



Ministry of Higher and Tertiary Education, Innovation, Science and Technology
Development

2025 PRESIDENTIAL INNOVATION AWARDS

SUBMISSION GUIDELINES

Form: *PIFA/25-003*

1. Introduction

The Ministry of Higher and Tertiary Education, Innovation, Science, and Technology Development invites Higher and Tertiary Education Institutions (HTEIs), government agencies, research institutions, students (local and in diaspora), citizens (in Zimbabwe and the diaspora), and the private sector to submit entries for the 2025 edition of the Presidential Innovation Awards. This document stipulates participation guidelines for the 2025 edition of the competition.

2. Eligibility and Participation

- Each institution/organization may submit a maximum of ten (10) innovations.
- Each innovation must be submitted under **one category only**.
- Previously winning innovations from the 2023 and 2024 editions are not eligible unless clear and adequate evidence is provided on significant improvement on the innovations. However, such innovations are legible to compete in the 'Best Commercialized Innovation' category.
- The new 'Best Commercialized Innovation' category is exclusively for innovations that previously won and have since been successfully commercialised.

3. Submission Requirements

Each innovation submission must include the following:

i) Innovation Submission Form PIFA/25-001(For General Categories) & Form PIFA/25-002(For the Best Commercialised Innovation category - Fully completed with:

- All fields filled with adequate information as requested.
- Accurate information on each of the sections given.

ii) Self-Evaluation Form - Fully completed with:

- A fully completed self-evaluation form clearly stating the final score.
- Final score should be transferred to its section on the Submissions form

- Please note there are 2 self-evaluation forms (One for the Best Commercialised Innovation and the other for the General categories). Only evaluate your innovation on the appropriate form.
- When scoring simply enter a score on the column shown below:

Enter criteria score in this column for all 4 sections. Attach the scored sheet with the submission form.

THE 2025 PRESIDENTIAL INNOVATION FAIR-SCORING RUBRIC						
SECTION	CRITERIA	SCORE /10	CRITERIA WEIGHT	WEIGHTED SCORE	WEIGHTED % SCORE	SECTION WEIGHT
TECHNICAL APPRAISAL: INNOVATION	Originality/Knowledge creation	0.0	50%	0.00	0.00%	35.00%
	Feasibility (Proof of Concept)	0.0	15%	0.00	0.00%	
	Value Addition (Improvement of products and services)	0.0	15%	0.00	0.00%	
	Scalability(Can the innovation be expanded to broader applications)	0.0	10%	0.00	0.00%	
	Environmentally friendly (Clean technology)	0.0	10%	0.00	0.00%	
	Section Score	0.0	100%	0.00	0.00%	
INSTITUTIONAL APPRAISAL	National strategic importance	0.0	35%	0.00	0.00%	20.00%
	Viability (Commercialisability, Sustainability)	0.0	25%	0.00	0.00%	
	Market acceptance/Market research reports, Sales volume)	0.0	15%	0.00	0.00%	
	Employment creation(1-10; 11-20; 21+)	0.0	10%	0.00	0.00%	
	Social Impact (e.g. poverty reduction, gender inclusivity)	0.0	10%	0.00	0.00%	
	Opportunity cost (foreign currency savings)	0.0	5%	0.00	0.00%	
	Section Score	0.0	100%	0.00	0.00%	
FINANCIAL APPRAISAL	Profitability and Foreign currency generation	0.0	40%	0.00	0.00%	15.00%
	Payback period	0.0	25%	0.00	0.00%	
	Cash flow projection	0.0	15%	0.00	0.00%	
	Risk Assessment (financial risks and mitigation strategies)	0.0	10%	0.00	0.00%	
	Financial requirement	0.0	10%	0.00	0.00%	
	Section Score	0.0	100%	0.00	0.00%	
COMMERCIALISATION	Market Readiness & Demand	0.0	25%	0.00	0.00%	30.00%
	Technology Maturity & Scalability	0.0	25%	0.00	0.00%	
	Business Model & Revenue Potential	0.0	25%	0.00	0.00%	
	Regulatory & Compliance Requirements	0.0	10%	0.00	0.00%	
	Investment & Financial Viability	0.0	15%	0.00	0.00%	
	Section Score	0.0	100%	0.00	0.00%	
TOTAL PROJECT SCORE					0.00%	100.00%

- The scoring guide (Key) is given on the second sheet (Scoring Guide).
- The Best Commercialised innovation category has a different rubric but scores are entered on a similar column.

iii) Supporting Documents & media: A zipped folder with supporting documents should be uploaded together with the submission of the innovation. These may include videos, images, supporting documents, visuals, patents, publications, commercialization proofs (for best commercialized innovation category) e.t.c.

iv) Institutional Endorsement: Institution submissions should be signed by a senior official confirming institutional approval of the submission.

4. Submission Format and Deadline

- Download the submission template at:
<http://mhtestd.gov.zw/download/awards-submission-form>
- All submissions must be made **electronically** through the designated email address submissions.pifz@gmail.com
- Deadline: Friday, 9th May 2025
- Submissions should be in **PDF format**, with supporting media attached in a zipped folder.

5. Award Categories

Refer to the PIFA CATEGORIES document for a full list.

6. Disqualification

Submissions may be disqualified for the following reasons:

- Incomplete documentation or missing self-evaluation form
- Submitting more than the allowed number of innovations

7. Contact Information

For any inquiries or further information, please contact:

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