



ZIMBABWEAN

GOVERNMENT GAZETTE

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General Notice 1332 of 2022.

**DISTRICT DEVELOPMENT FUND
OFFICE OF THE PRESIDENT AND CABINET**

Invitation to tenders

DOMESTIC DDF: Procurement of road construction works, regravelling, opening of side drains and mitre drain, road signs conforming to SADC standards for:

Tender number

ROADS.11/2022. Manicaland Province (20km)
ROADS.12/2022. Mashonaland Central Province (40km)
ROADS.13/2022. Mash East Province (54km)
ROADS.14/2022. Mash West Province (47km)
ROADS.15/2022. Masvingo Province (40km)
ROADS.16/2022. Matabeleland North Province (35km)
ROADS.17/2022. Matabeleland South Province (60km)
ROADS.18/2022. Midlands Province (50km)

Site visit: Dates in tender documents. Closing date: 15th July, 2022, at 1000 hours.

District Development Fund would like to invite tenders from reputable companies interested service providers should collect tender documents upon payment of non-refundable fee of \$1,500,00, each at Office No. 21, Eighteenth Floor, Mukwati Building, Corner Fifth Street and Oliver Tambo Avenue, Harare.

Tenders must be submitted in sealed envelopes and clearly endorsed on the outside with tender No. and hand delivered to: DDF Procurement Management Unit, Office No. 13, Eighteenth Floor, Mukwati Building, corner Fifth Street and Oliver Tambo Avenue, Harare.

The following mandatory documents must be attached:

- (a) Submission of six copies
- (b) Certificate of Incorporation
- (c) Form CR14
- (d) Valid (Current) Tax Clearance from ZIMRA
- (e) Bid Validity of 60 days
- (f) Tenderers must submit their Company profile with the names and addresses of Directors and their shareholding structure
- (g) Should be compliant to technical specifications
- (h) All bidders must be registered with the Procurement Regulatory Authority of Zimbabwe (attach proof of registration) in the respective category S/C/006
- (i) Three trade references – written referral letters
- (j) Valid NSSA Compliance Certificate
- (k) Bidders must complete and submit the following forms of tender together with the tender document-Form 1, Form 2, Form 3, Form 4 and Form 5
- (l) Mandatory site visit required (Only those who attend would be allowed to submit their bids)
- (m) Bidders must submit, together with their bids, proof of payment for SPOC Administration Fees
- (n) Tender must be accompanied by a valid Bid Bond.
- (o) Submission of programme of works
- (p) Submission of method Statement

Provinces and dates of site visits

PROVINCES AND DATES OF SITE VISITS

PROVINCE	DISTRICT	PROJECT NAME	SITE VISIT DATE	DAY	TIME
Mat-North	Binga	Lubimbi – Nswazi	29th June 2022	Wednesday	1000 hours
	Hwange	Mbizha – Jambezi	29th June 2022	Wednesday	1330 hours
	Lupane	Daluka – Lake Alice	29th June 2022	Wednesday	1600 hours
Manicaland	Chipingwe	Manzvire – Mariya	29th June 2022	Wednesday	1000 hours
	Buhera	Munyanyi – Vhiriri – Sosten	29th June 2022	Wednesday	1530 hours
Mat-South	Umzingwane	Mawabeni – Kumbudzi - Dula	30th June 2022	Thursday	1000 hours
	Insiza	Filabusi – Mbondo - Avoca	30th June 2022	Thursday	1300 hours
	Bulilima	Chief Masendu – Gonde - Matiwaza	1st July 2022	Friday	1000 hours
	Mangwe	Macingwane - Empandeni	1st July 2022	Friday	1400 hours
	Gwanda	Sizhubane – Nzenya	4th July 2022	Monday	1000 hours
	Beitbridge	Lutumba – Tongwe – Bulawayo Main	4th July 2022	Monday	1430 hours
Mash-Central	Shamva	Rusununguko	30th June, 2022	Thursday	1000 hours
	Rushinga	Gwangwava–Makachi–Mazowe Bridge	30th June 2022	Thursday	1400 hours
	Mazowe	Rosa–Kanhukamwe–Portlock	11th July 2022	Monday	1000 hours
	Mbire	Fume–Mushumbi	11th July 2022	Monday	1400 hours
Mash-West	Makonde	Tsununu	1st July 2022	Friday	1000 hours
	Makonde	Mapfungwe–Kenzamba	1st July 2022	Friday	1400 hours
	Kadoma	Sanyati GP–Chiridzangoma	4th July 2022	Monday	1000 hours
	Kadoma	Lazy ‘Y’–Chiridzangoma	4th July 2022	Monday	1200 hours
	Kariba	Chipfudze–Siyakobvu	12th July 2022	Tuesday	1000 hours
Masvingo	Chiredzi	Makambe–Matihwa	5th July 2022	Tuesday	1000 hours
	Chiredzi	Davhata–Pahlela	5th July 2022	Tuesday	1400 hours
	Chivi	Mandiva–Berejena	6th July 2022	Wednesday	1000 hours
	Masvingo	Rupike–Nyikavanhu	6th July 2022	Wednesday	1300 hours
	Mwenezi	Furidzi–Mboyi	6th July 2022	Wednesday	1530 hours
Mash-East	Chikomba	Range – Masasa – Maunga	7th July 2022	Thursday	1000 hours
	Hwedza	Dendenyore – Ruswa	7th July 2022	Thursday	1430 hours
	Mudzi	Tsuro – Chikwizo	8th July 2022	Friday	1000 hours
	UMP	Sowa – Nyakarowa - Mutata	8th July 2022	Friday	1430 hours
Midlands	Gokwe North	Chimbandi – Chireya	11th July 2022	Monday	1000 hours
	Gweru	Gambiza – Zviseko	11th July 2022	Monday	1500 hours
	Zvishavane	Siboza – Pakame	12th July 2022	Tuesday	1000 hours
	Mberengwa	Vutsanana – Ingezi	12th July 2022	Tuesday	1230 hours
	Mvuma	Tongogara – Centre Store	12th July 2022	Tuesday	1600 hours

General Notice 1333 of 2022.

CHIPADZE HIGH SCHOOL

Tenders Invitation

Tender number

01 of 2022. Tenders are invited from reputable companies and dealers to supply the following school vehicles:

1. Mazda, Isuzu, Ford Ranger double cab with/without canopy diesel engine preferred.
2. Toyota Lorry 2,5 tonne. diesel engine preferred.

Interested bidders are required to submit their tenders clearly marked the item to be supplied. The following should be submitted.

- Company profile and registration certificate.
- Valid tax clearance certificate.
- Full cost price.
- Payment terms.

- Warranty conditions.
- At least three traceable trade references.
- Tenders to be submitted at our reception office in Bindura with non-refundable fee of USD200,00.
- Deadline of submission 30th June, 2022.

The Headmistress, Chipadze High School, P.O. Box 332, Bindura.
0772 943 679
0714 507 576

General Notice 1334 of 2022.

MINISTRY OF HEALTH AND CHILD CARE (MOHCC)
ST PAUL'S MUSAMI MISSION HOSPITAL

Invitation to Domestic Competitive Bids

BIDS are invited from reputable, construction companies for the following works:

Tender number

SPMMH/01/2022. Refurbishment of hospital buildings. Compulsory site visit date: 29th June, 2022. Tender closing date: 5th July, 2022.

Invitation to tender documents can be obtained from St Paul's Musami Hospital located approximately 75 km East of Harare off Nyamapanda Highway along Marondera Road in Murewa, upon payment of a non-refundable fee of ZWL\$1 000.00. Alternatively, the Invitation to tender document shall be issued free of charge, through email, to prospective bidders that send their request on their company letterhead to procurement.musami@gmail.com.

Bids in sealed envelopes endorsed on the outside with the procurement reference number, description of tender and closing date of tender should be hand delivered and deposited in the tender box located at the Hospital's Administration Block. Late bids will be rejected.

For further, contact the Procurement Management Unit on 0712 807 590.

Tender documents shall be sold between 1000 hours and 1230 hours only.

General Notice 1335 of 2022.

NATIONAL PHARMACEUTICAL COMPANY (NatPharm)

Invitation to Competitive Bidding

THE National Pharmaceutical Company (NatPharm) is a parastatal under the Ministry of Health and Child Care (MoHCC) assigned with the mandate of procuring, warehousing and distributing medicines and medical supplies. The company is inviting eligible suppliers of the following goods:

Tender number

INTERNATIONAL NAT FMWK/MED/DSP.42/2022. Supply and delivery of medical disposables. Samples required: Yes. Closing date: 15th July, 2022, at 1000 hours (Zimbabwean Time).

DOMESTIC NAT FMWK/DN.43/2022. Supply and delivery of disinfectants. Samples required: Yes. Closing date: 15th July, 2022, at 1000 hours (Zimbabwean Time).

INTERNATIONAL NAT FMWK/PPES/44/2022. Supply and delivery of Personal Protective Equipment. Samples required: Yes. Closing date: 15th July, 2022, at 1000 hours (Zimbabwean Time).

DOMESTIC NAT CB/VT/51/2022. Supply and delivery of vehicle tyres. Closing date: 21st July, 2022, at 1000 hours (Zimbabwe Time).

Interested bidders should contact NatPharm Procurement Management Unit, procurement@natpharm.co.zw 0242 621991-5. Soft copy tender documents are obtainable free of charge upon request on the above stated email address.

Bids must be enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description, the closing date and time delivered by hand to: The Procurement Manager, NatPharm Company, No. 14, Lobengula Road, Southerton, Harare, before 1000 hours on the closing date.

General Notice 1336 of 2022.

MUNICIPALITY OF BINDURA (MOB)

Tender Notices

Invitation to Domestic Competitive Bidding

BINDURA Municipality is inviting interested and qualified bidders to participate in the following tender:

Tender number

BINMUN DOW.04/2022. Supply and delivery of various road construction materials. Closing date and time: 1st July, 2022, 1000 hours.

Prospective bidders may send their requests for electronic standard bidding documents to the following email address: pmubinduramunicipality@gmail.com as from 24th June, 2022.

The standard bidding document is also obtainable from Bindura Municipality website: www.binduramunicipality.co.zw as from 24th June, 2022. Bidders must regularly check the website until the tender closes for updates and responses to clarifications and queries.

Tenderers who wish to participate in the above tender must submit bids which are bound, enclosed in sealed envelopes and endorsed on the outside with the **tender number, tender description, closing date and time**. The bids must be addressed to:

The Acting Accounting Officer, Bindura Municipality, 565 Thurlows Avenue, Bindura.

Notice of Contract Awards

Bindura Municipality in terms of The Public Procurement and Disposal of Public Assets Act (PPDPA) [Chapter 22:23], section 68, hereby publish the following contract awards:

Tender number

BINMUN DOW.02/2022. Supply and delivery of aluminium sulphate dose pumps. Winning tenderer(s). Melukah Investments (Private) Limited. Tender value (US)\$33 594.54.

BINMUN DOW.03/2022. Asphalt overlay of roads in Bindura Municipality. The tender was cancelled in terms of the Public Procurement and Disposal of Public Assets (PPDPA) Act, [Chapter 22:23], section 42(1)(b) – insufficient funding available for the procurement requirements.

General Notice 1337 of 2022.

AFC HOLDINGS

Expression of Interest

EOI01/2022: Property development

AFC Holdings Limited has vast tracks of land across the country and is inviting interested property developers with a proven track record of accomplishment, qualification and experience to submit their expression of interest for mixed-use property development. Interested Property Developers should provide information demonstrating the required experience, competencies, skills and qualifications relevant for the performance of the required services. The firms must submit company profiles, company registration documents, curriculum vitae of key personnel, professional staff and a description of previous property development projects carried out.

The minimum criteria for shortlisting firms include:

- Must be registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ).
- Must have more than five years' operational experience in property development.
- At least three references for mixed-use property development carried out within the past ten years.
- Demonstrate capacity to carry out a mixed-use property development

Key personnel of the firm should include:

- (i) Qualifications and experience of the individuals or team to handle the property development project;
- (ii) More than five years in property development;
- (iii) Relevant experience in property development and projects carried out within the past 10 years must be clearly stated.

The tender is open to all firms who meet the criteria for eligibility as stated in section 28 of the Public Procurement and Disposal of Public Assets Act. CR14 documents and equivalent company registration documents will be used as proof of nationality for bidding firms.

Firms are required to pay Administration fees equivalent to ZWL15,000.00, for Zimbabwean Firms or USD350.00, for foreign firms to the Procurement Regulatory Authority of Zimbabwe in terms of section 54 of the Act as set out in Part IV of the Fifth Schedule to the Public Procurement and Disposal of Public Assets Regulations 2020, (Statutory Instrument 49 of 2020)

AFC Holding Limited will reject an Expression of Interest if it determines that the firm has directly or through their agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in

competing for the contract or been declared ineligible to be awarded a procurement contract under section 99 of the Public Procurement and Disposal of Public Assets Act (PPDPA). An expression of interest shall be rejected in this procurement process if a bidder engages in anti-competitive practices during the bidding process.

Further information can be obtained at the address below during office hours from 0800 hours to 1500 hours. A bidder may submit only one Expression of Interest. The Expressions of interest must be in a clearly marked envelop and lodged in the tender box to the address below on or before Tuesday, 19th July, 2022, at 1000 hours and clearly labelled "EOI01/2022: Property Development".

The Group Head of Procurement, AFC Holdings Limited, Sixth Floor, Hurudza House, 14-16, Nelson Mandela Avenue, Harare.

Late submissions will not be considered

General Notice 1338 of 2022.

SUNWAY CITY (SC) (PRIVATE) LIMITED

Domestic Competitive Tender Invitation

TENDERS are invited from PRAZ registered companies in possession of certificate of incorporation and current tax clearance for the supply of the following:

Tender number

SC/11/2022. Supply and delivery of office furniture. Closing date: 5th July, 2022, at 1000 hours [CAT].

Interested bidders are required to obtain the bid document that consists of the instructions and scope of work upon sending their requests by e-mail to procurement@sunwaycity.co.zw Reception, Sunway City (Private) Limited, 2098, Cedar Close, Ventersburg, Harare.

Submission of tender documents

Tenders must be enclosed with all specifications and costs in three sealed envelopes and clearly endorsed on the outside with the advertised tender number, the description and closing date. Tenders must be hand delivered and dropped in the tender box at Sunway City (Private) Limited, 2098, Cedar Close, Ventersburg, Harare, by the closing date and time. Late tenders shall not be accepted.

Opening of tenders

Tenderers are free to witness the opening of tenders on the closing date and time at Sunway City Offices (opposite Zimre Park). Kindly note that Sunway City does not bind itself to accept the lowest tender and reserves the right to accept the whole or part of any tender after evaluation.

For any further details or clarification, please contact The Procurement Management Unit on +263-242-006473/8 or 0713 382 847 Email: procurement@sunwaycity.co.zw

General Notice 1339 of 2022.

ZIMBABWE POWER COMPANY (ZPC)

Invitation to Competitive Bidding

INTERESTED and qualified companies are invited to bid for the following requirements. Tenders must be enclosed in sealed envelopes, and endorsed on the outside with the advertised procurement reference number, the tender description and tender closing date. Tenders must be received at ZPC not later than 1000 hours on or before the respective indicated closing date or delivered by hand to the tender box addressed to the attention of the Accounting Officer, Zimbabwe Power Company, Twelfth Floor, Megawatt House, 44, Samora Machel Avenue, Harare, Zimbabwe.

Tender number

ZPC/HO/DOM/128/2021. Supply and delivery of servers, routers and switches at ZPC Head Office (re-tender). Closing date and time: 28th June, 2022.

ZPC/HO DOM.100/2022. Provision of rock blasting services for road construction at Mazvi Village under Hwange Expansion Project. Site visit date and time: 27th June, 2022, at 1000 hours. Closing Date: 5th July, 2022, at 1000 hours.

ZPC/HO DOM.101/2022. Supply, delivery, installation and commissioning of fuel dispensers at Bulawayo Power Station. Site visit date and time: 6th July, 2022, at 1000 hours. Closing date: 19th July, 2022, at 1000 hours.

ZPC/HO DOM.102/2022. Rewinding of 1100kw, 3.3kV electrical motor at Hwange Power Station. Site visit date and time: 6th July, 2022, at 1000 hours. Closing date and time: 19th July, 2022, at 1000 hours.

ZPC/HO DOM.103/2022. Design, manufacture, test, supply, deliver, install and commission ten complete compressor sets and ten stand alone pressure vessels at Kariba South Power Station. Site visit date and time: 6th July, 2022, at 1000 hours. Closing date and time: 19th July, 2022, at 1000 hours.

ZPC/HO DOM.104/2022. Supply and delivery of resins at Hwange Power Station. Closing date and time: 19th July, 2022, at 1000 hours.

ZPC/HO INT.14/2022. Supply and delivery of water treatment chemicals at Hwange Power Station. Closing date and time: 16th August, 2022, at 1000 hours.

ZPC/HO INT.15/2022. Supply and delivery of condenser tubes at Hwange Power Station. Closing date and time: 12th July, 2022, at 1000 hours

Interested bidders are required to download tender documents that consist the instructions and scope of work from the ZPC website <https://www.zpc.co.zw/tenders>. Your submissions should reach The Zimbabwe Power Company not later than the indicated closing date for each tender. Bidders must regularly check the website until the tender closes for updates and responses to queries. Site visit is compulsory and clearance is two weeks before site visit date. Your submissions should reach The Zimbabwe Power Company not later than the indicated closing date for each tender.

Late submissions will not be accepted.

General Notice 1340 of 2022.

SILO FOOD INDUSTRIES (SFI) LIMITED

Invitation to Competitive Bidding

SILO Food Industries (SFI) Limited is inviting reputable and eligible bidders for the following:

Tender number

SFI/INFO/CB/36/06/2022. Provision of roller meal toll milling services—Gweru. Closing date and time: 22nd July, 2022, at 1000 hours.

Tenders must be hand delivered and deposited in a sealed envelope into the competitive box located at Silo Food Industries, clearly endorsed on the outside with the advertised tender number, description and closing date and time, addressed to the Procurement Manager, Silo Food Industries Limited, 14, Wimbleton Crescent, Eastlea, Harare, Zimbabwe. Cutoff date and time for tender document request and queries shall be three days before closing day at 1000 hours. Any request submitted afterwards will not be responded to.

Interested bidders are required to obtain the tender document that consists of the instructions and scope of work upon sending their requests on e-mail to pmu@sfi.co.zw or you can obtain the documents on our website: www.silofoodindustries.co.zw SFI reserves the right to award the tender or part thereof to any bidder after evaluation.

General Notice 1341 of 2022.

MUTARE RURAL DISTRICT COUNCIL (MRDC)

Invitation to Tender

MUTARE Rural District Council hereby invites bids for the following tender:

Tender number

MUT/RDC/6/2022. Production of Tachometric Surveys for extension of:

- Zimunya Township
- Bazeley Bridge District Services Centre
- Chitakatira Rural Service Centre

- Odzi Township

Closing date and time: 5th July, 2022, at 1000 hours

Conditions

1. Tender documents can be obtained from the Procurement Management Unit, 29 Cnr 'C' Avenue and Riverside Drive, Mutare. (02020 – 61587/64737), after payment of non-refundable fee of RTGS\$5 000.00. Soft copies can be obtained free of charge upon a written request to pmu@mutarerdc.org
2. Bids sealed in envelopes to be deposited in the tender box and receipt of submission obtained. Bidders are free to witness the opening of the Tenders immediately after the closing time.

Mutare Rural District Council
P.O Box 604,
29 'C' Avenue,

Cnr Riverside Drive and S.D. CHINAKA,
'C' Avenue, Mutare. Chief Executive Officer.

General Notice 1342 of 2022.

ALLIED TIMBERS ZIMBABWE (ATZ)(PRIVATE) LIMITED

Invitation to Competitive Bidding

ALLIED Timbers Zimbabwe wishes to invite reputable companies registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ) to tender for the requirements below. Bidders must submit their bids to the Head, Procurement Management Unit, Allied Timbers Zimbabwe, No. 125A, Borgward Road, Msasa, Harare, on the dates specified below. With procurement reference number as the subject of the matter of the envelop on or before closing date, at or before 1000 hours CAT Bids should be deposited sealed in the tender box situated at the given address on or before 1000 hours.

Tender number

ATZ.047/22. Provision of ISO 45001:2018, 14001:2015, and 9001:2015 (Integrated Management Systems Certification) Consultancy Services. Closing date: 26th July, 2022, at 1000 hours.

ATZ.048/22. Supply and delivery of pre-owned vehicles. Closing date: 26th July, 2022, at 1000 hours.

Bidders can request for the tender documents from tenders@alliedtimbers.co.zw and will be issued to interested bidders at no charges.

Tenders received after 1000 hours on the closing date whether by hand or post will be treated as late tenders and will not be accepted.

General Notice 1343 of 2022.

MINISTRY OF HEALTH AND CHILD CARE (MOHCC) ST PAUL'S MUSAMI MISSION HOSPITAL

Invitation to Domestic Competitive Bidding

BIDS are invited from reputable construction companies for the following works:

Tender number

SPMMH/01/2022. Refurbishment of general wards. Compulsory site visit date and time: 29th June, 2022, at 1100 hours. Closing date and time: 5th July, 2022, at 1100 hours.

Invitation to tender documents can be obtained from St Paul's Musami Mission Hospital located approximately 75 km East of Harare off Nyamapanda Highway along Marondera Road in Murewa upon payment of a non-refundable fee of ZWL\$2 000.00. Alternatively, the invitation to tender document shall be issued free of charge, through email, to prospective bidders that send their request on their company letterhead to procurement.musami@gmail.com

Bids in sealed envelopes endorsed on the outside with the procurement reference number, description of tender and closing date of tender must be hand delivered and deposited in the tender box located at the Hospital's Administration Block. Late bids will be rejected.

For further details, contact the Procurement Management Unit on 0712 807 590.

General Notice 1344 of 2022.

ENVIRONMENTAL MANAGEMENT AGENCY (EMA)

Invitation to Domestic Tender

TENDERS are invited from reputable Procurement Regulatory Authority of Zimbabwe (PRAZ) registered companies. Tenders must be properly addressed to the Procurement Management Unit and sealed in envelopes endorsed on the outside with the company name, advertised tender Ref number, tender description and tender closing date. Tenders and proposals should be deposited into the tender box at the EMA Bluff Hill Offices on or before the closing dates and time.

Tender number

EMA.11/2022. Supply and delivery of GEF 7, laptops, printers and a projector. Closing date and time: 22nd July, 2022, at 1000 hours at EMA Head Offices.

EMA.10/2022. Supply and delivery of GEF 7, furniture. Closing date and time: 27th July, 2022, at 1000 hours at EMA Head offices. Bluff Hill.

Bidding documents and clarifications for the above tenders are obtainable upon sending a request to procurement@ema.co.zw

General Notice 1345 of 2022.

MUNICIPALITY OF KARIBA (MOK)

Invitation to Domestic Tender

MUNICIPALITY of Kariba is inviting suitably qualified bidders registered with the Procurement Regulatory Authority of Zimbabwe to participate in the following tender:

Tender number

MOK/03/2022. Supply and delivery computer hardware.

Detailed documents in respect of the tenders are obtainable from Municipality of Kariba Head Office during working hours upon payment of a non-refundable fee of ZWL\$5 000.00, or upon sending a request on a company letterhead to the following email: mokprocurement@gmail.com Tel: 0612146230.

Submission of bids

All bids must be submitted by hand on or before the 1st of July, 2022, at 1200 hours. Bids must be submitted in sealed envelopes clearly marked with the tender number and description deposited in the tender box at the reception at Municipality of Kariba, Old Administration Block, Kariba Heights. Late tenders will not be accepted.

Acting Town Clerk,
Municipality of Kariba,
P.O. Box 130, Kariba.

General Notice 1346 of 2022.

ZIMBABWE NATIONAL ROAD ADMINISTRATION (ZINARA)

Invitation to Domestic Competitive Bidding

THE Zimbabwe National Road Administration (ZINARA) invites bids for the following:

Tender number

ZNR.18/2022. Promotional wear. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.19/2022. Rebranding of ZINARA. Site meeting: 6th July, 2022, Beitbridge Office, at 1000 hours. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.20/2022. ICT equipment (laptops and cellphones). Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.21/2022. Motor vehicle tyres. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.22/2022. Toner cartridges. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.23/2022. Board Management System. Site meeting: 4th July, 2022, ZINARA HQ, at 1000 hours. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.24/2022. Fencing of Highlands Park. Site meeting: 4th July, 2022, ZINARA HQ, at 1200 hours. Closing date and time: 26th July, 2022, at 1000 hours.

ZNR.25/2022. Supply, delivery and instalation and commissioning of switch board for ZINARA ZB Life Towers Office. Site meeting: 5th July, 2022, ZB Life Towers Office, Sixth Floor, at 1200 hours. Closing date and time: 26th July, 2022, at 1000 hours.

RE-TENDER ZNR DT.16/2022. Prefab Offices. Closing date and time: 26th July, 2022, at 1000 hours.

RE-TENDER ZNR DT.17/2022. Biometric access. Site meeting: 5th July, 2022, ZINARA ZB Life Towers Office, Sixth Floor, at 1000 hours. Closing date and time: 26th July, 2022, at 1000 hours.

The documents are obtainable from the ZINARA website; www.zinara.co.zw free of charge.

- All tenders must be enclosed in a sealed envelope and endorsed outside with the advertised bid number, description, and closing date.
- Bids must then be addressed to: The CEO Zimbabwe National Roads Administration (ZINARA), 489, Renville Road, Glenroy Shopping Centre, Highlands, Harare.

General Notice 1347 of 2022.

MBERENGWA RURAL DISTRICT COUNCIL (MRDC)

Invitation to Competitive Bidding: Domestic

BIDS are invited from reputable bidders registered with the Procurement Regulatory Authority of Zimbabwe for the following tenders:

Tender number

MRDC/SS/04/2022. Supply and delivery of clinic office furniture.

Lot: 1. Closing date and time: 1st July, 2022, at 1100 hours.

MRDC/SS/03/2022. Supply and delivery of borehole spares.

Lot: 2. Closing date and time: 1st July, 2022, at 1100 hours.

Bidding documents are obtained at Mberengwa Rural District Council Offices (Mataga Growth Point) during normal working hours 0800 hours to 1645 hours upon payment of a non-refundable fee of RTGS\$1 500,00, for each tender.

Bidders to include:

- Proof of registration with Procurement Regulatory Authority of Zimbabwe.
- Certificate of incorporation.
- Valid tax clearance certificate.
- Company profile and traceable references.
- NSSA certificate/registration.

Submission instructions

Completed bidding documents must be enclosed in sealed envelopes and endorsed on the outside with the advertised procurement reference number and the description. The documents to be dropped into the tender box at Council offices reception on or before the 1st of July, 2022, at 1100 hours. Specifications of items are found in the tender document.

Late submissions will not be accepted.

Bidding documents must be addressed to:

The Acting Chief Executive Officer,
Mberengwa Rural District Council,
Stand No. 96,
P.O. Box 50,
Mataga.
Email: mberengwardc@yahoo.co.uk
Tel: 0392366376/0392366/277/435/276

General Notice 1348 of 2022.

PEOPLE'S OWN SAVINGS BANK OF ZIMBABWE (POSB)

Invitation to Competitive Bidding

TENDERS are invited from reputable suppliers and service providers registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ) in the appropriate categories for the provision of the following:

Tender number

POSB.044/2022. Provision of catering services. Closing date and time: 22nd July, 2022, at 1000 hours.

POSB.045/2022. Provision of cleaning services. Closing date and time: 22nd July, 2022, at 1000 hours.

POSB.049/2022. Supply, and delivery of branded sports regalia. Closing date and time: 8th July, 2022, at 1000 hours.

POSB.050/2022. Supply and delivery of heavy duty note counters. Closing date and time: 22nd July, 2022, at 1000 hours.

Tender documents can be downloaded for free on the website address www.posb.co.zw or electronically distributed free of charge upon submission of a written request on a company letterhead using the following email address: procurement@posb.co.zw

Late bids shall not be accepted.

General Notice 1349 of 2022.

NATIONAL BUILDING SOCIETY (NBS) LIMITED

Invitation to Competitive Bidding

TENDERS are invited from reputable, reliable and well-established firms registered with the Procurement Regulatory Authority (PRAZ) to participate in the requests below to National Building Society:

Tender number

NBS/OPS/01/2022. Provision of offsite document archiving and retrieval services. Closing date: 8th July, 2022, at 1000 hours.

NBS/MRT/01/2022. Provision of marketing services. Closing date: 8th July, 2022, at 1000 hours.

NBS/ICT/01/2022. System monitoring tool. Closing date: 8th July, 2022, at 1000 hours.

Tenders must be enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description and the closing date and must be posted or delivered by hand to the Procurement Management Unit, National Building Society Limited (NBS), Fourteenth Floor, Social Security Centre, Harare, before 1000 hours on the closing date.

Tender documents (RFP) are obtainable through electronic request of the RFP on the email: procurement@nbs.co.zw
Closing date: 8th July 2022, at 1000 hours.

Late bids will not be considered.

General Notice 1350 of 2022.

ZIMBABWE ELECTRICITY TRANSMISSION AND DISTRIBUTION COMPANY (ZETDC)

Invitation to Tenders

TENDERS must be properly addressed to the Supply Chain Manager, Zimbabwe Electricity Transmission and Distribution Company, Second Floor, South Wing, Electricity Centre, 25, Samora Machel Avenue, Harare, Zimbabwe and enclosed in sealed envelopes clearly endorsed on the outside with the advertised tender number, tender description and tender closing date. Tenders must be received and registered at ZETDC on or before the tender closing date and time or should be deposited into the ZETDC tender box placed at the Ground Floor (Foyer), ZESA Electricity Centre, Head Office, 25, Samora Machel Avenue, Harare, Zimbabwe, on or before 1000 hours on the closing date.

Tender number

ZETDC/DOM/30/2022. Renovation of staff houses at Norton. Site visit: 8th July, 2022, at 1000 hours, Norton Substation. Closing date: 26th July, 2022, at 1000 hours.

ZETDC/DOM/31/2022. Supply, delivery and installation of banded tanks. Site visit: 4th July, 2022, at 1000 hours, Bindura CSC; 7th July, 2022, at 1000 hours, Chinhoyi CSC. Closing date: 26th July, 2022, at 1000 hours.

ZETDC/INTER/07/2022. Supply and delivery of intergrated lightning arrester and drop-out fuse units. Closing date: 23rd August, 2022, at 1000 hours

ZETDC/INTER/08/2022. Design, manufacture, supply and delivery of 330kV and 220kV capacitor voltage transformers. Closing date: 23rd August, 2022, at 1000 hours.

ZETDC/INTER/09/2022. Supply and delivery of 10kV portable insulation resistance testers. Closing date: 23rd August, 2022, at 1000 hours.

ZETDC/INTER/10/2022. Supply and delivery of circuit breaker analyser test sets. Closing date: 23rd August, 2022, at 1000 hours.

Documents for the above captioned Tenders are obtainable on ZETDC website www.zetdc.co.zw free of charge. Bidders should regularly check the website until the tenders closes for updates and responses to queries.

ZETDC does not bind itself to award the lowest tender or any bid and reserves the right to accept the whole or part of any tender. Late tenders will not be accepted.

General Notice 1351 of 2022.

ZIMBABWE ENERGY REGULATORY AUTHORITY (ZERA)

Tender Notices

Request for Proposals

1. Scope of services required

ZERA is inviting proposals from reputable companies for the provision of the following services:

Tender number

ZERA COMP.13/2022. Demolition of existing durawall and erection of a palisade fence at Athanasia Court. Site visit date: 29th June, 2022. Closing date: 4th July, 2022.

ZERA COMP.14/2022. Landscaping and paving of Athanasia Court. Site visit date: 29th June, 2022. Closing date: 4th July, 2022.

2. Details of Bidding Documents

The bidding documents are available to interested bidders upon request on the following e-mail tenders@zera.co.zw or alternatively visit our website and download the document.

3. Submission of Bidding Documents

Tenders must be enclosed in a sealed envelope on the outside with the advertised tender number, the description, and closing date and must be delivered by hand to The Head Procurement Management Unit, fourteenth Floor, Century Towers, 45, Samora Machel Avenue, Harare, on or before 1000 hours on the closing date.

General Notice 1352 of 2022.

ZIMBABWE ENERGY REGULATORY AUTHORITY (ZERA)

Re-tender Notice

1. Scope of services required

ZERA is inviting bids from reputable service providers for the provision of the following:

Tender number

ZERA COMP.12/2022. LED Retrofit Project for Chinhoyi Provincial Hospital. Site visit date: 1st July, 2022. Closing date: 8th July, 2022.

2. Details of bidding documents

The bidding documents may be obtained by interested service providers on ZERA website or upon request from the ZERA Head Office in electronic format via email on tenders@zera.co.zw

3. Compulsory site visit

Please note there will be a compulsory site visit on 1st July, 2022, for all interested bidders in order to participate in the tender.

4. Submission of tender documents

Bids documents must be submitted in sealed envelopes and endorsed on the outside with the advertised tender number, the description of tender, the closing date and must be posted in time to be sorted into P. O Box CY 308 Causeway Harare or hand delivered to The Procurement Chairperson, Fourteenth Floor, Century Towers, 45, Samora Machel Avenue, Harare, on or before 1000 hours on the closing date.

Contact Phones: +263 242 780 010, 772 550, 799 796, 253 461, 799 797. Fax: +263 4250 696, email: tenders@zera.co.zw, website: www.zera.co.zw

General Notice 1353 of 2022.

**MINISTRY OF LOCAL GOVERNMENT AND PUBLIC WORKS
MASHONALAND EAST PROVINCE**

Tenders Invited

TENDERS are invited from bidders registered with the Procurement Regulatory Authority of Zimbabwe in the specified categories for the supply and delivery of the following materials and services as per specifications. Tenders must be submitted in sealed envelopes and endorsed on the outside with the advertised tender number, the description and be delivered by hand to The Ministry of Local Government and Public Works, Mashonaland East Province Procurement Office, 212, Birmingham Road Industrial Site, Marondera, on or before the closing date.

Tender number

PW MASH EAST WDZ.01/22. Town/Place: Wedza. Supply and delivery of:

- Protective clothing
- Building materials
- Painting materials

Department: Public Works.

Closing date and time: 12th July, 2022, at 1000 hours.

PW MASH EAST WDZ.02/22. Town/Place: Wedza. Supply and delivery of:

- Signage
- Civil works
- Terrazzo cills
- Aluminium framed louvered screen doors

Department: Public Works.

Closing date and time: 2nd July, 2022, at 1000 hours.

PW MASH EASTMTK.03/22. Town/Place: Mutoko. Supply and delivery of:

- Electrical materials
- Timber
- Tools
- Protective clothing
- Reinforcement steel
- Building materials

Department: Public Works.

Closing date and time: 12th July, 2022, at 1000 hours.

Mandatory pre-tender site visit for tender number PW MASH EAST WDZ. 02/2022:

Date: 7th July, 2022. Time: 1100 hours. Venue: Wedza Composite Office Block.

A non-refundable collection fee of RTGS\$4 000,00/ Tender document.

General Notice 1354 of 2022.

CITY OF KWEKWE (COK)

Invitation to Competitive Bidding

BIDS are invited in terms of Public Procurement and Disposal of Public Assets Act [Chapter 22:23] for the procurement of the following equipment:

Tender number

KKC/TIP/2022. Tipper 20 cubic metre.

Tender conditions

1. Certificate of incorporation.

2. CR 14 and CR 6.
3. Must have a valid tax clearance.
4. Must have a valid PRAZ registration.
5. Bidders must have a current NSSA certificate.
6. References at least two (2).
7. Bidders who previously failed to deliver as expected to Kwekwe City Council will be disqualified.

Bid documents are obtained from PMU Department, Civic center Kwekwe from Monday to Friday between 0800 hours to 1645 hours after presenting a non-refundable administration fee of \$1 500,00 ZWL. Closing date: 8th July, 2022, at exactly 1000 hours. Bids must be enclosed in sealed envelopes and endorsed on the outside with the bid number, description and physical address must be submitted to The Town Clerk, Dr L. Mkandhla, Civic Centre, P.O. Box 115, Kwekwe, email address: kkcitytownclerk@gmail.com

General Notice 1355 of 2022.

CITY OF KWEKWE (COK)

Invitation to Competitive Bidding

BIDS are invited in terms of Public Procurement and Disposal of Public Assets Act [Chapter 22:23] for the procurement of the following equipment:

Tender number

KKC/FEL/2022. Front end loader.

Tender conditions

1. Certificate of incorporation.
2. CR 14 and CR 6.
3. Must have a valid tax clearance.
4. Must have a valid PRAZ registration.
5. Bidders must have a current NSSA certificate.
6. References at least two (2).
7. Bidders who previously failed to deliver as expected to Kwekwe City Council will be disqualified.

Bids documents are obtained from PMU Department, Civic Center Kwekwe, from Monday to Friday between 0800 hours to 1645 hours after presenting a non-refundable administration fee of \$2 000,00 ZWL. Closing date: 8th July, 2022, at exactly 1000 hours. Bids must be enclosed in sealed envelopes and endorsed on the outside with the bid number, description and physical address must be submitted to The Town Clerk, Dr L. Mkandhla, Civic Centre, P.O. Box 115, Kwekwe, email address: kkcitytownclerk@gmail.com

General Notice 1356 of 2022.

ZIMBABWE SCHOOL EXAMINATIONS COUNCIL (ZIMSEC)

Invitation to Competitive Bidding Tenders

TENDERS are invited from reputable, reliable and well established firms, registered with the Procurement Regulatory Authority of Zimbabwe, for the supply and delivery of the following items to the Zimbabwe Examinations Council:

Tender number

ZIMSECDOM.005/2022. Supply and delivery of biological slides. Closing date and time: 22nd July, 2022, at 1000 hours.

Tender documents are available for collection upon payment of a non-refundable cash deposit of ZWL \$1 000,00, per set of tender documents from the Accounts Office at The Zimbabwe School Examinations Council Offices, Examinations Centre, Upper East Road, Mount Pleasant, Harare.

Interested eligible bidders may obtain further information from ZIMSEC Procurement Management Unit via e-mail: procurement@zimsec.co.zw

Tenders must be enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description and the closing date and must be delivered and deposited in the tender box situated at The Zimbabwe School Examinations Council Offices, Examinations Centre, Upper East Road, Mount Pleasant, Harare, and addressed to The Director, Zimbabwe School Examinations Council, P.O. Box CY 1464, Causeway.

- Tenders shall remain valid for a period of 90 days from the tender closing date.
- Bidders will be allowed to attend the tender opening process to be held on the same date and time as the closing date.
- For PRAZ registration you can contact enquiries@praz.org.zw or reception@praz.org.zw

General Notice 1357 of 2022.

MUNICIPALITY OF CHINHOYI (MOC)

Invitation to Tenders: Competitive Bidding

MUNICIPALITY of Chinhoyi invites tenderers from suitable and reputable suppliers to provide the following goods and services. The tenderers must be registered with Procurement Regulatory Authority of Zimbabwe. Tender documents are to be collected from Municipality of Chinhoyi Civic Centre Office upon payment of a non-refundable fee of ZWL500,00.

Tender number

CHY/PUMPS.01/2022. Supply and delivery of submersible pumps. Closing date: 12th July, 2022.

CHY/LUBRICANTS/2022. Supply and delivery of lubricants. Closing date: 5th July, 2022.

Bidders are free to witness the tender opening on the closing date and time at, Municipality of Chinhoyi, 93, Magamba Way, Chinhoyi, in the Cooksey Hall. Bids in sealed envelopes and clearly marked with the tender number should be hand delivered to the address below not later than 1200 hours on the closing date.

The Procurement Management Unit,
Municipality of Chinhoyi, 93 Magamba Way, Chinhoyi.

General Notice 1358 of 2022.

MINISTRY OF INFORMATION COMMUNICATION TECHNOLOGY, POSTAL AND COURIER SERVICES (MICTPCS)

Invitation to Competitive Bidding

THE Ministry of Information Communication Technology, Postal and Courier Services (MICTPCS) is inviting suitably qualified and reputable bidders to participate in the following tenders:

Tender number

MICTPCS/022/2022. Supply and delivery of ICT equipment. Closing date and time: 30th June, 2022, at 1000 hours.

MICTPCS/023/2022. Supply and delivery of computer consumables. Closing date and time: 30th June, 2022, at 1000 hours.

MICTPCS/024/2022. Supply and delivery of ICT equipment. Closing date and time: 30 June, 2022, at 1000 hours.

Bids must be in sealed envelopes and endorsed on the outside, with the advertised tender number, description and closing date. The bids shall be dropped in the tender box at the Procurement offices in the Fifth Floor, Bank Chambers Building (Old Reserve Bank), cnr First Street Mall and Samora Machel Avenue, Harare, on or before the closing date and time.

Bidding documents are available via email upon request please contact Procurement Management Unit Offices on 0242-763020 or email on ictprocurementtenders2022@gmail.com, Fifth Floor, Bank Chambers Building (Old Reserve Bank), cnr First Street Mall and Samora Machel Avenue, Harare.

General Notice 1359 of 2022.

ZIMBABWE NATIONAL STATISTICS AGENCY (ZIMSTAT)

Invitation to Domestic Competitive Bidding

THE Zimbabwe National Statistics Agency (ZIMSTAT) is inviting suitably qualified and reputable bidders to participate in the following tenders:

Tender number

DOMESTIC/CB/11/2022. Provision of signage services to ZIMSTAT. Pre-bid meeting: Venue: ZIMSTAT Head Office, Twentieth

Floor, Kaguvi Building, cnr Simon Vengai Muzenda Street/Ahmed Ben Bella Avenue, Harare. Date: 7th July, 2022, at 1000 hours. Closing date and time: Thursday 21st July, 2022, at 1000 hours.

DOMESTIC/CB/12/2022. Supply and delivery of motor vehicle accessories. Closing date and time: Thursday 30th June, 2022, at 1000 hours.

DOMESTIC/CB/13/2022. Supply and delivery of vehicle tyres. Closing date and time: Thursday 21st July, 2022, at 1000 hours.

DOMESTIC/FMWK/CB/14/2022. Supply and delivery of ICT consumables. Closing date and time: Thursday 30th June, 2022 at 1000 hours.

DOMESTIC/CB/15/2022. Supply and delivery of promotional materials. Closing date and time: Thursday, 21st July, 2022, at 1000 hours.

Tenders must be in sealed envelopes and endorsed on the outside, with the advertised tender number, description and closing date. The bids shall be dropped in the tender box at the ZIMSTAT Reception in the Twentieth Floor, Kaguvi Building, cnr Simon Vengai Muzenda Street and Ahmed Ben Bella Avenue, Harare, before the closing date and time.

Standard Binding Documents (SDBs) are to be sent electronically to all interested bidders upon request by the bidder through our following email address: **pmu@zimstat.co.zw** or call procurement using contact details on the letterhead or access it through our website: **www.zimstat.co.zw**

General Notice 1360 of 2022.

NATIONAL OIL INFRASTRUCTURE COMPANY OF ZIMBABWE (PRIVATE) LIMITED (NOIC)

Request for Proposals for Competitive Bidding for Entering into Agreements as Indicated in the Standard Bidding Document

THE National Oil Infrastructure Company of Zimbabwe (Private) Limited (NOIC) wishes to invite companies registered with the Procurement Regulatory Authority of Zimbabwe to tender for the proposal below. Bidders' proposal offers must be submitted to NOIC HQ, NOCZIM House, Ground Floor, 100, Leopold Takawira Street, Harare, with the correct proposal reference number as the subject matter on the envelope on the closing date on or before 1000 hours CAT. Documents received after this time will not be accepted. The procurement description must also be endorsed on each document, with the advertised closing date. The proposal document is available on the NOIC website **www.noic.co.zw** under services then tenders from the 24th of June, 2022, free of charge. Bids are invited for the following:

Tender number

NOIC/MRK/FTS/16/2022.DOMESTIC.Provision of fuel transport services from NOIC depots to commercial customers.Closing date and time: 5th July, 2022, at 1000 hours [CAT].

Immediately after downloading the document(s), bidders must advise NOIC through email **tenders@noic.co.zw** that they have downloaded the document stating the procurement ref number and the procurement description.

General Notice 1361 of 2022.

POSTAL AND TELECOMMUNICATIONS REGULATORY AUTHORITY OF ZIMBABWE (POTRAZ)

Invitation to Competitive Bidding

THE Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ) is inviting suitably qualified, registered, eligible and reputable companies to participate in the following Domestic Competitive Bidding processes.

Tender number

USF/DOM/01/06/2022. Supply and delivery of various ICT equipment. Closing date and time: 8th July, 2022, at 1000 hours.

Bidding documents will be sent electronically upon request. Requests for documents are to be sent on email at **pmu@**

potraz.gov.zw Alternatively, interested bidders can download the bidding documents from the POTRAZ website on **www.potraz.gov.zw** on the tenders section. Those that would have downloaded the bidding documents from the website are required to send their company details on the email address available above to enable compilation of a register.

In a bid to maintain social distancing, in light of the COVID-19 pandemic, please note that we will not be entertaining walk-in visitors for the purposes of acquiring bidding documents. Please note that NO payments are required for this tender.

For any enquiries regarding the advertised tender, you can contact the Procurement Management Unit on: 0242-333032 or through email on **pmu@potraz.gov.zw**

General Notice 1362 of 2022.

ZIMBABWE REVENUE AUTHORITY (ZIMRA)

Invitation to Competitive Bidding

THE Zimbabwe Revenue Authority (ZIMRA) invites prospective reputable suppliers registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ) to participate in the following tenders:

Tender number

RFP.09/2022. Provision of consultancy services—Facilitation for the executive Development Programme Course. Closing date and time: Thursday, 21st July, 2022, at 1000 hours, CAT.

RFP.10/2022. Provision of consultancy services—Facilitation for the Supervisory Development Programme Course. Closing date and time: Thursday, 21st July, 2022, at 1000 hours, CAT.

NCB.44/2022. Supply and delivery of exhibition safari shirts for Zimbabwe Agricultural Show (ZAS) 2022. Closing date and time: Thursday, 7th July, 2022, at 1000 hours, CAT.

NCB.39/2022. Provision of stand designing concept, mounting and dismantling services for the ZIMRA Midlands Agricultural Show stand for 2022. Pre-bid meeting date/time and venue: Wednesday, 29th June, 2022. Closing date and time: Thursday, 7th July, 2022, at 1000 hours, CAT.

NCB.40/2022. Provision of courier services for seals movement for a period of 12 months. Closing date and time: Thursday, 21st July, 2022, at 1000 hours, CAT.

NCB.41/2022. Supply and delivery of notebooks and calendars. Closing date and time: Tuesday, 26th July, 2022, at 1000 hours, CAT.

NCB.43/2022. Provision of stand designing concept, mounting and dismantling services for the Zimbabwe Agricultural Show stand for 2022. Pre-bid meeting date/time and venue: Tuesday, 28th June, 2022. Closing date and time: Thursday, 7th July, 2022, at 1000 hours, CAT.

NCB.45/2022. Supply and delivery of camera and studio equipment. Closing date and time: Friday, 15th July, 2022, at 1000 hours, CAT.

A complete set of bidding documents must be downloaded from the ZIMRA website: **www.zimra.co.zw** and any further communications about these tenders including addenda. Due to the COVID-19 pandemic, we will not be entertaining walk in clients for acquiring bidding documents. Interested eligible bidders may obtain further information from ZIMRA Procurement Management Unit via E-mail: **procurement@zimra.co.zw**

The provisions in the Instructions to Bidders and in the General Conditions of Contract contained in the bidding documents comply with the Zimbabwe Public Procurement and Disposal of Public Assets Act [Chapter 22:23] standard bidding document for the procurement of goods. The Procurement method applicable for the bidding process shall be domestic competitive bidding. Bids must be enclosed in a sealed envelope and endorsed on the outside with the advertised tender number, description and closing date. Bids must be delivered and deposited in a tender box situated at ZB Centre, Sixth Floor Reception, corner Kwame Nkrumah Avenue/First Street Mall, Harare, addressed to:

The Director Procurement Management Unit,
Zimbabwe Revenue Authority,
ZB Centre, corner First Street Mall/Kwame Nkrumah Avenue,
Harare, Zimbabwe.

or via E-mail to procurement@zimra.co.zw

NB: Kindly note that the correct reference number for the supply and delivery of cameras and studio equipment is NCB. 45/2022 instead of NCB.42/2022 which was published in the Government Gazette of 17th June, 2022.

Please note that no payment is required to obtain the bidding document(s).

General Notice 1363 of 2022.

TELONE (PRIVATE) LIMITED

Invitation to Competitive Bidding Tenders

Tender number

COMPETITIVE BIDDING TENDER DOMESTIC (CBTD).

CBTD.126-22. Provision of advertising agencies. Closing date and time: 14th July, 2022, at 1100 hours.

CBTD.127-22. Provision of roadshow and activation. Closing date and time: 14th July, 2022, at 1100 hours.

CBTD.128-22. Provision of outdoor advertising media. Closing date and time: 14th July, 2022, at 1100 hours.

CBTD.129-22. Provision of signage and general shop branding. Closing date and time: 14th July, 2022, at 1100 hours.

CBTD.130-22. Supply and delivery of 14 way media chasis converters. Closing date and time: 14th July, 2022, at 1100 hours.

CBTD. 31-22. Supply and delivery of stay rods. Closing date and time: 14th July, 2022, at 1100 hours.

CBTD.132-22. Supply and delivery of aluminium ladders. Closing date and time: 14th July, 2022, at 1100 hours.

CBTD.133-22. Supply and delivery of branded promotional materials. Closing date and time: 21st July, 2022, at 1000 hours.

Tenders must be enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description, the closing date and must be posted in time to be sorted into Post Office Box CY 264, Causeway, or delivered by hand to: The Procurement Head, Tel-One Office 8S4, Runhare House, 107, Kwame Nkrumah Avenue, Harare, before 1100 hours (ZIM Time) on or before the specified closing date.

Documents for the tenders are obtainable upon request on the following email: procurement@telone.co.zw

General Notice 1364 of 2022.

MINISTRY OF HEALTH AND CHILD CARE (MOHCC)

Invitation to Tenders

THE Ministry of Health and Child Care would like to solicit bids from qualified entities for the Supply and delivery of the following:

Tender number

TMOHCC/CT/010/2022. Supply, delivery, installation and commissioning of UPS for Government Analyst Laboratory. Closing date and time: 22nd July, 2022, at 1000 hours.

MOHCC/ICT /011/2022 (International tender). Supply, delivery, installation and commissioning of cardiac catheterisation laboratory and cardiothoracic equipment.

Pre-bid Yes/No and date:

1. Compulsory site visit to be held on 29th July, 2022, at Parirenyatwa Group of Hospitals at 1000 hours
2. Zoom meeting to be held on 1st July, 2022, at 1100 hours (Link to be shared to those who would have obtained the tender document). Closing date and time: 23rd August, 2022, at 1000 hours.

MOHCC/CT/016/2022. Supply and delivery of boardroom and office furniture. Compulsory site visit to be held on 11th July, 2022, at ZIDA Offices, 109, Abdel Gamal Nasser Road, Harare, at 1000 hours. Closing date and time: 22nd July, 2022, at 1000 hours.

Mandatory requirements:

- Must be registered and operational for a period of not less than three years.

- Must have a certificate of incorporation.
- Must have a vendor number.
- Must have a valid registration with Procurement Regulatory Authority of Zimbabwe (PRAZ).
- Must have a valid tax clearance.
- Must have a valid tax clearance.
- Must have VAT Certificate.

Tenders must be enclosed and in sealed envelopes and endorsed on the envelope(s) and quotation(s) with the advertised tender number, closing date, hand-delivered and deposited into the tender box (found at First Floor Reception, MOHCC, Kaguvu Building) by 1000 hours on the closing date. Please note that no application will be accepted after the closing time and date. Further, there shall be no extension of these deadlines. Tender documents are obtained from the Procurement Office: Fifth Floor, Kaguvu Building, upon payment of a non-refundable fee of ZWL\$3 000.00. Tenders are bought in Second Floor Cashier's Office Room 89. Tender documents are sold between 1100 hours and 1230 hours during working days only. Please Note that this advert is not to be construed in any way as an offer to contract with your organisation.

General Notice 1365 of 2022.

MUNICIPALITY OF BINDURA (MOB)

Tender Notices

Invitation to Domestic Competitive Bidding

BINDURA Municipality is inviting interested and qualified bidders to participate in the following tender.

Tender number

BINMUN DOW.04/2022. Supply and delivery of various road construction materials. Closing date and time: 1st July, 2022, at 1000 hours.

Prospective bidders may send their requests for electronic standard bidding documents to the following email address: pmubinduramunicipality@gmail.com as from 24th June, 2022.

The standard bidding document is also obtainable from Bindura Municipality website: www.binduramunicipality.co.zw as from 24th June, 2022. Bidders must regularly check the website until the tender closes for updates and responses to clarifications and queries.

Tenderers who wish to participate in the above tender must submit bids which are bound, enclosed in sealed envelopes and endorsed on the outside with the tender number, tender description, closing date and time. The bids must be addressed to:

The Acting Accounting Officer,
Bindura Municipality,
565, Thurlows Avenue,
Bindura.

Notice of Contract Awards

Bindura Municipality in terms of The Public Procurement and Disposal of Public Assets Act (PPDPA) [Chapter 22:23], section 68, hereby publish the following contract awards:

BINMUN DOW.02/2022. Supply and delivery of aluminium sulphate dose pumps. Winning tenderer: Melukah Investments (Private) Limited. Tender value (US) \$ 33 594.54.

BINMUN DOW.03/2022. Asphalt overlay of roads in Bindura Municipality. The tender was cancelled in terms of the Public Procurement and Disposal of Public Assets (PPDPA) Act, [Chapter 22:23], section 42(1)(b)—insufficient funding available for the procurement requirements.

General Notice 1366 of 2022.

NATIONAL RAILWAYS OF ZIMBABWE (NRZ)

Invitation to Competitive Bidding

TENDERS are invited from registered and reputable suppliers for the supply of materials and services to the National Railways of Zimbabwe against the underlisted tender enquiries.

Tender number

6582:5778. Inspection and gang trolleys. Closing date: 8th July, 2022.
 6572:5779. Tarpaulins and nylon rope. Closing date: 8th July, 2022.
 6550:5780. Stationary exhausters. Closing date: 8th July, 2022.
 6552:5781. Steel plates. Closing date: 8th July, 2022.
 6550:5782. Crawler surface drill rig. Closing date: 8th July, 2022.

Interested eligible bidders may obtain further information from NRZ Procurement Management Unit via Email: **tendersecretary@nrz.co.zw**; or **tenders@nrz.co.zw**.

2. A complete set of bidding documents may be obtained in soft copies via email free of charge upon request email addresses: **tendersecretary@nrz.co.zw**; or **tenders@nrz.co.zw** or in hard copies upon payment of a non-refundable fee of ZWL\$2 000,00, per set from The Procurement Management Unit, National Railways of Zimbabwe, Second Floor, Room 204, Area Headquarters opposite Main Railway Station, Bulawayo: Contact numbers (0292) 362191 and (0292) 362179.
3. Tenders must be submitted enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description, the closing date and must be deposited into the tender box on the Second Floor, Area Headquarters, Opposite Main Railway Station, Bulawayo or hand delivered or couriered to the Procurement Management Unit, Second Floor, Room 204, Area Headquarters, opposite Main Railway Station, Metcalfe Square, Bulawayo, before 1000 hours on the advertised closing date.

General Notice 1367 of 2022.

ZIMBABWE UNITED PASSENGER COMPANY (ZUPCO)

Invitation to Tenders

BIDDERS are invited from reputable PRAZ registered companies for the following tenders:

Tender number

ZUPCO/PCBIC.12/2022. Re-tender for provision of comprehensive buses insurance cover to ZUPCO. Closing date: 1st July, 2022.

ZUPCO/PPE.13/2022. Supply and delivery of personal protective equipment to ZUPCO. Closing date: 22nd July, 2022.

Interested companies should submit their bids together with the following documents, before 1000 hours on the stated closing day:

Certificate of Incorporation, Valid tax clearance certificate, Company profile detailing the nature of business, Proof of registration with (PRAZ), CR14 and CR06 forms or CR5, NSSA Registration certificate. Three written Trade reference letters and NSSA certificate.

Tender documents for the above tenders are obtainable from the Finance Department, Zimbabwe United Passenger Company, Ground Floor, 109, Belvedere Road, Harare, upon proof of payment of a non-refundable fee of ZWL 500,00, RTGS. Tenders must be in sealed envelopes and endorsed on the outside with the advertised tender number, the description and closing date. Tenders must be deposited into the tender box at the ZUPCO Head Office, Reception area which is at 109, Belvedere Road, Harare, before 1000 hours on the closing date.

General Notice 1368 of 2022.

MINISTRY OF WOMEN AFFAIRS, COMMUNITY, SMALL AND MEDIUM ENTERPRISES DEVELOPMENT (MWACSMED)

Invitation to Competitive Domestic Tender

THE Ministry of Women Affairs, Community, Small and Medium Enterprises Development invites bids for the following goods:

Tender number

MWACSMED/07/2022. Supply and delivery of corporate wear for ZAS, design and construction of stand design for ZAS. Delivery place: Eighth Floor, Kaguvi Building. Site visit: 30th June, 2022. Closing date and time: 22nd July, 2022, at 1000 hours.

Mandatory requirements

- Bidders must be registered with the Procurement Regulatory Authority of Zimbabwe, current tax clearance certificate, CR14, Certificate of incorporation, vendor number, company profile.
- Bids should be in sealed envelopes and clearly marked outside with the correct procurement reference number of choice.
- Request for bids clarification can be done in writing during working hours by any bidder to the Permanent Secretary, Ministry of Women Affairs, Community, Small and Medium Enterprises Development, Eighth Floor, Kaguvi Building, Harare, or through email **procurement.wag19@gmail.com**
- Sealed bids clearly marked with the correct procurement reference number must be deposited in the tender box on or before 1000 hours, 22nd July, 2022, or emailed to **procurement.wag19@gmail.com** by close of the tender.
- Bids, which are properly addressed with correct procurement details and have been deposited by close of tender on 22nd July, 2022, shall be publicly opened at 1000 hours. Interested bidders are free to witness the opening.

General Notice 1369 of 2022.

ZIMBABWE MANPOWER DEVELOPMENT FUND (ZIMDEF)

Invitation to Domestic Tenders

ZIMBABWE Manpower Development Fund (ZIMDEF) invites all reputable bidders registered with the Procurement Regulatory Authority of Zimbabwe to participate in the following tenders:

Tender number

ZPCR.23/2022. Expression of Interest on Job Evaluation for Management Training Bureau (MTB). Closing date and time: July 7th, 2022, at 1000 hours.

ZPCR.24/2022. Expression of Interest for the provision of legal services for ZIMDEF. Closing date and time: July 7th, 2022, at 1000 hours.

Tender documents are obtainable from the Zimbabwe Manpower Development Fund (ZIMDEF) website **www.zimdef.org.zw** free of charge and responses must be posted on time to be sorted into Private Bag 7739, Causeway, or hand delivered at the ZIMDEF reception in sealed envelopes, endorsed on the outside with the advertised tender number, description, closing date and time as indicated, to the Accounting Officer, Zimbabwe Manpower Development Fund, Fourth Floor, West Wing, ZIMDEF House, 18572, Off Mother Patrick Avenue, Abdel Gamal Nasser Road, Harare.

NB: Please sign up your details before you download the Tender document from the website to ensure immediate registration with ZIMDEF for any would be queries.

For further information, you can dial the following numbers: (0242)780451-5 for the attention of Procurement Management Unit.

General Notice 1370 of 2022.

MINISTRY OF NATIONAL HOUSING AND SOCIAL AMENITIES (MNHSA)

Invitation to Domestic Competitive Bidding

THE Ministry of National Housing and Social Amenities of the Republic of Zimbabwe is inviting prospective and registered bidders to participate in the following tenders:

Tender number

MNHSA.14/2022. Repair and maintenance of Government pool properties.

Site visit: 30th June to 1st July, 2022.—Mashonaland West.

30th June to 1st July, 2022.—Mashonaland East.

5th to 6th July, 2022.—Mashonaland Central.

5th July, 2022. — Harare Province.

Closing date: 14th July, 2022.

MNHS.A.15/2022. Supply and delivery of office chairs. Site visit: 30th June, 2022. Closing date: 7th July, 2022.

Interested bidders can obtain further information and bidding documents through e-mail from: **pmunationalhousing@gmail.com**. Hard copies of the documents are available upon payment of a non-refundable tender fee of ZWL2 000.00, at the address below from Monday to Friday between 0800 hours and 1500 hours.

Bid submission

Tenders must be deposited in a tender box at the address below, enclosed in sealed envelopes clearly marked outside with the correct reference number, the description of the tender and the closing date on or before 1000 hours (CAT).

Late submissions will not be accepted.

The Secretary for National Housing and Social Amenities, Office 112, First Floor, ZIMRE Centre, cnr. Kwame Nkrumah Avenue/Leopold Takawira Street, Harare, on or before 1000 hours on the closing date.

General Notice 1371 of 2022.

NATIONAL PHARMACEUTICAL COMPANY (NatPharm)

Invitation to Tenders

THE National Pharmaceutical Company (NatPharm) is a parastatal under the Ministry of Health and Child Care (MoHCC) assigned with the mandate of procuring, warehousing and distributing medicines and medical supplies. The company is inviting eligible suppliers of the following goods:

Tender number

INTERNATIONAL NAT FMWK/MED/DSP. 42/2022. Supply and delivery of medical disposables. Sample Required: Yes. Closing date: 15th July, 2022, at 1000 hours (Zimbabwean Time).

DOMESTIC NAT FMWK/DN/43/2022. Supply and delivery of disinfectants. Sample Required: Yes. Closing date: 15th July, 2022, at 1000 hours (Zimbabwean Time).

INTERNATIONAL NAT FMWK/PPEs/44/2022. Supply and delivery of personal protective equipment. Sample Required: Yes. Closing date: 15th July, 2022, at 1000 hours (Zimbabwean Time).

DOMESTIC NAT CB/VT/51/2022. Supply and delivery of vehicle tyres. Closing date: 21st July, 2022, at 1000 hours (Zimbabwean Time).

DOMESTIC NAT FMWK/ARVs/OI/MED/53/2022. Supply and delivery of ARVs and opportunistic infections medicines. Sample Required: Yes. Closing date: 15th July, 2022, at 1000 hours (Zimbabwean Time).

Interested bidders should contact NatPharm Procurement Management Unit, **procurement@natpharm.co.zw**, 0242 621991-5. Soft copy tender documents are obtainable free of charge upon request on the above stated email address.

Bids must be enclosed in sealed envelopes and endorsed on the outside with the advertised tender number, the description, the closing date and time delivered by hand to: The Procurement Manager, NatPharm Company, No. 14, Lobengula Road, Southerton, Harare, before 1000 hours on the closing date.

General Notice 1372 of 2022.

CIVIL REGISTRY DEPARTMENT (CRD)

Invitation to Competitive Bidding

BIDS are invited from suitable and reputable suppliers to participate in the following tender for the supply of goods:

Tender number

CR.07/2022. Supply and delivery of photo paper. Closing date and time: 1st of July, 2022, at 1000 hours.

General Notice 1373 of 2022.

MINES AND MINERALS ACT [CHAPTER 21:05]

Amendment of Claims Erroneously Included in Mining Lease No. 38: Examix Investments (Private) Limited

THE claims specified in the Schedule were erroneously included in the list of claims incorporated in Mining Lease No. 38 of Examix Investments (Private) Limited and are being excluded from the list published in the Government Gazette of 22nd June, 2018, under General Notice 395 of 2018.

O. M. MOYO,

Chairman Mining Affairs Board.

24-6-2022.

SCHEDULE

1. Current blocks which are outside the lease but were initially listed amongst those within the lease and are now being excluded from the list:

	Reef Name	Registration Number
1	Arcadia JV	ME96BM
2	Arcadia TK	ME97BM
3	Arcadia S1	ME106BM
4	Arcadia	ME168G
5	Arcadia	ME169G
6	Arcadia	ME170G
7	Arcadia	ME171G
8	Riseholm	ME172G
9	Riseholm	ME173G
10	Riseholm	ME174G
11	Riseholm	ME175G
12	Arcadia 3	ME176G
13	Josephine	ME192BM
14	Josephine	ME194BM
15	Josephine	ME195BM
16	Josephine	ME196BM
17	Josephine	ME197BM
18	Josephine	ME198BM
19	Josephine	ME199BM
20	Josephine	ME200BM
21	Josephine	ME201BM
22	Arcadia B2	ME202BM
23	Arcadia	ME203BM
24	Arcadia	ME205BM

2. The following is the list of blocks of claims within Mining Lease No. 38:

	Reef Name	Registration Number
1	Arcadia V-5	ME43BM
2	Arcadia H	ME70BM
3	Arcadia I	ME71BM
4	Arcadia J	ME72BM
5	Arcadia K	ME73BM
6	Arcadia L	ME74BM
7	Arcadia M	ME75BM
8	Arcadia N	ME76BM
9	Arcadia O	ME77BM
10	Arcadia R	ME83BM
11	Arcadia S	ME84BM

	Reef Name	Registration Number
12	Arcadia T	ME85BM
13	Arcadia U	ME86BM
14	Arcadia V	ME87BM
15	Arcadia W	ME88BM
16	Arcadia X	ME89BM
17	Arcadia Y	ME90BM
18	Arcadia RB	ME104BM
19	Arcadia S1	ME105BM
20	Arcadia Trap	ME127BM
21	Arcadia R2	ME156BM
22	Arcadia S2	ME 157BM
23	Arcadia V2	ME160BM
24	Arcadia W2	ME161BM
25	Arcadia X2	ME162BM
26	Arcadia U2	ME159BM
27	Arcadia T2	ME158BM
28	Arcadia JV2	ME193BM
29	Arcadia B3	ME204BM
30	Arcadia	ME139G
31	Arcadia	ME140G
32	Thapelo D	ME223BM
33	Thapelo E	ME224BM

General Notice 1374 of 2022.

CITY OF HARARE (COH)

Invitation to Domestic and International Tenders

Tender number

COH/S.01/2021. Re-tender for supply and delivery of ambulances. Closing date and time: 5th July, 2022, at 1000 hours.

COH/S.07/2021. Re-tender for supply and delivery of utility vehicles. Closing date and time: 12th July, 2022, at 1000 hours.

COH/HW/S.04/2022. Re-tender for rehabilitation of sand filters at Morton Jaffray waterworks. Site visit: 6th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 12th July, 2022, at 1000 hours.

COH/HW/S.07/2022. Request for Expression Of Interest for the development and implementation of ISO 17025:2017 Quality Management System. Site visit: 13th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 19th July, 2022, at 1000 hours.

COH/HW/S.08/2022. Request for Expression of Interest for the Laboratory Information Management System (LIMS). Site visit: 13th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 19th July, 2022, at 1000 hours.

COH/HW/S.09/2022. Rehabilitation of Firlie Effluent Pump Station No. 1 and No. 2. Site visit: 20th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 26th July, 2022, at 1000 hours.

COH/HW/S.10/2022. Supply, delivery, installation and commissioning of penstock valves at Morton Jaffray. Site visit: 18th July, 2022, at Old Mutual, cnr Agostinho Neto Avenue and Sam Nujoma Street, at 1000 hours (meeting place). Closing date and time: 26th July, 2022, at 1000 hours.

Tenders to be in sealed envelopes and endorsed on the outside with the advertised tender number, title of the tender, the closing date and time which are submitted before the closing date and time at Town House (Room 108) addressed to:

The Acting Town Clerk,
City of Harare,
Town House,
Julius Nyerere Way,
Harare

Bidding documents with detailed specifications are obtainable from the Supply Chain Manager at No. 2, Coventry Road, Workington, Harare, upon payment of a non-refundable fee of ZWL\$1 500,00.

ACTING TOWN CLERK.

General Notice 1375 of 2022.

CITY OF HARARE (COH)

Invitation to Domestic Competitive Tenders

Tender number

COH/DOW/S.11/2022. Supply and delivery of tyres. Closing date and time: 12th July, 2022, at 1000 hours.

COH/DOW/S.12/2022. Construction of high mast tower lights in various residential areas. Site visit: 5th July, 2022 (Compulsory). Closing date and time: 12th July, 2022, at 1000 hours.

COH/DOW/S.13/2022. Supply, delivery, installation and commissioning of CCTVs on City of Harare properties. Site visit: 11–15th July, 2022 (Compulsory). Closing date and time: 26th July, 2022, at 1000 hours.

Tenders to be in sealed envelopes and endorsed on the outside with the advertised tender number, title of the tender, the closing date and time which are submitted before the closing date and time at Town House (Room 108) addressed to:

The Acting Town Clerk,
City of Harare,
Town House,
Julius Nyerere Way,
Harare.

Bidding documents with detailed specifications are obtainable from the Supply Chain Manager, at No. 2, Coventry Road, Workington, Harare, upon payment of a non-refundable fee of ZWL\$1 500,00.

ACTING TOWN CLERK

General Notice 1376 of 2022.

MINISTRY OF TRANSPORT AND INFRASTRUCTURAL DEVELOPMENT (MOTID)

Invitation to Domestic Tender

THE Ministry of Transport and Infrastructural Development of the Republic of Zimbabwe is inviting prospective registered bidders to participate in the following tender.

Tenders must be enclosed in sealed envelopes and endorsed on the outside with the correct reference number, the description, the closing date and must be delivered by hand to Ministry of Transport and Infrastructural Development, The Provincial Road Engineer, Office No. 3, No. 5, Kumbirai Kangai Road, Mutare, on or before 1100 hours on the closing date. No faxed, e-mailed or late tenders will be considered.

Tender number

RDS/ERRP2/MAN 08 OF 2022. Emergency Road Rehabilitation Programme. Supply and delivery of protective clothing. Registration: PRAZ Registration. Closing date: 21st July, 2022.

Documents

Tender documents are obtainable from the Ministry of Transport and Infrastructural Development, The Provincial Road Engineer, Office No. 3, No. 5, Kumbirai Kangai Road, Mutare, between 0745 hours and 1600 hours during week days.

NB: Documents will be issued upon payment of a non-refundable fee of two thousand five hundred dollars (ZWL\$ 2 500,00) only per tender.

General Notice 1377 of 2022.

INSURANCE AND PENSION COMMISSION (IPEC)

Notification of Tender Cancellation

INSURANCE and Pensions Commission in terms section 42 of the Public Procurement and Disposal of Public Assets Act [Chapter 22:23], hereby publish the cancellation of the tenders below.

Tender number

IPEC/DOM02/2022. Supply, sitting, drilling of boreholes and installation of home solar lighting systems.

IPEC/DOM11/2022. Provision of consultancy services to carry out a survey on awareness, perception and uptake of insurance and pensions products in Zimbabwe

Invitation to Domestic Competitive Bidding

Prospective suppliers are invited to participate in the following tenders:

IPEC/DOM13/2022. Supply, delivery and installation of electronic board system. Closing date and time: 21st July, 2022, at 1000 hours.

IPEC/DOM14/2022. Supply and delivery of printers, projectors and desktops. Closing date and time: 21st July, 2022, at 1000 hours.

IPEC/DOM15/2022. Supply, delivery and installation of intrusion detection and prevention systems. Closing date and time: 21st July, 2022, at 1000 hours.

IPEC/FRA01/2022. Framework Agreement for the supply and delivery of computer consumables and stationery. Closing date and time: 21st July, 2022, at 1000 hours.

IPEC/FRA02/2022. Framework Agreement for the supply and delivery of office groceries. Closing date and time: 21st July, 2022, at 1000 hours

IPEC/FRA03/2022. Framework Agreement for the supply and delivery of fuels. Closing date and time: 21st July, 2022, at 1000 hours.

A complete set of bidding documents can be downloaded from the IPEC Website: www.ipec.co.zw and any further communications about these tenders including addendum. Due to COVID-19 pandemic, we will not be entertaining walk in clients for acquiring bidding documents. Interested eligible bidders may obtain further information from IPEC Procurement Management Unit via email: tenders@ipec.co.zw

Bidders must submit hard copies which must be enclosed in a sealed envelope and endorsed on the outside with the advertised tender number, description and closing date and must be deposited in a tender box situated at Insurance & Pensions Commission Office, 90, Agostinho Neto Avenue, Harare Zimbabwe, on or before the above mentioned closing date and time, addressed to:

The Procurement Manager,
Insurance and Pensions Commission,
90, Agostinho Neto Avenue,
Harare, Zimbabwe.

IPEC does not bind itself to award the lowest bidder or any bid and reserves the right to accept the whole or part of any bid. Bidders are free to attend and witness tender opening. Late bids will not be accepted.

General Notice 1378 of 2022.

MINISTRY OF LANDS, AGRICULTURE, FISHERIES, WATER AND RURAL DEVELOPMENT (MLAFWRD)

Tender Notices

Competitive Bids Requested

INSURANCE and Pensions Commission in terms section 42 of the Public Procurement and Disposal of Public Assets Act [Chapter 22:23], hereby publish the cancellation of the tenders below.

Tender number

MLAFWRD/AARDS/CB/38/22. Supply and delivery of 50 000 fruit trees for the Presidential Rural Horticulture Scheme. Closing date and time: 29th July, 2022, at 1000 hours.

MLAFWRD/AGRIC-EDU/CB/36/22. Supply and delivery and erection of Mlezu Slaughter House Abattoir. Site visit: 5th July, 2022, at 1000 hours. Closing date and time: 29th July, 2022, at 1000 hours.

MLAFWRD/AGRIC-EDU/CB/12/22. Supply, fabrication and erection of structural steel roof for dining hall at Kushinga Phikelela. Site visit: 7th July, 2022, at 1000 hours. Closing date and time: 29th July, 2022, at 1000 hours.

Interested bidders can obtain bid documents that consists the instructions and procurement requirements from the reception Accounts Section at the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development, Ngungunyana Building, 1, Liberation Legacy Road, Harare, upon payment of a non-refundable fee of RTGS 1 000.00, account number RBZ 2000005528. Account name: Ministry of Agriculture.

Your submission should reach the Ministry of Lands, Agriculture, Fisheries, Water and Rural Development not later than the closing time and date. Late submissions either by post or hand delivery will not be accepted.

Contract Award Notice

Ministry of Lands, Agriculture, Water and Rural Resettlement (MLAWRR) in terms of section 68 of the Public Procurement and Disposal of Public Assets Act [Chapter 22:23] do hereby publish the following contract awards.

Tender number

MLAFWRD/AGRITEX/CB/13/22. Supply and delivery of heavy duty printer. Bidder: Space Creations. Bid amount: USD 170 150.00.

MLAFWRD/AGRITEX/CB/10/22. Supply and delivery of materials for the establishment of Provincial Youth Innovation Hubs Cattle Pass-on Programme.

Bidder: Fencing Requirents. Bid amount: USD 184 818.22.

Bidder: Peterfolk & Company. Bid amount: USD 1 210 267.33.

Bidder: Trinity Industrial Supplies (Private) Limited: Bid amount: USD 13 492.00.

Bidder: Success Industrial Solutions (Private) Limited: Bid amount: USD 110 650.00.

MLAFWRD/DSG/CB/47/21. Supply, delivery and installation of GNSS Continuously Operation Reference Stations. Bidder: Geo Spatial Mapping (Private) Limited. Bid amount: USD 732 000.00.

MLAFWRD/DSG/CB/19/21. Supply of consultancy service for electronic cadastre. Bidder: Farmind Technical Systes. Bid amount: USD 9 000 000.00.

MLAFWRD/DRSS/CB/03/21. Supply and delivery of office furniture and ICT equipment.

Bidder: Melomak Holdings (Private) Limited. Bid amount: USD 179 411.92.

Bidder: Naycom Trading (Private) Limited, trading as Delux Computers. Bid amount: USD 43 800.00.

Bidder: Teachers (Private) Limited. Bid amount: USD 1 956.00.

MLAFWRD/AGRITEX/CB/51/22. Supply and delivery of 4650 riding suits for Agricultural Extension Workers. Bidder: The Sales Arena. Bid amount: USD 2 087 850.00.

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Sherdard Mutendi, a legal practitioner and notary public, at Masvingo, on the 10th day of May, 2021, Blessed Ganya (represented by his biological mother and natural guardian Rudo Mparaganda) changed his name to Blessed Chingwa, by which name he shall henceforth be known for all purposes.

Dated at Masvingo this 10th day of May, 2021.—Sherpard Mutendi, c/o Mutendi and Shumba Legal Practitioners, 11, Shuvai Mahofa Street, Masvingo. 460006f

CHANGE OF NAME

TAKE notice that, on the 8th day of June, 2022, before me, Kudzai Lynda Magama, a legal practitioner and notary public, appeared Willinet Masauso (born on 7th of May, 1983) in his

capacity as the father and natural guardian of his minor child who has been known as Kayla Willinet (born on 21st February, 2013) changed her name to Kayla Masauso, so that, henceforth, for all purposes and occasions she shall be known by such name.

Dated at Bulawayo this 8th day of June, 2022.—Kudzai Lynda Magama, c/o Legal Aid Directorate, Second Entrance, Fifth Floor, Block C, Mhlahlandlela Government Complex, Bulawayo.

460007f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Nathan Manenji, a legal practitioner and notary public, at Bulawayo, on the 10th day of June, 2022, Thabani Mathe appeared in his capacity as the biological father and guardian of the minor child Gugulethu Isabel Zibondo and changed the minor child's surname to Mathe and the minor child shall henceforth be known on all occasions by the name Gugulethu Isabel Mathe.

Dated at Bulawayo this 10th day of June, 2022.—Nathan Manenji, c/o Nyawo Ruzive Attorneys, No. 16, Robert Mugabe Way, Northend, Bulawayo.

460008f

CHANGE OF NAME

TAKE notice that Bekezela Mpumelelo Ncube (born on 30th April, 1976) appeared before me, Godfrey Nyoni, a notary public, on 9th June, 2022, and changed his name such that he shall be called Bekezela Mpumelelo Mabuza.

Dated at Bulawayo this 9th day of June, 2022.—Messrs Moyo and Nyoni, legal practitioners, First Floor, Pioneer House, Liberation Legacy Avenue/Queen Lozikeyi Street, Bulawayo.

460009f

CHANGE OF NAME

TAKE notice that, on the 12th day of May, 2022, before me, Lawrence Chikwakwa, a notary public, at Bulawayo, personally came and appeared Bhokinkosi Thumani Ndlovu and executed a deed poll in terms of which he changed his surname from Ndlovu to Nyathi.

Dated at Bulawayo this 6th day of May, 2022.—Lawrence Chikwakwa, c/o Sansole and Senda, legal practitioners, 601, Sixth Floor, Charter House, Leopold Takawira Avenue/Queen Lozikeyi Street, Bulawayo.

460010f

CHANGE OF NAME

TAKE notice that, on the 26th day of August, 2020, before me, Nkosilathi Mlala, a notary public, at Bulawayo, personally came and appeared Johane Mkandla and executed a deed poll in terms of which he changed his surname from Mkandla to Moyo.

Dated at Bulawayo this 11th day of November, 2022.—Nkosilathi Mlala, c/o Sansole and Senda, legal practitioners, 601, Sixth Floor, Charter House, Leopold Takawira Avenue/Queen Lozikeyi Street, Bulawayo.

460011f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Rashidy Parere, a legal practitioner and notary public, at Shurugwi, on the 10th day of June, 2022, Poronia Museva appeared and changed her name to Shelter Museva and the appearer shall henceforth be known on all occasions by the name Shelter Museva.

Dated at Shurugwi this 10th day of June, 2022.—Rashidy Parere, c/o Mapfumo Mavese & Associates, 103, Cape Street, Shurugwi.

460012f

CHANGE OF NAME

TAKE notice that, on the 7th day of June, 2022, Farai Mwachigomora (born on 4th September, 1973), appeared before me, Ashton Mufari, a legal practitioner and notary public, at Harare, and changed his name from Farai Mwachigomora to Farai Brown, such that he shall henceforth be known as Farai Brown.—Ashton Mufari, c/o Mawire J T & Associates, 22, Walter Hill Avenue, Eastlea, Harare.

460013f

CHANGE OF NAME

NOTICE is hereby given that, on the 10th day of June, 2022, before me, Munashe Gift Bumhira, a legal practitioner and notary public, appeared Ngaakudzwe Evelyn Mironga (born on 6th July, 1992) for, and behalf of the minor child: Donel Anotidaishe Mironga (born on 13th September, 2011) and the appearer changed the minor child's surname to Tutai. Hence for all purposes and occasions he shall be known by the name Donel Anotidaishe Tutai.

All persons having any objections to, or wishing to make any representations in connexion with, the said change of name are hereby required to lodge their objections or representations, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare on this 10th day of June, 2022.—M.G. Bumhira, c/o Mutindi Bumhira Legal Practitioners, JLC Building, 115, Abdel Gamal Nasser Road, Harare.

392990f

CHANGE OF NAME

TAKE notice that, on the 12th day of May, 2022, before me, Vengai Madzima, a legal practitioner and notary public, appeared Cindy Garacho (born on 30th May, 1987) (ID 08-808281 S 00 CIT F) who changed her name to Cindy Victor-Garacho, so that, henceforth, for all purposes and occasions she shall be known by the name Cindy Victor-Garacho.

Dated at Harare this 12th day of May, 2022.—Vengai Madzima, c/o Madzima Chidyaisiku Museta, MCM Legal, 356, Herbert Chitepo Avenue, Harare.

460014f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Tinashe Tanyanyiwa, a notary public, on the 17th day of June, 2022, appeared Edward Takawira (born on 17th January, 1964) in which the appearer changed his name to Edward Mukuze, so that, henceforth, for all purposes and occasions he shall be known by the name Edward Mukuze, which name shall be used in all deeds, documents and transactions whatsoever.

All persons who wish to object to the said name change must do so within 14 days of this publication.

Dated at Harare this 17th day of June, 2022.—Tinashe Tanyanyiwa, c/o Messrs Tanyanyiwa & Associates, Attorneys-at-Law, 41, Victoria Drive, Newlands, Harare.

460015f

CHANGE OF NAME

NOTICE is hereby given that, on the 10th day of June, 2022, Tatenda Gerald Chibanda (born on 22nd January, 1988), appeared before me, Norest Mangoi, a legal practitioner and notary public, and changed his name from Tatenda Gerald Chibanda to Gerry King.—Norest Mangoi, c/o Matsikidze Attorneys-at-Law, legal practitioners, P.O. Box HR 1356, Harare.

460016f

CHANGE OF NAME

TAKE notice that, on the 14th day of June, 2022, Floyd Swazin Maphosa appeared before me, Moses Nkomo, a legal practitioner and notary public and changed his name from Floyd Swazin Maphosa to Floyd Swazin Hepson.

Dated at Harare on this 14th day of June, 2022.—Moses Nkomo, c/o DNM Attorneys, 2, Westminster Avenue, Avondale West, Harare.

460017f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Nobert Musa Phiri, a notary public, on the 15th day of June, 2022, appeared Tapiwa Muchengadare (born on 10th November, 1991) (ID 45-191757 Z 45) and changed his name to Tapiwa Shadreck, so that, henceforth, for all purposes and occasions he shall be known by the name Tapiwa Shadreck.

Dated at Harare on this 15th day of June, 2022.—Nobert Musa Phiri, c/o Muvingi and Mugadza, legal practitioners, Seventh Floor, Pegasus House, 52-54, Samora Machel Avenue, Harare.

460018f

CHANGE OF NAME

NOTICE is hereby given that, on the 30th of May, 2022, before me, Chipo Cynthia Kanengoni, a legal practitioner and notary public, appeared Miriam Tsitsi Chitunduchouriri (born on 18th October, 1981) (ID 75-448098 B 13) and changed her name to Miriam Tsitsi Makwakwa, so that, henceforth, in all transactions of whatever nature and on all occasions and for whatever purposes she shall be known as Miriam Tsitsi Makwakwa.

Dated at Mutare this 10th day of June, 2022.—Chipo Cynthia Kanengoni, c/o Matsika Legal Practitioners, Hellenic Community, 27, Maurice Nyagumbo Street, Mutare. 460019f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed of change of name executed before me, Calex Maunga, a notary public and legal practitioner, at Mutare, on the 9th day of June, 2022, Munyaradzi Mutisi appeared and changed his name to Munyaradzi Michael Sithole, so that, henceforth, he shall be known on all occasions by that name.

Dated at Mutare this 9th day of June, 2022.—Calex Maunga, c/o Maunga Maanda & Associates, legal practitioners, 71—5th Street, cnr Kumbira Kangai Road, Mutare. 460019f

CHANGE OF NAME

NOTICE is hereby given that Agnes Mhaka on her behalf and acting in her capacity appeared before me, Tererai Hilary Gunje, a notary public, on the 28th day of May, 2022, and changed her name to Rosewitter Shereni.

Dated at Harare this 8th day of June, 2022.—Tererai Hilary Gunje, c/o Gunje Legal Practice, 1, Gloucester Drive, Eastlea, Harare. 392896f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed of change of name executed before me, Simbarashe Katswa, a legal practitioner and notary public, at Harare, on 14th day of June, 2022, appeared Chekai Kikirai (born on 26th December, 1988) (ID 63-1402961 Q 26) and assumed the name Oswald Chekai Chirongoma, which name shall be used in all records, deeds, documents and in all transactions whether public or private.—Simbarashe Katswa, c/o Manyangadze Law Practice, 25, Tredgold Drive, Belvedere, Harare. 392897f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed of change of name executed before me, Nyasha William Kuzivakwashe Kajevu, a legal practitioner and notary public, at Harare, on the 15th day of June, 2022, Joseph Payiva (born on 23rd March, 1995) (ID 42-278130 N 42), appeared in his personal capacity and changed his name to Joseph Dangirwa, so that, henceforth, for all purposes and occasions he shall be known by the name Joseph Dangirwa.

Dated at Harare this 15th day of June, 2022.—Nyasha William Kuzivakwashe Kajevu, c/o Gurira & Associates, legal practitioners, No. 9, Edmonds Avenue, Belvedere, Harare. 392898f

CHANGE OF NAME

NOTICE is hereby given that, by notarial deed executed before me, Shepherd Chingarande, a legal practitioner and notary public, at Bulawayo, on the 4th day of March, 2021, Jabulani Hove, abandoned the surname Hove and adopted Hove-Dennis as his new surname. The name Jabulani Hove-Dennis will be used in all records, deeds, documents and transactions.

Dated at Bulawayo on this 4th day of March, 2021.—Shepherd Chingarande, c/o Sansole and Senda Legal Practitioners, Sixth Floor, Charter House Building, cnr Benjamin Burombo Street/Leopold Takawira Avenue, Bulawayo. 392917f

CHANGE OF NAME

NOTICE is hereby given that, on the 16th day of November, 2021, Sharon Ruvimbo Nhunhama (born on 25th May, 1993) appeared before me, John Mutoonono, a legal practitioner and notary public, at Harare, on behalf of her minor child Christian Mandunya, and, by notarial deed of change of name, changed his name to Christian Marconi, so that, he shall henceforth be known and referred to as such on all occasions and in all records, deeds, documents and transactions.

Dated at Harare this 16th day of November, 2021.—John Mutoonono, c/o Chadyiwa & Associates, legal practitioners, No. 5, Cinnabar Court, 103, Herbert Ushewokunze Avenue, Harare. 235052f

CHANGE OF NAME

NOTICE is hereby given that, on the 16th day of November, 2021, Sharon Ruvimbo Nhunhama (born on 25th May, 1993) appeared before me, John Mutoonono, a legal practitioner and notary public, at Harare, on behalf of her minor child Chloe-Ann Mandunya, and, by notarial deed of change of name, changed his name to Chloe-Ann Marconi, so that, he shall henceforth be known and referred to as such on all occasions and in all records, deeds, documents and transactions.

Dated at Harare this 16th day of November, 2021.—John Mutoonono, c/o Chadyiwa & Associates, legal practitioners, No. 5, Cinnabar Court, 103, Herbert Ushewokunze Avenue, Harare. 235053f

LOST CERTIFICATE OF REGISTRATION

NOTICE is hereby given that the under-mentioned certificate of registration issued in the name of Smart Mtetwa, has been lost or mislaid and that application will be made to the Provincial Mining Director, Mashonaland West Province, Kadoma, at the expiration of 30 days from the date of publication of this notice, for the issue of a duplicate thereof.

<i>Registration number</i>	<i>Name cf block</i>
3620	Kambuzi 2

Dated at Kadoma this 9th day of June, 2022.—Smart Mtetwa, applicant. 392821f

LOST CERTIFICATES OF REGISTRATION

NOTICE is hereby given that the under-mentioned certificates of registration, issued in the name of Lufeyi Shato, have been lost or mislaid and that application will be made to the Provincial Mining Director, Mashonaland Central Province, Bindura, at the expiration of 30 days from the date of publication of this notice, for the issue of duplicates thereof.

<i>Registration number</i>	<i>Name cf block</i>
91073	Little Servant Evant
05/2019	Golden Mining 2 Synd G1284

Dated at Mutare this 3rd June, 2022.—Lufeyi Shato applicant. 460046f

LOST CERTIFICATE OF REGISTRATION

NOTICE is hereby given that the under-mentioned certificate of registration, issued in the name of Mary Kwenda, has been lost or mislaid and that application will be made to the Provincial Mining Director, Midlands Province, Gweru, at the expiration of 30 days from the date of publication of the notice, for the issue of a duplicate thereof.

<i>Registration number</i>	<i>Name cf block</i>
30287	ANSH 110 A

Dated at Gweru, this 13th day of June, 2022.—Mary Kwenda, applicant, 4723, Mkoba 17, Gweru. 392994f

LOST CERTIFICATE OF REGISTRATION

NOTICE is hereby given that, the under-mentioned certificate of registration, issued in the name of Francis Muzira, has been lost or mislaid and that application will be made to the Provincial Mining

Director, Midlands Province, Gweru, at the expiration of 30 days from the date of publication of this notice, for the issue of a duplicate thereof.

<i>Registration number</i>	<i>Name of block</i>
24116	Dunraven 17

Dated at Gweru this 9th day of June, 2022.—Francis Muzira, applicant, No. 6274, Southview Extension, Gweru. 392995f

LOST COMPANY DOCUMENTS

NOTICE is hereby given that we intend to apply for a replacement copy of the following documents for Resurgam Mining and Land Company (Private) Limited—

1. Certificate of Incorporation;
2. Memorandum and Articles of Association;
3. CR6 (formerly CR 14);
4. CR 5 (formerly CR 6; and
5. Annual Returns.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Companies, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 2nd day of June, 2022.—Company Secretary, Resurgam Mining and Land Company (Private) Limited, No. 8, Boundary Road, Kadoma. 392899f

LOST COMPANY DOCUMENTS

NOTICE is hereby given that we intend to apply for a replacement of—

- (a) Certificate of Incorporation;
- (b) Memorandum; and Articles of Association;

For Undertreasure Mining Consultancy (Private) Limited, wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Companies, at Harare, within 14 days from date of publication of this notice.

Dated at Harare this 20th day of May, 2021.—Company Secretary, Undertreasure Mining Consultancy (Private) Limited. 392996f

CERTIFICATE OF CONSOLIDATED TITLE

NOTICE is hereby given that we intend to apply for a certified copy of Certificate of Consolidated Title 3660/87, dated 29th October, 1987, made in favour of National Foods Limited (Company Registration 182/1946, whereby certain piece of land situate in the district of Bulawayo called Stand 13799 Bulawayo Township, measuring 1,265 8 hectares, was conveyed.

All persons to have any right or title to the said title deed, which is lost, are hereby required to lodge their objection or representations, in writing, with the Deeds Registry, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Harare on this 20th day of May, 2022.—Dube, Manikai & Hwacha, applicant's legal practitioners, No. 4, Fleetwood Road, Alexandra Park, Harare. 392991f

CERTIFICATE OF CONSOLIDATED TITLE

NOTICE is hereby given that, we intend to apply for a certified copy of Certificate of Consolidated Title 2810/80, dated 3rd June, 1980, registered over certain piece of land situate in the district of Salisbury called Stand 101 Beverley West Township, measuring 3,887 8 hectares made in favour of Fidelity Gold Refinery Private Limited (formerly known as "Fidelity Printers (Private) Limited").

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 15th day of June, 2022.—Mawere Sibanda Commercial Lawyers, Tenth Floor, Chiyedza House, corner First Street Mall/Kwame Nkrumah Avenue, Harare. 460039f

LOST DEED OF GRANT

NOTICE is hereby given that an application will be made to the Registrar of Deeds at Harare for a certified copy of Deed of Grant 5302/98, dated 27th April 1998, made in favour of Maria Chimuzanga (born on 6th June, 1968) in terms of which certain piece of land measuring 304 square metres called Stand 5974 Seke Township situate in the district of Goromonzi, was conveyed.

All persons claiming to have any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare on this 16th day of June, 2022.—Tapera Muzana & Partners, applicant's legal practitioners, Fifth Floor, West Wing, Coal House, corner Nelson Mandela Avenue and Park Street, Harare. 460044f

LOST DEED OF GRANT

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 5285/80, dated 24th September, 1980, made in favour of Maxwell Lameck Marumba (born on 27th April, 1939) (ID 63-323793 J 75), whereby certain piece of land measuring 4 000 square metres called Lot 1 of Stand 140, Midlands Township of Midlands situate in the district of Salisbury, and represented and described in the diagram annexed to Deed of Transfer 1851/71, was conveyed.

All persons claiming to have any right or title to the said deed which is lost, are hereby required to lodge their objections to, or representations, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 16th day of June, 2022.—The Legal Aid Directorate, Sixth Floor, Century House East, corner Nelson Mandela Avenue and Sir Seretse Khama Street, Harare. 392965f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 2661/83, dated 16th May, 1983, registered over certain piece of land situate in the district of Salisbury, called Stand 2783 Mabelreign Township, measuring 1 226 square metres, made in favour of the late Alan Garikayi Chipunza (DR. 3143/2004).

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of publication of this notice.—Chitewe Law Practice, legal practitioners, 36, Harry Pichanick Drive, Alexandra Park, Harare. 392822f

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made to the Registrar of Deeds, at Harare, for a certified copy of Deed of Transfer 5695/80, made in favour of Felix Ngwarati Muchemwa, in terms of which certain piece of land situate in the district of Salisbury, being Stand 39 Hogerty Hill Township of Hogerty Hill A, measuring 9 706 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare on this 11th day of May, 2022.—Nenji Nyamapfene Law Practice, legal practitioners, No. 4, Edmonds Avenue, Belvedere, Harare. 392809f

LOST DEED OF TRANSFER

NOTICE is hereby given that an application will be made to the Registrar of Deeds, at Harare, for a certified copy of Deed of Transfer 7053/80, made in favour of Felix Ngwarati Muchemwa, in terms of which certain piece of land situate in the district of Salisbury, being Stand 43 Hogerty Hill Township of Hogerty Hill A, measuring 9 734 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare on this 11th day of May, 2022.—Nenji Nyamapfene Law Practice, legal practitioners, No. 4, Edmonds Avenue, Belvedere, Harare. 392810f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 6613/94, dated 4th October, 1994, in favour of Shepherd Njodzi Chawira (born on 15th July, 1966) (ID 63-324430 B 42) for certain piece of land situate in the district of Salisbury, measuring 2 227 square metres called Stand 372 Lochinvar Township of Stand 44 Lochinvar Township.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 14th day of June, 2022.—Rubaya-Chinuwo Law Chambers, Second Floor, Club Chambers, corner Nelson Mandela Avenue/Patrice Lumumba Street, Harare. 392812f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 5099/2002, dated 30th May, 2002, in favour of Shepherd Njodzi Chawira (born on 15th July, 1966) (ID 63-324430 B 42) for certain piece of land situate in the district of Salisbury, measuring 4 324 square metres called Stand 384 Helens Vale Township.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 14th day of June, 2022.—Rubaya-Chinuwo Law Chambers, Second Floor, Club Chambers, corner Nelson Mandela Avenue/Patrice Lumumba Street, Harare. 392813f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 15345/2002, dated the 4th day of May, 2001, passed in favour of Rumbidzai Zemura, whereby certain piece of land situate in the district of Salisbury called Stand 5948 Ruwa Township of Dispute Estate, measuring 3 777 square metres, was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare on this 8th day of June, 2022.—Matsikidze Attorneys-at-Law, applicant's legal practitioners, No. 7, Zororo Duri Avenue, Eastlea, Harare. 392962f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 1626/81, dated 17th March, 1981, held by Valda Marion Richter, in respect of certain piece of land situate in the district of Salisbury, being Stand 5195 Salisbury Township of Salisbury Township Lands, measuring 3 017 square metres.

All persons claiming to have any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.—Henning Lock, legal practitioners for the applicant, Winston House, Maurice Nyagumbo Street, Mutare. 392963f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a copy of Deed of Transfer 1331/81, dated 4th March, 1981, held by Valda Marion Richter in respect of certain piece of land situate in the district of Umtali called Stand 1829 Umtali Township of Umtali Township Lands, measuring 2 579 square metres.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.—Henning Lock, legal practitioners for the applicant, Winston House, Maurice Nyagumbo Street, Mutare. 392964f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 1813/99, in respect of certain piece of land situate in the district of Salisbury, measuring 104.080 9 hectares called Lot 5 of Arlington Estate, registered in the name of Nyland Enterprises (Private) Limited.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Harare this 20th day of June, 2022.—Magaya-Mandizvidza, legal practitioners, First Floor, Morgan House, 27, George Silundika Avenue, Harare. 460035f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement copy of Deed of Transfer 1028/2012, in respect certain piece of land situate in the district of Salisbury measuring 200.0347 hectares called Lot 5 of Arlington Estate, registered in the name of Dwellworth Marketing (Private) Limited.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry Office, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 20th day of June, 2022.—Magaya-Mandizvidza, legal practitioners, First Floor, Morgan House, 27, George Silundika Avenue, Harare. 460036f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 5043/2013, issued on 21st November, 2013, in favour of Malcolm Hondo Matanda (born on 21st January, 1978), whereby certain piece of land situate in the district of Salisbury, being Stand 8913 Salisbury Township, of Salisbury Township Lands, measuring 668 square metres, was conveyed.

All persons claiming to have any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare on this 6th day of June, 2022.—Tanyanyiwa & Associates-At-Law, applicant's legal practitioners, 41, Victoria Drive, Newlands, Harare. 392966f

LOST DEED OF TRANSFER

NOTICE is hereby given that, we intend to make an application for a replacement copy, in lieu of the original of Deed of Transfer 6687/00, dated 19th July, 2000, made in favour of Getthrough Investment (Private) Limited, whereby certain piece of land situate in the district of Mazoe, being Lot 3 of Mbebi Jersey Farm, Measuring 126, 5410 hectares, was conveyed.

All persons having any objections to, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, Harare, within 14 days of the date of publication of this notice hereof.—Kwenda and Chagwiza Attorneys, No. 4, Hampton Court, 34, Ushewokunze Avenue, Harare. 392967f

LOST DEED OF TRANSFER

NOTICE is hereby given that is to be made for a certified copy of Deed of Transfer 359/2019, dated 25th March, 2019, made in favour of Visitor Sibanda (born on 17th July, 1993) (ID 84-060075 W 41), whereby certain piece of land in extent 200 square metres being Stand 2832, Cowdray Park Township of Cowdray Park of the Helensvale Block situate in the district of Bulawayo, was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry Office, at Bulawayo, within 14 days of the date of publication of this notice.—Visitor Sibanda, 2832, Cowdray Park, Bulawayo. 392968f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 961/75, dated 25th February, 1975, passed in favour of H.H and F.G Watson (Private) Limited, in respect of certain piece of land situate in the district of Salisbury called Stand 665 Bluff Hill Township 13 of Bluff Hill Township 4 of Bluff Hill, measuring 3 467 square metres.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registries Office, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 14th day of June, 2022.—Takawira Law Chambers, 68, Old Enterprise Road, DDK Centre, Newlands, Harare. 235051f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 2728/2015, passed in favour of Big Poppa's (Private) Limited on certain piece of land situate in the district of Salisbury, called The Remainder of Stand 9868 Taro Township, measuring 4 hectares.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 20th day of June, 2022.—Corious & Co Attorneys, Legal Practitioners, 18, Cheshire Drive, Mt Pleasant, Harare. 392918f

LOST DEED OF TRANSFER

NOTICE is hereby given that, an application will be made for certified copy of Deed of Transfer 2200/85, dated 17th April, 1985, made in favour of Chingono Samuel Chimombe, whereby certain piece of land situate in the district of Salisbury called Stand 1780 Glen Norah Township of Glen Norah, measuring 212 square metres.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, should lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.—Nyamupfukudza & Partners, 16, Bishop Gaul Avenue, Belvedere, Harare. 460022f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 10064/2001, dated 5th October, 2001, in favour of Pincherson Investments (Private) Limited (Registration No. 3552/2001) whereby certain piece of land situate in the district of Salisbury being Lot 8, Block MM Ardbennie Township of Ardbennie, measuring 5 725 hectares, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 13th day of June, 2022.—Moyo Chikono & Gumiro Legal Practitioners, First Floor, Fidelity Life Tower, Harare. 460023f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 6387/2000, dated 11th July, 2000, made in favour of Chipso Masvikiro (born on 1st April, 1973), whereby, certain piece of land situate in the district of Salisbury being an undivided 16% share being Share No. 4 in Stand 3031 Mabelreign Township, measuring 2 946 square metres, was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.—Mtetwa & Nyambirai, applicant's legal practitioners, No. 2, Meredith Drive, Eastlea, Harare. 460024f

LOST DEED OF TRANSFER

NOTICE is hereby given that I intend to apply for a certified copy, in lieu of original, for Deed of Transfer 911/2008, dated 9th June, 2008, made in favour of Michal Carl Pistorius, whereby certain piece of land situate in the district of Gatooma, called Stand 365 Gatooma Township, measuring 9 099 square metres, was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.—Elijah Tambala (ID 24-092231 G 24), 7, Robert Tylor Drive, Kadoma. 460025f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to make application for a certified copy of Deed of Transfer 5517/89, dated 2nd day of June, 1989, passed in favour of Raymond Bekithemba Mhlanga (born on 26th October, 1957) by which he holds certain piece of land situate in the district of Salisbury called Lot 4 of Sherwood of Philadelphia, measuring 1,175 4 hectares.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.—Chinamasa, Mudimu & Maguranyanga, Fourth Floor, East Wing, Takura House, 67, Kwame Nkrumah Avenue, P.O. Box 4067, Harare. 460026f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 4389/2007, dated 24th July, 2007, registered at the Deeds Office, Harare, for certain piece of land situate in the district of Salisbury called Stand 5855 Warren Park, measuring, 1 028 square metres, registered in the name of Stephen Pertize Musha and Eunice Musha.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare on this 16th day of May, 2022.—Mangwiro Tandi Law, Roof Pent Suite, Block 5, Celestial Park, Liberation Legacy Way, Borrowdale, Harare. 460027f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 4431/90, dated 15th June, 1990, in favour of Shumirai Misihairembwi (born on 24th December, 1961) (ID 63-514750 W 27), whereby certain 342 square metres of land called Stand 1663 Warren Park Township of Warren Park, situate in the district of Salisbury, was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Harare this 9th day of June, 2022.—Mandizha and Company, First Floor, Lindsay Building, Samora Machel Avenue, Eastlea, Harare. 460028f

LOST DEED OF TRANSFER

NOTICE is hereby given that, Francis Mafukure (born on 21st December, 1982) intends to apply for a replacement copy of Deed of Transfer 2739/2013, dated 18th July, 2013, in respect of certain piece of land situate in the district of Salisbury being Stand 1026 Highfield Township, measuring 281 square metres.

All persons claiming to have any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 13th day of June, 2022.—Musendekwa-Mtisi Legal Practitioners, Fourth Floor, North Wing, Runhare House, corner Simon Vengai Muzenda Street/Kwame Nkrumah Avenue, Harare. 460004f

LOST DEED OF TRANSFER

NOTICE is hereby given that application will be made for a certified copy of Transfer 3416/2005, dated 29th November 2005, made in favour of The Cheda Family Trust, whereby certain piece of land situate in the district of Bulawayo called Stand 1583, Kumalo Township of Bulawayo Township Lands, measuring 3,296 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Bulawayo on this 10th day of June, 2022.—Cheda & Cheda Associates, Suite 601, Sixth Floor, Pioneer House, Liberation Legacy Avenue/Queen Lozikeyi, Bulawayo. 392984f

LOST DEED OF TRANSFER

NOTICE is hereby given that Thando Silas Moyo (born on 14th January, 1970) (ID 63-751355 A 19) and Sandra Rorafadzo Chuma (born on 13th August, 1974) (ID 08-600547 V 12) intend to apply for a replacement copy of Deed of Transfer 1771/2011, dated 28th November, 2011, issued in their favour, whereby certain piece of land situate in the district of Wankie called Stand 68 of Victoria Falls Township of Victoria Falls Township Lands, measuring 3 724 square metres, was conveyed.

All persons claiming to have any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Registrar of Deeds, at Bulawayo, within 14 days of the date of publication of this notice.

Dated at Victoria Falls on this 2nd day of June, 2022.—Connolly and Hofmeyer Legal Practitioners, 237, Sopers Crescent, Victoria Falls. 392972f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a certified copy of Deed of Transfer 184/2007, dated 19th March, 2007, in favour of Irine Rutendo Nyereyemhuka (born on 22nd July, 1951) (ID 63-096917 E 32) for certain piece of land situate in the district of Lomagundi, measuring 4 328 square metres, called Stand 717 Sinoia Township.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare on this 16th day of June, 2022.—Rubaya-Chinuwo Law Chambers, Second Floor, Club Chambers, corner Nelson Mandela Avenue and Patrice Lumumba Street, Harare. 392985f

LOST DEED OF TRANSFER

NOTICE is hereby given that, we intend to apply for a certified copy of Deed of Transfer 6095/83, dated 19th October, 1983, made in favour of Graham Cecil Boden (born on 6th August, 1950), whereby certain piece of land situate in the district of Salisbury called Stand 162 Mount Pleasant Township of Lot 55 of Mount Pleasant, measuring 4 047 square metres, was conveyed.

All persons having any objections to the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.—Tim Tanser Consultancy, applicant's legal practitioners, 16, Fleetwood Road, Alexandra Park, Harare. 362637f

LOST DEED OF TRANSFER

NOTICE is hereby given that we intend to apply for a replacement of a Deed of Transfer 1812/99, in respect of certain piece of land situate in the district of Salisbury, measuring 200,034 7 hectares, called Lot 4 of Arlington Estate, registered in the name of Great Insight Investments (Private) Limited.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry Office, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 26th day of June, 2022.—Magaya-Mandizvidza, legal practitioners, First Floor, Morgan House, 27, George Silundika Avenue, Harare. 460034f

LOST TITLE DEED

NOTICE is hereby given that we intend to apply for a certified copy of Title Deed 733/78, dated 7th March, 1978, made in favour of I & K Enterprises (Private) Limited, whereby certain piece of land situate in the district of Darwin called Stand 8 Mount Darwin Township, measuring 1 269 square metres, was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.—Wintertons Legal Practitioners, (applicant's legal practitioners), Wintertons, P.O. Box 452, Harare. 460021f

LOST TITLE DEED

NOTICE is hereby given that we intend to apply for the application for Title Deed 5937/82, dated 21st December, 1982, made in favour of I & K Enterprises (Private) Limited, whereby certain piece of land situate in the district of Darwin called Stand 16 Mount Darwin Township, measuring 1 183 square metres, was conveyed.

All persons having any objections to, or wishing to make any representations in connexion with the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.—Wintertons Legal Practitioners, (applicant's legal practitioners), Wintertons, P.O. Box 452, Harare. 460029f

LOST TITLE DEED

NOTICE is hereby given that we intend to apply for a replacement copy of Title Deed 1381/2003, made in favour of Gamuchirai Siwardi in respect of Stand 7416 Ruwa Township of Dispute Estate situate in the district of Salisbury, measuring 809 square metres.

All persons claiming to have any right or title in or to the said deed, which is lost, are hereby required to lodge their objections or representations, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 14th day of June, 2022.—Shava Law Chambers, Rights and Business Centre, Office 203, Block 2, Longcheng Plaza, corner Samora Machel Avenue/Mutley Road, Harare. 392811f

CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that we intend to apply for the cancellation of Mortgage Bond 1475/2001, dated 19th February, 2001, for the sum of \$2 500 000,00, passed by Sheilla George (born on 26th May, 1954) in favour of Beverley Building Society, and hypothecating certain piece of land situate in the district of Salisbury called Stand 121 Chisipite Township 3 of Subdivision E of Lot F of Colne Valley of Reitfontein, measuring 4 659 square metres and held under Deed of Transfer 1379/2001, dated 19th February, 2001.

All persons claiming to have any right or title in or to the said Mortgage Bond which is stated to be lost are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice, failing which the said mortgage bond will be cancelled.—Coghlan, Welsh & Guest (incorporating Stumbles & Rowe), Cecil House, No. 2, Ahmed Ben Bella Avenue, Harare. 460005f

CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that application will be made for the cancellation of Mortgage Bond 3411/91, in the sum of ZW\$6,078,00 (six thousand and seventy-eight Zimbabwean dollars) passed by Fredrick Hama (born on 16th October, 1953) in favour of Beverley Building Society over certain piece of land situate in the District of Umtali called Stand 5134, Mutare Township Lands, measuring 1 800 square metres.

All persons having any objections to, or wishing to make any representations in connexion with, such replacement and cancellation of the said mortgage bond, are hereby required to lodge same, with the Registrar of Deeds, at Harare, within 14 days of the date of publication of this notice.—Mugadza Chinzamba and Partners, 100, Third Street, Mutare. 392986f

CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that we intend to apply for cancellation of Mortgage Bond 1039/2005, dated 31st January, 2005, passed by Dennis Maravanyika (born on 7th March, 1954), whereby certain 502 square metres of land called Stand 64 Mufakose Township of Mufakose, situate in the district of Salisbury, was mortgaged in favour of FBC Bank Limited.

All persons having any objections to, or wishing to make any representations in connexion with, the issue of such copy, are hereby required to lodge same, in writing, with the Deeds Registry, at Harare, within 14 days of the date of publication of this notice.

Dated at Harare this 12th day of May, 2022. — Mutindi Bumhira Legal Practitioners, applicant's legal practitioners, JLC Building, 115, Abdel Gamal Nasser Road, Harare. 392987f

CANCELLATION OF MORTGAGE BOND

NOTICE is hereby given that we intend to apply for cancellation of Mortgage Bond 6105/92, for the sum of \$256 500.00, passed on the 4th of September, 1992, by Kenneth Antony Spencer (born on 23rd May, 1944), in favour of Beverley Building Society, hypothecating an undivided 11,111% share being Share No. 5 in certain piece of land situate in the district of Salisbury called Stand 1818A Salisbury Township, measuring 3 063 square metres, whereof CBZ Bank Limited is the present registered holder.

All persons claiming to have any right or title in or to the said bond, which is lost, is hereby required to lodge their objections or representations, in writing, with the Deeds Registry, at Harare, within 14 days from the date of publication of this notice.

Dated at Harare this 20th day of June, 2022. — Matsika Legal Practitioners, applicant's legal practitioners, No. 3, Vale Close, Kensington, Harare. 460049f

Case H.C. 6411/2021

IN THE HIGH COURT OF ZIMBABWE

Held at Harare.

In the matter between Rujeko Dzumbunu, applicant, and Onias Tonderai Chigwamba, defendant.

DIVORCE ACTION-SHORTENED VERSION OF SUMMONS

TO: The defendant named above.

TAKE notice that your wife Rujeko Dzumbunu (herein called the "Plaintiff") has instituted action against you in this honourable court wherein she prays for an order for a decree of divorce on the grounds of the irretrievable break down of the marriage and that no property was acquired during the subsistence of the marriage. That custody of the two minor children born out of this marriage be awarded to the plaintiff with the defendant paying maintenance of fifteen thousand dollars (Z\$15 000.00) for both minor children and also to access on alternative weekends and for two weeks during school holidays and alternate public holidays and that each party bear its own costs of suit. If you wish to oppose this action you are required to file your notice of appearance to defend with the Deputy Registrar of the High Court of Zimbabwe, Bulawayo, and serve the same on the plaintiff's legal practitioners whose address of service is as provided, within twenty-one days (21) days of this advertisement. Should you fail to comply with the above, this claim will be heard and dealt with by the High Court as unopposed and without any further notice to you.

Dated at Harare this 9th day of March, 2022. — R. Chavi Law Chambers, plaintiff's legal practitioners, c/o Mushoriwa Pasi Corporate Attorneys, 37, Lawson Avenue, Milton Park, Harare. 392992f

Case J.V.67/21

IN THE CHILDREN'S COURT

FOR THE PROVINCE OF MANICALAND

Held at Mutare.

TAKE notice that an application, in terms section 9(3) of the Guardianship of Minors Act [Chapter 5:08], for the appointment of Brenda Charles (ID 75-559125H 13) as the guardian of the following children alleged to have no natural guardian or tutor testamentary:

Bridgette Charles (born on 4th January, 2007) and Bruntiner Charles (born on 5th February, 2010) will be made to the Children's Court sitting at Mutare Magistrates Court on 18th day of July, 2022, at 8.30 a.m. or soon thereafter as the matter may be heard.

Further take notice that any person who has an interest in the matter is called upon to appear at the hearing of the application or should lodge objection with the Clerk of Children's Court and the applicant before the 15th day of July, 2022. — S. Mungoni, Clerk of Children's Court, Mutare. 460047f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 7841, Southley Park, Harare, trading as Mzansi Link Bottle Store, for Primrose Mukamba.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Primrose Mukamba, applicant, 28, Mukomberwa Drive, Chitungwiza. 392915f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at No. 4, Charenzva Business Centre, Makoni, trading as Mututu Bottle Store, for George Mututu.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — George Mututu, applicant, Charenzva Business Centre, Makoni. 392997f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Marubamba Business Centre, Insiza Rural District Council, Filabusi, trading as Linga's Bottle Store, for Susan Mazuvamana.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Susan Mazuvamana, applicant, Anton Ndlovu's Homestead, Phikelela Village, Theleka, Chief Ndube, Filabusi. 392998f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 8140, Kuwadzana 2 Shopping Centre, Harare, trading as Servegold Bottle Store, for Raymond Tafadzwa Teterayi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Raymond Tafadzwa Teterayi, applicant, 3931, Tynwald North, Westgate, Harare. 392999f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 4064, Jabavu Drive, Machipisa Shopping Centre, Highfield, trading as Olivemark Bottle Store, for Raymond Tafadzwa Teterayi.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Raymond Tafadzwa Teterayi, applicant, 3931, Tynwald North, Westgate, Harare.

393000f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situate at 382, Limpopo Way, Willowvale, Harare, trading as Vumba Wine Beverages (Private) Limited, for Vumba Wine Beverages (Private) Limited.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Vumba Wine Beverages (Private) Limited, 382, Limpopo Way, Willowvale, Harare.

392916f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 118, Raffingora Shopping Centre, Raffingora, trading as African Roots Bottle Store, for African Roots.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — African Roots, applicant, Stand 6688, Riverside, Chinhoyi.

235056f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Night Club Liquor Licence in respect of premises situate at Stand 118, Raffingora Shopping Centre, Raffingora, trading as African Roots Bottle Store, for African Roots.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — African Roots, applicant, Stand 6688, Riverside, Chinhoyi.

235057f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at 4564, Southway, Prospect, Waterfalls, Harare, trading as Stonegate Bar, for Capadvice (Private) Limited.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Capadvice (Private) Limited, 4564, Southway, Prospect, Waterfalls, Harare.

235058f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Mamina Business Centre, Mhondoro-Ngezi, trading as Robin Spriz Brands, for John Ndava.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — John Ndava, applicant, 107, Chivhu.

235059f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Danga Business Centre, Zvishavane, trading as Mubaiwa Bottle Store, for Farai Mubaiwa.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Farai Mubaiwa, applicant, Tsikirai Village, Chief Masunda, Zvishavane.

235060f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Kachiva Business Centre, Hurungwe Rural District Council, trading as Zuze Bottle Store, for Tavengwa Zuze.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Tavengwa Zuze, applicant, Kachiva Business Centre, Hurungwe Rural District, Council.

460031f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 3768, Salisbury Township Lands, 37, Leopold Takawira Street, Harare, trading as Martha Chiza Investments, for Eric Chiza.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Eric Chiza, applicant, 3768, Salisbury Township Lands, 37, Leopold Takawira Street, Harare.

460032f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 3956, Nyamhanda Business Centre, Nyanga, trading as Chidokohori Bottle Store, for Lameck Chidokohori.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Lameck Chidokohori, applicant, Stand 3956, Nyamhanda Business Centre, Nyanga.

460033f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Night Club Liquor Licence in respect of premises situate at The Harare Club, trading as Cocktail Lounge, for Valentine K. Nyakuyaka.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Valentine K. Nyakuyaka, applicant, 15, Patrice Lumumba Street/cnr Nelson Mandela Avenue, Harare.

460048f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situate at 55, Mount Darwin Township, Mount Darwin, trading as Pachedu Wholesale, for Alec Jasi. 392902f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Alec Jasi, applicant, 55, Mount Darwin. 392902f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Madven Distributors, 3802, Industrial Site, Chinhoyi, trading as Manake Bottle Store, for Providence Sifana. 392903f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Providence Sifana, applicant, 1230, Hunyani Section, Chinhoyi. 392903f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Wholesale Liquor Licence in respect of premises situate at Stand 381, Jahunda Business Centre, Gwanda Municipality, trading as Double Tee Pee, for Tambudzai Mwakachienyi. 392904f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Tambudzai Mwakachienyi, applicant, Stand 381, Jahunda Business Centre, Gwanda. 392904f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 7932, Chadya Garikai Street, Masvingo, trading as Machaya Bottle Store, for Everson Machaya. 392905f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Everson Machaya, applicant, 7176, Victoria Range, Masvingo. 392905f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at 2576, Guruve Growth Point, Guruve, trading as Guruve Conference Centre (GCC), for Leonard Changara. 392906f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Leonard Changara, applicant, 596, Adylinn, Westgate, Harare. 392906f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 19760, Kuwadzana 6, Harare, trading as Meghalo Liquor, for Iton Dube. 392907f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Iton Dube, applicant, 198, Leonid Brezhnev Street, Harare. 392907f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Jema 46 Mine, Maywood Farm, Kwekwe, trading as Bush Bar, for Jerita Dzapasasi. 392908f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Jerita Dzapasasi, applicant, Plot No. 37, Maywood Farm, Kwekwe. 392908f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Hardrock Mine, Sebakwe Block, Kwekwe, trading as Kwa Mai Dza Bottle Store, for Jerita Dzapasasi. 392909f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Jerita Dzapasasi, applicant, Plot No. 37, Maywood Farm, Kwekwe. 392909f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Night Club Liquor Licence in respect of premises situate at Stand 36, Mvuma Central Business District, Mvuma, trading as Zvotoo Night Club, for Tremendous Musara. 392910f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Tremendous Musara, applicant, No. 36, Mvuma. 392910f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Restaurant (Special) Liquor Licence in respect of premises situate at Cactus Poort Dam, Redcliff, trading as The Cactus Creek, for Senzangakhona Moyo. 392911f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Senzangakhona Moyo, applicant, 4, Winchester Way, Fitchlea, Kwekwe. 392911f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Special Bottle Liquor Licence in respect of premises situate at 332, Nyatsanga Business Centre, Mhondoro-Mubaira, trading as Bhudhaz Special Bottle Store, for Stewart Chihota. 392912f

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Stewart Chihota, applicant, Nyatsanga Business Centre, Mhondoro-Mubaira. 392912f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Bubude Business Centre, Tsholotsho, trading as Bunduwe Bottle Store, for Robert Tshuma.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Robert Tshuma, applicant, Bubude Business Centre, Tsholotsho. 392913f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 648/2, Habane Extension, Esigodini, trading as Multiply Enterprises, for Douglas Dube.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Douglas Dube, applicant, Stand 811, Habane, Esigodini, Bulawayo. 392914f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at 19612, Unit "G", Seke, Chitungwiza, trading as Welcome Sports Bar, for Nyasha Melody Manase.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Nyasha Melody Manase, applicant, 5, Hurst Road, Grobble Park, Waterfalls, Harare. 392807f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at 15012, Shop No. 3, Lot of York, Ruwa, trading as Elixir Express, for Wine and Brews Incorporated (Private) Limited.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Wine and Brews Incorporated (Private) Limited, 37, Charter Road, Harare. 392988f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Hotel Ungraded Liquor Licence in respect of premises situate at 1431, Chirundu, trading as Mwenyi Safari's, for Mwenyi Safari's.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Mwenyi Safari's, applicant, 1431, Chirundu. 235093f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in

respect of premises situate at Stand 347, New Cerney Park, Harare, trading as Mukanya Bottle Store, for Privilege Takawira.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Privilege Takawira, applicant, 128, Ushewokunze, Harare. 392924f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bottle Liquor Licence in respect of premises situate at Stand 11215, Glen Norah "B" Shopping Centre, Glen Norah, Harare, trading as Club Danger Bottle Store, for Tapiwa Mashamhanda.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Tapiwa Mashamhanda, applicant, 66, Steeps Road, Chisipite, Harare. 392922f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Stand 11215, Glen Norah "B" Shopping Centre, Glen Norah, Harare, trading as Club Danger Sports Bar, for Tapiwa Mashamhanda.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Tapiwa Mashamhanda, applicant, 66, Steeps Road, Chisipite, Harare. 392923f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Night Club Liquor Licence in respect of premises situate at 19735, Unit "O", Seke, Chitungwiza, trading as Orlando Nights, for Innacio Kanembira.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Innacio Kanembira, applicant, 31390, Unit "G" Extension, Seke, Chitungwiza. 392921f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Restaurant (Special) Liquor Licence in respect of premises situate at 19735, Unit "O", Seke, Chitungwiza, trading as Orlando Restaurant, for Innacio Kanembira.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022.—Innacio Kanembira, applicant, 31390, Unit "G" Extension, Seke, Chitungwiza. 392920f

LIQUOR ACT [CHAPTER 14:12]**Application for the Issue of a Part II Liquor Licence**

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at 382C, Mugabe Street, Wadzanai, Shamva, trading as Frenat Liquor, for Elnathan Kumusoni.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor

Licensing Board, Harare, not later than the 1st July, 2022. — Elnathan Kumusoni, applicant, 382C, Mugabe Street, Wadzanai, Shamva. 392919f

LIQUOR ACT [CHAPTER 14:12]

Application for the Issue of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 53 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the issue of a Bar Liquor Licence in respect of premises situate at Stand 3, Amazon Business Centre, Insiza Rural District Council, Filabusi, trading as Amanduna Sports Bar, for Lamola Lindisa Mosa Tshuma.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Lamola Lindisa Mosa Tshuma, applicant, Stand 3, Amazon Business Centre, Insiza Rural District Council, Filabusi. 392989f

LIQUOR ACT [CHAPTER 14:12]

Application for Transfer of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 58 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for transfer of the Bar Liquor Licence in respect of premises situate at Stand 19724, Unit "O", Seke, Chitungwiza, from Johnson Mukaro Moyo, trading as Obvious Nyamuzihwa Bar, to Getrude Moyo.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Getrude Moyo, applicant, 25, Takashinga Street, Zengeza 5, Chitungwiza. 460030f

LIQUOR ACT [CHAPTER 14:12]

Application for Removal of a Part II Liquor Licence

NOTICE is hereby given that an application, in terms of section 56 of the Liquor Act [Chapter 14:12], will be made to the Liquor Licensing Board, Harare, for the removal of the Beerhall Liquor Licence, held by Francis Manhando, trading as Mushandewenyu Garden, from the premises situate at Muzhuzha Business Centre, Chegutu Rural District Council, Mhondoro-Mubaira, to Chivero Beerhall, Chingwere Business Centre, Chegutu Rural District Council, Mhondoro-Mubaira.

All persons who have any objections to the application may lodge their objections, in writing, with the Secretary of the Liquor Licensing Board, Harare, not later than the 1st July, 2022. — Francis Manhando, applicant, Chingwere Business Centre, Chegutu Rural District Council, Mhondoro-Mubaira. 392819f

INLAND WATERS SHIPPING ACT [CHAPTER 13:06]

Application for an Ordinary Permit to Provide a Shipping Service

NOTICE is hereby given that Dabula Safaris (Private) Limited, has made an application to the Inland Waters Shipping Services Board, in terms of section 37 of the Inland Waters Shipping Act [Chapter 13:06], for an ordinary permit, for a period of three years, to offer shipping services with the boat hire on Upper Zambezi to Kandaha Island.

Any objections to this application, made in terms of section 40 of the Inland Waters Shipping Act [Chapter 13:06], must be made in the manner prescribed in section 156 of the Inland Waters Shipping Regulations, 1971, and within 28 days after the date of publication in this *Gazette*, of this notice. — Dabula Safaris (Private) Limited. 392808f

LAND SURVEY ACT [CHAPTER 20:12]

Application for Cancellation of a portion of General Plan No. BDG 2228 of Stands 313–413 and 510–513 Hopelyn Township of Delmore A: Bulawayo District.

NOTICE is hereby given, in terms of section 47(3) of the Land Survey Act [Chapter 20:12] that the undersigned intends to apply to the Surveyor-General for cancellation of portion of General Plan No. BDG 2228 represented by Stands 313–413 and 510–513 Hopelyn

Township of Delmore A, exclusive of roadways and public places and defined by beacons 384x, 318x, 330x, 331d, 413c, 413b, 367a, 407x and 384x.

The General Plan is filed at the office of the Surveyor-General, Office 333, Third Floor, Tredgold Building, Bulawayo, where it can be inspected.

Any person who objects to the proposed cancellation must lodge his/her objection, in writing, giving his/her name and address and his/her grounds of objection with the Surveyor-General, at the above address, or P.O. Box 1580, Bulawayo, on or before the expiry of 21 days after final publication of this notice.

An objector may, if he/she considers it advisable, lodge a copy of the objection with the applicant at the address given below.

71, Coventry Road,
Workington,
Harare.

A. COULSON,
Henock Ranching (Private) Limited.
235055f

INALA INVESTMENTS

Notice of Commencement of Voluntary Corporate Rescue (in terms of section 122(3) of the Insolvency Act [Chapter 6:04])

TAKE notice that on the 6th day of June, 2022, the Board of Director of Inala Investments (Company Registration 393/2006), resolved, in line with section 122 of the Insolvency Act [Chapter 6:04], that Inala Investments (Company Registration 393/2006) voluntarily begin corporate rescue proceedings and place the company under supervision on the basis that the company is financially distressed and there appears to be reasonable prospect of rescuing the company.

Take notice that on the 9th day of June, 2022 Inala Investments (Company Registration 393/2006) filed the resolution with the Master of the High Court and the Registrar of Companies in line with section 122(3) of the Insolvency Act [Chapter 6:04].

Take notice that in line with section 125(1) of the Insolvency Act [Chapter 6:04] the corporate rescue proceedings commenced on the 9th of June, 2022, and that in line with section 126 of the Insolvency Act [Chapter 6:04] there is, from the 9th day of June, 2022, a general moratorium on legal proceedings against company.

Take notice that the company has appointed Mr Vonani Majoko of First Floor, Triumphant House, 111a, Josiah Tongogara Street, between Daniel Madzimbamuto Avenue and Joseph Msika Avenue, Bulawayo, who is registered and licensed as an insolvency practitioner in terms of the Estate Administrators Act, as the corporate rescue practitioner.

Dated at Harare this 9th day of June, 2022. — Mushoriwa Pasi Corporate Attorneys, Care of 36, Chinamano Road, Belmont, Bulawayo. 235054f

FM KATSANDE AND PARTNERS LEGAL PRACTITIONERS (Winding up Notice)

TAKE notice that the Curator Bonis Andrew Muvirimi for the Law Firm F.M Katsande and Partners Legal Practitioners intend to wind up the operations of the law firm

Any person or organization that was a client to F.M Katsande and Partners Legal Practitioners with any claim against the firm contact the undersigned within 21 days from the date of this publication on info@muvirimilawchambers.com or 0773 546 494.

Any person on organisation whose matter was partly heard and or being represented by the late Mr F.M Katsande kindly contact the undersigned within 21 days of the publication of this notice on info@muvirimilawchambers.com or 0773 546 494 to discuss the way forward.

Dated at Harare on this 14th June, 2022. — Muvirimi Law Chambers, No. 3, Bayswater Road, Highlands, Harare. 392993f

GOVERNMENT GAZETTE

Conditions of Acceptance of Copy

FAILURE to comply with any of the following conditions will result in the rejection of copy, and no responsibility can be accepted if such rejection should affect any date contained in such copy or any requirement of publication on a specific date.

Persons drafting any kind of notices are strongly advised to follow the guidance offered in —

- (a) the Instructions Relating to the Drafting and Typing of Legislation (Attorney-General's Circular 1 of 1978); and
- (b) the Manual of Style for the Drafting and Preparation of copy published by Printflow (Private) Limited;

which two booklets are intended for complementary use.

In these conditions, other than where a particular kind of copy is specified, "copy" means copy for all matter contained in the *Gazette* itself and for subsidiary legislation issued as supplements to the *Gazette*.

1. (1) Other than by prior arrangements, only original typing is accepted.

(2) Carbon-copies are not normally acceptable, other than in cases where the original typing has to be legally retained, elsewhere, as, for example, in the case of a proclamation.

(3) Computer print-outs are not accepted automatically, as discussion may be necessary with regard to the extra time and costs involved.

2. (1) All copy must be clear and legible, and there must be double or one and a half spacing between the lines.

(2) Any corrections or alterations made by the originator, must be clearly effected in blue or black ink, using editorial marks—not proof-reader's marks:

Provided that any copy containing extensive alterations will be rejected.

3. (1) Copy must appear on one side only of each sheet of paper.

(2) Except as is provided in subsection (2) of section 8, paper must not exceed 210 millimetres in width.

(3) If copy comprises two or more sheets of paper, all sheets must be numbered consecutively, in arabic figures, preferably in the top right-hand corner.

(4) Where any matter is added after the copy has been prepared, and such additional matter results in one or more sheets being inserted between those already numbered, all sheets must be renumbered from there onwards—not, for instance 7, 7b, 8, *et cetera*.

4. Photographic copy or copy produced on a duplicating machine may be accepted if it is abundantly clear.

5. (1) Should any copy—

- (a) exceed 10 pages of double-spaced typing on size A4 paper; or
- (b) contain tabular or other matter which involves complicated setting; it will be classed as "lengthy" copy, and will be required to be submitted not less than 21 days before the date of closing for the *Gazette* in which it is to be published.

(2) Lengthy copy may be accepted at less than 21 days' notice if—

- (a) the work involved is of a straight forward and non-tabular nature; and
- (b) the total volume of work on hand for the time being permits its acceptance.

6. Notwithstanding anything to the contrary contained in these conditions, any copy—

- (a) which is of national importance, and which is originated as a matter of urgent necessity, may, by prior arrangement, be accepted late for the current week;
- (b) may, due to shortage of staff or to technical considerations, be delayed until conditions permit its processing.

7. Copy must not be submitted as part of a letter or a requisition. It must appear on a separate sheet of paper, on which there is no instruction or other extraneous matter.

8. (1) In cases where notices have to be published in tabular form, copy must be drafted exactly as it is to appear. If printed forms for any such notices are unavailable, advertisers must prepare their own forms. While it is not necessary to include the preamble, the box-headings must be there, and, where applicable, the number of the form; for example, "Insolvency Regulations—Form 3".

(2) In the case of copy for tabular notices, the provision of subsection (2) of section 3 does not apply.

9. Copy for all advertisements, whether sent by post or delivered by hand, must be accompanied by a requisition or a letter which clearly sets out—

- (a) the name and address of the advertiser; and
- (b) the debtor's code number, if any; and
- (c) the required date or dates of publication.

10. If a typographical error occurs in the *Gazette*, it is rectified as soon as possible by a correcting notice without charge to the ministry or department concerned, subject to the following conditions—

- (a) that such error is reported to the editor within three months from the date of publication; and
- (b) that the relevant copy, upon re-examination, is proved to be abundantly clear; and
- (c) that the correction of such error is legally necessary.

(2) If a drafting error is not detected before publication, the originating ministry or department is required to draft its own correcting notice, take it to the Attorney-General for vetting and pay for such notice to be published.

(3) For the removal of doubt—

- (a) a typographical error is made by a typographer;
- (b) a typist's error is classed as a drafting error by reason of the fact that the officer responsible for drafting failed to check the typist's work.

GOVERNMENT GAZETTE

Authorized Scale of Charges, Times of Closing and Subscription Rate as from 1st April, 2019

Charges for statutory instruments

THE charge for printing statutory instruments is USD0,07 per A5 page and USD0,14 per A4 page multiplied by 2 000 (being the number of copies printed).

Charges for advertisements including general notices

THE area of advertisement multiplied by USD0,80.

Notices which have to appear in tabular form across the full width of the page, such as lost insurance policies, deceased estates, insolvent estates, company liquidations, notices in terms of the Insolvency Act [Chapter 6:04], changes of companies' names: US\$30,00 cash per entry.

Notices of intention to alienate a business or the goodwill of a business or any goods or property forming part of a business, otherwise than in the ordinary course of business shall cost USD120,00 cash for the three consecutive publications.

Except in the case of approved accounts, remittances must accompany all copy of advertisements, failing this, copy will be returned with an assessment of charges.

Times of closing

The *Gazette* closes for the receipt of copy for all notices to be published in the normal columns, and for statutory instruments at 11 a.m. on the Monday preceeding the Friday of publication.

Copy for all notices to be set in tabular form must be received by 11 a.m. on the Friday preceeding the Friday of publication.

Any copy which is received after the respective closing-times will automatically be held over for insertion in the *Gazette* of the following week, in which case no responsibility can be accepted if the purpose of the notice is thereby nullified.

When public holidays occur, the normal closing-times are varied, and such variations are notified in the *Gazette* in advance.

All copy must be addressed to Printflow (Private) Limited, and either posted to P.O. Box CY 341, Causeway, or delivered direct to the company, in George Silundika Avenue (between Sixth Street and Epton Street), Harare. Envelopes should be marked: *Gazette* copy—urgent.

Regular advertisers and subscribers are requested to advise immediately of any change of address.

Subscription rate

The subscription rate for the *Gazette* for half year is RTG\$720.00, for soft copy and RTG\$1 200.00, for hard copy cash/swipe/EcoCash/transfer payable in advance, to the Chief Executive Officer, Printflow (Private) Limited, and may commence with the first issue of any month.

M. MUTETE,
Publications Officer.

GOVERNMENT GAZETTE**Submission of Copy for Government Gazette Statutory Instruments and Notices**

IT is hereby notified, for general information, that it is necessary to draw attention to the "Conditions for Acceptance of Copy", which appears in every issue of the *Gazette*; and particularly the need to submit lengthy copy, in the case of Statutory Instruments, at least 21 days before the date of closing for the *Gazette* in which the notice is to be published.

During the past few months or so there have been many cases where urgent copy for subsidiary legislation, which requires the signature of the President or a minister to give it effect, and which is of national importance, has been sent in for publication in the *Gazette* after closing-time. Whilst I acknowledge that it is the duty of Printflow (Private) Limited to give certain notices special treatment, I am, however, of the view that a *Gazette* Extraordinary has tended to be a must rather than a matter of priority in respect of unwarranted delays of urgent copy.

While every effort will continue to be made to publish Extraordinaries on the required dates, copy must be submitted timeously so that it can be programmed into the printing-work-flow as soon as it is available.

H. MATINGWINA,
Gazette Editor.

Printflow (Private) Limited,
George Silundika Avenue (between Sixth Street
and Epton Street), Harare (P.O. Box CY 341, Causeway).

GOVERNMENT PUBLICATIONS ON SALE

(as available at time of ordering)

THE following publications are obtainable from the following Printflow publication offices: the Printflow Publications Office, Cecil House, 95, Jason Moyo Avenue, Harare (P.O. Box CY 341, Causeway); or from the Printflow Publications Office, No. 8, Josiah Chinamano/Manchester Roads (P.O. Box 8507), Belmont, Bulawayo; or from the Printflow Publications Office, No. 2, Robert Mugabe Avenue, Mutare (Private Bag Q 7738, Mutare); or from the Printflow Publications Office, Stand No. 7150B, Bradburn Street, Masvingo (Private Bag 9293, Masvingo); MSU Batanai Complex, Senga (P.O. Box 1392), Gweru.

