



BILLCRAFT (PVT) LTD

COMPANY



PROFILE

Crafted For Excellence

10 Mcclunes
679 Soutter Rd
New Ardbernie
Southerton Harare

Cell: +263 773 370 956
+263 785 000 791
Land: 0242 661769
Email: sales@billcraft.co.zw

Electric Motor Rewinding & Hardware

TABLE OF CONTENTS

TITLE

INTRODUCTORY LETTER

OUR VISION STATEMENT & CORE VALUES

THE BUSINESS

CUSTOMER BILL OF RIGHTS

FUTURE AHEAD

KEY TECHNICAL TEAM

PRODUCT LIST

CUSTOMER REFERANCES

APPENDICES

Appendix 1 - Tax Clearance

Appendix 2 - Certificate of incorporation

Appendix 3 - CR 6

Appendix 4 - CR 14

Appendix 5 - Praz Certificate

Appendix 6 - Customer References





10 Mcclunes, 679 soutter Road New Ardbernie Harare Land.: +242 661 769 Cell: +263 785 000 791 Email: sales@billcraft.co.zw

Introductory Letter

The Purchasing Department

Ref: Introductory Letter

We hereby introduce to you Billcraft Pvt Ltd and we are applying to be considered on your suppliers list.

Billcraft was founded after realising the need to offer quality services in Electrical & Mechanical Engineering. Our Products and services includes Electric Motor Rewinding, Electric Motor Starters, LED lights, Electrical & General Hardware.

Our staff comprises of Mechanical, Electrical & Instruments Technicians and Engineers .Billcraft is build-up of highly motivated and results driven workforce.

Billcraft Guarantee that you can count on our workmanship, quality products and timeous delivery

We hope to start doing business with you.

Yours Faithfully

For and on Behalf of Billcraft

*S Marova
(Business Development Manager)*

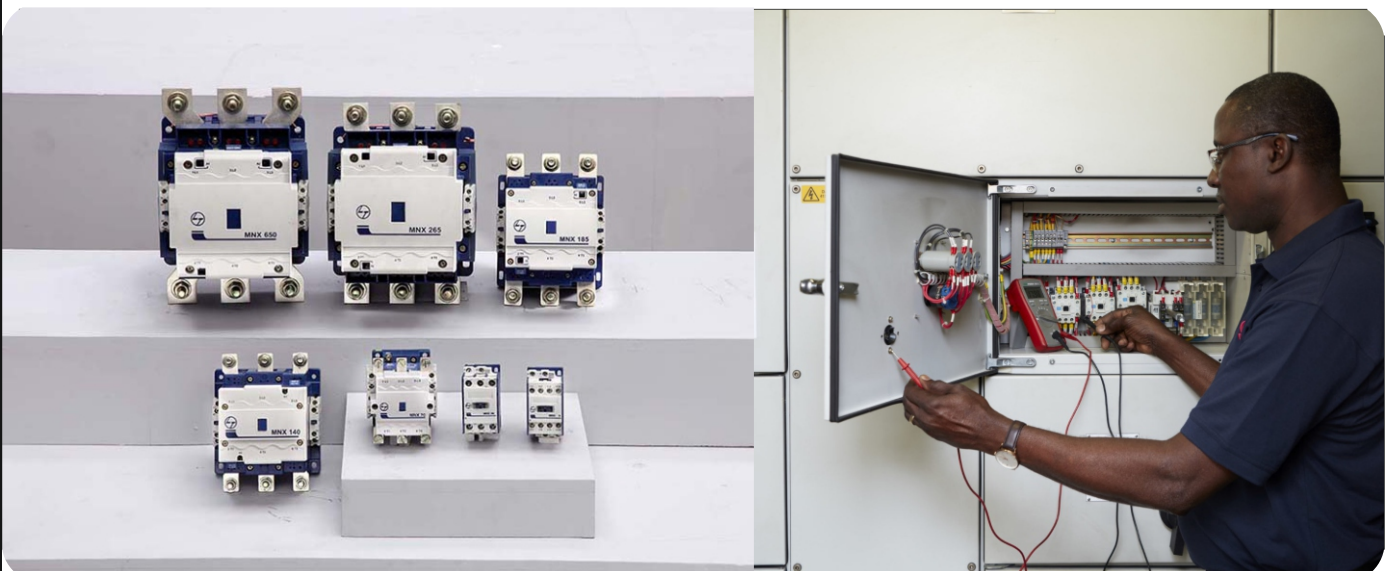
Crafted for excellence

VISION STATEMENT

“Enabling our customers to achieve their most challenging goals through a partnership that is driven by innovation and guided by integrity.”

OUR CORE VALUES

- Integrity
- Excellence in Customer Service
- Value
- Creativity
- Social Responsibility



THE BUSINESS

Brief History

The company is a legally registered institution in compliance with the Companies Act (Chapter 90) of Zimbabwe.

Why We Exist

To provide a service that exceeds your expectation by selling quality products that meets your every requirement. We offer competitive prices.

To partner with our clients in providing a ONE STOP SHOP that delivers electrical and mechanical solutions to both domestic and industrial users. This partnership creates a platform to implement client-based solution that eliminate down time in business or domestic processes.

We dedicate our efforts to quality service through providing quality products and services.

Our primary focus is to supply you our valued clients with the state of the art solutions to your electrical and mechanical problems

We strive on customer feedback. Our client's feedback forms the cornerstone of our business process and this helps us in pioneering the ways to effectively service you.

Our clients are guaranteed superior services 24/7 for 365 days just to maximize productivity and plant capacity utilization.

Turnaround times are tailor-made to suit each client unique needs.

CUSTOMER BILL OF RIGHTS

- ◀ At **Billcraft** we believe both customer and supplier of electrical hardware, mechanical and service, if the purchase decision is an informed one, assert your rights as customer by getting to know your supplier' commitments as well as the price.

Communication

- ◀ We always keep our clients updated to ensure effective communication. Our services are available throughout the year.

We strive to provide:

- Prompt and accurate quotations
- Product and service alternatives
- Accurate itemized invoices
- Guarantee certificate where possible.

Reliability

- ◀ We always guarantee that you can count on our workmanship and capabilities. We have:
 - A highly motivated and stable workforce
 - Timeous delivery

QUALITY

- ◀ Our staff is motivated by the ZERO- defect principle
We are committed to exceeding our client's satisfaction through:
 - Effective and efficient service.
 - Continuous technological upgrades and improvement.
 - Trouble shooting
 - One stop shop concept.

FUTURE AHEAD

- ◀ To complement our effort on the local market, to spearhead our regional expansion as we seek to achieve our vision.

SOCIAL RESPONSIBILITY

- ◀ One of our core values is Gratitude. We have penciled the establishment of a TRUST FUND to cater for disadvantaged children. The primary goal is to enable and ensure that disadvantaged children realize their full potential to make a difference in life.

PROJECTS KEY TECHNICAL STAFF PROFILE

- ◀ Electrical Power Journey Person
- ◀ Instruments Technicians
- ◀ Boiler Makers
- ◀ Fitter & Turners

Minimum Qualification

- ◀ Apprenticeship trained
- ◀ National Diploma in Related Field
- ◀ Internal Billcraft Customer Service Training
- ◀ 5 years ' experience in related field



PRODUCTS & SERVICES LIST

Electric Motor Rewinding & new supply

Welding Equipment & Repairs

LED Lights and Installation

2Ft Led Tubes & Fittings

5Ft Led Tubes & Fittings

8Ft Led Tubes & Fittings

Flood Lights

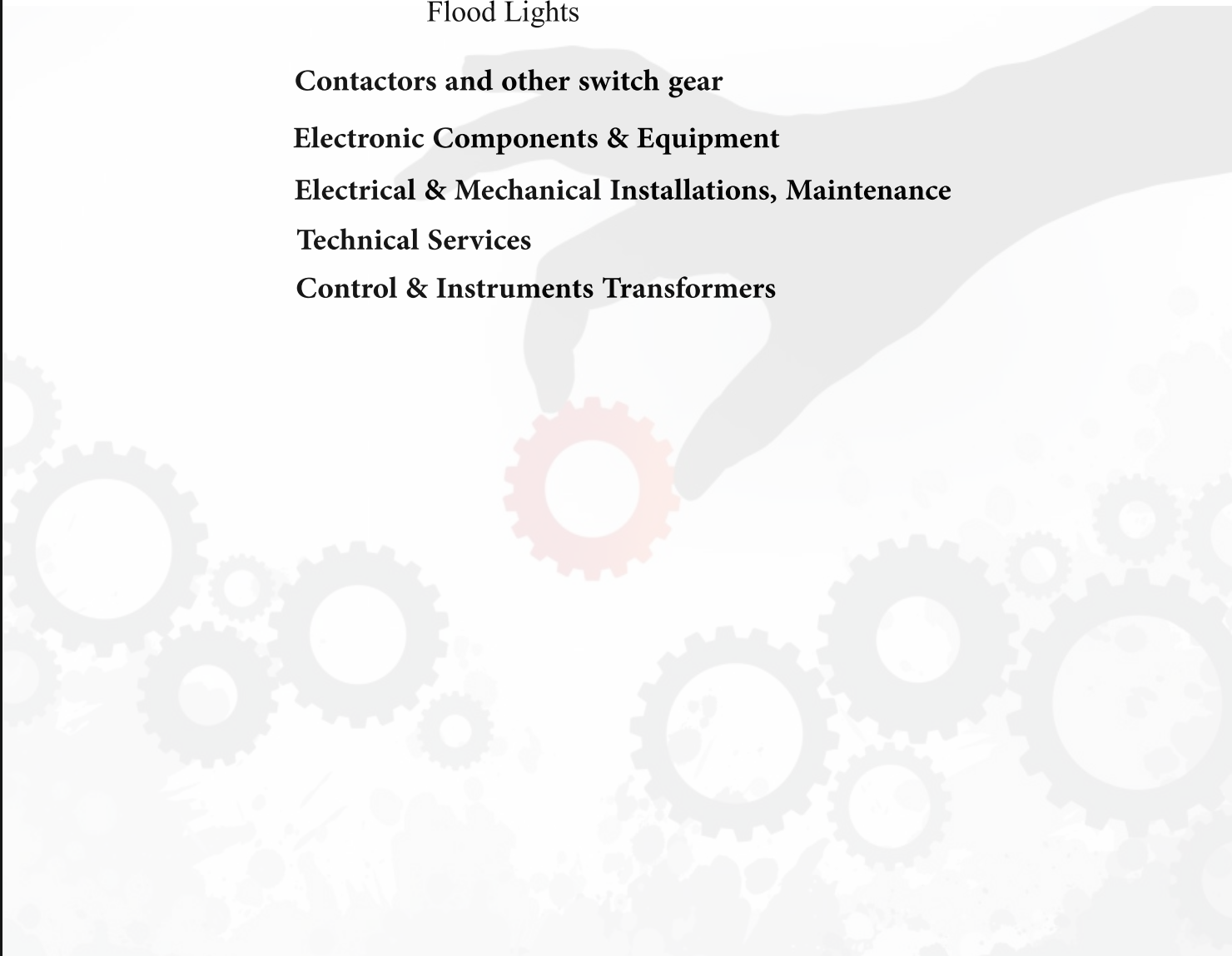
Contactors and other switch gear

Electronic Components & Equipment

Electrical & Mechanical Installations, Maintenance

Technical Services

Control & Instruments Transformers





Zimbabwe Revenue Authority

Tax Clearance Certificate (ITF263)

Tax Year Ending 31 December 2021

Billcraft (Pvt) Ltd Billcraft (Pvt) Ltd

Business Partner Number: 0200226692

Your Tax position is Satisfactory. No 10% tax should be withheld

Clearance issued on 08/30/2021 at 09:45:19 valid until 11/27/2021

Authentication code: 6LZM.VALQ.XN4K.E3NY

The authentication and validity of this certificate must be validated on ZIMRA page at: <http://efiling.zimra.co.zw>



ZIMBABWE

Form CR 6

Section 112 and 330 of Act
Section 19 of Regulations

COMPANIES ACT (CHAPTER 24: 03)

No of Company.....*6697/2018*

Notice of situation and Postal address of a Company's Registered Office or of a Foreign Company's Principal Place of Business, and of any Change thereto

Name of Company...**BILLCRAFT (PRIVATE) LIMITED**

To the Registrar of Companies
...**HARARE**

The above – mentioned company hereby gives you notice that the registered office or Principal place of business of the company:-

(a) (i) Is / Was Situated At..... **No. 1418 Mainway Meadows , Waterfalls, Harare**
..... **Zimbabwe**

(ii) the Postal address is/ was at.....**As Above**

(b) Has been changed from the above address to.....

(i) Situation at.....

(ii) Postal address at.....

With effect from**DATE OF INCORPORATION**

.....
(SIGNED) DIRECTOR/ SECRETARY/ CHIEF AGENT



This**29th** Day of**MAY****2018**....
(DATE) (MONTH) (YEAR)

Presented For Filing By..... **Henry Gowanyika**

Address**31 Brooks Drive, Braeside, Harare**

*delete whichever is inappropriate.
+To be completed only in the event of a change of address
NOTES- (a) In the case of a change of address, this form must be submitted to the registrar BEFORE the proposed change takes place
(a) If the registered address of a company has been altered by a public authority, so that the changed address designates the same Premises as before, no fee will be charged if the registrar is satisfied as to the facts and the name of the authority which ordered the change as stated on the form

-5 JUN 2018

ORIGINAL COPY

Receipt NO. 90232672

No. 6697/2018

USD20

Nº 188830



ZIMBABWE



Certificate of Incorporation

BILLCRAFT (PRIVATE) LIMITED

I hereby certify that.....

is this day incorporated under the Companies Act [Chapter 24:03] and that the Company is Limited.

HARARE

Given under my Hand and Seal at.....

this **6TH** day of **JUNE**, 20**18**



Registrar of Companies

ZIMBABWE

Form CR 14

Sections 187 and 330 of Act
Section 27 of Regulations

No of Company.....6697/2018.....

**COMPANIES ACT
(Chapter 24: 03)**

Particular (a) of Registrar of Directors and Secretaries
And any changes therein

Or

A List (a) of Directors and Principal Officer of a Foreign Company



Name of Company: **BILLCRAFT (PRIVATE) LIMITED**

To the Registrar of Companies:

HARARE

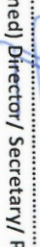
Presented For Filing By..... Henry Gowanyika

Address31 Brooks Drive, Braeside, Harare

-5 JUN 2018
9023267

Particulars (a) of Directors and Secretaries / Principal Officer
BILLCRAFT (PRIVATE) LIMITED

1 Date of Appointment	2 Present Christian Names and Surnames	3 Nationality	4 Any Former Names	5 Full Residential or Business Address and Postal Address	6 Particulars of Other Directorship (f)	7 Nature of Changes (g)	8 Change (h) Date of	9 Date Company Notified of Change (i)
	<u>Directors</u>							
Date of Incorporation	Liberty Mapumera ID No. 63-1384688-D-83	Zim		No. 2/133 Washington Avenue, Prospect Waterfalls, Harare, Zimbabwe		New Appointment		Date of Incorporation
Date of Incorporation	Sharon Mapumera ID no. 27-215962-R-27	Zim		No. 2/133 Washington Avenue, Prospect Waterfalls, Harare, Zimbabwe		New Appointment		Date of Incorporation
	Secretaries (d) Or Principal Officer (e)							
Date of Incorporation	Henry Gowanyika ID No. 48-116655-X-48	Zim		No. 31 Brooks Drive, Braeside, Harare Zimbabwe		New Appointment		Date of Incorporation


 (Signed) Director/ Secretary/ Principal Officer
 This...29th ...Day ofMAY 2018.....

NOTES

- (a) A complete list of the entries should always be given.
- (b) This date should always be shown, whether or not, in respect of old or new appointment.
- (c) In the case of a foreign company, if the director is a corporate body, its name and the situation of the principal office must be shown.
- (d) In the case of the secretary being a corporate body, the name and the situation of its registered office must be given.
- (e) In the case of the principal officer being a corporate body or partnership, the corporate or partnership name must be shown, and if it is a partnership, all the names of the partners must be given.
- (f) In the case of an individual, if he is director of any other company registered in this country, the name of every such company must be given, together with the name of the company, the name of the office held, and the date of his appointment to that office.
- (g) State "Resigned", "Retired", "Died" or "as the case may be, in the case of a new appointment since the last list was filed" must be stated here in where place or whether additional.
- (h) Give the date of the occurrence referred to in the previous column. Both columns 8 and 9 must be completed in the event of a change.
- (i) This is regarded as the effective date of the entry in the register.



