



NOTICE TO ALL CONSULTANTS

ADDENDUM No. 1

REQUEST FOR PROPOSALS - CONSULTANCY SERVICES FOR EXTERNAL AUDIT SERVICES FOR THE FINANCIAL YEARS ENDING 31ST DECEMBER 2027, 2028, AND 2029 FOR THE ZAMBIA INSTITUTE OF CHARTERED ACCOUNTANTS RFP No: ZICA/DFI/TD/0008/2026.

Reference is made to the above captioned tender.

Consultants are hereby advised to take note of the information below:

No.	Clarification	Response
1	Kindly provide ZICA's banking details to enable interested consultants to pay the non-refundable fee of Five Hundred Kwacha (K500.00).	Please deposit the non-refundable fee into the following ZICA bank account: Bank Name: Stanbic Bank Account Number: 9130000931865 Branch: Lusaka Main SWIFT Code: SBICZMLX Sort Code: 040002 Branch Code: 040002
2	Please advise whether attendance at the pre-proposal conference on 5 th August 2026 at 10:00 hours local time was mandatory.	No. Attendance at the pre-proposal conference was not mandatory.
3	What is the deadline for proposal submission?	The deadline for proposal submission has been extended from 28 th August 2026 to 11 th September 2026. The submission time remains unchanged.
4	Please confirm the proposal submission requirements.	Proposals prepared in accordance with the requirements of the Solicitation Document must be submitted through the ZICA ERP Procurement System at https://portal.zica.co.zm/supplier . Proposals may also be submitted physically to: Zambia Institute of Chartered Accountants Accountants Park Plot No. 2374/A Thabo Mbeki Road Lusaka

Secretary
Management Procurement Committee
For Secretary and Chief Executive Officer

Issue Date: 26th August 2026

ZICA IS A MEMBER OF:

