give full specification)	UOM	QUANTITY
1	Provision of company secretarial services, filing of annual returns from 2006 to 2017.		11 years

INSTRUCTIONS AND CONDITIONS

1. Submit proof of registration with the PRAZ (former SPB) for the category applied for.
2. Submit Valid Tax Clearance
3. State delivery period
4. Payment is after service provision.
5. Delivery point is Harare Institute of Technology
6. Quotations must be submitted in sealed envelopes indicating the closing date.