



INVITATION TO SUPPLIERS TO APPLY FOR REGISTRATION IN THE 2025 SUPPLIER DATA BASE

The Women's University in Africa is inviting interested, reputable and prospective suppliers of goods and services to register as Approved Suppliers and Service Providers for the year 2025. Suppliers will be required for the following product and service categories:

CATEGORIES		
<ul style="list-style-type: none"> • Agricultural Equipment & Accessories • Agricultural Seeds, Fertilisers, Chemicals & Herbicides • Architectural Services • Arms and Ammunition • Building Repairs & Maintenance Services • Bulk & Cargo Transport Services • Bulk Water Supply • Cable Trenching • Catering services • Cleaning Chemicals • Cleaning, Laundry Equipment & Consumables • Computers, Printers, Networking Installations & General Equipment Maintenance & Repair Services • , Photocopiers • Communication gadgets and accessories • Construction Materials • Corporate Gifts • Corporate Wear • Electrical Products • Engineering Consultancy • Entertainment 	<ul style="list-style-type: none"> • Events Management • Exhibitions facilities, Stand building and Venue hire • Fibre Optic Cables & Accessories • Fumigation Services • Furniture, Office Equipment, Upholstery, Carpeting & Curtaining Products • Hire of Construction Equipment • Hire of Tents, Outdoor & Camping Equipment • Hotels & Conference Facilities • Installation, Repair & Maintenance of Electrical Equipment, Generators, Power Back-up Equipment & Miscellaneous Electricals • Irrigation Equipment • Musical Instruments (PA Systems & Accessories) • New Plant & Equipment • New light vehicles • New heavy vehicles • Panel Beating • Photography/ Videography equipment and services • Protective Clothing • Sports Wear & Equipment 	<ul style="list-style-type: none"> • Stationery • Textbook & Booklet Publishing • Travel & Tours Agencies • Tools & Hardware • Vehicle servicing, Tyre Repairs, Wheel Balancing & Alignment • Uniform & Textile Materials • Used Light Motor vehicles • Waste Collection & Management • Groceries & Provisions • Pharmaceutical, surgical, Medicals and Medical Accessories • Security services and security alarm systems • Signage, Banners, Billboards

REQUIREMENTS

Interested companies should submit the following documents:

- Letter of introduction;
- Memorandum of Association;
- Company profile detailing type of business and physical address;
- Valid Tax Clearance Certificate;
- CR 14;
- Proof of PRAZ registration;
- 3 traceable references;
- Payment terms and preferred method;
- IT equipment and computer consumables' suppliers should produce proof of registration with the manufacturer(s); and
- Trade licence / Dealership where applicable.

N.B: Suppliers in and around Bulawayo, Kadoma, Marondera and Mutare are encouraged to register and submit their documentation at the locals campuses.

Both Existing and Prospective Suppliers are to submit the above-mentioned documents together with a copy of proof of payment. Payments can be made at any ZB Bank Nationwide in Women's University in Africa ZB Bank FCA Account Number 4168-214192-405 or at Manresa Campus Revenue Collection Office. Multiple service providers should separate applications and clearly state the category applied for. THIS INVITATION DOES NOT IMPLY AN OFFER TO SUPPLY GOODS AND SERVICES TO WOMEN'S UNIVERSITY IN AFRICA, therefore the University reserves the right to accept or reject any application. The closing date for the submission of applications is 25 January 2025. Female owned companies are also encouraged to apply.

All interested companies should attach proof of payment of a non-refundable application fee of US\$50.

The applications should be submitted to:

The Procurement Office
Women's University in Africa
549 Arcturus Road
Harare

Kadoma Campus
Sarudzai Complex
Mupamombe Road Rimuka
Kadoma

Marondera Campus
1515 Pine Street
Behind Pick n Pay
Marondera

Mutare Campus
122 Upper Third Street
Cnr 11th Kopje House
Mutare

Bulawayo Campus
Stand 5-6 Bradford Street
Belmont
Bulawayo