

SUPPLIER REGISTRATION NOTICE

Stanbic Bank Zambia Limited

Stanbic Bank Zambia Limited invites applications from suitably qualified and reputable suppliers for registration to provide goods and services.

Application Process

Interested suppliers are required to:

Complete the Supplier Registration Form

Submit all required supporting documentation to:

supplierregistration@stanbic.com

Ensure that all documents are scanned and submitted as one consolidated PDF file to the email address provided above

Mandatory Supporting Documentation

The following documents must be submitted to the email address specified above:

Certificate of Incorporation

Valid Tax Clearance Certificate

VAT and TPIN Certificates

PACRA Form 2 (Directors' Details)

Company Profile

Latest Audited or Certified Financial Statements (within 24 months)

Bank Reference Letter

Relevant Regulatory Certifications (where applicable, e.g. NCC, EIZ)

Proof of Franchise/Agency (where applicable)

Reference letters from reputable clients

Scope of Services

Registration is open to suppliers across key categories including:

Property and Facilities Services

Professional and Consultancy Services

Travel, Logistics and Accommodation

Technology and IT Services

Marketing and Communication Services

Office Supplies and Equipment

Alternative Power and Backup Solutions

Important Information

All existing suppliers are required to re-apply, as previously or currently engaged service providers will not be automatically included in the supplier database.

All applications must be fully completed and accompanied by the required documentation, which must be submitted as one consolidated PDF file to the specified email address.

Only complete submissions will be considered for evaluation.

Submission of this registration does not guarantee inclusion on the approved supplier database or the award of business.

Stanbic Bank Zambia Limited reserves the right to verify all information submitted.

Submission Deadline: Tuesday 9th June 2026.

For assistance or further information, please contact Zambia Procurement using the contact details provided.

Suppliers are encouraged to apply promptly and ensure full compliance with the stated requirements in order to be considered for future procurement opportunities with Stanbic Bank Zambia Limited.

For more information email:

supplierregistration@stanbic.com

Stanbic Bank Zambia - Supplier
Registration Form (2026)

