



PUBLIC NOTICE

PRAZ Online Registration Portal

The Procurement Regulatory Authority of Zimbabwe (PRAZ) would like to notify its valued clients and stakeholders on the following processes in terms of bidders registering or renewing on the supplier registration portal:

1. Documents upload

- Bidders uploading documents on the portal <https://portal.praz.org.zw> are requested to scan their documents into pdf.
- All documents that are more than five (5) pages require the first two (2) pages to be scanned, converted into pdf and uploaded.

2. Mobile Platforms (Ecocash/One Money) Local Suppliers

- The PRAZ system is integrated to all mobile platforms gateway. This is the easiest and fast method of payment. The system will require you to enter your mobile wallet number and the amount you wish to pay.
- The PRAZ platform will request you to pay in batches in line with current limits on mobile transactions.

3. Bank Payments

a.) ZIPIT

- If one intends to use ZIPIT platform, kindly ensure you get the STAN CODE which is usually the last six (6) digits of the transaction reference number. The system will require this STAN CODE in order to utilize your payment for registration.

b.) Bank Transfers

- In order for PRAZ to easily identify your transaction, kindly put your PRAZ number only (the number starts with PR and is obtained on the dashboard after you log in) on the description area when making your payment.
- If you already have made payment without capturing your PR number, kindly call your bank and ask for a reference number for that

transaction which usually starts with your bank initials e.g. for NMB Bank it should have the following format NMBXXXXXX

c. Online Payment Gateway

This is a secure online platform that allows you to pay using VISA or MASTER CARD

4. Helpdesk

For further enquiry or if you require assistance, kindly contact the PRAZ Supplier Registration Helpdesk on the following numbers:

ICT Contacts

0715429788
0715429805
0715429806

Operations Contacts

0715429775
0715429717

Finance Contacts

0715429789
0715429774

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