



INVITATION TO BID

TENDER NO. ZICA/DMCS/TD/0001/2022

TENDER FOR THE PROVISION OF GRAPHIC DESIGN AND EDITORIAL SERVICES ON A ONE (1) YEAR FRAMEWORK AGREEMENT

BACKGROUND

The Zambia Institute of Chartered Accountants (ZICA) is a self-regulated membership body of the accountancy profession in Zambia. The Institute made a provision towards the cost of graphic design and editorial services, and intends to apply some of the proceeds of these funds to payments under the contract for which the Invitation for Bid has been issued.

ZICA invites sealed bids from eligible bidders for the provision of graphic design and editorial services on a one (1) year framework agreement as per details below:

ELIGIBILITY

This tender is Open to eligible local companies.

Minimum requirement

- i. Payment of non-refundable participation fee of **K500.00**.
- ii. Certificate of Incorporation
- iii. Valid 2022 Tax Clearance Certificate from ZRA;
- iv. Valid 2022 NAPSA Compliance Certificate

Other requirements are provided in the Solicitation Document which can be obtained from the ZICA website using the following link <https://www.zica.co.zm/tenders/>.

SUBMISSION OF BIDS

Sealed offers, prepared in the manner prescribed in the Solicitation Document shall be submitted online through email: procurement@zica.co.zm

CLOSING DATE

The tender shall close on **Friday, 25 March 2022** at **10:00AM** and bids shall be opened immediately.

ZICA IS A MEMBER OF:

