



## NOTICE RFQ 62: EMPLOYEE ENGAGEMENT SURVEY FACILITATOR

### Scope of Work

ZERA is seeking a qualified and experienced Consultant to conduct an employee engagement survey to assess employee satisfaction, morale, and overall workplace experience.

### The Consultant will be responsible for:

- **Survey Design:** Developing a comprehensive employee engagement survey aligned with ZERA's organizational goals and values.
- **Survey Administration:** Distributing the survey to all employees, ensuring maximum participation.
- **Data Collection and Analysis:** Collecting and analyzing survey data to identify key trends, strengths, and areas for improvement.
- **Report Generation:** Preparing a detailed report outlining survey findings, including quantitative and qualitative data.
- **Recommendations and presenting the report:** Providing actionable recommendations based on survey results to enhance employee engagement.

### Requirements:

### Proposals will be evaluated based on the following criteria

1. Valid Tax clearance
2. Provide CVs of Key personnel showing relevant qualifications and experience.
3. At least three (3) references from similar previous assignments.
4. Valid NSSA certificate

### Proposals will be evaluated based on the following criteria:

<b>EVALUATION CRITERIA</b>
A detailed proposal with a survey methodology that includes sampling techniques and data collection methods on how employee engagement survey would be administered.
Previous experience of the service provider in conducting employee engagement survey especially in a corporate setting.
Provide CVs of Key personnel showing relevant qualifications and experience.
At least three (3) references from similar previous assignments.

### Application Procedure

Interested parties should submit proposals in USD payable at interbank rate

**Deadline for submission: 8 December 2025 at 16:00hours.**

*For sustainable energy*



[www.zera.co.zw](http://www.zera.co.zw)



ZERAenergy



@zeraenergy



+263772761966

TOLL FREE: Econet- 08080136

Telecel- 0731780010

Netone-0801006

ZERA is a member of **Deloitte** TIP-OFFS ANONYMOUS