A Framework for Economic Reform (1991–95)
An Introduction to Law
Commission of Inquiry into Taxation
Customs and Excise Tariff Notice, 2007
Customs Containerisation Rules
Customs Valuation Manual
Flora zambesiaca, volume I, part II
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Rhodesia law reports, 1974, part 1 and part 2, per part
Rhodesia law reports, 1975, part 2, per part
Rhodesia law reports, 1976, part 1 and part 2, per part
Rhodesia law reports, 1977, part 2, per part
Rhodesia subsidiary legislation, 1970 (four parts), per set
Rhodesia subsidiary legislation, 1971 (five parts), per part or, per set

Rhodesia subsidiary legislation, 1972 (seven parts), per part
Rhodesia subsidiary legislation, 1973 (seven parts), per part
Rhodesia subsidiary legislation, 1974 (five parts), per part
Rhodesia subsidiary legislation, 1975 (five parts), per part
Rhodesia subsidiary legislation, 1976 (six parts), per part
Rhodesia subsidiary legislation, 1977 (four parts), per part
Rhodesia subsidiary legislation, 1978 (four parts), per part
Rhodesia subsidiary legislation, 1980 (five parts), per part
Rhodesia subsidiary legislation, 1981 (four parts), per part
Second Five-Year National Development Plan: 1991–1995
Statutory Instruments, 1980 (five parts), per part
Statutory Instruments, 1981 (four parts), per part
Subsidiary Legislation from 1970 to 1981
Transitional National Development Plan, 1982/83–1984/85: Volume
Transitional National Development Plan, 1982/83–1984/85: Volume
Zimbabwe law reports, from 1965 up to 1984
Zimbabwe law reports, 1983 [Part 1] (soft cover)
Zimbabwe law reports, 1983 [Part 2] (soft cover)
Zimbabwe law reports, 1984 (soft cover)
Zimbabwe Rhodesia subsidiary legislation, 1979 (four parts)

NEW ACTS: REVISED EDITIONS 1996

Individual Acts—
Access to Information and Protection of Privacy Act [Chapter 10:27]
Administration of Estates Act [Chapter 6:01]
Administrative Court Act [Chapter 7:01]
Animal Health Act [Chapter 19:01]
Arbitration Act, 1996 No. 6 of 1996
Audit and Exchequer Act [Chapter 22:03]
Banking Act [Chapter 24:01]
Bills of Exchange Act [Chapter 14:02]
Broadcasting Act [Chapter 12:01]
Broadcasting Services Act [Chapter 2:06]
Building Societies Act [Chapter 24:02]
Capital Gains Tax Act [Chapter 23:01]
Censorship and Entertainments Control Act [Chapter 10:04]
Children's Protection and Adoption Act [Chapter 5:06]
Citizenship of Zimbabwe Act [Chapter 4:01]
Civil Evidence Act [Chapter 8:01]
Civil Matters (Mutual Assistance) Act [Chapter 8:02]
Civil Protection Act [Chapter 10:06]
Commercial Premises Act (Lease Control) [Chapter 14:04]
Commissions of Inquiry Act [Chapter 10:07]
Communal Land Act [Chapter 20:04]
Companies Act [Chapter 24:03]
Competition Act, 1996 (No. 17 of 1996)
Constitution of Zimbabwe
Constitution of Zimbabwe Amendment Act (No. 17 of 2005)
Consumer Contracts Act [Chapter 8:03]
Contractual Penalties Act [Chapter 8:04]
Control of Goods Act [Chapter 14:05]
Co-operative Societies Act [Chapter 24:05]
Copper Control Act [Chapter 14:06]
Copyright and Neighbouring Rights Act [Chapter 26:05]
Criminal Law Amendment Act [Chapter 9:05]
Criminal Law (Codification and Reform) Act [Chapter 9:23]
Criminal Matters Act (Mutual Assistance) [Chapter 9:06]
Farmers Licensing and Levy Act [Chapter 18:10]
Fencing Act [Chapter 20:06]
Fertilizers, Farm Feeds and Remedies Act [Chapter 18:12]
Finance Act [Chapter 23:04]
Firearms Act [Chapter 10:09]
Forest Act [Chapter 19:05]
Food and Food Standards Act [Chapter 15:04]
Gold Trade Act [Chapter 21:03]
Guardianship of Minors Act [Chapter 5:08]
Harmful Liquids Act [Chapter 9:10]
Health Professions Act [Chapter 27:19]
High Court (formerly High Court of Zimbabwe) Act [Chapter 7:06]
Hire-Purchase Act [Chapter 14:09]
Housing and Building Act [Chapter 22:07]
Immigration Act [Chapter 4:02]
Income Tax Act
Industrial Designs Act [Chapter 26:02]
Inland Waters Shipping Act [Chapter 13:06]
Inquests Act [Chapter 7:07]
Insolvency Act [Chapter 6:04]
Insurance Act [Chapter 24:07]
Interpretation Act [Chapter 1:01]
Labour Relations Act [Chapter 28:01]
Labour Relations Amendment Act, 2002 (No. 17 of 2002)
Labour Relations Amendment Act (No. 7 of 2005)
Land Acquisition Act [Chapter 20:10]
Land Survey Act [Chapter 20:12]
Land Surveyors Act [Chapter 27:06]
Legal Practitioners Act [Chapter 27:07]
Liquor Act [Chapter 14:12]

Magistrates Court Act [Chapter 7:10]	Reserve Bank of Zimbabwe Act [Chapter 22:10]
Maintenance Act [Chapter 5:09]	Revenue Authority Act [Chapter 23:11]
Manpower Planning and Development Act [Chapter 28:02]	Road Motor Transportation Act [Chapter 13:10]
Marriage Act [Chapter 5:11]	Road Traffic Act [Chapter 13:11]
Matrimonial Causes Act [Chapter 5:13]	Roads Act [Chapter 13:12]
Mental Health Act, 1996 (No. 15 of 1996)	Rural District Councils Act [Chapter 29:13]
Mines and Minerals Act [Chapter 21:05]	Securities Act [Chapter 24:25]
Missing Persons Act [Chapter 5:14]	Serious Offences (Confiscation of Profits) Act [Chapter 9:17]
Money Lending and Rates of Interest Act [Chapter 14:14]	Shop Licences Act [Chapter 14:17]
National Social Security Authority Act [Chapter 17:04]	Small Claims Courts Act [Chapter 7:12]
Official Secrets Act [Chapter 11:09]	Sports and Recreation Commission Act [Chapter 25:15]
Parks and Wildlife Act [Chapter 20:14]	Stamp Duties Act [Chapter 23:09]
Patents Act [Chapter 26:03]	State Liabilities Act [Chapter 8:14]
Pension and Provident Fund Act [Chapter 24:09]	State Service (Disability Benefits) Act [Chapter 16:05]
Pneumonoconiosis Act [Chapter 15:08]	State Service (Pension) Act [Chapter 16:06]
Police Act [Chapter 11:10]	Stock Theft Act [Chapter 9:18]
Precious Stones Trade Act [Chapter 21:06]	Stock Trespass Act [Chapter 19:14]
Prescribed Rate of Interest Act [Chapter 8:10]	Supreme Court (formerly Supreme Court of Zimbabwe) Act [Chapter 7:13]
Prescription Act [Chapter 8:11]	Tobacco Marketing and Levy Act [Chapter 18:20]
Presidential Powers (Temporary Measures) Act [Chapter 10:20]	Tourism Act [Chapter 14:20]
Prevention of Corruption Act [Chapter 9:16]	Trade Marks Act [Chapter 26:04]
Prisons Act [Chapter 7:11]	Trade Measures Act [Chapter 14:23]
Private Business Corporation Act [Chapter 24:11]	Traditional Beer Act [Chapter 14:24]
Private Investigators and Security Guards (Control) Act [Chapter 27:10]	Traditional Leaders Act [Chapter 29:17]
Private Voluntary Organizations Act [Chapter 17:05]	Traditional Medical Practitioners Act [Chapter 27:14]
Privileges, Immunities and Powers of Parliament Act [Chapter 2:08]	Trapping of Animals (Control) Act [Chapter 20:21]
Protected Places and Areas Act [Chapter 11:12]	Urban Councils Act
Public Accountants and Auditors Act [Chapter 27:12]	Vehicle Registration and Licensing Act [Chapter 13:14]
Public Health Act [Chapter 15:09]	Veterinary Surgeons Act [Chapter 27:15]
Public Order and Security Act [Chapter 11:17]	War Veterans Act [Chapter 11:15]
Public Service Act [Chapter 16:04]	War Victims Compensation Act [Chapter 11:16]
Procurement Act [Chapter 22:14]	Water Act [Chapter 20:22]
Radio communication Services Act [Chapter 12:04]	Wills Act [Chapter 6:06]
Railways Act [Chapter 13:09]	ZINWA Act
Regional, Town and Country Planning Act [Chapter 29:12]	Zimbabwe Stock Exchange Act [Chapter 24:18]

NOTICES TO CREDITORS AND DEBTORS (pursuant to sections 43 and 66 of the Administration of Estates Act [Chapter 6:01])

ALL persons having claims against the under-mentioned estates are required to lodge them in detail with the executor or representative concerned within the stated periods, calculated from the date of publication hereof, and those indebted thereto are required to pay to the executor or representative the amounts due by them within the same period, failing which legal proceedings will be taken for the recovery thereof.

M.H.C. 7

Number of estate	Name and description of estate	Date of death	Within a period of	Name and address of executor or representative
MRE.214/2022	Chipanera Andrew Shonhiwa	19.1.2022	30 days	Christopher Shonhiwa, House No. 2639, Phase 2, Chikanga, Mutare. 392794f
MRE.866/2021	Kuchinani Nyenya	15.6.2021	30 days	Joice Nyenya, L1072, Gaza, Chipinge. 392795f
ME.152/2022	Jenifer Nyamwanza	9.8.2021	30 days	Lizzy Chiwoniso Vengesayi, Court 3, Flat 7, Nyausunzi, Sakubva, Mutare. 392796f
CHP.63/2022	Monica Magodo	21.12.2012	30 days	Mukara Trust, 1127/16, Mbizo, Kwekwe. 392797f
181/2022	Rice Nyamayao Muzika	11.3.2008	30 days	Tapiwa Matizandzo, Twin Tower, 37, Robert Mugabe Way, Mutare. 392798f
CY.57/2022	Cecilia Chimambo	9.12.2021	30 days	Chamutsa and Partners, 260, Commercial Street, Chinhoyi. 392799f
CZ.25/2022	Leonard Rukambaire	25.5.2021	30 days	Isaac Tigere Tichareva, c/o Ofram Trust Company (Private) Limited, 32043, Makoni Shopping Centre, Chitungwiza 392800f
1425/2021	Rawson Mumbamarwo	4.10.2005	30 days	Tinei Gonzo, c/o Ofram Trust Company (Private) Limited, Causeway Building, Ahmed Ben Bella Avenue, Harare. 392951f
K.18/2022	Peter Marozva	17.5.2022	30 days	Matutu & Mureri, 179, Robertson Street, Masvingo. 392952f
4004/2021	Agnes Matula	12.5.2016	30 days	Lovemore Matula, 2284, Maputo Road, Dzivaresekwa 2, Harare. 392953f
MRE.111/2022	Tawanda Kubvoruno	6.3.2022	30 days	Phillimon Kubvoruno, c/o Mhangu & Associates Attorneys-at-Law, Old Mutual Building, Herbert Chitepo Street, Mutare. 392954f
1715/2022	Norman Gibson Zigomo	7.4.2022	30 days	Frederick Musakana, c/o Zigomo & Musarira Law, 86, Pendennis Road, Harare. 392959f
933/2022	Lizwe Nkomo	26.6.2018	30 days	Moreblessing Mavhunga, E666, Green Valley, Epworth, Harare. 392960f
1164/2022	Charles Tatenda Samhere	9.1	30 days	Patience Domingo, 2412, Egypt, Highfield, Harare. 392640f
1173/2022	Austin Magaya	1.10.2021	30 days	Angeline Muputa, Chikurubi Maximum, Private Bag 7392, Greendale, Harare. 392641f
CT.101/2022	Clever Masango	20.3.2022	30 days	Idah Magaraba, 15456, Nyota Road, Zengeza 5 Ext, Chitungwiza 392642f
1209/2004	Christopher Shonhiwa Chisvo	19.2.2004	30 days	Molly Chitsaka, 31, Biddulph Road, Cranborne, Harare. 392643f
168/2022	Walter Giles Nyakusendwa	3.8.2021	30 days	Chiminya and Associates, Pax House, 89, Kwame Nkrumah Avenue, Harare. 392644f
4978/2021	Sylvia Dengu	15.10.2020	30 days	Ebbie Dengu, 4, Lilledon Road, Greendale, Harare. 392645f
717/2022	Talent Moyo	6.1.2022	30 days	Plucky Mashura, 16149, Kuwadzana Phase 3, Harare. 392646f
1316/2022	Mackenzie Chikanga	20.10.2010	30 days	Media Chikanga, 12, Muchecheni Street, Mufakose, Harare. 392647f

M.H.C. 7 (continued)

Number of estate	Name and description of estate	Date of death	Within a period of	Name and address of executor or representative
1688/2022	Givemore Tendekayi Chitimbe	6.5.2022	30 days	Valeria Chitimbe, 11146, Kuwadzana Extension, Harare. 392648f
1460/2020	Justin Masango	29.4.2020	30 days	Beauty Masango, 7352, Old Highfield, Harare. 392649f
4979/2021	Winnie Mutepe	26.2.2006	30 days	Ebbie Dengu, 4, Lilledon Road, Greendale, Harare. 392650f
CZ.126/2022	Jobson Chawatama	20.10.2002	30 days	Tracey Chawatama, 2523, St Mary's, Chitungwiza. 392751f
MS.123/2022	Luckson Chikomo	21.1.2021	30 days	Future Chikomo, Plot 10, Mpapa, P.O. Box 169, Triangle. 392752f
CHD.107/2021	Richard Chauke	14.10.2021	30 days	Theresa Mutsvairo, 3462, Makondo, Chiredzi. 392754f
MS.142/2022	Erasmus Masitera	1.3.2022	30 days	Linda Masitera, House 28501, Hillside Extension, Masvingo. 392755f
957/2022	Blessing Munyaradzi Dzoma	10.7.2022	30 days	Taremekedzwa Moreblessing Dzoma, c/o Nenjy Nyamapfene Law Practice, 4, Edmonds Avenue, Belvedere, Harare. 392756f
87/2022	John Chisveto	7.1.2010	30 days	Rodwell Chisveto, Plot 19, Petruswil, Mhangura. 392814f
CZ.134/2022	Tendai Ndongwe	8.5.2022	30 days	Tsanga Gracious Mazvita Ndongwe, 2688, Mainway Meadows, Waterfalls, Harare. 392815f
883/2022	Samuel Tagonya	15.8.2016	30 days	Muyangwa & Associates, legal practitioners, Suite 17, ZIMDEF House, Abdel Gamal Nasser Road, Harare. 392816f
2437/2017	Charity Murahwa	25.9.2011	30 days	Cathrine Machowa, 16300, Unit "M", Seke, Chitungwiza. 392744f
—	Gilbert Musika	14.11.2021	30 days	Modiwa Moud Chipiwa, 15233, 1st Crescent, Sunningdale 2, Harare. 392745f
1815/2022	Ezekiel Muzamhindo	10.4.2022	30 days	V. Muzamhindo, No. 6—29th Crescent, Warren Park 1, Harare. 392746f
557/2020	Hapson Padenga	10.9.2018	30 days	Nyika Padenga, 15924, Kuwadzana Extension, Harare. 392747f
411/2022	Bernard Mhaka	12.1.2022	30 days	Kudakwashe Mhaka, 15337, Sunningdale 2, Harare. 392748f
177/2022	Francis Mazorodze Mhikuro	24.12.2020	30 days	Constance Gwashu, 7, Grantchester Close, Hatfield, Harare. 392749f
578/2021	Faranera Mashukeli	26.8.2015	30 days	Benjamin Faranando, 25A, Support Unit, Fairbridge, Bulawayo. 392750f
639/2020	Isabelle Mashengele	24.10.2019	30 days	Kade Lamula Mashengele, 7444, Hoto Close, Budiro 4, Harare. 392801f
832/2022	David Mandigora	12.6.2021	30 days	Mercy Tsitsi Mandigora, 9, Goshawk Avenue, Vainona, Borrowdale, Harare. 392802f
1801/2012	Noreen Rutendo Mashingaidze	5.12.95	30 days	Judith Tsitsi Mashingaidze, 23, Chaplin Road, Greendale, Harare. 392803f
1783/2022	Sherpard Mutenga	29.4.2022	30 days	Betty Mutenga, Stand 13296, Ruwa. 392804f
577/2019	Tambirayi Lennox Nhongonhema	19.2.2019	30 days	Tapera Muzana Legal Partners, Coal House, 17, Nelson Mandela Avenue, Harare. 392805f
MS.93/2022	Baster Mafiyo	4.2.2022	30 days	Ndiuzani Mafiyo, House 10821, Samson Mundondo Street, Muccheke "F", Masvingo. 392806f
772/2022	Loveness Ndlovu	31.1.2021	30 days	Lizzy Nyawo, 5814, Pumula A Old, Bulawayo. 392823f
1208/2022	Takawira Wilbert Dziki	5.1.2022	30 days	Beauty Ndhlovu, c/o Regional Executors & Trust, Runhare House, 107, Kwame Nkrumah Avenue, Harare. 392824f
GD.12/2022	Norman Moyo	13.7.2018	30 days	Kholiwe Ndlovu, Mutandawenhema Primary School, P.O. Box 257, Gwanda. 392825f
B.296/2022	Gibson Ncube	15.7.2017	30 days	Siphilile Ncube, 1821, Cowdray Park, Bulawayo. 392826f
B.559/2022	Violet Maliwa also known as Violet Maliwa Sifuya	10.1.2020	30 days	Bekithula Ncomanzi, 15, Barns Road, Malindela, Bulawayo. 392827f
B.3654/2021	Elina Ncube	24.1.2021	30 days	Nyaradzayi Dube, 14308, Nkulumane 12, Bulawayo. 392828f
794/2022	Shadreck Fungai Machemedza	17.7.2018	30 days	Shule Dube, Plot D3, Upper Rangemore, Bulawayo. 392829f
B.1066/2020	Abdul Khanie	23.12.2016	30 days	Fita Khanie, c/o Masamvu & Da-Silva-Gustavo Law Chambers, Stanbic House, JMN Nkomo Street/ Liberation Legacy, Bulawayo. 392830f
2228/2019	Florah Billie	23.10.2013	30 days	Tendayi Billie, 5021, New Zororo, Sakubva, Mutare. 392831f
792/2022	Clemencia Madundulu also known as Clemencia Moyo	15.4.2022	30 days	Praxedis Mguni, A6120, Old Pumula, Bulawayo. 392832f
261/2022	Alleta Jindu	9.7.2003	30 days	Zvitambo Thomas Jindu, 59, Stratford Road, Montrose, Bulawayo. 392833f
B.560/2022	Michael M. Sibanda	18.1.2016	30 days	Edith Nkomo, 233, Old Magwegwe, Bulawayo. 392834f
1156/2022	Paidamoyo Vhezha	22.9.2021	30 days	Panashe Vhezha, 2454/46, Mudzimu Extension, Dzivaresekwa 2, Harare. 392835f
3915/2021	Musapindira Benias Matetsera also known as Benias Mwapindira Metetsera	25.10.2021	30 days	Mavis Matetsera, 2685, Cowdray Park, Bulawayo. 392836f
B.463/2019	Philip Menziwa Ndlovu	9.1.2019	30 days	Busani Bakani Ndlovu, c/o Chelmsford Executors & Trust (Private) Limited, Sterling House, Liberation Legacy Street/Eighth Avenue, Bulawayo. 392837f
B.585/2022	Kalabani Filmon Ncube also known as Kalabani Philimon	4.9.2012	30 days	Reuben Ncube, 56565/2, Old Lobengula, Bulawayo. 392838f
B.1283/2004	Langa Ndlovu	2.7.2004	30 days	Godfrey Nyoni, c/o Moyo & Nyoni Legal Practitioners, P.O. Box 2284, Bulawayo. 392839f
B.661/2022	Mildred Winnie Mliswa	17.2.2022	30 days	Hope Sithokozile Mliswa, 49, Hope Fountain Road, Waterford, Bulawayo. 392840f
B.430/2022	Juliet Masuku	10.9.2014	30 days	Oldah Makope, 72548, Lobengula West, Bulawayo. 392841f
B.795/2022	Nefi Enock Mpofu	24.4.2015	30 days	Thabanini Mpofu, 7940/12, Sizinda, Bulawayo. 392842f
B.1250/2019	Dumiso Tshabalala	9.7.95	30 days	Khulile Tshabalala, 33123, Entumbane, Bulawayo. 392843f
B.1251/2019	Liza Tshabalala	12.5.2019	30 days	Khulile Tshabalala, 33123, Entumbane, Bulawayo. 392844f
B.272/2022	Elizabeth Khabo	30.5.2022	30 days	Anna Mahlanza, 1391, Emganwini, Bulawayo. 392845f
B.44/2022	Erick Nkomo (née Cadder)	5.11.2021	30 days	Carl Michael Nkomo, 11, 6th Avenue, Gwanda. 392846f
450/2022	Doreen Ncube	21.1.2021	30 days	Lungisa Ncube, 13, St Giles Avenue, Parklands, Bulawayo. 392847f

M.H.C. 7 (continued)

Number of estate	Name and description of estate	Date of death	Within a period of	Name and address of executor or representative
B.250/2022	Charles Manditereza	9.5.2021	30 days	Bongokuhle Isabel Manditereza, 1676, Nketa 8, Bulawayo. 392848f
699/2022	Loveness Hove	24.1.2009	30 days	Pelagia Hove, 8647, Nkulumane 12, Bulawayo. 392849f
B.543/2022	Nobesuthu Nkala	15.7.2006	30 days	Sithembelenkosini Nkala, No. 4299, Gwabalanda, Luveve, Bulawayo. 392850f
706/2022	James Daryl Germain also known as James Germain	23.9.2021	30 days	Leigh Anne Williams, 51, Paisley Crescent, Famona, Bulawayo. 392851f
BY.709/2012	Mbulawa Edward Ndhlovu	16.3.2012	30 days	Thenjiwe Ndhlovu, 14573, Nkulumane, Bulawayo. 392852f
B.297/2022	Gladys Ncube	2.10.2017	30 days	Sipiwe Siziba, 61310, Pelandaba, Bulawayo. 392853f
B.392/2022	Martin Mutsakani	21.6.2021	30 days	Shella Mutsakani, 3, Steedman, Athlone, Gweru. 392854f
221/2022	Julia Dube	8.9.2004	30 days	Lameck Mpofu, 7619, Cowdray Park, Bulawayo. 392855f
B.286/2022	Justin Tafundikira Chipunda also known as Tafundikira	6.1.2008	30 days	Locadia Muchatis, 4484, Nkulumane, Bulawayo. 392856f
B.290/2022A	Lillian Ramushu	21.12.2021	30 days	Aaron Maokaneng Ramushu, 4, Lotus Drive, Highmount, Bulawayo. 392857f
B.698/2022	Lovemore Sibanda	17.3.2022	30 days	Memory Sibanda, 22, Constable Avenue, Romney Park, Bulawayo. 392858f
318/2021	Madangwa Makhurane	14.4.2018	30 days	Molina Makhurane, 23213, Pumula South, Bulawayo. 392859f
B.212/2022	Samuel Mkithika	30.7.2021	30 days	Grace Mkithika, 33, Horgath Crescent, Romney Park, Bulawayo. 392860f
B.365/2022	Violet Hlabangana	22.7.89	30 days	Geoffrey Sibanda, 72063, Lobengula West, Bulawayo. 392861f
—	Emmah Muringa	18.4.2021	30 days	Lacy Nelson Muringa, 199, Snaith Road, Burnside, Bulawayo. 392862f
695/2022	David Malila Ndebele	22.2.2022	30 days	Dedani Malila, 3216, Old Luveve, Bulawayo. 392863f
462/2022	Cathrine Ndebele	2.3.2022	30 days	Collet Moyo, Masenyane Primary School, P.O. Box 45, Lupane. 392864f
3984/2021	Emily Mhlanga also known as Emely Tshuma	23.3.93	30 days	Siboniso Mathema, 14851, Pumula South, Bulawayo. 392865f
B.461/2019	Amon Ndlovu also known as Amon Ndhlovu	30.9.2018	30 days	Maydus Ndlovu, No. 11/24th Avenue, Famona, Bulawayo. 392866f
B.356/2021	William Moyo	5.2.2021	30 days	Lydia Moyo, 3344, Nketa 7, Bulawayo. 392867f
B.254/2022	Tamaliya Sibanda	4.2.2022	30 days	Thobekile M. Dube, No. 4, David Bernard Road, Waterford, Bulawayo. 392868f
220/2022	Etwell Munyaberi	10.1.2010	30 days	Lameck Mpofu, 7619, Cowdray Park, Bulawayo. 392869f
459/2022	John Dube	2.22.2002	30 days	Vusumuzi Ndlovu, 9064/13, Pumula East, Bulawayo. 392870f
789/2021	Stanley Nyirenda	16.5.2021	30 days	Naomi Nyirenda, 19, JMN Nkomo Street, Cement Side, Bulawayo. 392871f
7/2022	Boniface Makoni	18.9.2021	30 days	Sarudzai Makoni, 595, Sandelani, Hopeville, Bulawayo. 392872f
B.366/2022	Njabulo Sibanda	2.5.2016	30 days	Geoffrey Sibanda, 72063, Lobengula West, Bulawayo. 392873f
254/2020	Michele Elizabeth Hilton Barber	28.1.2020	30 days	Webb, Low & Barry (incorporating Ben Baron & Partners), 11, Luton Street, Belmont East, Bulawayo. 392874f
MS.183/2022	Romeo Mawanike	27.3.2022	30 days	Blessing Chigunyeni, 3895, Zexcom, Victoria Range, Range, Masvingo. 392753f
B.493/2022	Michael Raymond Hancock	7.2.2022	30 days	E.M. Laboschagne, C/o Natex- 137, George Silundika Street, Bulawayo. 392877f
B.718/2022	Jabulisiwe Arnot Khumalo	17.7.2019	30 days	Ndlovu Thulani, Sansole and Senda, Charter House, Leopold Takawira Ave/ Benjamin Burombo 392878f
P.12/2022	Kesare N. K. T. Siibanda	16.4.2022	30 days	Sibanda Kitty, Sivaka Primary School, P.O.Box 182, Plumtree. 392879f
782/2021	Orbert Kereva	29.4.2010	30 days	Munyaradzi Mthandazo Kereva, 6934, Zimre Park, Ruwa, Harare. 392880f
1849/2022	Tatenda Chokufirayi	13.5.2022	30 days	Jean Nomsa Hungwe, 2696/9, Mbizo, Kwekwe. 392881f
C.Y.41/2022	Claudius Murau Matsikiti	4.7.2021	30 days	Lonas Fungai Phosa, 4646, Mainway Meadows, Waterfalls, Harare. 392882f
1824/2022	Mutamba Ephraim Ndoro	17.12.2021	30 days	Onias Ndoro, Musvovi School, P.O. Box 1473, Masvingo. 392883f
4266/2021	Regina Sangweni	10.4.2018	30 days	Isaac Sangweni, 4353, Hatcliffe Extension, Harare. 392884f
1845/2022	Joshua Chibharo	5.10.2002	30 days	Sarah Chikukwa, 3503, Katanga, Norton. 392885f
1549/2021	Johnstone Mugumbate	20.6.2021	30 days	Sithembile Mugumbate, 3652, Tariro Township, Hopely, Harare. 392886f
H.756/1999	Estery Hwezengwe	30.12.98	30 days	Brandina Sekai Hwezengwe, 14212, Unit "O", Seke, Chitungwiza. 392887f
1177/2022	Cecilia Maruva	1.8.2021	30 days	Tafadzwa Peter Maruva, 5856, Unit "J", Seke Chitungwiza. 392888f
1325/2022	Magdalene Marano	17.12.2014	30 days	Sifiso Maureen Marano, 1, Braemer Avenue, Northwood, Mt Pleasant. 392889f
221/2017	Denford Chibayiwa	25.1.2007	30 days	Farlon Sithole, c/o Makuku Law Firm, 22, 1 George Silundika Avenue, Harare. 392890f
C.241/2017	Mandizvidza Mavhunga	5.3.2014	30 days	Golden Mavhunga, c/o Makuku Law Firm, 22, 1 George Silundika Avenue, Harare. 392891f
1180/2020	Famba Jojo	29.12.2002	30 days	Tsitsi Jojo, c/o Makuku Law Firm, 22, George Silundika Avenue, Harare. 392892f
1317/2022	Wonder Kali	16.3.2005	30 days	Zandile Kali, 341, Goodhope Farm, Westgate, Harare. 392761f
K.768/2022	Daniel Tembo	19.2.2021	30 days	Regina Tembo, 15632, Brundish, Karoi. 392762f
646/2020	Regina Kote	11.5.90	30 days	Webb Low & Barry (Inc) Ben Barow & Partners, 11, Luton Street, Belmont East, Bulawayo. 392780f
1811/2022	Fildah Makuvise	4.9.2021	30 days	Beverlyne Katanda, 12, Mukomberwa Drive, Zengeza 5, Chitungwiza. 392781f

M.H.C. 7 (continued)

Number of estate	Name and description of estate	Date of death	Within a period of	Name and address of executor or representative	
592/2022	Gregory Ted Bizeki	15.1.2022	30 days	Joseph T. Bizeki, 2968, New Marlborough, Harare.	392782f
CZ.95/2022	Alice Murwira	12.6.2011	30 days	Kudzai Murwira, 3720, Old Highfield, Harare.	392783f
306/2022	Joshua Ururu	10.8.2021	30 days	Immaculate Ururu, 3184— 41st, Crescent, Glen View 2, Harare.	392784f
1220/2020	Malembani Mhlanga	8.8.81	30 days	Wellington Mhlanga, 27— 31st Crescent, Warren Park 1, Harare.	392785f
138/2022	Sani Bwanisai	27.4.2002	30 days	Tanro Makonyore, Besa Primary School, P.O. Box 98, Seke.	392786f
849/2022	Mavhuto Shumba	17.12.2021	30 days	Cecilia Gavi, 86, Mhangu Road, Mufakose, Harare.	392787f
CZ.85/2022	Daniel Mashayamombe	29.12.2002	30 days	Tafadzwa Mashayamombe, 2979, Unit "C" Seke, Chitungwiza.	392788f
KK.49/2022	Selapia Mapasure	4.3.2002	30 days	Blessing Nyasha Chiweta, 3070, Munhumutapa, Rimuka, Kadoma.	392789f
B.710/2022	Wilson Nhigo	13.12.2022	30 days	Wilson Nhigo, 4491, Mkoba 9, Gweru.	392790f
KK.68/2022	Ellah Ngoro	4.10.2020	30 days	Rejoice Ngoro, 3061/13 Mbizo, Kwekwe.	392791f
GW.49/2022	Jesmail Chinganga	3.5.2022	30 days	Angeline Chinganga, 14, Malisa Road, Gweru, Silundika Avenue, Harare.	392792f
SHU.16/2022	Irvine Pedzisi	2.7.2021	30 days	Simbisai Pedzisi, Plot 56, Seanga Park, Shurugwi, Silundika Avenue, Harare.	392793f
4730/2021	Christa Hildegundus Sittig	17.10.2021	30 days	Margaret Louise Taylor, c/o Coghlan Welsh & Guest, Cecil House, 2, Ahmed Ben Bella Avenue, Harare.	392743f
CY.213/2021	Chipo Kufandayedza	26.11.2001	30 days	Ecewell Kufandayedza, 1436, Ruvimbo Phase 3, Chinhoyi.	392741f
1440/2022	John Purukiya Mbawo	18.9.2021	30 days	Marel Consultants (Private) Limited, P.O. Box A 1267, Avondale, Harare.	392973f
1407/2022	Merle Hazelene Lake, also known as Merle Hazelene Ross	9.10.2021	30 days	Babra Dick, 1776 Unit "A", Seke, Chitungwiza.	392975f
CZ.127/2022	Mujeyi Christopher Mubaiwa, Betty Chimhau	5.3.2000	30 days	Talent T. Chawira, 8984, Glen Norah "C", Extension, Harare.	392976f
179/2022	Collen Mangirazi	16.7.2015	30 days	Tadiwanashe C. Mangirazi, 7478, Stoneridge Park, Waterfalls, Harare.	392978f
719/2022	Herbert George Jampies	22.12.2020	30 days	Maria Jenny Jampies, 18, Kitts Road, Arcadia, Harare.	392977f
574/2022	John Shiri Musekiwa	13.1.2022	30 days	Munyaradzi Nzarayapenga, of Den Attorneys, 19, Windsor Close, Mount Pleasant, Harare.	392979f
71/2022	Simon Ndambi	15.4.93	30 days	Eric Musesengwe, F12, Amaneni, Kwekwe.	392980f
1821/2022	Felix Takawadiyi Mpala	2.4.95	30 days	Agnes Takaindisa, 10, Jeary Close, Cranborne, Harare.	392900f
1828/2022	Rose Dimingu	30.1.2021	30 days	Jesica Dondo, 3013, Chitepo Road, Dzivarasekwa 2, Harare.	460001f
1192/2022	Daimon Awali	17.5.2012	30 days	Joyce Awali, 42, Chimurenga 2, Nyameni, Marondera.	460002f
1677/2022	Charlie Luwizhi Zhuwawo	18.1.2021	30 days	Sinodia Madiro, 174, Mukumbadzetse Street, Mufakose, Harare.	460003f
973/2022	Michael Nyikayedu Chidzero	22.1.2021	30 days	Atherstone & Cook, Praetor House, 119, Josiah Chinamano Avenue, Harare.	392982f
1088/2000	Agatha Sedze	15.2.2022	30 days	Godfrey Mutsekwa, c/o Danzinger & Partners, P.O. Box 58, Gweru.	392983f
		16.6.2022	30 days		

NOTICES OF LIQUIDATION AND DISTRIBUTION ACCOUNTS LYING FOR INSPECTION

(pursuant to section 52 of the Administration of Estates Act [Chapter 6:01])

Notice is hereby given that copies of liquidation and distribution accounts in the under-mentioned estates will be open for the inspection of all persons interested therein for a period of 21 days (or longer if stated) from the dates specified, or from the date of publication hereof, whichever may be the later. Accounts will lie for inspection at the offices specified below. Objections to an account should be lodged with the Master, Harare, or the Assistant Master, Bulawayo, as the case may be. Should no objections be lodged to the account during the period of inspection, the executor concerned will proceed to make payments in accordance therewith.

M.H.C. 28

Number of estate	Name and description of estate	Date or period	Description of account	Office of the	
2175/2017	Stephen Gondai Mabasa	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Harare.	392893f
2116/2015	Lloyd Manyungwa	21 days	First and Final Distribution Account	Master of the High Court, Harare.	392894f
554/2021	Oliver Isaac Dika	21 days	First and Final Account	Master of the High Court, Harare.	392895f
207/2022	Theresa Kadange	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Harare.	392757f
209/2022	Lovemore Mugarisanwa	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Harare.	392758f
CY.31/2022	Richard Jacob Makangare Musiyiwa	21 days	First and Final Account	Magistrates, Chinhoyi.	392759f
01/2022	Phillip Kariri	21 days	First and Final Distribution Account	Master of the High Court, Harare.	392760f

M.H.C. 7 (continued)

Number of estate	Name and description of estate	Date of death	Within a period of	Name and address of executor or representative
H.155/2003	Claudius Vambe	21 days	First Interim Account	Master of the High Court, Harare. 392955f
H.1516/2006	Simbarasi Masukwedza	21 days	First and Final Account	Master of the High Court, Harare. 392956f
370/2018	Ahmed Salahuddin	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Harare. 392961f
4223/2021	Kudakwashe Gift Shonge	21 days	First and Final Account	Master of the High Court, Harare. 392733f
293/2021	Stanley Kuodza	21 days	First and Final Account	Master of the High Court, Harare. 392734f
179/2004	Abraham Musarurwa	21 days	First and Final Account	Magistrates, Chitungwiza. 392735f
1474/2015	Joseph Goromonzi	21 days	First and Final Account	Master of the High Court, Harare. 392736f
4913/2021	Bernard Spencer Fish	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Harare. 392737f
4238/2021	Kenneth Ndlovu	21 days	First and Final Distribution Account	Master of the High Court, Harare. 392738f
MS.95/2022	Misheck Mbovora M. Gapare	21 days	First and Final Account	Master of the High Court, Masvingo. 392739f
CY.213/2021	Sarah Kufandayedza	21 days	First and Final Account	Magistrates, Chinhoyi. 392740f
610/2021	Karin Elizabeth Igoo	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Harare. 392742f
3730/2021	Fidelys Musapa also known as Fidelys Musipa	21 days	First and Final Account	Master of the High Court, Harare. 362648f
2929/2019	Ellen Nhira	21 days	First and Final Distribution Account	Master of the High Court, Harare. 362647f
—	Gladys Lungu	21 days	First and Final Account	Magistrates, Chinhoyi. 392763f
03/2022	Ellen Ndoro	21 days	First and Final Distribution Account	Magistrates, Norton. 392764f
819/2022	Rosa Bernardina Rodrigues	21 days	First and Final Account	Master of the High Court, Harare. 392765f
KK.22/2022	Patient Mucharevesu Tagwireyi	21 days	First and Final Account	Magistrates, Kwekwe. 392766f
KK.46/2022	Mathias Madebgwe	21 days	First and Final Distribution Account	Magistrates, Kwekwe. 392767f
GW.20/2022	Martin Thabo Mokwena	21 days	First and Final Account	Magistrates, Gweru. 392768f
GW.26/2022	Cleophas Musemwa Mapasure	21 days	First and Final Account	Magistrates, Gweru. 392769f
B.1209/2021	Sibotshwa Simon Nyoni	21 days	First and Final Account	Master of the High Court, Bulawayo. 392770f
—	Ntokozo Sibanda	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Bulawayo. 392771f
99/2018	Caiphas Zwelini Mzungwana also known as Zwelini Caiphas Mzungwana	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Bulawayo. 392772f
B.4086/2021	Magaret Ndlovu	21 days	First and Final Account	Master of the High Court, Bulawayo. 392773f
B.884/2018	George Siziba	21 days	First and Final Account	Master of the High Court, Bulawayo. 392774f
B.863/2021	Rabson Mlongoti Mgemezulu	21 days	First and Final Account	Master of the High Court, Bulawayo. 392775f
B.775/2020	Else Mangena Musekiwa	21 days	First and Final Account	Master of the High Court, Bulawayo. 392776f
437/2021	Walter Johnson	21 days	First and Final Account	Master of the High Court, Bulawayo. 392777f
B.1613/2019	David Eeldman	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Bulawayo. 392778f
645/2020	Ian George Hyslop	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Bulawayo. 392779f
1813/2014	Alvis Chikomo	21 days	First and Final Liquidation Account	Master of the High Court, Harare. 392925f
3981/2021	Richard Michael Gerard New	21 days	First and Final Liquidation and Distribution Account	Master of the High Court, Harare. 392974f
KK.41/2022	Susan Chiputi	21 days	First and Final Account	Magistrates, Kwekwe. 392981f

EDICTS: SELECTION OF EXECUTORS, TUTORS AND CURATORS DATIVE
(pursuant to sections 25, 74 and 79 of the Administration of Estate Act [Chapter 6:01])

NOTICE is hereby given that edict meetings will be held in respect of the estates of the under-mentioned deceased persons at the office of the Master in Harare or the Office of the Magistrate for the district, as the case may be, on the dates and times, and for the purposes specified hereunder.

