



INVITATION TO SUPPLIERS TO APPLY FOR REGISTRATION IN THE 2026 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 2026. Suppliers will be required for the following product and service categories:

<u>CATEGORIES</u>		
<ul style="list-style-type: none"> Accommodation (B n B) Agricultural Equipment & Accessories Agricultural Seeds, Fertilizers, Chemicals & Herbicides Arms and Ammunition Building material Building Repairs & Maintenance Services Bulk & Cargo Transport Services Bulk water Supply Cable Trenching Catering services Cleaning, Laundry Equipment & Consumables Cleaning Chemicals Communication gadgets and accessories Computers, Printers, Networking Installations & General Equipment Maintenance & Repair Services Computers, Printers, Photocopiers, Networking Equipment & Accessories 	<ul style="list-style-type: none"> Entertainment Events Management Exhibitions facilities, Stand building and Venue hire Fashion and Design Centre Machines and equipment's Fiber Optic Cables and Accessories Fire Fighting Equipment and maintenance Flags Fumigation Services Furniture, Office Equipment, Upholstery, Carpeting & Curtaining Products Groceries & Provisions 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 Electrical 	<ul style="list-style-type: none"> Irrigation Equipment Library Equipment and books Motor Vehicle Spares Musical Instruments (PA Systems & Accessories) New light vehicles New Plant & Equipment Panel Beating Pharmaceutical, surgical, Medicals and Medical Accessories Photography/ Videography equipment and services Printing Protective Clothing Radio and TV stations Refrigeration & Aircon Security services and security alarm systems

<ul style="list-style-type: none"> • Construction Materials • Consultants • Corporate Gifts • Corporate Wear • Deco and Flowers • Dry cleaning services • Electrical Products • Engineering Consultancy • Billboards, Signage, Banners. • Sports Wear & Equipment • Stationery • Textbook & Booklet Publishing • Tools & Hardware • Travel & Tours Agencies • Tree Cutting and land scaping. • Uniform & Textile Materials • Used Light Motor vehicles • Vehicle servicing, New Tyres, Tyre Repairs, Wheel Balancing & Alignment • Waste Collection & Management 	<ul style="list-style-type: none"> • Insurance Companies 	
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REQUIREMENTS

Interested companies should submit the following documents:

- Letter of introduction;
- Memorandum of Association;
- Company profile detailing type of business, Directors of the Company and physical address;
- Valid Tax clearance certificate;
- CR 14;
- Proof of PRAZ registration
- 3 traceable references; and
- Payment terms and preferred method.
- IT equipment and computer consumables' suppliers should produce proof of registration with the manufacturer that is dealership certificate for example HP

- 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 campuses in those areas.

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 to Women's University in Africa ZB Bank Nostro Account Number 4168-214192-405. 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 23 January 2026. **Female owned companies are encouraged to apply with a 20% DISCOUNT on Application fees**

All interested companies should attach proof of payment of a non-refundable application fee of US\$50 per category applied for. 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**