

CITY OF MASVINGO

SALE OF COMMERCIAL STANDS FOR RUJEKO D

TENDER NO. HSL03/2026

CLOSING DATE: 21 AUGUST 2026

**ENQUIRIES IN REGARD TO THESE TENDERS SHOULD BE
MADE TO:-**

**THE TOWN CLERK
CITY OF MASVINGO**

CIVIC CENTRE

P.O BOX 17

MASVINGO

TEL: 039-2262431-4

ENQUIRIES TO BE MADE DURING WORKING HOURS

Website: www.masvingocity.org.zw

SECTION I: INVITATION TO TENDER

City of Masvingo invites tenders from interested and qualified buyers, developers, and investors for the outright sale of three (3) prime parcels of land located in Rujeko D, Masvingo. This is a rare opportunity to acquire high-value properties suitable for commercial, retail, and residential flats development.

The following properties are offered for sale on an “as-is, where-is” basis. All bids must meet or exceed the stated mandatory reserve prices:

Lot No.	Property Type	Land Area (M²)	Reserve Price (US\$)
Lot A	Fuel Filling Station Site	2,497	150,000.00
Lot B	Shopping Mall Site	4,103	245,000.00
Lot C	Residential Flats Site	12,478	759,000.00

Note: The reserve prices are exclusive of Value Added Tax and any applicable taxes.

A compulsory site visit has been scheduled for **Wednesday, 5th August 2026 at 09:00 AM (Local Time)**. All prospective bidders **MUST** assemble at The Director of Housing and Social Service’s Office, City of Masvingo, Civic Centre Offices, R. Mugabe Way, Masvingo, by 08:45 AM.

Attendance is compulsory - bids received from parties who have not signed the official site visit attendance register will be automatically disqualified.

Clarification of the bidding document may be requested by any Bidder up to **15 August 2026**, through the masvingocityhousing@gmail.com email address.

Bid Security: Each bid must be accompanied by a bank guarantee or proof of bank transfer into City of Masvingo bank account, of 2% of the reserve price, made payable to City of Masvingo. The bid bond shall be refunded after the completion of the bidding process.

Validity Period: All bids must remain valid for a period of ninety (90) days from the closing date.

The bid documents with further detailed information are obtained from **the office of the Director of Housing and Social services** during normal working hours

upon payment of non-refundable fees of US\$120.00 between 9.00 am and 4.00 pm, **OR** Bidders can also download details of the tender document from the City of Masvingo website www.masvingocity.org.zw free of charge.

Completed bid documents should be submitted in a plain sealed envelope clearly marked in Bold Letters: **Rujeko D Commercial Stands** and physically deposited in the tender box situated in **Chamber Secretary's Office** on or before **Friday, 21st August 2026 at 11:00 AM (Local Time)** Bids shall be opened on the same day at 1110 hours in the presence of bidders or their representatives who wish to attend.

SECTION II: INSTRUCTIONS TO BIDDERS

1.0 INTRODUCTION

The City of Masvingo will enter into agreement with bidder(s) who will have submitted their bids and accepted by the council.

2.0 ELIGIBILITY OF BIDDERS

2.1 This Invitation to tender is open to all the interested and eligible bidders as described in invitation to tender (ITT) above.

2.2 City of Masvingo's employees and council members are not eligible to participate in the tender.

2.3 Bidders shall not be under a declaration of ineligibility for corrupt or fraudulent practices or debarred to participate in any bidding activity.

3.0 COST OF BIDDING

Please note the following:

- (i) the costs of preparing the tender, site visit and of preparation of agreement of sale are not reimbursable to the successful bidder(s); and
- (ii) City of Masvingo is not bound to accept any of those costs regardless of the conduct or outcome of the bidding process.

4.0 BID DOCUMENTS

4.1 The contents of the Bid documents are listed below and should be read in conjunction with any addendum issued by City of Masvingo.

Section I: Invitation to Tender

Section II: Instruction to Bidders

Section III: Site plans for commercial stands on sale

Section IV: Technical Bid Form

Section V: Financial Bid Form

4.2 The bidder must familiarize themselves with local conditions and take them into account in preparing their tender. To obtain first-hand information on the assignment and on the local conditions, bidders are encouraged to liaise with the City of Masvingo regarding any information that they may require before the close of clarification date.

4.3 Bidders should not contact City of Masvingo or to request for any additional information after the close of clarification date. Bidders should ensure that they exhaust all enquiries before the close of clarification date.

5.0 AMENDMENTS AND REQUESTS FOR CLARIFICATIONS

5.1 At any time prior to the deadline for submission of bids, City of Masvingo for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, may modify the tender documents by amendment.

5.2 All prospective candidates that have attended the site visit will be notified of the amendment in writing and the amendment will be binding on them.

5.3 In order to allow prospective bidders reasonable time in which to take the amendment into account in preparing their bids, City of Masvingo, at its discretion, may extend the deadline for the submission of tenders.

5.4 A prospective bidder requiring any clarification of the tender document may notify City of Masvingo in writing at the entity's email addresses indicated herein. City of Masvingo will respond in writing to any request for clarification of the tender documents received to every bidder.

5.5 Bidders may request a clarification of the tender document only up to the close deadline of clarification date.

5.6 City of Masvingo shall reply to any clarifications sought by the bidders within 48 hours of receiving the request to enable the bidder to make timely submission of bidder's tender.

5.7 For all enquiries or clarifications, please contact City of Masvingo's Director of Housing at any of the following communication facilities:

- i. Tel: +263 392 262431-4
- ii. Email address: masvingocityhousing@gmail.com

6.0 PREPARATION OF BIDS

6.1 TECHNICAL PROPOSAL

6.1.1 Bidders are expected to examine all instructions, forms, terms, requirements and other information in the bid document. Failure to submit a bid which is not substantially responsive may result in the rejection of a bid. A bid will be deemed responsive when all the required documents/information is furnished.

6.2 FINANCIAL PROPOSAL

BIDDING DOCUMENT FOR THE SALE OF COMMERCIAL STANDS FOR RUJEKO D

REFERENCE No: HSL03/2026

6.2.1 In preparing the Financial Proposal, bidders are expected to take into account the requirements and conditions outlined in the tender document.

6.2.2. The Financial Proposal should clearly state the amount, the bidder is offering for the selected property development.

7.0 SUBMISSION OF BIDS

7.1 The bidder has been provided with various forms to complete and may **bid all Lots**. The forms shall constitute part of this tender.

7.2 It is the duty of the bidder to ensure that he carefully reads the tender document to enable him/her adequately complete the bid documents. Failure to furnish all information required by the tender document or to complete/submit the bid in conformity with the requirements of this tender document shall result to its disqualification / rejection.

7.3 The bidder shall submit his/her bid as a single package. The submitted bid must conform to the format prescribed in Section I of this tender document.

7.4 All bids must be completed in full and be **signed** by the bidder or a person duly authorized. Any alteration and over writing should be initialed by the person signing the bid document. A bid not duly signed shall be considered nonresponsive and shall be disqualified.

7.5 Where the bidder submits unsealed or improperly marked envelopes the bid will be disqualified and the City of Masvingo will not assume any responsibility for the bids misplacement or mishandling.

7.6 Bidders **MUST** paginate their bids.

8.0 LANGUAGE OF THE BID

8.1 The language of the correspondences shall be in English language.

9.0 PRICE

10.1 Bidders shall express their offer in **UNITED STATES DOLLARS (USD)**. In the event that the bidder elects to submit the bid in any other currency, the City of Masvingo shall reserve the right to accept or reject the bid in total.

10.0 MODIFICATION AND WITHDRAWAL OF BIDS

10.1 The bidder may modify or withdraw its bid after submission; provided that the modification, substitution or written notice of withdrawal of the bid is received by City of Masvingo prior to the deadline prescribed for submission of bids. No bid may be modified or withdrawn after the deadline for submission of bids.

10.2 The bidder's modification or withdrawal notice shall be packaged and dispatched in accordance with tender procedures. A withdrawal notice may be sent by email, but must be followed by a signed original, postmarked not later than the deadline for submission of bids.

11.0 EVALUATION OF THE BIDS

11.1 PRELIMINARY EXAMINATION OF BIDS

11.1.1 The City of Masvingo shall examine the bids to determine whether they are complete, whether any computational errors have been made, whether the documents have been properly signed and whether the bids are generally in order.

11.1.2 If a bid is not substantially responsive, it shall be rejected by the City of Masvingo and may not subsequently be made responsive by the Bidder by correction of the nonconformity. A substantially responsive bid is one which conforms to all the terms and conditions of the bid documents without material deviations. Deviations from, or objections or reservations to critical provisions, such as those concerning failure to comply with any one of the mandatory requirements, shall be deemed to be a material deviation.

11.2 EVALUATION PROCESS

11.2.1 The Tender Evaluation Committee appointed by the City of Masvingo shall evaluate the bids on the basis of their responsiveness to the evaluation criteria as follows;

a) Mandatory Requirements

Bids not meeting all the mandatory requirements will receive no further consideration during the evaluation process. The Bidders shall be required to provide/meet the following:-

In the case of the company

- (i) Certificate of Incorporation
- (ii) CR 14
- (iii) CR 6
- (iv) Detailed proposal to develop the selected property and period to be taken.
- (v) Copy of signed site visit certificate.
- (vi) A copy of bank guarantee or proof of bank transfer into City of Masvingo bank account **(2% of the reserve price)**.

In the case of an Individual

- (i) Certified national ID
- (ii) Police clearance
- (iii) Detailed proposal to develop the selected property and period to be taken.
- (iv) Copy of signed site visit certificate.

- (v) A copy of bank guarantee or proof of bank transfer into City of Masvingo bank account **(2% of the reserve price)**.

b) City of Masvingo Bank Details

Account Name	City of Masvingo
Bank	CBZ
Account Number	02522524770088
Branch	Masvingo

c) Comparison of financial offers

The technically qualified bidder with the highest bid price may be awarded the tender subject to the City of Masvingo's rights and provided that the bidder is determined to be qualified to perform the agreement of sale satisfactorily.

d) Awarding of Bids

No bidder shall be awarded more than one Lot.

12.0 NEGOTIATIONS

12.1 Before the award of the tender, City of Masvingo may conduct negotiations with the highest evaluated bidder. The aim is to reach agreement on all points and sign an agreement of sale.

12.2 Negotiations will include a discussion on deposit, the payment terms, term and period to complete the property.

13.0 NOTIFICATION OF AWARD AND AGREEMENT OF SALE

13.1 The City of Masvingo will notify the successful bidder in writing that his/her bid has been accepted.

13.2 The notification of award will signify the formation of the contract subject to the signing of the contract between the bidder and the City of Masvingo. Simultaneously the other bidders shall be notified that their bids were not successful.

13.3 Successful bidder shall sign an agreement of sale with the City of Masvingo within 30 days and not earlier than 14 days from the date of award.

13.4 The Laws of Zimbabwe shall be applicable to the formal agreement of sale.

14.0 THE CITY OF MASVINGO'S RIGHT

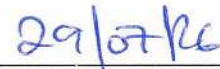
14.1 The City of Masvingo reserves the right to accept or reject any tender and to cancel the tendering process and reject all tenders at any time prior to the award of contract without incurring any liability to the affected bidders or bearing any obligation to inform them of the grounds of City of Masvingo's actions.

15.0 CORRUPT OR FRAUDULENT PRACTICES

15.1 The City of Masvingo requires that all bidders observe the highest standards of ethics during the tendering process, execution of agreements and when the agreement is in force. The City of Masvingo will not enter into an agreement with any bidder who has engaged in corrupt or fraudulent practices during the tendering process. Canvassing in any form is strictly prohibited and will lead to automatic disqualification.



Eng. E. Mukaratirwa
Town Clerk



Date

SECTION III: DETAILED DESCRIPTION OF RUJEKO D COMMERCIAL STANDS

16.0 INTRODUCTION

BIDDING DOCUMENT FOR THE SALE OF COMMERCIAL STANDS FOR RUJEKO D**REFERENCE NO: HSL03/2026**

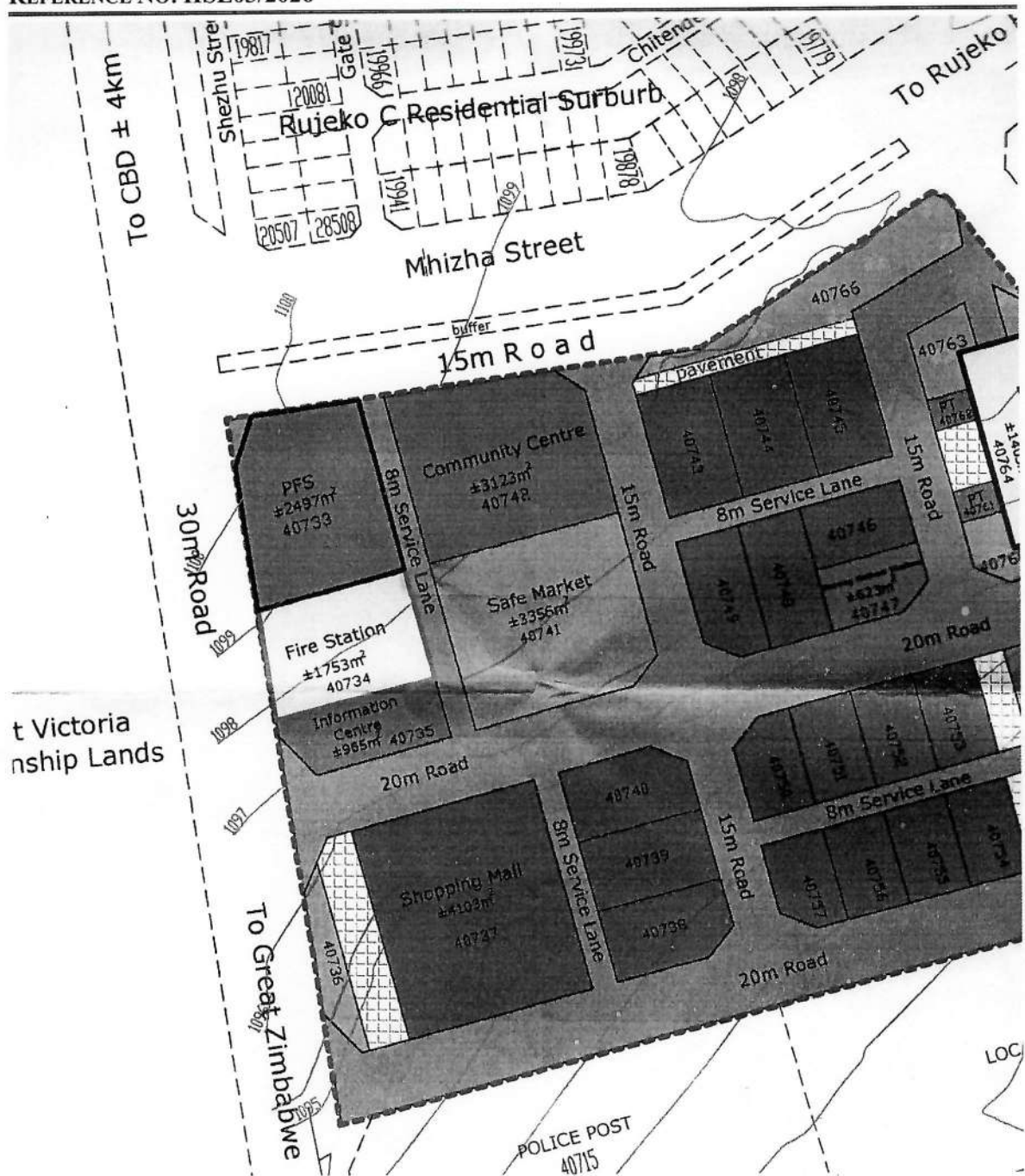
16.1 THE CITY OF MASVINGO wishes to sale three Rujeko D commercial stands detailed below:-

Lot No.	Property Type	Land Area (M²)	Reserve Price (US\$)
Lot A	Fuel Filling Station Site	2,497	150,000.00
Lot B	Shopping Mall Site	4,103	245,000.00
Lot C	Residential Flats Site	12,478	759,000.00

Note: The reserve prices are exclusive of Value Added Tax and any applicable taxes.