M.H.C. 25

Number of estate	Name and description of estate	Time of meeting		Place of meeting	For selection of
		Date	Hour		
1727/2018	Elton Mudhakwa	4.7.2022		Harare	Executor dative. 235061f
1819/2022	Edward Musumbu	4.7.2022		Harare	Executor dative. 235062f
1725/2022	Bekape Kanyezi	4.7.2022	8.30 a.m.	Harare	Executor dative. 235063f
1784/2022	Niculus Chirimuta	4.7.2022	10.30 a.m.	Harare	Executor dative. 235064f
1631/2022	Zviwareza Mupingo	4.7.2022	14.00 p.m.	Harare	Executor dative. 235065f
1757/2022	Amos Mukwada	4.7.2022	15.00 p.m.	Harare	Executor dative. 235066f
1715/2020	Douglas Muteskwe	4.7.2022	15.00 p.m.	Harare	Executor dative. 235067f
796/2020	Hina Margolis	5.7.2022	8.30 a.m.	Harare	Executor dative. 235068f
1780/2022	Chitemera Gift	5.7.2022	8.30 a.m.	Harare	Executor dative. 235069f
1790/2022	Jonathan Mutsinze	5.7.2022	9.30 a.m.	Harare	Executor dative. 235070f
1798/2022	Charles Mashegedede	5.7.2022	11.30 a.m.	Harare	Executor dative. 235071f
546/2017	Nduna Masaire	5.7.2022	11.30 a.m.	Harare	Executor dative. 235072f
1801/2022	Gilbert Dinembira	5.7.2022	14.00 p.m.	Harare	Executor dative. 235073f
1803/2022	Elector Mutami	5.7.2022	14.00 p.m.	Harare	Executor dative. 235074f
1808/2022	Elisha Book-Sithole	5.7.2022	15.00 p.m.	Harare	Executor dative. 235075f
1805/2022	Charles Muchirahondo	5.7.2022	15.00 p.m.	Harare	Executor dative. 235076f
1809/2022	Simbarashe Masoso	5.7.2022	15.00 p.m.	Harare	Executor dative. 235077f
1812/2022	Luke Dausi	7.7.2022	8.30 a.m.	Harare	Executor dative. 235078f
MT.01/2012	Masango Tobias Pfanyayi	29.6.2022	8.30 a.m.	Mutare	Executor dative. 235079f
MRE.154/2022	Arufandika Buttie	29.6.2022	8.30 a.m.	Mutare	Executor dative. 235080f
MRE.215/2022	Zengeni Agness	29.6.2022	8.30 a.m.	Mutare	Executor dative. 235081f
MRE.216/2022	Zengeni Rutikayi Custon	29.6.2022	9.30 a.m.	Mutare	Executor dative. 235082f
MRE.219/2022	Makaza Elijah	29.6.2022	9.30 a.m.	Mutare	Executor dative. 235083f
MRE.183/2022	Mutupe Jelosi	30.6.2022	8.30 a.m.	Mutare	Executor dative. 235084f
CY.170/2022	Oliver Musindo Kompilo	30.6.2022	9.00 a.m.	Chinhoyi	Executor dative. 235085f
CY.96/2022	Sinodia Chigorombe Chinogwangura	30.6.2022	9.00 a.m.	Chinhoyi	Executor dative. 235086f
B.1074/2022	Sendrick Sibanda	13.7.2022	10.00 a.m.	Bulawayo	Executor dative. 235087f
B.1049/2022	Ludwina Sithole	13.7.2022	10.00 a.m.	Bulawayo	Executor dative. 235088f
B.1087/2022	Milda Juba	13.7.2022	11.00 a.m.	Bulawayo	Executor dative. 235089f
B.1099/2022	Ada Dube	15.7.2022	9.00 a.m.	Bulawayo	Executor dative. 235090f
CZ.145/2022	Patrick Tirivarombo Manyonga	30.6.2022	9.30 a.m.	Chitungwiza	Executor dative. 235091f
CZ.146/2022	Tavonana Muzvarwi	30.6.2022	10.00 a.m.	Chitungwiza	Executor dative. 235092f

COMPANIES AND OTHER BUSINESS ENTITIES ACT [CHAPTER 24:31]

CHANGE OF COMPANIES' NAMES

NOTICE is hereby given, in terms of section 26 of the Companies And Other Business Entities Act [Chapter 24:31], that application will be made, not less than 14 days from the date of publication of this notice, to the Chief Registrar of Companies, for his approval to change the names of the under-mentioned company as indicated below.

Number	Name	Change of name to	Agent
1595/2020	Dekourt Risk Assessors (Private) Limited	Grimco Loss Adjusters (Private) Limited	VEM Strategic Services (Private) Limited, 2671, Budiriro 1, Harare.

INSOLVENCY ACT [CHAPTER 6:07]

(pursuant to subsection (2) of section 50, of subsection (3) of section 51)

NOTICE is hereby given that a meeting of creditors and/or contributories will be held in the liquidation mentioned below on the dates and at the times and places for the purposes set forth.

Number	Name of company	Whether meeting of creditors and/or contributories	Day, date and hour of meeting			Place of meeting	Purpose of meeting
			Day	Date	Hour		
CR.6/2021	L & S Distributors (Private) Limited	Creditors and contributories	Wed.	13.7.2022	8.30 a.m.	Court A, Master's House, cnr Herbert Chitepo/Sam Nujoma Street, Harare	- Proof of claims against the company. - Consideration of the liquidator's report.
CR.12/2022	Bineth Farm (Private) Limited	Creditors and contributories	Wed.	13.7.2022	8.30 a.m.	Court A, Master's House, cnr Herbert Chitepo/Sam Nujoma Street, Harare	- Proof of claims against the company. - Consideration of the Corporate Rescue Practitioner's report.

SHERIFF'S SALES

Conditions of sale

- The sale is conducted in terms of the rules of the High Court, which provide that it shall be without reserve but subject to the condition that the Sheriff requires to be satisfied that the highest price offered is reasonable, having regard to the circumstances of time and place and the state of the property.
- After the auction, a report on the bidding and on the highest price offered, together with any other relevant information relating to the sale, will be forwarded to the Sheriff, who, if satisfied that the highest price offered is reasonable, having regard to the circumstances of time and place and the state of the property, will declare the highest bidder to be the purchaser.
- In terms of the rules of court, any person having an interest in the sale may, within seven days of the Sheriff having declared the highest bidder to be the purchaser, apply to the High Court to have it set aside on the grounds that the sale was improperly conducted or the property was sold for an unreasonably low sum, or any other good ground.

4. In the event of no application being made within the said period of seven days the Sheriff shall confirm the sale.
5. During the auction, should any dispute arise as to any bid the property will be put up for sale again.
6. The right is reserved to the auctioneer of regulating or refusing any bid.
7. The sale shall be for cash and, in addition, the purchaser shall pay—
 - (a) the auctioneer's commission; and
 - (b) the costs of transfer, including conveyancer's charges, stamp-duty and any other fees; and
 - (c) all arrear rates and charges, and any other expenses necessary to complete the transfer.
8. Immediately after conclusion of the auction the highest bidder shall, unless other arrangements are made with the auctioneer, deposit with the auctioneer an amount sufficient to cover the auctioneer's commission, and either—
 - (a) advise the Commissioner appointed by the Sheriff, attending the sale of the manner in which he intends to make payment of the purchase-price and other costs and charges in terms of these conditions, and satisfy the Commissioner as to his bona fides and ability to meet his obligations; or
 - (b) effect payment to the Commissioner of the whole of the purchase-price in cash or by cheque or bank draft drawn to the order of the Sheriff.
9. The purchase-money, if not paid in full to the Commissioner at the conclusion of the auction shall be paid on or before the registration of the transfer of the property into the name of the purchaser, unless the Sheriff approves other arrangements for discharging the amount due by the purchaser.
10. The purchaser shall be liable to pay interest at the rate of twenty-five per cent. per annum in respect of any unpaid balance of the purchase-price with effect from seven days after the date of confirmation of the sale by the Sheriff.
11. If the purchaser fails to make payment of the purchase-price and other costs and charges in terms of these conditions of sale, or fails to comply with any conditions of the sale contained herein, the Sheriff shall have the right to apply to a judge of the High Court to have the sale cancelled, and to hold the purchaser liable for any loss or damages sustained, or to employ any other remedy which he may have. In the event of the sale being cancelled, the purchaser shall not be entitled to any increase which the property may realize at a subsequent sale.
12. The property is sold as represented by the title-deeds the Sheriff not holding himself liable for any deficiency whatsoever, and renouncing all excess; and the Sheriff does not hold himself responsible for the determination of the boundaries and beacons which shall be the responsibility of the purchaser.
13. The property shall be at the risk and profit of the purchaser from the date upon which the Sheriff confirms the sale and the Sheriff gives no warranty of vacant possession.
14. The highest bidder may not withdraw his bid in terms of these conditions of sale prior to the date of confirmation of the sale or rejection of his offer by the Sheriff.

Sheriff.

S.S. number	Plaintiff and defendant	Description of property	Date, time and place of sale	Auctioneer
B. 14/2019	Lionel Magumbe and Another vs Trynos Nkomo	Mining Claim "D" and Claim "E" held under Claim GA 3004 and 3005, respectively also known as Bunny Lucky's Mine in West Nicholson	1st July, 2022, at 1000 hours at Realgate Offices, No. 50A, Josiah Tongogara Street, Bulawayo.	Realgate Auctioneers. 460101f
B.21/2020	City of Bulawayo vs Ivan Hauser	Certain piece of land in extent 4 117 square metres being Stand 15 Manningdale A situate in the district of Bulawayo	1st July, 2022, at 1000 hours at Realgate Offices, No. 50A, Josiah Tongogara Street, Bulawayo.	Realgate Auctioneers. 460102f
B.11/2020	City of Bulawayo vs Joseph Donald Olszewski	Certain piece of land being Stand 90 Manningdale Township of Manningdale A situate in the district of Bulawayo, measuring 4 098 square metres	1st July, 2022, at 1000 hours at Realgate Offices No. 50A, Josiah Tongogara Street, Bulawayo.	Realgate Auctioneers. 460103f

CONTENTS

<i>General Notices</i>		<i>General Notices</i>	
<i>Number</i>	<i>Page</i>	<i>Number</i>	<i>Page</i>
1332.	District Development Fund/Office of the President and Cabinet: Invitation to Tenders	1358.	Ministry of Information Communication Technology, Postal and Courier Services (MICTPCS): Invitation to Competitive Bidding
1333.	Chipadze High School (CHS): Tender invitation	1359.	Zimbabwe National Statistics Agency (ZIMSTAT): Invitation to Domestic Competitive Bidding
1334.	Ministry of Health and Child Care (MOHCC)/St Paul's Musami Mission Hospital: Invitation to Domestic Competitive Bids	1360.	National Infrastructure Company of Zimbabwe (Private) Limited (NOIC): Request for Proposals for Competitive Bidding for Entering into Agreements as Indicated in the Standard Bidding Document
1335.	National Pharmaceutical Company (NatPharm): Invitation to Competitive Bidding	1361.	Postal and Telecommunications Regulatory Authority of Zimbabwe (POTRAZ): Invitation Competitive Bidding
1336.	Municipality of Bindura (MOB): Tender Notices	1362.	Zimbabwe Revenue Authority (ZIMRA): Invitation to Competitive Bidding
1337.	AFC Holdings: Expressions of Interest	1363.	TelOne (Private) Limited: Invitation to Competitive Bidding Tenders
1338.	Sunway City (SC) (Private) Limited: Domestic Competitive Tender Invitation	1364.	Ministry of Health and Child Care (MOHCC): Invitation to Tenders
1339.	Zimbabwe Power Company (ZPC): Invitation to Competitive Bidding	1365.	Municipality of Bindura (MOB): Tender Notices
1340.	Silo Food Industries (SFI) Limited: Invitation to Competitive Bidding	1366.	National Railways of Zimbabwe (NRZ): Invitation to Competitive Bidding
1341.	Mutare Rural District Council (MRDC): Invitation to Tender	1367.	Zimbabwe United Passenger Company (ZUPCO): Invitation to Tenders
1342.	Allied Timbers Zimbabwe (ATZ) (Private) Limited: Invitation to Competitive Bidding	1368.	Ministry of Women Affairs, Community, Small and Medium Enterprises Development (MWACSMED): Invitation to Competitive Domestic Tender
1343.	Ministry of Health and Child Care (MOHCC)/St Paul's Musami Mission Hospital: Invitation to Domestic Competitive Bidding	1369.	Zimbabwe Manpower Development Fund (ZIMDEF): Invitation to Domestic Tenders
1344.	Environmental Management Agency (EMA): Invitation to Domestic Tenders	1370.	Ministry of National Housing and Social Amenities (MNHSA): Invitation to Domestic Competitive Bidding
1345.	Municipality of Kariba (MOK): Invitation to Domestic Tender	1371.	National Pharmaceutical Company (NatPharm): Invitation to Competitive Bidding
1346.	Zimbabwe National Road Administration (ZINARA): Invitation to Domestic Competitive Bidding	1372.	Civil Registry Department (CRD): Invitation to Competitive Bidding
1347.	Mberengwa Rural District Council (MRDC): Invitation to Competitive Bidding: Domestic	1373.	Mines and Minerals Act [Chapter 21:05]: Amendment of Claims Erroneously Included in Mining Lease No. 38: Examix Investments (Private) Limited
1348.	People's Own Savings Bank of Zimbabwe (POSB): Invitation to Domestic Competitive Bidding	1374.	City of Harare (COH): Invitation to Domestic and International Tenders
1349.	National Building Society (NBS) Limited: Invitation to Competitive Bidding	1375.	City of Harare (COH): Invitation to Domestic Competitive Tenders
1350.	Zimbabwe Electricity Transmission and Distribution Company (ZETDC): Invitation to Tenders	1376.	Ministry of Transport and Infrastructural Development (MOTID): Invitation to Domestic Tender
1351.	Zimbabwe Energy Regulatory Authority (ZERA): Request for Proposals	1377.	Insurance and Pension Commission (IPEC): Notification of Tender Cancellation
1352.	Zimbabwe Energy Regulatory Authority (ZERA): Re-tender Notice	1378.	Ministry of Lands, Agriculture, Fisheries, Water and Rural Development (MLAFWRD): Tender Notices
1353.	Ministry of Local Government and Public Works/Mashonaland East Province: Tenders Invited		
1354.	City of Kwekwe (COK): Invitation to Competitive Bidding		
1355.	City of Kwekwe (COK): Invitation to Competitive Bidding		
1356.	Zimbabwe School Examinations Council (ZIMSEC): Invitation to Competitive bidding Tenders		
1357.	Municipality of Chinhoyi (MOC): Invitation to Tenders: Competitive Bidding		

Statutory Instrument Issued as a Supplement to this Gazette

Number

117. Collective Bargaining Agreement: Funeral Industry.

Collective Bargaining Agreement: Funeral Industry

ARRANGEMENT OF SECTIONS

Section

1. Title and period of operation.
2. Application.
3. Interpretation.
4. Grading and wages.
5. Ordinary hours of work.
6. Conversion.
7. Payment of overtime.
8. Shift Work.
9. Time off and flexible working hours.
10. Payment of wages.
11. Special provisions: Mortuary workers undertakers.
12. Outside work.
13. Subsistence, accommodation and travel allowances.
14. Vacation leave.
15. Maternity leave.
16. Sick leave.
17. Industrial holidays.
18. Contract and notice.
19. Continuous service.
20. Record of service.
21. Health, wellness and environment.
22. Long service awards.
23. Medical aid scheme.
24. Funeral policy.
25. Loans.
26. Annual bonus.
27. Registration and council dues.
28. Exemptions, retrenchment and approval of measures to avoid retrenchment.
29. Copy of agreement and notice.
30. Union dues.
31. Administration.

Section

- 32. Gratuities on termination of employment.
- 33. Variations.
- 34. Employment code of conduct.
- 35. Declaration.

FIRST SCHEDULE: Agreement.

SECOND SCHEDULE: Grading.

THIRD SCHEDULE: Form of Notice.

FOURTH SCHEDULE: Gratuities.

FIFTH SCHEDULE: Remuneration.

SIXTH SCHEDULE: Offences and penalties.

IT is hereby notified that the Collective Bargaining Agreement set out in the First Schedule shows the agreement made under the NEC Funeral Industry, the agreement has been registered in terms of section 79 and is hereby published in terms of section 80 of the Labour Act [*Chapter 28:01*] as follows:

FIRST SCHEDULE

AGREEMENT BETWEEN FUNERAL INDUSTRY EMPLOYERS'
ASSOCIATION OF ZIMBABWE (HEREINAFTER REFERRED TO AS
THE EMPLOYERS OR THE EMPLOYERS' ORGANIZATION)
AND
ZIMBABWE FUNERAL SERVICES AND ASSURANCE WORKERS'
UNION (HEREINAFTER REFERRED TO AS THE EMPLOYEES OR
TRADE UNION)

MADE AND ENTERED into in accordance with the provisions of the Labour Act [*Chapter 28:01*] hereinafter referred to as the Act between the Funeral Industry Employers Association of Zimbabwe (hereinafter referred to as the "employers" or the "employers' organisation") representing all employers in the Funeral Industry, of the one part, and the Zimbabwe Funeral Services and Assurance Workers' Union (hereinafter referred to as "the employees" or the "trade union") representing all employees in the funeral industry, of the other part, both being parties to the National Employment Council for the Funeral Industry of Zimbabwe empowered to negotiate and agree to conditions of service in the Funeral Industry of Zimbabwe.

Title and period of operation

1. (1) This agreement shall be cited as the Funeral Industry of Zimbabwe Collective Bargaining Agreement.
- (2) This agreement shall come into operation on the date of its registration in terms of section 80 of the Labour Act and shall remain in force until such time as it is replaced by another agreement.

Application

2. (1) This Agreement shall apply to—
 - (a) all employers in the Funeral Industry; and
 - (b) all employees in the Funeral Industry whose occupations are listed in the Second Schedule grading.
- (2) No employer or employee may waive any provision of the Agreement whether or not the said provision creates a benefit to or an obligation on the employer or employee concerned. In the event of any provision of this Agreement being inoperative or *ultra vires* the powers of the parties or the Act or regulations made hereunder either before or after registration of this Agreement under the provisions of the Act this shall in no way affect the remainder of the Agreement which shall in that event constitute the Agreement. For the avoidance of any doubt where a provision of his or her agreement is inconsistent with the Labour Act the latter shall prevail.
- (3) Any expressions used herein which are defined in the Act shall have the same meaning as in the Act, any words imparting the masculine gender shall include the feminine gender and words in the singular shall include the plural sense, further unless inconsistent with the context.
- (4) Where this agreement is silent on any conditions of service referred to in the Act, the provisions of the Act shall apply as if they were incorporated in this agreement.

Interpretation

3. (1) Any expression used herein, which is defined in the Act shall have the same meaning as defined in that Act.
- (2) Unless inconsistent with the context—
 - “Act” means the Labour Act [Chapter 28:01] as amended from time to time;
 - “alternative” means a person appointed by either party to act on behalf of a representative of that party in absence of such representative;
 - “calendar month” means the period commencing on the first day of the month and ending on the last day of that month;
 - “casual worker” means a worker who is engaged for a period of not more than six weeks in any four successive calendar months;

Collective Bargaining Agreement: Funeral Industry

“continuous service” means the total period of unbroken service of an employee with one employer or predecessor to such employer where there has been a transfer of undertaking;

“contract worker” means an employee who is engaged for a specific period, tasks or project;

“council” means the National Employment Council for the Funeral Industry of Zimbabwe;

“day-off” or “days-off” means, in the case of—

(a) an employee working six days per week, Sunday or that day in the week in lieu of Sunday on which the employee is not normally required to work;

(b) an employee working five days per week, Saturday and Sunday, or those days in the week in lieu of Saturday and Sunday, on which the employee is not normally required to work;

Provided however, that where an employee is normally required to work a six-day week but his or her employer elects to allow him or her to work a five-day week while still paying him or her for the six-day week, the sixth day shall not be considered as a day off;

“day-shift” means that work scheduled during the normal hours of the daylight;

“designated agent” means an employee of council certified by Registrar of labour for the purposes of administering and enforcing this CBA, the Act and industrial relations in the funeral industry;

“emergency work” means work, which must be performed immediately in order to prevent harm to any plant or employees, or plant or employees of a customer or to near-by persons or properties;

“employee” means an employee as defined in the Act and engaged by an employer to work for a company/organisation in the funeral industry;

“employer” means an employer as defined in the Act who is registered and licensed in terms of the Insurance Act [Chapter 24:07] and the Companies and Other Business Entities Act [Chapter 24:31] whose core business is funeral services and related support services;

“employers’ association” means the Funeral Industry employers Association of Zimbabwe or any other party registered to represent Employers in the Funeral Industry who is a member of Council;

“establishment” means any place in which business under the Funeral Industry is carried out;

“General Secretary” means the Secretary of the Council;

“grade” means a grade as listed in the Second Schedule;

“industry” means the Funeral Industry’ i.e. that industry or sector which provides those jobs or occupations listed in Second Schedule,

it carries out such services which include embalming, body removals, body wash and dressing, burial services, cremation services and underwriting of funeral policies to members of the public;

“industrial holiday” means any day prescribed as a paid holiday in terms of section 18 of this CBA.

“medical practitioner” means a person registered as a medical practitioner by the Medical Dental and Allied Professions Council or a registered traditional practitioner;

“morning off” means any time before 12 noon;

“month” means an official calendar month;

“night shift” means that work regularly scheduled after the normal hours of the day or any work conducted during the night hours;

“ordinary hours” means the hours of work as provided for under section 5 as read with other sections of this Agreement;

“overtime” means any time worked in excess of ordinary working hours;

“party or parties” means the Zimbabwe Funeral Services and Workers’ Union and the Funeral Industry Employers Association of Zimbabwe;

“public holiday” means all holidays declared as such in terms of a public holiday and Prohibition of Business Act [*Chapter 10:21*];

“Registrar” means the Registrar of Labour;

“representative” means a person appointed by either party to represent the party on the Council or any of its committees;

“skilled worker” means a person who has been certified by the Registrar of Apprenticeship and Skilled Manpower, as a skilled worker class 1, 2, 3 or 4 in a designated or recognised trade in terms of the Manpower Planning and Development Act [*Chapter 28:02*];

“Trade Union” means the Zimbabwe Funeral Services and Assurance Workers’ Union;

“wage or salary or remuneration” means the earnings of an employee that does not include a travelling or subsistence allowance or any payment in respect of overtime, or any bonus or other like benefit;

“working day” means any day other than a day off or a public holiday.

Grading and wages

4. (1) An employer shall place each employee in a grade appropriate to his or her occupation, and shall pay a wage to such employee of at least the minimum amount prescribed for the occupation of the employee, and no employee shall accept a wage amounting to less than that amount.

Collective Bargaining Agreement: Funeral Industry

(2) Wages of skilled workers as defined in section 3 of this Agreement shall not be less than the wage stipulated by the parent industry as applicable to his trade or the Ministry of Labour where this is not available.

(3) A contract employee shall be paid not less than the amount prescribed in respect of his or her occupation.

(4) Any increment of remuneration in respect of such employee shall be based on his or her actual salary.

(5) On promotion to a higher grade, an employee shall be paid —

- (a) at least the minimum wage prescribed for such higher grade;
- (b) an employee who is required to perform work in a lower grade than that in which he or she is normally employed shall be paid the wage applicable to the grade or work which he or she normally performs.

(6) An employee who is appointed, in writing, to carry out the full responsibilities of a job in a higher grade than that in which he or she is normally employed for a period of at least one full working day, shall be paid the minimum wage applicable to such higher grade for each day spent working in that higher grade:

Provided that the minimum in a higher grade is more than the employee's current salary.

(7) The period allowable for such appointment to act shall not exceed a continuous period of six months.

(8) An employee who is required and permitted to perform work in occupations listed in more than one grade shall be paid the minimum wage prescribed for the highest grade in which such employee is required and permitted to work.

(9) An employer shall not reduce the wage of an employee for any time not worked if the employee was able and willing to work and was present at his or her place of work but the employer was unable, or unwilling, to furnish him or her with work.

(10) Where an operation performed by an employee is not specified in the Second Schedule—

- (a) the employer shall provisionally place the employee in a grade reasonably nearest to his or her job description;
- (b) the employer shall notify the Secretary of Council;
- (c) the Secretary of Council, after consultation with the employers' organisation and the trade union, shall determine an interim classification of the operation, which shall be subject to ratification by the Council at its next meeting.

Ordinary hours cf work

5. (1) The hours of work shall not exceed nine (9) hours per day inclusive of lunch and tea break.

(2) The ordinary hours of work shall not exceed forty-five (45) hours per week, without paying overtime rates set out in section 7 or giving time off in lieu of such overtime.

(3) Every employee shall be given a lunch and tea break every day of at least 1 hour and 15 minutes in duration respectively.

Conversation

6.(1) For the purpose of converting a monthly wage to the daily equivalent of a monthly wage, the monthly wage shall be divided by twenty-two in the case of employees who work a five-day week and by twenty-six in the case of employees who work a six-day week.

Payment of overtime

7. (1) An employer may reasonably require an employee to work overtime, and shall, whenever possible, give twenty-four (24) hours' notice to such employee, provided that the employee shall be adequately compensated for overtime in cash or time off and be given reasonable amenities to avail himself for the performance of that work.

(2) No employee shall decline to work overtime without a reasonable excuse.

(3) An employer shall—

- (a) pay cash for overtime worked where an employee is entitled to be paid cash for overtime worked, he or she shall be paid in respect of each hour worked—
 - (i) in excess of normal working hours on a working day of the week, at least one and a half times his or her current hourly rate; or
 - (ii) on a day off or public holiday, at double his or her current hourly rate;
 - (iii) for the purpose of calculating payments in terms of section 7(3)(a), any period of a quarter of an hour but less than half an hour shall be counted as half an hour, and any period more than half an hour shall be regarded as an hour;
 - (iv) the cash payment for overtime worked shall be no later than one pay period from date of accrual. This period may however, for operational reasons, be extended to a maximum of three (3) months on agreement by the employer and employee. If the employer cannot unilaterally pay cash for overtime worked within three (3) months, he or she must provide compensatory time off for the hours worked;
 - (v) overtime shall be paid at the salary rate prevailing on the date of payment;

Collective Bargaining Agreement: Funeral Industry

- (b) give time off instead of cash payment where overtime worked cannot be paid in cash, the employer shall give time off to the employee during normal working hours, equivalent to —
 - (i) the value of overtime hours worked;
 - (ii) the time off in lieu of payment for overtime worked shall be given no later than one pay period from the date of accrual. This period may however, for operational reasons, be extended to a maximum of three (3) months on agreement by the employer and employee;
 - (iii) the time off in lieu of overtime worked shall be ranked at par with vocational leave days;
- (c) pay fixed overtime allowance —
 - (i) in place of cash in lieu of overtime or compensatory days in lieu of overtime, an employer in agreement with the employee shall pay a minimum fixed allowance of 30 *per centum* of current basic salary to all employees whose duties requires them to work long and extra hours. However, higher rates can still be negotiated and agreed between the employer and the employees;
 - (ii) no employee is therefore expected to claim overtime as such allowance already caters for any overtime worked or not worked;
 - (iii) in the event that, no extra work has been carried, no employer is expected to claim a refund from the employee;
 - (iv) employers shall ensure that all workers are getting enough time to rest as provided in the Labour Act under section 14C, which states that, employees are entitled to no less than 24 continuous hours of rest each week, either on the same day of every week or another agreed date.

Regardless of the fixed allowance in lieu of overtime, every employee shall be granted leave of absence during every public holiday as *gazetted* under a notice in terms of the Public Holidays and Prohibition of Business Act [Chapter 10:21]. In the event that the employee works on public holiday, he or she shall be paid overtime accordingly.

Shift work

8. The employer may introduce a shift work within the company. On shift work, the employer shall —

- (a) take into consideration of section 6(1) (b) of the Labour Act [Chapter 28:01], which creates a fundamental duty on behalf of the employer not to require an employee to work more than the maximum hours permitted by law or by agreement (that is a Collective Bargaining Agreement);
- (b) consider section 14C of the Labour Act [Chapter 28:01] which provides, employees are entitled to no less than 24 continuous

hours of rest each week, either on the same day of every week or another agreed date;

- (c) grant leave of absence to every employee during every public holiday as *gazetted* under a notice in terms of the Public Holidays and Prohibition of Business Act [Chapter 10:21].

Time off and flexible working hours

9. (1) An employee who is a trade union member or representative is entitled to a reasonable amount of paid time off to take part in activities of that trade union. Employers must be guided by the provisions of section 14B(c) of the Labour Act [Chapter 28:01].

(2) Employees with spouses and biological children aged up to sixteen who have disability have the right to apply to work flexibly. This should be mutually agreed by the employee according to the Disabled Persons Act [Chapter 17:01].

- (3) An employee has a right to paid time off during working hours—
 - (a) to perform duties or undergo relevant training as a trustee of an occupational pension scheme;
 - (b) to perform functions or undergo training in relation to being an employee representative for the purposes of collective redundancies or in respect of the transfer of undertakings or service provision change legislation.

Payment of wages

10. (1) Every employer shall pay wages to each employee, weekly, fortnightly or monthly, as the case may be, on or by due date.

(2) Payments for overtime, bonuses and allowances shall be made to each employee, weekly, fortnightly or monthly, as the case may be.

(3) All remuneration shall be paid either by crediting an employee's bank, building society or Post Office Savings Bank account or by cheque or in cash, and shall be accompanied by a wage slip showing—

- (a) the name and grade of the employee; and
- (b) the wage rate; and
- (c) the period for which payment is made; and
- (d) the total number of hours or days worked; and
- (e) the amount of overtime; and
- (f) the amount of any other payment, bonus, commission or allowances, irrespective of whether paid to or on behalf of the employee; and
- (g) any deductions authorised in terms of section 8; and
- (h) the net amount received by the employee.

(4) No employer shall give, and no employee shall accept any consideration other than cash, cheque or bank transfer in payment of a wage.

Collective Bargaining Agreement: Funeral Industry

(5) If an employee considers that the payment made to him or her is less than the net amount reflected on the accompanying wage slip, he or she shall notify his or her employer at the time when payment is made.

(6) Notwithstanding the provisions of subsection (3), the Council may, on application by an employer, authorise such employer to use some other system of informing his or her employees of the make-up of their remuneration.

Special provisions: Mortuary workers/undertakers

11. (1) All companies in the funeral industry shall provide a fixed monthly allowance of 20 *per centum* of the employee's current basic salary known as mortuary allowance to all employees who perform duties in the mortuary or similar duties outside the mortuary. However, higher rates can still be negotiated and agreed between the employer and the employees.

(2) All undertakers who go out for an overnight shall be paid for accommodation and meals at the minimum rates of 3 *per centum* breakfast, 3 *per centum* lunch, 4 *per centum* supper and 5 *per centum* accommodation. These percentages are based on the basic salary of the employee concerned. However, higher rates can still be negotiated and agreed between the employer and the employees.

Outside work

12. No employee, other than a part-time employee or a casual employee shall solicit, take orders for, undertake or perform any work of a similar capacity to that in which he or she is normally employed, on his or her own account or on behalf of any other person or firm, for gain without the written consent of his or her employer.

Subsistence, accommodation and travel allowances

13. (1) An employee who is required to work more than twenty-five kilometres from his or her normal place of work, which necessitates his or her sleeping away from home, shall be paid a subsistence allowance agreed by the employer and the employees to provide for all necessary travelling and subsistence expenses.

(2) Where transport is required to convey an employee referred to in subsection (1), the form of transport to be used shall be mutually agreed upon by the employer and the employee, and payment shall be as follows—

- (a) where public transport is used, an employee shall be paid the cost of such transport; and
- (b) where an employee uses his or her own vehicle, he or she shall be paid the prevailing Automobile Association (AA) rate per km:

Provided that an employee travelling outside his or her ordinary hours of work shall not be paid for such time spent in travelling, unless mutually agreed upon between such employee and his or her employer.

Vacation leave

14. (1) The provisions of this section shall not apply to casual employees and part time employees.

(2) An employee shall be entitled to proceed on vacation leave within six (6) weeks of his or her application thereof:

Provided that, where undue hardship would be caused to the employer, the employee shall be entitled to proceed on vacation leave within twelve (12) weeks of his or her application thereof.

(3) An employer shall be entitled, on giving one (1) month's written notice, to require an employee to proceed on his or her accrued vacation leave, or any portion thereof, at any time convenient to the employer.

(4) An employee who has accumulated vacation leave may, with the consent of his or her employer, elect to be paid cash in lieu of his or her taking such leave or part thereof.

(5) An employee proceeding on vacation leave shall, on request be paid his or her wage up to date, and his or her current wage and allowances for the period of such leave, prior to his or her going on leave.