2021 ANNUAL REGISTRATION OF A BIDDER

Installation, Repair & Maintenance of Electrical Equipment, Generators , Power Back-Up Equipment & Miscellaneous Electrical Repair Works(SI002)

The Procurement Regulatory Authority of Zimbabwe has approved **Billcraft P/L's** application for inclusion on the Registered List of Bidders for the above category , in terms of Section 4 of the Public Procurement and Disposal of Public Assets (General) Regulations, 2018 for a period expiring 31st December 2021

Verification Code: **PRAZ-2021-1437-35159**

Please note that the authenticity and validity of this certificate must be verified on our PRAZ portal at <http://portal.praz.org.zw/verification>





★ GLENDALE SPINNERS (PVT) LTD

P. BAG 2023
GLENDALE
ZIMBABWE
TEL: +263 376 2444/ 2696, +263 772 205 457/8
FAX: +263 376 2422
E-mail: info@glenspin.spinweave.co.zw

Stand 22 Industrial Sites
GLENDALE
ZIMBABWE

Your Ref:

Our Ref:

Date:

3 October 2018

To whom it may concern

Dear Sir / Madam

This letter serves to confirm that BILLCRAFT PRIVATE LIMITED is one of our service providers. They have met the required standards and met deadlines in supplying the required products

The service include:-

- Bearing and Electrical Hardware Suppliers
- LED lights Supplies
- Electrical and Mechanical Contracting (Labour)

Yours faithfully

On behalf of Glendale Spinners (Pvt) Ltd

V. Hurasha
Buying Department



SUNSPUN BANANAS (1974) (PVT) LTD

Cnr Hobbs & Plymouth Roads | Southerton
Box 3037 | Harare | Zimbabwe | +263 (0)4 621221-3
sales@sunspun.co.zw | www.sunspun.co.zw

To whom it may concern

Dear sir/ Madam

This letter serves to confirm that BILCRAFT PRIVATE LIMITED is one of our service providers. They have met the required standards and met deadlines in supplying the required products.

The service include:-

LED lights

Heating elements

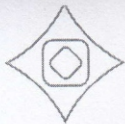
Electric hardware

Yours faithfully

On behalf of Sunspun

C. Nyakudya
Buying Department

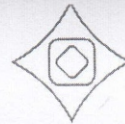




COPPERWARES

ESTABLISHED 1960

WINNING | GIVING | TELLING



To whom it may concern

Dear sir/ Madam

RE: Reference letter

This letter serves to confirm that BILCRAFT PRIVATE LIMITED is one of our service providers. They have met the required standards and met deadlines in supplying the required products.

The service include:-

Led lights
Welding equipments
Electric hardware

Yours faithfully
On behalf of Copperwares

Tafadzwa Mashangana
Procurement officer
0716956857

24 Neill Avenue, Msasa, PO Box AY, 156 AMBY
(+263-242) 486840/140/255/526 www.copperwareszw.com

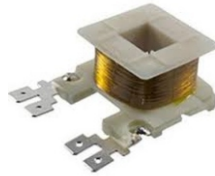


29
30



Customers Reference

Glendale Spinners	Ms. Hurusha	+263 772 395 118
Probrands	Mr. Mhasho	+263 772 928 474
Pangolin Products	Mr. Manesa	+263 772 463 978
Trojan Mine	Nyaradzo Kombo	+263 775 203 460
Twine & Cordage	Mr. Kashi	+263 774 078 769
Natpak	Mr. Mashoko	+263 776 143 146
Sunspan	Mr. Chakali	0242 621 221/3
Freda Rebecca	Mr. Sigauke	0773 865 250





Crafted For Excellence

**10 Mcclunes Building
679 Soutter Rd
New Ardbernie
Southerton Harare**

**Cell: +263 773 370 956
+263 785 000 791
Land: 0242 661769**

Email: sales@billcraft.co.zw