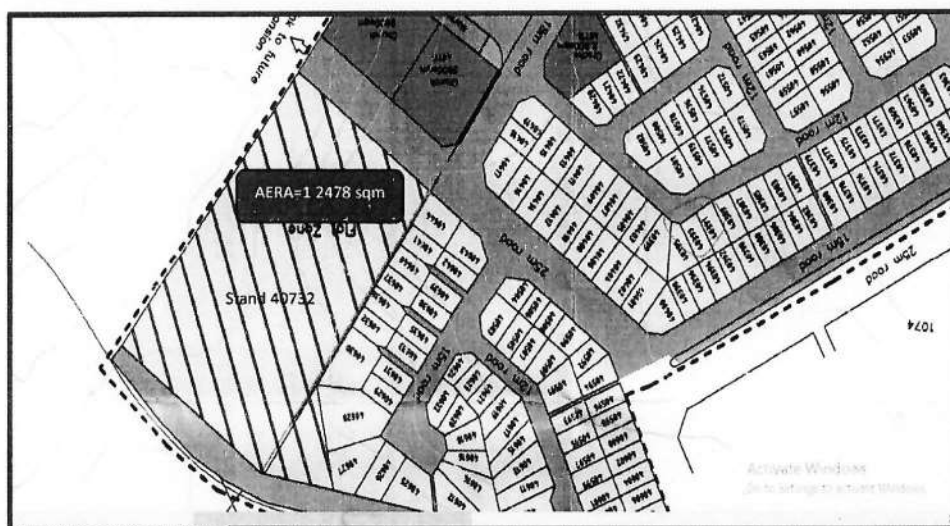
BIDDING DOCUMENT FOR THE SALE OF COMMERCIAL STANDS FOR RUJEKO D

REFERENCE NO: HSL03/2026

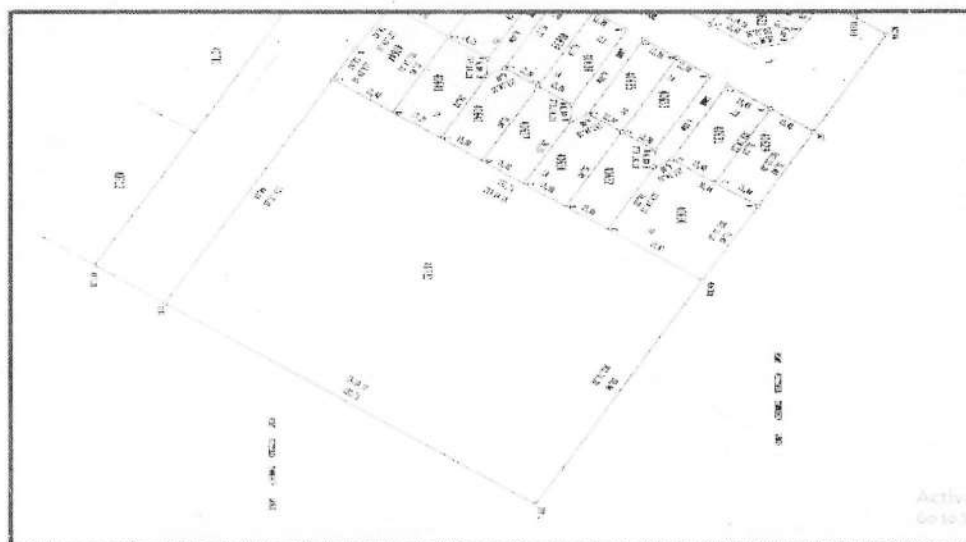


RUJEKO D FLATS

THE LAYOUT



GENERAL



SECTION IV: TECHNICAL BID FORMS

FORM: CONFIDENTIAL QUESTIONNAIRE

You are required to give the full particulars and disclosures sought for in this Questionnaire as far as it is applicable to your firm's type of business.

PART 1: GENERAL INFORMATION

- a) Names in full: _____ Age _____
- b) National Identity Number _____
- c) Nationality: _____ Country of Origin _____
- d) Citizenship Details: _____
- e) Postal address of business: _____ Tel No. _____
- f) Fax No. _____ E-mail add. _____
- g) Current Location of residence/Street/Road _____
- h) Plot No: _____
- i) State if premises is owned /rented/leased: _____
- j) If rented/leased confirm that rent is either up-to date or in arrears:

- k) Name of your local bankers: _____ Branch _____
- l) Attach copies of latest bank statement.

Confirmation of Declarations made

I/We the undersigned certify that the information given in this form is true to the best of my/our belief and knowledge.

Full Names of

Authorized Official _____

Designation _____

Bidder's Signature &

Official Company Stamp _____

Date _____

NB: Completion of this form does not constitute a contract or commitment on the part of the City of Masvingo to provide and/or guarantee offer of business

SECTION V: TECHNICAL BID FORMS

FORM: PRICE SCHEDULE FORM

You are provided with the bid price table hereafter to place your bid for the sale of Rujeko D stands, Masvingo and the validity period of your bid.

Lot No.	Property Type	Land Area (M²)	Bid Price (US\$)
Lot A	Fuel Filling Station Site	2,497	
Lot B	Shopping Mall Site	4,103	
Lot C	Residential Flats Site	12,478	

Validity period **days**