(6) Any period of leave taken by an employee in terms of this section, or any additional leave granted by the employer, whether paid or not, or any sick-leave taken shall not be counted as continuous service for the purpose of calculating leave.

(7) For the purpose of calculating any period of leave or pay in lieu of leave, a year shall be reckoned from the date on which an employee commences service with an employer.

(8) For the purpose of leave-pay, the pay for one day shall be calculated in terms of section 6.

(9) The leave-pay of an employee shall be calculated on his or her current wage at the time of proceeding on such leave.

(10) An employee, whose service is terminated for any cause whatsoever, shall be paid the cash equivalent of any leave, which he or she has accrued and the amount of such payment shall be based on his or her current wage.

(11) If an establishment observes a holiday other than a prescribed public holiday, such holiday shall not be offset against an employee's accumulation of vacation leave days in the same way prescribed public holidays are treated.

(12) In case of unexpected national, industry or establishment outbreak, natural disaster, nation-wide strikes or any political upheaval or declaration which leads to national, industry or establishment temporary shutdown, and prevents the employee from going to work, the days of such shutdown shall not be offset against an employee's accumulation of vacation leave days unless by mutual agreement.

(13) It shall be the responsibility of the employer to ensure all employees' leave days are kept within the legally accepted limits.

Collective Bargaining Agreement: Funeral Industry

Maternity leave

15. A female employee shall be entitled to maternity leave in terms of the Act.

Sick leave

16. (1) Each employee shall be entitled to sick leave in terms of the provisions of the Act. Absence from work due to illness in excess of three days must be supported by a medical practitioner's certificate.

(2) Sickness or incapacity—

- (a) the provision of this section shall not apply to casual or part time employees;
- (b) unless more favourable conditions have been provided for in any employment contract or in any enactment, all sickness or incapacity cases shall be in terms of section 14 of the Labour Act [*Chapter 28:01*];
- (c) if an employee, whilst at work, claims to be unfit for work, owing to sickness or accident, the employer shall give the employee sufficient time off to enable such employee to be examined by a medical practitioner;
- (d) if an employee is incapacitated by sickness or injury in the course of performing his or her duties, he or she shall be entitled to receive his or her current wage and allowances during such incapacity in line with the provisions of the Act;
- (e) the employer shall not unilaterally change terms of employment of an employee because of sickness induced incapacity.

Industrial holidays

17. (1) All days declared in terms of the Public Holidays and Prohibition of Business Act [*Chapter 10:21*] as amended from time to time shall be industrial holidays:

Provided that, where a public holiday is moved to the following Monday because it would otherwise fall on a Sunday, that Sunday shall not be regarded as an industrial holiday for the purposes of this Agreement.

(2) Subject to the provisions of section 18(3), every employee shall be granted leave of absence on industrial holidays and shall be paid his or her normal daily wage for every industrial holiday.

(3) An employer may request an employee to work on an industrial holiday, in which event he or she shall either—

- (a) with the consent of the employee, grant the employee leave of absence on another day instead of the industrial holiday, and pay him or her not less than his or her daily wage in respect of the industrial holiday and that other day; or
- (b) where an employee consents to work on a public holiday he or she shall be paid not less than twice his or her current remuneration

for that day whether or not that day is one on which he or she would otherwise have been required to work.

Contract and notice

18. (1) Every person who is employed by or working for any other person and receiving or entitled to receive any remuneration in respect of such employment or work shall be deemed to be under a contract of employment with that person, whether such contract is reduced to writing or not.

(2) An employer shall inform every employee, in writing, on engagement, of the nature of his or her contract, including—

- (a) name and address of the employer/employee; and
- (b) the period of time if limited for which the employee is engaged; and
- (c) the terms of probation if any; and
- (d) his or her grade; and
- (e) his or her rate of pay and when it will be paid; and
- (f) provision for accommodation, if any; and
- (g) the period of notice required to terminate the contract of employment; and
- (h) the hours of work; and
- (i) the details of any allowance; and
- (j) vacation leave; and
- (k) provision for benefits during sickness.

(3) When an employer or an employee gives notice of termination of service, a shorter period of notice may be mutually agreed upon, and shall be in writing and shall be in accordance with section 12C of the Act.

(4) The provisions of section 19(2) to (4) shall not apply to a casual employee.

(5) An employee who has given or received notice to terminate his or her employment shall not be required to take vacation leave during the period of such notice.

(6) A fixed term contract of employment shall be deemed to be a contract of employment without limit of time upon the expiry of a continuous period of three (3) years from the effective date. The number of renewals after the effective date but before the three (3) year continuous period shall be immaterial.

Continuous service

19. (1) Continuous service shall be deemed to be broken only by the death, resignation retirement or discharge of the employee concerned:

Provided that, an employee who is discharged and re-engaged by the same employer within two (2) months of such discharge shall be deemed not to have broken his or her continuous service.

Collective Bargaining Agreement: Funeral Industry

(2) If an employee who is absent from work without permission from his or her employer is allowed to continue his or her employment within two (2) months of absence, he or she shall be deemed not to have broken his or her period of continuous service.

(3) If, upon the change of ownership of an establishment, an employee enters the service of the new owner, or continues his or her employment in the establishment, his or her service with the previous owner shall be reckoned as service with the new owner and shall be deemed not to have been broken by such change of employer.

Record of service

20. (1) An employee whose services are terminated, for any cause whatsoever, may request a record of service from his or her employer.

(2) The record of service supplied shall specify the period of service and the occupation in which the employee was employed.

Health, wellness and environment

21. All employers shall ensure that there is a functional Safety and Health Management System in place to guarantee the safety of all employees.

Long service awards

22. (1) In order to qualify for the long service awards an employee should have completed 10, 15, 20, 25, 30, 35, 40 years of continuous service with the same employer. Company mergers take-overs and change of management will not affect the employee's service record.

(2) The recipient shall be awarded with a long service certificate and a present or equivalent cash payment to be made at the end of the month following the employees' anniversary of joining the organisation paid as follows —

<i>No. of years worked</i>	<i>Percentage of monthly salary</i>
10	40 per centum
15	50 per centum
20	60 per centum
25	70 per centum
30	80 per centum
35	90 per centum
40	100 per centum

Medical aid scheme

23. After completion of probation period, the employer shall ensure that all employees join a medical aid scheme. The employer shall pay at least 50 per centum of the monthly premium.

Funeral policy

24. An employer shall make reasonable arrangements to assist an employee in the event of his or her death or of any member of his or her immediate family that is, spouse and children whose age is eighteen years and below as well as parents.

Loans

25. Where possible employers are encouraged to provide loans to employees and to charge reasonable interest rates.

Annual bonus

26. Annual bonus shall be paid based on company's ability and discretion.

Registration and council dues

27. (1) Every employer in the sector at the time of registration of this Agreement shall, within one (1) month of that date, unless it had already been done, notify the Secretary of his or her full name, trading name, postal and physical address and a summary of the activities of the undertaking.

(2) All employers and employees engaged in the Funeral Industry shall from the date of registration of this Agreement pay dues to the Council and all employers shall deduct from the wage or salary of each of the said employees the appropriate due.

(3) The dues to be paid monthly in arrears falling due on the 5th day of the month following the month in which the wage or salary was earned.

(4) The dues shall be paid by both the employer and the employee at the rate of 2 *per centum* (that is 2 *per centum* each) of the employee's monthly wage or salary as at the date of deduction and at the same percentage thereafter at the end of each succeeding month, which percentage shall be subject to review from time to time:

Provided that—

- (a) no dues shall be payable where owing to short time working or any other cause an employee's pay is reduced below seventy (70) *per centum* of his or her normal wage or salary;
- (b) no deductions shall be made in respect of an employee who is off sick for a period in excess of thirty (30) days and not in receipt of sick leave pay or a substitute payment;
- (c) deductions shall be made in advance from the leave pay, which is paid to an employee prior to his or her commencing his or her leave.

(5) Each employer shall forward the total amount of the employee and employer's dues, to be received at the Council's office not later than the 5th day of the month following the month in which the dues relate.

Collective Bargaining Agreement: Funeral Industry

(6) The provisions of this section shall not apply to casual employees.

(7) Any breach of this section by employer shall be dealt with in terms of the Act and this Agreement.

Exemptions, retrenchment and approval of measures to avoid retrenchment

28. (1) The Council may, in its sole discretion, and upon such terms and conditions as it may determine, grant exemption in writing from any of the provisions of this agreement to an employer or employee.

(2) Applications for exemption in terms of subsection (1) shall be made, in writing, to the Council, giving reasons thereof.

(3) Any such exemption granted may be withdrawn by the Council, at any time, in its sole discretion provided that reasons are supplied in writing to both parties.

(4) All exemptions for the payment of wages granted shall be valid for a period of three (3) months to which the establishment may be allowed to seek further extension of another three (3) months. After the lapsing of six (6) months, if no change, the establishment shall then find other alternatives or embark on retrenchment.

(5) On all exemption applications, the decision of the NECFI Exemption Committee shall be final.

(6) Any employer, who has a Performance Appraisal System in place and a wage increase agreement negotiated at Works Council Level, may apply to the Negotiating Committee of the Council to be exempted from implementing the stipulated percentage increase on existing employees.

(7) An employer who wishes to retrench one or more employees who does not have a works council or majority of the employees concerned agree to such a course, shall give notice of his or her intention to the council which shall dispose the notice in terms of the Act.

(8) Every employer who wish to institute measures to avoid retrenchment and has no works council agreement on the matter shall apply to the council for permission to institute such measures.

(9) An employer who has reached an agreement on instituting measures to avoid retrenchment with the employees alone or with the workers committee or works council not having a representative of a registered trade union as a member, such employer shall give written notice of the agreement to the council for approval not later than fourteen (14) days after the employer begins implementing the agreement.

(10) Where an employer alleges financial incapacity and consequent inability to pay the minimum retrenchment package stipulated in the Act timeously or at all, the employer shall apply in writing to the council to be exempted from paying the full minimum retrenchment package or any part of it.

Copy of agreement and notice

29. (1) Every employer shall exhibit or make available a copy of this agreement and all amendments thereto in a place easily accessible to every employee.

(2) Every employer shall exhibit a notice, in the form set out in the Second Schedule, showing the number of ordinary working hours per week and the normal daily times of starting and times of finishing work in his or her establishments for each grade or group of his or her employees.

(3) No person shall alter, deface or remove, or cause to be altered, defaced or removed, the copy of the agreement, save on the instructions of the employer when carrying out his or her responsibilities under subsections (1) and (2).

Union dues

30. In terms of section 54 of the Labour Act [Chapter 28:01], Union dues shall be collected by an employer from his or her employees and transferred to the trade union concerned —

- (a) by means of a check-off scheme or in any other manner agreed between the trade union and the employees concerned; or
- (b) failing such agreement as referred to in paragraph (a), by authorisation in writing of an employee who is a member of the trade union concerned;
- (c) any employer who fails or refuses to collect union dues and transfer them to the trade union concerned in accordance with this section shall be guilty of an offence in terms of the Act.

Administration

31. (1) The Council shall be the body responsible for the administration and guidance of this agreement, and may issue expressions of opinion not inconsistent with the provisions for employers and employees.

(2) Any dispute between any employer and employee(s) arising from the interpretation, compliance or breach of this agreement shall be referred to the Designated Agent who shall dispose the dispute in terms of the Code and the Act.

Gratuities on termination of employment

32. (1) Subject to the provisions of subsection (4), an employee who has completed five (5) or more years of continuous service shall, on the termination of such service, irrespective of the circumstances of such termination, be paid a gratuity of not less than the amount derived by multiplying the appropriate percentage of his or her current monthly wage by the number of completed years of continuous service, as set out in the Fourth Schedule.

(2) If an employee who has completed five (5) or more years of continuous service dies before receiving a gratuity in terms of subsection (1), there shall be paid to his or her estate the sum, which the employee would have received if his or her contract of employment had terminated on the day of his or her death.

Collective Bargaining Agreement: Funeral Industry

(3) Notwithstanding the provisions of subsections (1) and (2), if an employee is a member of Pension Fund apart from NSSA that provides for the employee or his or her dependents, to receive an amount in excess of the employee's own contributions together with interest then the gratuity payable shall be reduced by such excess.

(4) In the event of the benefit due being a pension, or deferred pension, then the value of the pension, or deferred pension, shall be compared with the gratuity payable plus the refund of the employees' own contributions with interest and if the pension or deferred pension, is less than the gratuity and refund of contributions, then the difference shall be paid in cash by the employer.

(5) Notwithstanding the provisions of this section, an employer may —

- (a) set off against, and deduct from, any amount payable in terms of this section any sum owed to the employer by the employee or by his or her estate in terms of a civil judgment in favour of the employer and arising out of theft or fraud committed by the employee;
- (b) if, before an amount payable in terms of this section has been paid, the employer has —
 - (i) laid criminal charge for theft or fraud against the employee; or
 - (ii) cause a civil summons to be issued, claiming from the employee, or his or her estate, a sum alleged to be owed to the employer by reason of theft or fraud committed by the employee, withhold payment of the sum specified in the charge or summons, as the case may be, until the charge or claim had been finally determined.

(6) If the court proceeding arising from a charge or summons referred to in subsection (4) lapse or if when the proceedings are finally determined the employer does not obtain civil judgment for full sum withhold by him or her in terms of paragraph (b) the employer shall within three (3) working days thereafter paid the whole or the balance of that sum, whichever is appropriate, to the employee or his or her estate as the case may be together with interest thereon at the rate of twenty-five *per centum* per annum from the date on which the gratuity should otherwise have been paid.

(7) In this section "civil judgment" includes an award or compensation or restitution in terms of Part XIX of the Criminal Procedure and Evident Act [Chapter 9:07].

Variations

33. Any variation of any clause contained in this Agreement shall be reviewed at the discretion of Council upon receipt of a written request from an applicant and Council's decision shall be final.

Employment code of conduct

34. (1) The provisions of the code of conduct incorporating the disciplinary code and grievance procedure shall be observed by all employers and employees and the parties to this Agreement hereby agree to ensure that all such provisions are complied with.

(2) Companies are allowed to have internal codes of conduct provided that code of conduct is registered with the NECFI.

(3) All company policies and addendum shall be registered with the NECFI.

(4) Unless more favourable conditions have been provided for in any employment contract or in any company policy, all issues shall be dealt with as provided for in this Agreement.

SECOND SCHEDULE

FUNERAL INDUSTRY JOB TITLES AND GRADES

GRADING

JOB TITLE	ABRIDGED JOB DESCRIPTION	GRADE
General Hand	Means an employee who performs any duties of a general nature that are not technical as may be assigned from time to time.	A1
Caretaker	Means an employee who is charged by his employer with the care and security of premises, plant, equipment and property, including repairs, general maintenance of grounds, watering flowers, office grooming and any other functions of a general nature as assigned.	A2
Landscaper	Means an employee who maintains the grounds by planting trees, loans and flowers at the workplace, prunes shrubs, trims trees, and plants flowers and shrubs on grave, using hand tools, removes leaves and other debris from graves, using tools like leaf blowers and weed eaters.	A2
Office Cleaner/ Orderly	Means an employee who cleans offices, windows, walls, toilets and floor, delivers and collects parcels and messages as directed, prepares and serves tea or other beverages, performs any other related general duties	A2

Collective Bargaining Agreement: Funeral Industry

Security Guard/ Internal	Means an employee who records all company vehicles entering premises, checks incoming and outgoing personnel (clients and staff), records valuables brought in and out of the building, patrols around the premises, arrests any suspects stealing company assets and report to management immediately, ensures compliance with approved company procedures and report variances, searches all vehicles leaving premises to avoid pilferages, directs all visitors to appropriate parking and respective offices, verifies identity and destination of visitors, records time in and out for visitors and staff, reports any suspicious vehicle or person entering premises and ensures entrances are free enough for smooth movement of people.	A3
Filing clerk	Means an employee who keeps files and documents organised for companies working with both paper documents and electronic files, performs routine tasks like data entry, organization, cross-referencing, scanning, copying and retrieval, maintains the document database, helps other employees find/retrieve documents and files, and ensures that documents are correctly stored and labelled for later use.	B1
Messenger	Means an employee who delivers and collects parcels and messages as directed and any other related duties including the making and serving of tea or other beverages.	B1
Trimmer/ handle fitter	Means an employee responsible for trimming and fitting handles to coffins and caskets and making minor repairs to damaged coffins and caskets.	B1
Video Man	Means an employee who takes or records videos for the bereaved families during the bereavement process.	B2
Pianist	Means an employee who operates the piano in the chapel and also performs the duties of a Pastor in his/her absence.	B2
Grave Digger	Means an employee who prepares graves by locating grave site according to section, lot, and plot numbers, marks area to be excavated, digs grave to specified depth, places concrete slabs on bottom and around grave to line it and maintains the cemetery grounds	B2

Cemetery Assistant	Means an employee who maintains and operates graveside equipment used in the lowering of the coffin into the grave, sets up the tent and mats and arranges chairs and umbrellas, positions casket-lowering device on grave, erects canopy, arranges folding chairs to prepare site for burial service and performs any other tasks relevant to ensuring the smooth operation of graveside activities.	B2
Cashier	Means an employee who receives monies, issues receipts, assists clients on amounts to be paid after checking their accounts, balances receipts against cash on hand, banks monies, maintains the petty cash and performs any other duties related to such functions.	B3
Claims Clerk	Means an employee who assesses, verifies and processes claims from policy holders before service is provided, ensures accurate processing of all underwriting requirements and timeous processing of all policy documents and all funeral claims, and works hand in hand with the underwriting clerk.	B3
Customer services clerk	Means an employee who assists clients where possible, attends to client queries and provide appropriate solutions, attends to general matters including handling of confidential and routine client information.	B3
Data Capture Clerk	Means an employee responsible for capturing all data into a structured computer system to achieve optimal reporting capability and is authorised to draw management reports from the relevant system	B3
Human Resources Clerk	Means an employee who prepares, updates and maintains all personal records, and attends to all other human resources issues and functions as directed by the supervisor	B3
Accounts Clerk	Means an employee who performs all the accounting clerical work in the company under supervision.	B3
Receptionist	Means an employee who receives visitors and directs them to appropriate departments, receives and directs calls accordingly, makes calls for staff, receives goods and mail delivered through reception, records all outgoing calls in the telephone register, reports faults on telephones, ensures cleanliness of the reception area, updates information on notice board and handles general enquiries.	B3

Collective Bargaining Agreement: Funeral Industry

Stores Clerk	Means an employee engaged in clerical duties pertaining to the stores function, including receiving, recording, safe keeping and issuing out of stationery or any other stocks, stock taking as well as the processing of data relevant to stores controls, systems and records and giving or recommending orders to the buyer for all purchases.	B3
Underwriting Clerk	Means an employee engaged mainly in routine underwriting work including the preparation of ordinary business policies and in routine funeral claims verification, and works hand in hand with the claims clerk.	B3
Transport Clerk	Means an employee who receives and processes transportation requests for funeral services/or staff transportation needs; processes maintenance records, dispatches drivers for funeral services and events and any other related duties as required.	B3
Events Maintenance Operator (Class 4)	Means an employee who works on the on-site and maintenance of company equipment at each event as assigned. Must be responsible for ensuring the devices are running properly. Must be a holder of a Class 4 Journeyman.	B3
Electrician (Class 4)	Means an employee who attends to electrical faults, performs minor installations, repairs and maintains power, lighting, communications and control systems, performs general electrical maintenance work as assigned and is a Class 4 Journeyman.	B3
Auto Electrician (Class 4)	Means an employee who attends to all electrical work on all motor vehicles and performs all related duties as assigned. Must hold a Class 4 Journeyman	B3
Mechanic (Class 4)	Means an employee who performs all the mechanics duties in servicing, adjusting, performing minor repair and preventative maintenance of services vehicles and equipment, performs related duties as assigned and is a Class 4 Journeyman	B3
Panel Beater (Class 4)	Means an employee who does repairing and replacing accident-damaged motor vehicle bodywork, restoring them to factory clearances after an accident or other form of damage, performs related duties as assigned and is a Class 4 Journeymen	B3

Welder (Class 4)	Means an employee who repairs machinery and other components by performing minor welding pieces and filling gaps, performs related duties as assigned and is a Class 4 Journeyman.	B3
Secretary	Means an employee who types and files documents, maintains executive diaries, arranges meetings, takes minutes in meetings, ensures strict custody of confidential information and performs any other related duties or incidental to the secretarial function	B3
Sous Chef	Means an employee who works alongside the head chef to manage daily kitchen activities, providing meal quality and consistency by following designated recipes, aiding with menu preparation, ensuring food quality and freshness, and monitoring ordering and stocking, including overseeing staff.	B3
Tyre Fitter (Class 4)	Means an employee who repairs damage to tyres, fits and balances new tyres to vehicles, inspects a vehicle's tyres and the related components checking for signs of damage and wear, such as nails, stones and cracks in the rubber, effects repairs where necessary, by patching holes or replacing inner tubes etc. and is a Class 4 Journeyman	B3
Funeral Services Chaplain	Means an employee who is responsible for the handling of all funeral/pastoral services in the chapel or any other site as maybe necessary.	B4
Truck Driver	Means an employee who delivers coffins/caskets and other funeral equipment and events equipment as directed from time to time.	B5
Mortician Level 1	Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, must have at most 5 years' experience and hold a Certificate in Mortuary Science and Undertaking.	C2
Sales/Marketing Consultant	Means an employee who is responsible for marketing of the company products	C2

Collective Bargaining Agreement: Funeral Industry

Undertaker Level 1	Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may also drive mourners as required, conducts the burial process such as lowering the body using the lowering device, must have at most 5 years' experience and hold a Certificate in Mortuary Science and Undertaking.	C2
Mortician Level 2	Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, must be between 5 and 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.	C3
Undertaker Level 2	Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may also drive mourners as required, conducts the burial process such as lowering the body using the lowering device, must be between 5 and 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.	C3
Mortician Level 3	Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, must have at least 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.	C4

Undertaker Level 3	Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may drive mourners, conducts the burial process such as lowering the body using the lowering device, must have at least 10 years' experience and hold a Certificate in Mortuary Science and Undertaking.	C4
Tyre Fitter Class 1 (Class 1 Journeyman)	Replacing worn and damaged tyres. Work on all types of vehicles, such as cars, vans, lorries and buses. Could be based in a garage workshop, or could be out on the road in a van. Changing filters, lubricating parts, and performing other basic road safety checks, carrying out wheel alignments and tracking adjustments. This involves making sure the tyres are fitted at exactly the correct angle. Might also be asked to work on other parts of a car, such as the exhaust or the brakes, and carry out basic car services. Must hold a Class 1 Journeyman	C5
Auto Electrician (Class 1 Journeyman)	Specializes in installing and maintaining electrical systems contained in automotive vehicles. Attends to all electrical work on all motor vehicles by installing, inspecting, repairing, and maintaining all the electrical parts contained in a vehicle. Diagnosing electrical issues and proposing a course of action. Installing and troubleshooting immobilizer and alarm systems and is a Class 1 Journeyman	C5
Carpenter (Class 1 Journeyman)	Means an employee responsible for making coffins and caskets, performs all the carpentry works within the organization. Build or repair cabinets, doors, frameworks, floors, and other wooden fixtures used in buildings, using woodworking machines, carpenter's hand tools, and power tools. Must hold a Class 1 Journeyman in Carpentry	C5
Electrician (Class 1 Journeyman)	Means an employee who attends to electrical faults, installs, repairs and maintains power, lighting, communications and control systems, advises the company on ways to prevent repeated equipment failures, performs general electrical maintenance work including heating and air conditioning systems and is a Class 1 Journeyman	C5

Collective Bargaining Agreement: Funeral Industry

Events Maintenance Operator (Class 1 Journeyman)	Means an employee who is in charge of the on-site installation and maintenance of company equipment at each event. Responsible for ensuring the devices are running properly. Must be a holder of a Class 1 Journeyman	C5
Funeral Consultant	Means an employee who attends to the bereaved family and advises on issues to do with body removal, making a claim, processing of burial orders, burial arrangements, organising the funeral itself and related matters.	C5
Human Resources Officer	Means an employee who prepares, updates and maintains all personal records, does/supervises payroll administration, attends to other human resources issues and functions like disciplinary and grievance issues. Ensures compliance with labour regulations and human resources policies and practices within the company.	C5
Mortician Level 4	Means an employee who receives, washes, dresses, embalms and dispatches deceased bodies, cleans the mortuary, files and updates the mortuary register, assists in conducting removals and burials where necessary, is responsible for training all other Morticians as required, must be above 5 years' experience and be a holder of a Diploma in Mortuary Science and Undertaking.	C5
Motor Mechanic (Class 1 Journeyman)	Means an employee who is responsible for repairs and servicing of all motor vehicles. Conduct regular maintenance on automotive vehicles. Assembles mechanical components according to specifications. Offer consultation on maintenance and preventative procedures to vehicle users. Performs vehicle assessments and alert the company on issues that will prohibit its vehicles from passing inspection. Must be a holder of Class 1 Journeyman in Motor Mechanics.	C5
Panel beater (Class 1 Journeyman)	Means an employee who repairs and replaces accident-damaged motor vehicle bodywork, restoring them to factory clearances after an accident or other form of damage and is a Class 1 Journeymen	C5

Purchasing Officer/ Procurement Officer	Means an employee responsible for identifying local/ foreign suppliers of goods required for stock, resale and for direct use throughout the company, negotiating prices, delivery periods and terms of payment that are cost-effective and ensuring quality specifications are in accordance with company requirements	C5
Systems/ICT Officer	Means an employee who supports all users on IT system, ensures that the system is working properly at all times and carries out all general repairs and maintenances of both software and hardware	C5
Transport Officer	Means an employee who monitors/supervises all company motor vehicles, keeps all company motor vehicle records, is responsible for the licensing and insurances of all vehicles, for the ordering and requisitions of fuel and for all required parts and other related duties.	C5
Undertaker Level 4	Means an employee who undertakes body removals and all burial functions, is responsible for setting up cemetery equipment and arranging funerals, records all activities in the funeral register, obtains/assists bereaved family to obtain important documents such as burial order/permit, death certificate etc., removes the deceased body from the place of death or mortuary as directed and takes it to its destination, may also drive mourners, conducts the burial process such as lowering the body using the lowering device, must be above 5 years' experience and hold a Diploma in Mortuary Science and Undertaking.	C5
Underwriting Officer	Means an employee responsible for deciding whether or not to accept applications for funeral cover, examines insurance proposals, collects background information, and assesses risk, and determining premiumsto ensure that accurate quotes are produced that are competitive to the customer, yet profitable for the company.	C5
Welder (Class 1 Journeyman)	Means an employee who repairs machinery and other components by welding pieces and filling gaps, tests and inspects welded surfaces and structure to discover flaws, maintains equipment in a condition that does not compromise safety, possesses knowledge of various metal welding properties including TIG/MIG/ARC and gas welding and is a Class 1 Journeyman.	C5

Collective Bargaining Agreement: Funeral Industry

Senior Funeral Consultant	Means an employee who attends to the bereaved family and advises on issues to do with body removal, making a claim, processing of burial orders, burial arrangements, organising the funeral itself and related matters. Must be above 5 years' experience and be a holder of at least a Diploma in Mortuary Science & Undertaking, or any related qualification.	C6
Administration Officer	Means an employee responsible for managing, co-ordinating, and supervising a group of subordinates that provide the administrative support functions to an organisation, assists in preparing budgets, controlling budget expenditures and revenues, recommending space and equipment requirements, conducting performance evaluations, advises on administrative matters to senior management, carries out special assignments for senior staff, identifies problem areas, determines solutions and implements changes.	C6
Services/branch Supervisor	Means an employee who is specifically charged with the responsibility for the conduct of Funeral Services operations, does the planning and scheduling of daily activities in liaison with the operations/services manager and exercises oversight and supervisory role on lower staff in that section/branch	C6

THIRD SCHEDULE

FORM OF NOTICE

NAME OF ESTABLISHMENT:

In terms of section 29 of the Collective Bargaining Agreement for the Collective Bargaining Agreement for the Funeral Industry of Zimbabwe —

- (a) the number of ordinary hours per week for each grade or group of employees is:

- (b) the normal daily times of starting and time of finishing work for each grade or group of employees are:

FOURTH SCHEDULE

GRATUITIES

Length of Services (Years)	Percentage of monthly wage at termination of employment
5 – 10	20
11 – 15	25
16 – 20	30
21 – 25	35
26 – 30	40
Above 30	45

FIFTH SCHEDULE

REMUNERATION

TABLE OF MINIMUMS.

Grade	Minimum monthly salary (\$)
A1	280.00
A2	291.20
A3	302.85
B1	327.08
B2	340.16
B3	353.77
B4	374.99
B5	389.99
C1	421.19
C2	438.04
C3	455.56
C4	482.89
C5	502.21

**NATIONAL EMPLOYMENT COUNCIL FOR THE FUNERAL
INDUSTRY OF ZIMBABWE (NECFI) EMPLOYMENT CODE OF
CONDUCT AND GRIEVANCE HANDLING PROCEDURES**

Preamble

1. This code issued by the National Employment Council for the Funeral Industry of Zimbabwe (NECFI), and is drafted in terms of the Labour Act [Chapter 28:01] herein referred to as the Act.

The code is on best employment practice. It aims to assist employers and employees and their representatives by providing guidance on how to deal with disciplinary and grievance issues at the work place. These are a set of rules and procedures designed to promote orderly conduct at the work place. It should be interpreted as a set of rules for promoting discipline, industrial harmony, communication, efficiency, productivity at the work place and for providing a fair, orderly and timely settlement of disputes as and when they arise.

Although it is fairly comprehensive, it cannot cover every specific case that can occur hence officials administering the Code and the employees must have regard to the spirit behind it when dealing with such cases. Administering officials shall also act in good faith and discretion must be used when administering the Code of Conduct.

Title

2. This employment code of conduct shall be cited as The National Employment Council for the Funeral Industry of Zimbabwe Code of Conduct and Grievance Handling Procedures (herein referred to as the "code"). The code is drafted in terms of section 101 of the Labour Act [Chapter 28:01]

Application and scope of the code

3. This code shall apply to all permanent, contracts and casual employees in grades contained in the First Schedule of the Funeral Industry of Zimbabwe Collective Bargaining Agreement (CBA) as may be amended from time to time.

Duration

4. The code shall come into operation from the date of its registration by the Ministry of Public Service, Labour and Social Welfare as specified in the Labour Act [Chapter 28:01].

This employment code of conduct shall remain in force until modified, revised, amended or repealed by the National Employment Council for the Funeral Industry of Zimbabwe.

Definitions

5. In this code, unless inconsistent with the context, the following terms and phrases shall be interpreted to mean the following—

"act" means the Labour Act [Chapter 28:01] as amended from time to time;

- “appeals committee” means a committee at the workplace, constituted of two representatives from the workers committee and two representatives from management and a chairperson which is empowered to hear and determine on appeals from the disciplinary committee/disciplinary officer;
- “appeals officer” means a person appointed by the employer at the workplace or establishment to hear and determine on appeals from the disciplinary committee or disciplinary officer;
- “complainant” means an aggrieved party;
- “designated agent” means a person appointed in terms of section 63 of the Act;
- “disciplinary action” means an action taken by the employer in terms of this code to correct or punish unacceptable conduct of an employee or contravention of this code;
- “disciplinary committee” means a committee set up at a work place to preside over and decide over disciplinary cases and consists of two representatives from management and two representatives from the workers committee or worker/employee representatives, a chairman and a secretary, the Secretary whose responsibility shall be to record the proceedings only;
- “disciplinary officer” means a person appointed by the employer at the work place or establishment to deal with or to preside over and decide over disciplinary cases;
- “employee” means an employee as defined under the Act and particularly in the funeral industry for the purpose of this code;
- “employer” means an employer as defined under the Act and engaged in funeral business activities for the purpose of this code;
- “employer organisation” means employer organisation as provided for in terms of Part VII of the Act and specifically the Funeral Industry Employers Association with regard to this code;
- “General Secretary” means the secretary of the National Employment Council for the Funeral Industry of Zimbabwe;
- “grievance” means any complaint or dissatisfaction by an employee or employees about a particular condition or about general conditions of employment including any particular behaviour on the part of management or fellow employees;
- “head” means the management director, chief executive officer, chief operating officer or general manager of an organisation or the highest office bearer of the organisation whatever the case may be;
- “human resources office” means the office that is responsible for administering and managing the company’s human resources, personnel and industrial relations;
- “immediate supervisor” means any employer next in seniority and to whom the subordinate employee directly reports to;

Collective Bargaining Agreement: Funeral Industry

- “labour court” means a court established in terms of the Act;
- “manager/supervisor” means a person responsible for the supervision of staff and include such other managers or supervisors at the company or organisation;
- “misconduct” means any act or behaviour or conduct by an employee in contravention of this code of conduct;
- “national employment council” means the National Employment Council for the Funeral Industry of Zimbabwe;
- “NECFI appeals committee” means a committee made up of three trade union representatives and three representatives from the Funeral Industry Employers Association of Zimbabwe and a chairperson;
- “offence” means any offence specified in the Sixth Schedule of offences set out in this code of conduct;
- “penalty” means corrective action or disciplinary action or punishment to be administered on an employee arising from the offence committed;
- “trade union” means the Zimbabwe Funeral Assurance and Services Workers Union;
- “workers committee” means a committee elected or appointed in terms of the Act to represent workers within the company;
- “works council” means a council composed of an equal number of representatives of the employer and representatives drawn from members of the workers committee and a chairperson;
- “work place” means the employee’s work station or wherever an employee is assigned to perform the employer’s duties.

Purpose of the Code

6. The purpose of this code is to, among other things—
- provide employers with the mechanism and guidelines to deal with disciplinary and grievance matters;
 - provide employees with mechanism and guidelines to seek redress of their grievances;
 - encourage the existence of a fair and consistent treatment of employees by employers;
 - provide a system that promptly deals with employer employee problems;
 - resolve employer-employee problems at the lowest level;
 - achieve industrial harmony;
 - encourage improvement in individual conduct and performance.

Objectives of the Code

7. The objectives of this code shall among other issues include the following—
- promote machinery for careful investigation of offences before corrective or disciplinary action can be administered;

- (b) ensure consistent, prompt, fair and just administration of discipline;
- (c) provide both employers and employees with a mutually acceptable code of conduct which further the interests of both parties;
- (d) ensure equating an offence to the resultant corrective action allowing for mitigation and aggravating factors;
- (e) ensure that the principles of natural justice are adhered to;
- (f) promote, advance social justice and democracy at the work place and ensuring just, effective and expeditious resolution of disciplinary action and grievances;
- (g) provide guidelines on procedural and substantive fairness and justice in handling disciplinary matters at the work place;
- (h) provide employees with a mechanism and guidelines to seek redress of their grievances at the lowest level and in a prompt manner.

