

**Republic of Zambia
Smart Zambia Institute**



REQUEST FOR PROPOSALS

Information Systems (Design, Supply and Installation) (Without Prequalification)

Design, Reengineering, Development, and Deployment of E-Services and Integration with the Government Digital Ecosystem

Purchaser: *Smart Zambia Institute*

Project: *Digital Zambia Acceleration Project*

Contract title: *Zambia Digital Government Services Expansion (GSB-GPG Phase III)*

Country: *Zambia*

Loan No./Credit No./ Grant No.: **P505094**

RFP No: **ZM-SZ-505118-GO-RFP**

Issued on: **December 03, 2025.**

1. The Government of the Republic of Zambia (GRZ) has received financing from the International Development Association of the World Bank towards the cost for Digital Zambia Acceleration Project (DZAP) and Smart Zambia Institute intends to apply a portion of the proceeds of this financing to eligible payments under the contract for which this Request for Proposals is issued. *“For this contract, the Borrower shall process the payments using the Direct Payment disbursement method, as defined in the World Bank’s Disbursement Guidelines for Investment Project Financing, except for those payments, which the contract provides to be made through letter of credit.*
2. The *Smart Zambia Institute* now invites sealed Proposals from eligible Proposers for **the Design, Reengineering, Development, and Deployment of E-Services and Integration with the Government Digital Ecosystem.**
3. The procurement will be conducted through international competitive procurement using Request for Proposals (RFP) as specified in the World Bank’s “Procurement Regulations for IPF Borrowers- Procurement in Investment Projects Financing” of July 2016 - 5th edition revised September 2023 and is open to all prequalified eligible Proposers.
4. Interested eligible Proposers may obtain further information from Smart Zambia Institute, office of the Head - Procurement & Supplies Unit (PSU) and inspect the proposal Documents at the address given at the end of this RFP below from 08:00 hours to 13:00 hours and 14:00 hours to 17:00 hours daily from Monday to Friday.

4. Interested eligible Proposers may obtain further information from Smart Zambia Institute, office of the Head - Procurement & Supplies Unit (PSU) and inspect the proposal Documents at the address given at the end of this RFP below from 08:00 hours to 13:00 hours and 14:00 hours to 17:00 hours daily from Monday to Friday.
5. Bids will be evaluated in accordance with the evaluation process set out in the bidding documents. The following weightings apply; for Rated Criteria (including technical and non-price factors): 60% in compliance with the mandatory requirements for Rated Criteria in the Procurement Regulations, and for Bid Cost: 40%. These weightings are already reflected in the RFP.
6. The request for proposal document in English Language may be purchased by interested eligible Bidders upon the submission of a written application to the address below and upon payment of a non-refundable fee of Zambian Kwacha One Thousand (ZMW 1,000.00) or its equivalent in a freely convertible currency. The method of payment will be Bank / electronic transfer or Bank Certified Check Foreign bidders will be required to pay an extra amount to cover shipment. This is because the official document is a hard copy. For convenience only, RFP document is available and can be downloaded for viewing purposes from the following Websites; www.szi.gov.zm. For convenience of preparation of proposals, the RFP document will on request be sent by email to interested bidders upon sending proof of payment.
7. Proposals must be delivered to the address below on or before **January 22, 2026, at 10:00 hours local time**. Electronic submission **will NOT** be permitted. Late Bids will be rejected. The outer Proposal envelopes marked "ORIGINAL PROPOSAL", and the inner envelopes marked "TECHNICAL PART" will be publicly opened in the presence of the Proposers' designated representatives and anyone who chooses to attend, address below on **January 22, 2026**. All envelopes marked "FINANCIAL PART" shall remain unopened and will be held in safe custody of the Purchaser until the second public Proposal opening.
8. All Proposals must be accompanied by a **Proposal-Securing Declaration in the format provided in the RFP document**.
9. Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful Proposer's beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the request for proposals document.
10. The address (es) referred to above is (are):

(a) Address for Inspection, seeking clarifications or information on the Bidding Documents

The Head - Procurement and Supplies Unit
Smart Zambia Institute
ICCC Office Suite, 1st Floor, Corner of Nationalist and Independence Avenue
P.O. Box 31998
Lusaka - Zambia
E-Mail : dzap_procurements@grz.gov.zm

(b) Address for Bid Submission

The National Coordinator
ICCC Office Suite
Office of the President, E-Government Division,
SMART Zambia Institute,
Corner of Nationalist Road and Independence Avenue
P.O. Box 31998,
Lusaka, ZAMBIA.

(c) Address for Bid Opening

SZI Board room
ICCC Office Suite, 1st Floor, Corner of Nationalist and Independence Avenue
Lusaka - Zambia