



Main Campus  
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Zimbabwe

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## REQUEST FOR QUOTATION

**TO: Suppliers of Office Furniture**

**CLOSING DATE 8 March 2018**

**DATE: 1 March 2018**

**CLOSING TIME: 16.30pm**

**RETURN QUOTATION TO: BUYING UNIT**

**CONTACT PERSON: Mrs W Tinonetsana**

**DELIVERY PERIOD: ASAP**

ITEM NUMBER	DESCRIPTION ( Please give full specification)	QUANTITY
1	Lockable steel cabinet	1
2	5-tier box file cabinet	1

### INSTRUCTIONS AND CONDITIONS

1. Submit proof of registration with the State Procurement Board in the specified category
2. Submit Valid Tax Clearance
3. State delivery period
4. Payment is after delivery
5. Delivery point is Harare Institute of Technology
6. Quotations must be submitted in sealed envelopes.

Department Name Vat	Description	Unit Price Excl.	VA T Inclusive
<b>Canteen</b>			
1	Chef's Jackets		
2	Chef's Trousers		
3	Chef's Hats		
4	Chef's Aprons		
5	Porter's Jumpers		
6	Porter's Trousers		
7	Porter's Hats		
8	Porter's Aprons		
9	Table cloths		
10	Dust coats		
<b>Central Services</b>			
1	Sheets		
2	Blankets		
3	Table Cloths		
4	Dust coats		
5	Overlays		
6	Curtains (per kg)		
7	Banners		
8	Pillowcases		
9	Bedspreads		
	Bathing towels		
<b>Registration &amp; Student Records Management</b>			
1	Undergraduates Gowns		
2	Undergraduates Caps		
3	Masters Gowns		
4	Masters Caps		
5	PhD Gowns		
6	PhD Barrets		
7	PhD Hoods		
8	Undergraduates Hoods		
9	Masters Hoods		