



ADDENDUM No.1

DATE: 22/01/2019

TO ALL BIDDERS FOR TENDER NUMBER CHAZ/GF/HIVTBEC/ICB2/19 FOR THE SUPPLY AND DELIVERY OF T-SHIRTS UNDER THE GLOBAL FUND GRANT

Please take note that **clarifications and changes made below to the afore-mentioned tender.**

Query 1. Please clarify if right hand will have a logo and if so, what is the logo and be placed on website.

RESPONSE: NO logo on the right hand. The CHAZ Logo MUST be put on the Left Chest side in front as shown on the ART WORK (LEFT SIDE OF THE T-SHIRT)



Query 2 Please clarify if there is any information to be printed on the T-Shirt which is not indicated as per Art work.

RESPONSE: Message is, 'I Care' in Times New Roman as shown on the art work above. The T-shirts MUST be in Pantone green 355 and the message MUST be in WHITE (Screen Print) The Message Should Not Have Inverted Commas (' '). Instead, it must be printed as shown on the art work.

Query 3 Please advise if CHAZ has a sample of the T-Shirt and if so we request the same to be placed on website to enable prospective bidder's access at the same time. The Art work is not clear.

RESPONSE: YES, CHAZ has a Sample T-Shirt. Technical Specifications are adequate to define the product CHAZ wants. For those needing to see a sample, they are free to have access to it at CHAZ offices.

Query 4. As per International Standards, are bidders to provide Certificates of Quality Management Inspection Tests issued by Bureau of Standard from countries of origin.

RESPONSE: Not a requirement/Not Applicable.

Query 5. As per International Standards, will CHAZ engage the Zambia Bureau of Standards to carry out inspection Tests of the Sample as per details provided Inspection and Tests, on behalf of CHAZ and prospective bidders?

RESPONSE: NO. Physical, Visual and Running tests will be conducted by CHAZ Technical Evaluation Team comprising of relevant professions.

Query 6. Are foreign bidders eligible to bid direct or to partner with citizens, local bidders and suppliers?

RESPONSE: Foreign bidders are free to bid directly or partner with local bidders. It is OPEN to all eligible bidders globally.

Query 7. As per ITB 36.3(a) All bidders are expected to provide a sample for the tender as it will be part of the Technical Evaluation hence please let us know the following:

a) Can we provide the T- Shirt sample in colour MILANGE GRAY? At the time of production we can make the colour as per your requirement.

RESPONSE: NO. Only samples in green pantone 355 will be accepted for technical evaluation.

b) Please let us know the artwork dimension for Main Message at the back in screen Print is 'I Care'.

RESPONSE: The font size will differ depending on the size of the T- Shirt. Your designers have to design the best according to size of your sample. Sizes for the T-Shirts shall be dealt with at contract stage.

c) Let us know the dimension of the logo.

RESPONSE: The Logo size will differ depending on the size of the T- Shirt. Your designers have to design the best according to size of your sample. Sizes for the T-Shirts shall be dealt with at contract stage. PLEASE REFER TO THE CHAZ BRAND MANUAL ATTACHED FOR CHAZ LOGO SIZE.



c) Let us know the size of the sample and provide us size chart.

RESPONSE: Any size of the T-Shirts is accepted. For the CHAZ Logo please refer to the CHAZ Brand Manual attached.

Query 8. I would like to know the Font to use for the text "I Care".

Response: Times New Roman

Query 9. Advise on the colour of the screen print and logo?

RESPONSE: Both the screen print and the CHAZ logo must be in WHITE

Please ask for the **Coat of Arms Logo**, and **CHAZ logo** from the email below

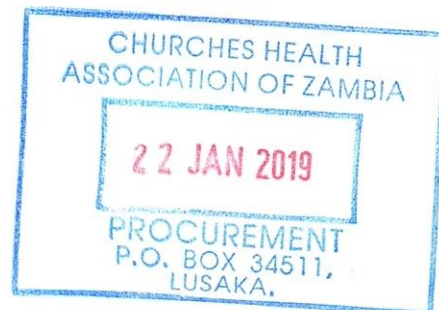
procurement@chaz.org.zm coping shadreck.malupenga@chaz.org.zm (all in small letters)

The tender will close on **Tuesday 5th February, 2019 at 14:30 hour's Central African Time (CAT)** and the rest of the **BIDDING DOCUMENT REMAINS THE SAME**

For further information, you may contact the undersigned.



Shadreck Malupenga (Mr)
Manager - Procurement
/For the Executive Director





Churches Health Association of Zambia



Graphic Standard Manual

CHURCHES HEALTH
ASSOCIATION OF ZAMBIA

22 JAN 2019

PROCUREMENT
P.O. BOX 34511,
LUSAKA,



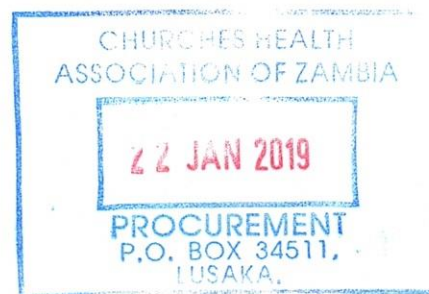
Brand position

A clear and consistent global identity helps build and differentiate Churches Health Association of Zambia (CHAZ) and its brand.

This manual:

- Mandates the specific fonts and colors that must be used.
- Offers general design guidelines to help create materials that promote a positive, consistent and professional visual image.
- Fosters a professional and cohesive visual identity for CHAZ worldwide
- Provides proper usage of the CHAZ name and logo and the design of print and electronic communications.
- Expresses our brand consistently and builds public awareness of our work to enable CHAZ to fulfill its mission.

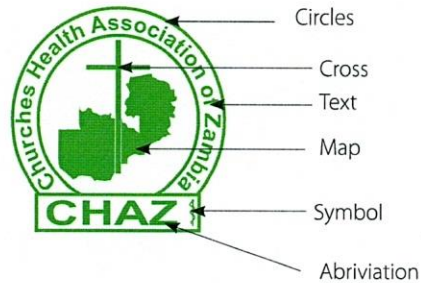
Each staff member of CHAZ plays an important role in bringing this cohesive identity to life and in maintaining its integrity by applying it consistently throughout all CHAZ communications, including in print (publications, reports, etc.), Web, display, broadcast and electronic formats.



Logo usage

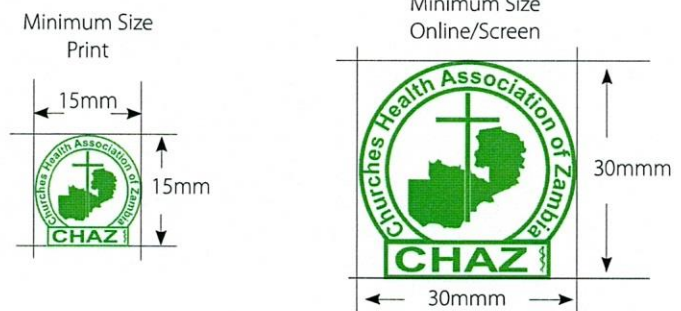
Primary logo

The CHAZ logo consists of five elements: The name and abbreviation, the map with cross and health symbol. All elements must appear together to form the logo.



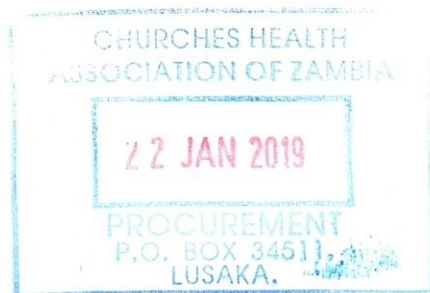
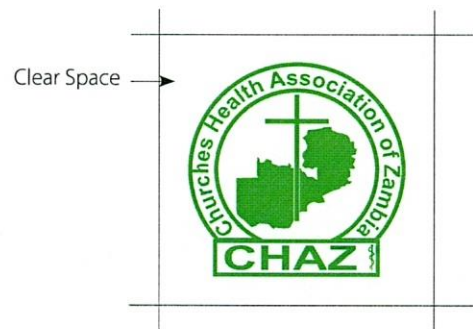
Logo size

To ensure the best reproduction, do not reproduce the logo any smaller than the minimum size as illustrated here. There are two formats displayed, one for print and the other for online and screen display.



Clear space

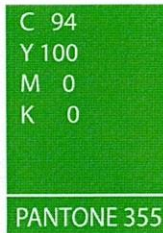
In order to keep from crowding the logo, a minimum 5mm clear space equal to the size of the logo must be maintained. No text or graphics should be placed within this clear space.



Approved Logo Colours

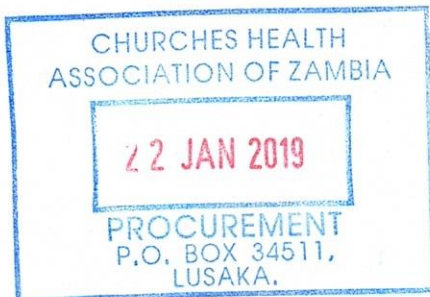
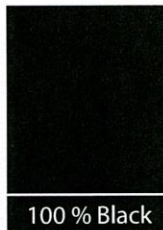
Primary Logo Green

The Pantone 355
 CYMK: Cyan 94 Yellow 100 Magenta 0 Black 0
 RGB: Red 0 Green 153 Blue 72



Back and White Logo

CYMK: Cyan 0 Magenta 0 Yellow 0 Black 100
 RGB: Red 31 Green 26 Blue 23



Reversed Logo on Green and Black Background

On solid backgrounds the logo must always be in reverse



Reversed Logo on Picture Background

If the Logo is placed on picture or illustration background, the organisation name and abbreviation should always have a white background with white outlined map. This is to enhance visibility and contrast.



Wrong Logo usage

Never alter or distort the logo and never place the logo on a complex or patterned background.



Never skew or distort the logo.



The logo may not appear on a photographic or colored background except when used as the reverse logo, and then only against the CHAZ green or black background.



Never skew or distort the logo.



Never rotate the logo.



Never rotate the logo.



Never change the color of logo or its element.