Basic principles of the Code

8. This code is based on the following basic principles—

- (a) to establish the facts to the effect that, no disciplinary action and grievance resolution will be taken until the matter has been fully investigated;
- (b) to deal consistently and fairly with disciplinary and grievance issues at all levels;
- (c) to comply with the principles of natural justice that is at every stage the employee should be advised of the nature of the complaint, be given the opportunity to state his or her case, and be represented by a person of his/her choice and the employer should be given enough opportunity to lay down his or her case against an employee;
- (d) any party has a right to appeal to an appropriate level against any decision made or taken against it in terms of the code;
- (e) an employee shall have the right to be represented at a disciplinary or grievance hearing by a fellow employee, workers committee representatives, trade union official or a legal practitioner at the employee's expense;
- (f) to comply with the provisions of the code and the Act in dealing with all issues;
- (g) to promote sound industrial relations through mutual consultation, trust and cooperation between employers and employees;
- (h) that any accused employee is innocent until proven guilty in terms of this code;
- (i) that impartiality should be observed.

DUTIES AND RIGHTS OF PARTIES

Rights and duties of employees and employees' organisations

9. (1) Employees and employee's organisation shall have the following rights and duties in terms of this code—

- (a) to work with employers in establishing industrial relations principles subject to the provisions of labour regulations;
- (b) to know the standards of conduct and performance expected of them by their employers;
- (c) to ensure that they comply with all laws, collective bargaining agreements and other applicable instruments;
- (d) to ensure that they understand the nature and extent of their legal rights and duties in terms of the Act, code and applicable statutes;
- (e) to familiarise themselves with the provisions of this code;
- (f) to act in good faith with employers;
- (g) to inform employers of their grievances;
- (h) to receive just, open and consistent treatment from employers;
- (i) to appeal against any disciplinary action taken against them by employers;
- (j) to appeal against any determination made on their grievances;
- (k) to be represented, at own arrangement by a fellow employee of own choice, workers committee member, registered trade union official or a legal practitioner;
- (l) to call and cross examine witnesses;
- (m) to address in mitigation before a penalty is imposed;
- (n) to be informed of the reasons for a decision;
- (o) through employee representatives, to participate in amending the code;
- (p) to comply with the various employment rules and procedures;
- (q) carry out their contractual duties and responsibilities and follow all reasonable, lawful instructions given to them.

Rights and duties of employers and employer organisations

9a. Employers and employers' organisations shall have the following rights and duties in terms of this code—

- (a) maintain fair, just and consistent discipline;
- (b) ensure that all employees are aware of the standards of acceptable behaviour expected of them at the work place;
- (c) to develop, jointly with worker representatives industrial relations principles in terms of this code and relevant regulations;
- (d) to comply with all laws, collective bargaining agreements and other applicable instruments;

- (e) to ensure that all employees are familiar with the provisions of this code and other instruments governing employment;
- (f) to advise, counsel, reprimand and discipline employees in terms of this code;
- (g) to set standards of conduct and performance for employees;
- (h) maintaining and excising discipline in accordance with the provisions of this code and any other relevant enactment;
- (i) promptly and fully resolving employees' grievances;
- (j) ensure that employees are provided with an enabling working environment;
- (k) through employer representative to participate in amending this code;
- (l) to advise or take the appropriate action where the employer considers that an employee's behaviour or performance is unacceptable or unsatisfactory;
- (m) to call witnesses to testify on its behalf and cross examine witnesses against them;
- (n) to ensure that employees have received the necessary training on the provisions of this code

ESTABLISHMENT OF COMMITTEES AND THEIR FUNCTIONS

For the purposes of administering this code in the industry there shall be the following committees/institutions:—

Composition of Disciplinary Committee

10.—

- (a) every company shall have a disciplinary committee of equal members drawn from workers and management who shall only proceed to hear the matter if a quorum is constituted which quorum shall be made up of all members—
 - (i) two management representatives;
 - (ii) two workers representatives;
 - (iii) one member from management chairing;
 - (iv) one neutral person-minutes taker.
- The Chairperson shall have a casting vote in the event of a deadlock.
- (b) in cases of companies with less than 10 employees where a disciplinary and grievance committee cannot be formed or companies that cannot constitute a Disciplinary Committee of at least 2 members the highest authority shall appoint a disciplinary authority who shall hear the matter and conclude the matter.

Functions of the Disciplinary Committee/Disciplinary Officer

11. The disciplinary committee or disciplinary officer shall exercise the following functions:—

- (a) to hear and determine disciplinary cases in terms of this code;
- (b) to ensure the observance of time limits in hearing and determining cases;

Collective Bargaining Agreement: Funeral Industry

- (c) to ensure that the parties have been accorded enough opportunity to state their cases adequately;
- (d) to ensure that justice is done accordingly and that all parties are represented as they wish;
- (e) to ensure that disciplinary cases are disposed in an impartial manner;
- (f) to ensure that the hearing process is done in a systematic and orderly manner;
- (g) to record and keep record of the proceedings
- (h) to give a verdict at the end of the disciplinary hearing; the committee must arrive at the decision, i.e. whether the employee is guilty or not;
- (i) the decisions shall be reached by consensus or by majority vote and in the event of a tie the chairperson of the committee shall have a casting vote;

Disciplinary hearing procedure guidelines

12. The following guiding procedures may be adhered to at the hearing and the chairperson of proceedings shall—

- (a) introduce everybody and must explain the reasons for the set down;
- (b) the chairperson shall ensure that the disciplinary committee is properly constituted;
- (c) read the employee's rights and ensure that they are understood;
- (d) read and state the charge against the employee and ask the complainant to confirm the statement;
- (e) read the accused employee's response to the charges and ask him or her to confirm the statement and whether he or she pleads guilty to the charges;
- (f) invite the complainant to state his or her case against the accused employee; permit the accused employee to cross examine the complainant;
- (g) the committee may also cross examine the complainant at this stage;
- (h) the accused employee to give his or her side of the case;
- (i) complainant to cross examine the accused;
- (j) the disciplinary committee/disciplinary officer to cross examine the accused employee;
- (k) witnesses are called one by one to give evidence after which the accused employee or the complainant and the committee/officer may cross examine the witnesses;
- (l) ask the complainant and the accused employee to leave the room to allow the committee/officer to consider all the evidence prior to giving a verdict at the end of the disciplinary hearing;

- (m) the committee must arrive at the decision, i.e. whether the employee is guilty or not;
- (n) the decision shall be reached by consensus or by majority vote and in the event of a tie the chairperson of the committee shall have a casting vote;
- (o) if the employee is found guilty the committee or disciplinary officer shall invite the accused to give mitigation factors before the ultimate penalty;
- (p) once the decision has been reached the accused employee and complainant must be notified of the decision in writing through the Human Resources within **five (5) working days**;
- (q) the right of appeal and time frames should then be communicated to the accused.

As far as is possible similar offences committed in similar circumstances should be treated equitably through the award of similar penalties allowing for mitigation and aggravating circumstances.

For the purpose of this code, the disciplinary process commence at the point when the alleged offender receive the formal letter of suspension.

All internal disciplinary proceedings should be concluded within **fourteen (14) working days**.

Internal Appeals Committee and Composition

13.—

- (a) where a company cannot constitute an appeals committee an Appeals officer who is the Chief Executive Officer or the Director at the workplace shall be appointed to hear the appeal;
- (b) further, provided that a person appointed as an Appeals Officer was not involved in the disciplinary hearing at the workplace;
- (c) any person who is aggrieved by a decision of the Disciplinary Committee should lodge an Internal Appeal within **five (5) days** after receiving such decision of the Disciplinary Committee;

Functions of the Internal Appeals committee/Appeals officer at the work Place

14. (1) The appeals committee shall exercise the following functions—

- (a) to hear and determine appeals in terms of this code;
- (b) to review decisions of the disciplinary committee/disciplinary officer in respect of such application;
- (c) when handling an appeal case the committee may conduct a hearing or decide the case on record;
- (d) on conclusion of an appeal the committee may confirm, vary, reverse or set aside the decision of the disciplinary committee or disciplinary officer and substitute with own decision;

Collective Bargaining Agreement: Funeral Industry

(2) Any person who is aggrieved by a decision of the Internal Appeals Committee or authority at the workplace has the right to appeal in writing to the National Employment Council within **seven (7) working days** of being notified of the employer's decision, giving full grounds and reasons for appeal.

Internal appeal procedure

15. Appeal against first written warning, final written warning or dismissal—

- (i) an employee has a right to appeal to the appeals committee or the head within **five (5)** working days after receipt of written notification of the decision made by either the disciplinary committee or the disciplinary officer;
- (ii) the late noting of an appeal shall only be condoned by the appropriate appeals authority if good and sufficient reasons exist;
- (iii) the notice of appeal shall be submitted to the human resources department in "Form C 2";
- (iv) the appellant shall state clearly his or her grounds for appeal in writing;
- (v) in the event that the appeals committee decides to call for a hearing, the appeal hearing must be conducted as the information needed can be obtained from the minutes or recording of the first hearing;
- (vi) the human resources department shall ensure that the following documents are copied and made available to the appeals committee members/appeals officer—
 - the record of disciplinary proceedings and decision;
 - all documents relating to the case;
 - The notice of appeal/letter of appeal and statement.
- (vii) the appeal must be heard and concluded within fourteen (14) working days of lodging of the appeal by the aggrieved party;
- (viii) an employee or employer who is aggrieved by the determination of the appeals committee head may appeal to the NECFI appeals committee.

NECFI Appeals committee and composition

16. The NEC Appeals Committee shall be composed of—

- (a) chairperson;
- (b) three representatives from the trade union;
- (c) three representatives from the employers organisation.

It is noted that any four (4) members of equal representation shall form a quorum. if no quorum proceedings shall not take place.

The Chairperson shall exercise a casting vote in the event of a deadlock.

Functions of the NECFI Appeals Committee

17. The NECFI Appeals Committee shall exercise the following functions—

- (a) to hear and determine appeals in terms of this code;
- (b) to review the decisions of the internal appeals committee referred to it in terms of this code;
- (c) when handling an appeal the committee may call the appellant or decide the case on record;
- (d) in determining an appeal the committee may confirm, vary, reverse or set aside the decision of the internal appeals committee and substitute with its own decision.

Appeal procedure to the NECFI Appeals Committee

18.—

- (a) an Appeal to the National Employment Council for the Funeral Industry Appeals Committee mentioned in section 15(viii) must be noted within seven (7) working days in “Form NECFI 1”;
- (b) the late noting of an appeal shall only be condoned by the appropriate Appeals Authority if good and sufficient reasons exist;
- (c) when noting an appeal to the NECFI appeals committee, the appellant shall complete Form NECFI 1 hereafter referred to as the appeals form and attach all relevant documents and deliver it to the General Secretary or Designated Agent of the NECFI;
- (d) the General Secretary or Designated Agent shall upon receipt of the appeal documents call the NECFI Appeals Committee to meet and dispose the case within ***thirty (30)*** working days;
- (e) an employer or employee aggrieved by the decision of the NEC Appeals Committee shall appeal to the Labour Court in terms of the Act and Labour Court Rules.

The functions of the works council

19. It is imperative that wherever possible in every establishment in which a workers committee of trade union committee, representing employees has been elected, there shall be a works council for the purposes of creating democratic, just and sound industrial relations—

- (a) the functions of a works council shall be as provided in the Labour Relations Act [*Chapter 28:01*] section 25(a)(4);
- (b) works councils exist to ensure that some of the key decisions at the workplace are not taken by the employer alone but involve ALL representatives of the workforce;
- (c) its legal basis is to work together (the employer and employees) “in a spirit of mutual trust ...for the good of both the employees and the establishment”;

Collective Bargaining Agreement: Funeral Industry

- (d) to focus on the best interests of the organisation and employees on the best possible use of human capital, equipment and other resources, so that maximum productivity and optimum employment standards may be maintained;
- (e) encouraging and maintain the good relations between the employer and the employees to all levels and to understand and seek solution to their common problems;
- (f) for the purpose of this code, the works council shall hear and resolve employees group grievances in terms of this code.

Workers Committee and Right to participate in workers committees' affairs:

20. (1) Every employee shall have the right to participate in the formation of a workers committee and to undertake tasks on behalf of the workers committee at his or her workplace.

(2) The functions of a workers' committee shall be as provided in the Labour Relations Act [Chapter 28:01] section 24 and its aims and objectives shall be—

- (a) to act as a direct link and means of communication between the employer and employees;
- (b) to provide a means for presentation of discussion with management of workers' requests and grievances;
- (c) to promote good employer-employee relationship and to encourage the settlement of disputes and grievances by conciliatory methods and stability at the work place;
- (d) to promote productivity and generating a stable and good atmosphere within the work place;
- (e) to promote the interests of workers and maintain a regular contact with employees whom they represent;
- (f) to ensure that if a fellow employee seek their advice in respect of any grievance or matter that a least a member is available to represent that employee;
- (g) to cooperate with the registered trade union in ensuring that the collective bargaining agreement and any other appropriate regulations are observed by the employer.

Composition, tenure of office and meetings of workers committees

21. Composition, Tenure of office and meeting procedures of the Workers' Committees shall be as provided in the Labour Relations Act—(Labour Relations (Workers Committees) (General) Regulations, 1985, – Statutory Instrument 372 of 1985.

The functions of the Designated Agent in appeals

22. The NEC Designated Agent shall exercise the following functions—

- (a) receive appeal cases on behalf of the NECFI Appeals Committee and cause the Appeals Committee to dispose the matter in terms of this code;
- (b) communicate with the parties and ensure that all necessary documents and notifications are properly served;
- (c) Advise employers and employees on the general application of this code.

23.—

The hearing levels



Offences and penalties

24. A penalty to be imposed to any employee for an offence in terms of this code shall be administered in terms of the Fifth Schedule to this code.

Verbal warnings

25. When the offence warrants a verbal warning the supervisor or manager shall—

- (i) convene a formal meeting with the employee;
- (ii) outline the case against the employee and why he or she is of the opinion that an offence has been committed;
- (iii) give the employee the opportunity to answer the allegations made against him or her and to justify his or her actions, if any;
- (iv) the supervisor or manager shall then consider all the evidence, including the representations made by the employee, and make a decision regarding whether the employee should receive a verbal warning or not;
- (v) in the event that the supervisor or manager decides that the employee should receive a verbal warning he or she shall sign a note to that effect giving his or her reasons which shall be lodged in the employee's personal file;
- (vi) the decision shall be communicated to the employee in writing.

First written warnings, final written warnings and Dismissal

26. (1) Where an employer has good cause to believe that an employee has committed an offence warranting a first written warning or a final written warning or a dismissal in terms of this code the employer may—

- (a) suspend such employee with or without pay and benefits and shall forthwith serve the employee with a letter of suspension detailing the reasons and grounds of the suspension;
- (b) upon serving the employee with the suspension letter as detailed above, the employer shall cause, within **14 days**, investigate the matter fully, conduct a hearing and make an appropriate determination into the alleged misconduct of the employee and, may, depending on the circumstances of the case—
 - (i) serve a notice, in writing on the employee concerned removing the suspension and reinstating such employee on full pay and benefits if the grounds of suspension are not proved;
 - (ii) A determination or order served in terms of this code shall provide for back pay and benefits from the time of the summary suspension.

(2) At the hearing, an employee shall have the right to—

- (a) at least **three (3) working days'** notice of the proceedings in **"Form C 1"** against him or her and the charge he or she is facing;
- (b) appear in person before the company or organisation's disciplinary committee or disciplinary officer as the case may be and be represented by either a fellow employee, workers committee member, trade union official/officer or a legal practitioner;

- (c) call witnesses and have them cross examined;
- (d) be informed of the reasons for a decision;
- (e) Address in mitigation before the ultimate penalty is imposed.

(3) After the hearing has been concluded the disciplinary committee or disciplinary officer shall consider all the evidence and make a decision within five (5) days.

(4) The dismissal penalty to be imposed for any offence is not obligatory but is meant as a guide to the employer, the employer may; at his or her discretion apply a lesser penalty.

Appeals procedures

27. Appeal against first written warning, final written warning or dismissal:

1. An employee has a right to appeal to the Internal Appeals Committee or the head within five (5) working days after receipt of written notification of the decision made by either the disciplinary committee or the disciplinary officer.
2. The late noting of an appeal shall only be condoned by the appropriate appeals authority if good and sufficient reasons exist.
3. The notice of appeal shall be submitted to the human resources department in "Form C 2".
4. The appellant shall state clearly his or her grounds for appeal in writing, Statutory Instrument 76 of 2016.
5. In the event that the appeals committee decides to call for a hearing, the appeal hearing must be conducted as the information needed can be obtained from the minutes or recording of the first hearing.
6. The human resources department shall ensure that the following documents are copied and made available to the appeals committee members/appeals officer—
 - (a) the record of disciplinary proceedings and decision;
 - (b) all documents relating to the case;
 - (c) the notice of appeal/letter of appeal and statement.
7. The internal appeal must be heard and concluded within **fourteen (14)** working days of lodging of the appeal by the employee.
8. An employee or employer who is aggrieved by the determination of the internal appeals committee/head may appeal to the NECFI appeals committee.
9. The appeal to the National Employment Council for the Funeral Industry Appeals Committee mentioned in subsection (7) must be noted within **seven (7) working days** in "Form NECFI 1".
10. When noting an appeal to the NECFI appeals committee, the appellant shall complete Form NECFI 1 hereafter referred to as the appeals form and attach all relevant documents and deliver it to the Designated Agent/General Secretary.

Collective Bargaining Agreement: Funeral Industry

11. The Designated Agent/General Secretary shall upon receipt of the appeal documents call the NECFI appeals committee to meet and dispose the case within **thirty (30)** working days.
12. An employer or employee aggrieved by the decision of the NEC appeals committee shall appeal to the Labour Court.

28. Grievance procedures

- 28.1. It is acknowledged that grievances arise amongst employees and that management is responsible for attempting to resolve the grievances of employees in a spirit of harmony, understanding and co-operation.

28.2. The "Form NECFI 2" shall be used for any grievance at any level except to the Labour Court.

29. Individual grievances

- (a) an employee shall have the right to have the individual grievances resolved by pursuing the following procedures;
- (b) in the event that it is not possible to follow the steps as set out below because of the reporting structure of the organization the matter will commence at step 4.

29.1. Step 1: To immediate supervisor or manager

The employee will in the first instance discuss the matter with his or her immediate supervisor or manager. The immediate supervisor or manager shall give a decision concerning the grievance within two working days of the matter being referred to him or her.

29.2. Step 2: To the immediate superior of the employees' supervisor or manager (herein referred to as the superior)

If the employee is not satisfied with the decision of his or her immediate supervisor or manager he or she shall have the right to refer the grievance to the superior. This shall be done in writing within two working days of the decision having been communicated to him or her. The superior shall resolve the grievance within a further two working days.

29.3. Step 3: To the head

If the employee is not satisfied with the decision of the Superior he or she shall have the right to refer the grievance to the head. This shall be done in writing within two working days of the decision having been communicated to him or her. The head shall resolve the grievance within a further three working days.

29.4. Step 4: To the National Employment Council for the Funeral Industry (herein referred to as the NEC)

If the employee is not satisfied with the decision of the head he or she shall have the right to refer the dispute to the NECFI Designated Agent who shall dispose the matter in terms of the Act.

30. Group grievances

Grievances in which more than one employee are directly involved shall be resolved using the following procedures:

30.1. Step 1: To the human resources manager/senior in that department (herein referred to as the human resources)

In the first instance employees shall refer their grievances to human resources. Human resources shall resolve the grievances within three working days.

30.2. Step 2: To the works council

If the employees are not satisfied with the decision of the human resources they shall have the right to refer their grievances to the works council. The works council shall resolve the grievances within three working days.

30.3. Step 3: To the head

If the employees are not satisfied with the decision of the works council they shall have the right to refer their grievances to the head. This shall be done in writing within two working days of the decision having been communicated to them. The head shall resolve their grievances within a further three working days.

30.4. Step 4: To the National Employment Council for the Funeral Industry (herein referred to as the NEC)

If the employees are not satisfied with the decision of the Head they shall have the right to refer their dispute to the NECFI Designated Agent who shall dispose the dispute in terms of the Act.

31. General notes

1. Where there is no workers committee, the employer shall appoint any person in his or her employment as a disciplinary officer.
2. The human resources representative may attend the disciplinary hearing to take minutes of the proceedings and not as a member of the committee.
3. The human resources representative shall advise the committee or the disciplinary officer on the provisions of the code and relevant statutes to be applied and ensure that the disciplinary process is fair, just and impartial.
4. The appeals committee shall be comprised of members who did not sit or participate at the disciplinary stage and no member of the trade union or employers association could constitute NECFI appeals committee for a matter from an employer where he or she is employed.
5. Disciplinary action should be initiated as soon as possible after discovery that an employee is alleged to have committed an offence and should be concluded within the stipulated time frames.
6. Any penalty already in force may be taken into account in determining the penalty for a subsequent offence.

Collective Bargaining Agreement: Funeral Industry

7. The issuing of verbal or written warning and counselling is corrective and educational measure. Statutory Instrument 76 of 2016.
8. A grievance procedure should operate on a sound principle of examining the issue at hand and not the person.
9. There is need to investigate real causes of grievances and not to resort to short term measures and solutions.
10. Impartiality should be observed.
11. There should be a clear channel for expressing grievances and ensure speedy resolution of such grievances.

Definitions of Acts of Misconduct

“absenteeism” means unauthorised absence from work during working hours;

“assault” means unlawful and intentional application of force or threat of force to a person which causes that person to believe that force may unintentionally be applied to him;

“breach of confidentiality” means disclosing confidential information to unauthorised parties with actual or potential prejudice to the employer, supplier or customers;

“collective job action” means an industrial action calculated to persuade or cause a party to an employment relationship to accede to a demand related to employment;

“conducting a transaction with a client in a rude manner or shouting at a client” means being discourteous, impolite or disrespectful to clients;

embezzlement” means an offence where an employer converts to his or her own use property/money for the company, which has been received by him on behalf of the employer;

“extortion” means an offence where an employee demands money, a favour for services or advantage or for such purposes to intentionally and unlawfully subject to pressure a member of the public dealing with the company whether by threat or not performing his employment duty to such a person or by abuse of his or her discretion or otherwise;

“failure to fulfil the expressed or implied conditions of the contract of employment or breach of the employment contract” means being unable to fulfil the express conditions, which are those that are clearly written in the contract of employment as read together with the job description and implied conditions are, those that may not be specifically laid down in a document but which are reasonably connected to the contract of employment and which the law will nevertheless consider as forming part of the contract of employment;

“fighting physically or physical assault” means an offence that involves the exchange of blows or use of damaging objects by two or more

employees at the work place or outside the workplace. Physical assault involves inflicting of physical injury to another or where one actually strikes, drags or touches another in anger, vengeful or insolent manner;

“forgery and altering” means an offence when an employee falsifies any signature on official documents or written information and communicates the same to another with the intention of causing actual or potential prejudice or which is potentially prejudicial to the employer, supplier or customers;

“fraud” means unlawfully making changes, intentionally or not, a representation, whether written, oral or by conduct which causes actual prejudice or which is potentially prejudicial to the employer or another person;

“gross incompetence or inefficiency in the performance of his/her work” means an offence where an employee performs unsatisfactory or substandard work resulting in extremely poor work output which may result in serious loss, damage or prejudice to the employer or company;

“gross negligence” means lack of proper care or attention in discharging a duty to the extent that the employer’s property is exposed to risk or is damaged; gross negligence shall include negligent loss which means an act where an employee, through carelessness or recklessness, deliberately loses employer’s property or is unable to account for it satisfactorily while negligent damage means an act whereby an employee through carelessness or recklessness deliberately allows the employers’ property in the employee’s charge to be damaged;

“insubordination” means openly defying, by word or conduct, authority of a supervisor or manager; insubordination includes rudeness and vindictiveness;

“lack of skill which the employee expressly or impliedly held himself/herself out to possess” means an offence where an employee lacks expertise or skill which he or she indicated in writing or verbally that he or she possesses;

“sexual harassment” means unwelcome physical, verbal or non-verbal sexual conduct that denigrates or ridicules or is intimidatory, suggestive or is physically abusive of another employee’s sex; it may be derogatory or degrading insults which are gender related and offensive;

“theft” means unauthorised and intentional appropriation of property belonging to the employer or other persons at the work place or on duty with the intention of permanently depriving the other of that property;

“threatening to cause physical injury to a member of staff or client” means making threats or intimidation or threatening with violence by action or volition of words or conduct that leads another to apprehend fear to his/her person or family whether immediately

Collective Bargaining Agreement: Funeral Industry

or in future if by threats or force, he or she prevents or obstruct another from performing his work or uses unlawful means to compel that other person to act or refrain from acting against his will;

“usury” means an offence of being involved in administering any illegal money lending activity on employer’s business or premises;

“wasteful use or misuse of company property” means carelessly using company property or using company property for purposes other than for which it was intended;

“wilful disobedience to a lawful order/instruction” means a deliberate refusal to obey a lawful instruction or order or and intentional defiance of an order given by the superior;

“wilful and unlawful loss/damage of the company’s property” means an act whereby an employee deliberately or wilfully loses or damages employer or company’s property

SIXTH SCHEDULE OFFENCES AND PENALTIES

Penalties

1.—

The time periods for validity of offences are as follows—

Verbal warning—one month

First written warning—three months

Final written warning—twelve months

These offences are classified under one of the following eight categories—

1. Offences relating to sub-standard performance.
2. Offences relating to absenteeism.
3. Offences relating to alcohol and drug abuse.
4. Offences relating to loss or damage of property.
5. Offences relating to violence, abusive language and other related offences.
6. Offences relating to disobedience or indiscipline.
7. Offences relating to dishonesty, theft, fraud and other related offences.
8. Other offences.

OFFENCES RELATING TO SUB-STANDARD PERFORMANCE	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Failure to meet set and agreed deadlines	Verbal warning	Final written warning	Dismissal
(b) Performance of a job, duty or task without the exercise of due care and attention	Verbal warning	Final written warning	Dismissal

(c) Lack of skill which the employee expressly or impliedly held himself or herself out to possess	Dismissal	—	—
(d) Gross incompetence or inefficiency in the performance of his work	Dismissal	—	—
OFFENCES RELATING TO ABSENTEEISM	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Unauthorized absence from work station during working hours without a satisfactory explanation	Verbal warning	Final written warning	Dismissal
(b) Unauthorised absence from work for more than two consecutive days but less than five days without a satisfactory reason	Written warning	Final written warning	Dismissal
(c) Unauthorised absence from work for five or more consecutive days without a satisfactory reason	Dismissal	—	—
(d) Reporting for work for at least 60 minutes without permission/valid reason or leaving work early without permission/valid excuse	Verbal warning	Final written warning	Dismissal
(e) Extended or unauthorised breaks during normal working hours	Verbal warning	Final written warning	Dismissal
f) Sleeping during normal working hours	Written warning	Final written warning	Dismissal
OFFENCES RELATING TO LOSS OR DAMAGE OF PROPERTY	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Driving Company vehicle without authority to drive	Final written warning	Dismissal	—
(b) Driving a company vehicle without a driving license.	Dismissal	—	—
(c) Wilful and unlawful loss/damage of the Company's property	Dismissal	—	—

Collective Bargaining Agreement: Funeral Industry

(d) Gross negligent loss/ damage of the Company's property	Final written warning	Dismissal	—
(e) Wasteful use or misuse of company property	Written warning	Final written warning	Dismissal

2.

OFFENCES RELATING TO ALCOHOL AND DRUG ABUSE	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Drug abuse	Final written warning	Dismissal	—
(b) Drunkenness	Dismissal	—	—
OFFENCES RELATING TO VIOLENCE, ABUSIVE LANGUAGE AND OTHER RELATED OFFENCES	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Use of abusive, offensive, insulting language jokes.	First written warning	Final written warning	Dismissal
(b) Threatening to cause physical injury to a member of staff or client	Final written warning	Dismissal	—
(c) Fighting physically or physical assault	Dismissal	—	—
(d) Sexual harassment	Final written warning	Dismissal	—
(e) Conducting a transaction with a client in a rude manner or shouting at a client	Final written warning	Dismissal	—
(f) Assault	Dismissal		
OFFENCES RELATING TO DISOBEDIENCE OR INDISCIPLINE	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Wilful disobedience to a lawful order/instruction given by a person in authority	Dismissal	—	—
(b) Insubordination	Dismissal	—	—

(c) Non-compliance with established procedures or standing instructions	Written warning	Final written warning	Dismissal
(d) Discourtesy in the course of duties to a superior, a client or member of the public	Written warning	Final written warning	Dismissal
(e) Unauthorized use of company's facilities, equipment or property	Final written warning	Dismissal	—
(f) Engaging in conduct detrimental to the smooth operation of the company's business	Verbal warning	Final written warning	Dismissal
(g) Behaving in a manner which endangers the safety or health of others	Written warning	Final written warning	Dismissal
(h) Violating safety or security rules or measures without serious consequences	Verbal warning	Written warning	Dismissal
(i) Violating safety or security rules or measures with serious consequences	Final written warning	Dismissal	—
(j) Eating, drinking or chewing in client service areas or at unauthorized places	Verbal warning	Written warning	Dismissal
(k) Use of computer software, which is not authorized or licensed by the company for use within the company	Dismissal		
(l) Causing untidiness in service areas	Verbal warning	Written warning	Dismissal
(m) Disregard for company's standards of dress, Cleanliness and personal hygiene	Verbal warning	Final written warning	Dismissal

Collective Bargaining Agreement: Funeral Industry

(n) Refusing to permit security staff to search a bag, briefcase, vehicle or other receptacle when they have cause for wanting to do so or authority to do so.	Dismissal	—	—
(o) Renewing a contract or signing a contractual agreement without the authority to do so.	Dismissal	—	—
OFFENCES RELATING TO DISHONESTY, THEFT, FRAUD AND OTHER RELATED OFFENCES	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Giving or attempting to give any form of bribe to induce any person to perform any corrupt act	Dismissal	—	—
(b) Receiving or attempting to receive any form of bribe as an inducement for performing any corrupt act	Dismissal	—	—
(c) Deliberately giving untrue, erroneous or misleading information or testimony whether verbally or in writing	Dismissal	—	—
(d) Falsifying or unauthorized alteration of any company document	Dismissal	—	—
(e) Unauthorized possession of property to be discarded	Dismissal	—	—
(f) Applying or attempting to apply for any unauthorised purpose, any funds assets or property belonging to the company	Dismissal	—	—
(g) Any other dishonesty towards company, fellow members of staff or members of the public	Dismissal	—	—

(h) Failing to declare an interest in any transaction involving the company in circumstances where a personal advantage or advantage for a close relative or friend could be gained from the transaction	Dismissal	—	—
(i) Theft	Dismissal	—	—
(j) Fraud	Dismissal	—	—
(k) Extortion	Dismissal	—	—
(l) Embezzlement	Dismissal	—	—
(m) Forgery and altering	Dismissal	—	—
(n) Usury	Dismissal	—	—
(o) Breach of confidentiality	Dismissal	—	—
OTHER OFFENCES	FIRST OFFENCE	SECOND OFFENCE	3RD OFFENCE
(a) Failure to fulfil the expressed or implied conditions of the contract of employment or any breach of the employment contract	Dismissal	—	—
(b) Disclosing to an unauthorized person confidential information about the company, the company's clients or business associates	Dismissal	—	—
(c) Gaining access or attempting to gain access to information held by the company without the necessary authority	Dismissal	—	—
(d) Undertaking outside work or activity which is prejudicial to the company including working for an employer in competition with the company	Dismissal	—	—

Collective Bargaining Agreement: Funeral Industry

NOTICE TO ATTEND DISCIPLINARY HEARING

(To be issued at least three days prior to the hearing)

To be completed in duplicate.

Form C 1

From: To:
(Supervisor/Manager) (Employee's name)

You are required to attend a disciplinary hearing for which it is alleged that:.....

.....
.....
.....

(Detailed charges can be attached to this form)

The hearing will be held on:..... Time:

Venue:

You have the right to be represented by a fellow employee, a workers committee member, trade union official/representative or a legal practitioner of your choice if you so wish. Further you have the right to call witnesses and have them cross examined or lead evidence.

Signed:
(Supervisor/Manager)

You are required to acknowledge receipt by signing below. Return one copy.

Signed: Date:
(Employee's signature)

Signed:
(Human Resources Official)

NB: If you do not attend the hearing after receiving this notification at the time and place notified, without a reasonable excuse the hearing may proceed without you.

DISCIPLINARY APPEALS FORM

To be completed in triplicate.

Form C 2

(One for the respondent, one for the appellant and one for employee's personal file.)

To: The Appeals Committee/Appeals Officer

Note: This is an appeal, at company level, made against a determination made by the disciplinary committee/disciplinary officer in terms of the National Employment Council for Funeral Industry Code of Conduct

Full name of appellant:

Contact address and telephone:

Department/Division/Branch:

Appellant's job title:

Grade:

Offence/misconduct:

Determination:

Reasons/grounds of appeal (attach documents if space is required):
.....
.....

I wish the following persons to be summoned as witnesses

Name:

(i)

(ii)

(iii)

and the following documents to be produced:
.....
.....

Signature of appellant: Date:

Signed: Date received:

(Human Resources Official)

APPEALS FORM

To be completed in triplicate.

Form NECFI 1

One copy for the NEC, one copy for the respondent and one copy for appellant

To: The NEC Funeral Industry Appeals Committee

Note: This is an appeal against a determination in terms of the National Employment Council for the Funeral Industry Code of Conduct.

Full name of appellant:

Contact address and telephone:

Full name of respondent:

Contact address and telephone:

Appellant's job title:

Grade:

Collective Bargaining Agreement: Funeral Industry

Date engaged:

Grounds of appeal:

.....

.....

.....

.....

.....

.....

(Also see attached)

Dated at Harare this day of 20.....

Signed:

FOR NEC STAMP ONLY

.....

GRIEVANCE FORM

To be completed in triplicate if referring to NECV

FORM NECFI 2

To: The

Note: This grievance is raised in terms of the National Employment Council for the Funeral Industry Code of Conduct.

Full name of employee raising the grievance:

Contact address and telephone:

Name of employer:

Full name of immediate superior:

Designation:

Grade of employee raising grievance:

Date Engaged:

Summary details of Grievance:

.....

.....

.....

.....

Dated at Harare this day of 20

Signed:

FOR NEC STAMP ONLY

Resolved:..... Unresolved: Date:.....

Signed:.....

Declaration

The trade union and the employers association having arrived at the agreement on the Conditions of Service and the Employment Code of Conduct and Grievance Handling Procedures set forth herein, the undersigned officers hereby declare that the foregoing is the National Employment Council for the Funeral Industry Collective Bargaining Agreement arrived at, and affix their signatures hereto.

Signed at Harare on behalf of employees and employers in the month of July, 2019.

EDWARD GOMBA,

for: Funeral Industry Employers Association of Zimbabwe
(FIEAZ).

FARAI SIMOKO,

for: Zimbabwe Funeral Assurance and Services Workers Union
(ZIMFAWU)

SOLOMON CHIKANDA

Chairman, National Employment Council for the Funeral Industry
of Zimbabwe (NECFI).

TAKA SVOSVE

Secretary of Council, National Employment Council for the
Funeral Industry of Zimbabwe
(NECFI).

