



NATIONAL PENSION SCHEME AUTHORITY

INVITATION FOR BIDS

NAPSA/CA/ONB/05/25: TENDER FOR THE SUPPLY AND DELIVERY OF VARIOUS CORPORATE BRANDED ITEMS TO THE NATIONAL PENSION SCHEME AUTHORITY (NAPSA), ON A THREE-YEAR FRAMEWORK AGREEMENT SUBJECT TO REVIEW ANNUALLY BASED ON SATISFACTORY PERFORMANCE.

This tender has been invited by the National Pension Scheme Authority (NAPSA) through electronic Government Procurement System (e-GP system) platform.

The e-GP system is hosted by the Zambia Public Procurement Authority (ZPPA). Bidding will be conducted using the **Open National Bidding** procedures specified in the Public Procurement Act No. 8 of 2020 and the Public Procurement Regulations of 2022. The tender is open to both **Citizen and Local Bidders**. However, Local Bidders shall be required to partner with Citizen Bidders. The Bidding Document can be accessed via ZPPA website (www.zppa.org.zm). The solicitation document has also been posted on NAPSA website (www.napsa.co.zm).

Bidders should pay attention to the following dates:

Item No.	Description of Item	Date
1	Date and time of commencement of inspection of Bidding document.	Monday 12th December 2025. Bidders are advised to download the document on the ZPPA e-GP System. Participation fee of ZMW 500.00 non-refundable
2	Last date for requesting any clarification.	10 days before the closing date
3	Date for Pre-bid meeting	Bidders are advised to attend a physical pre-bid meeting on Friday 26th December 2025, at 10:00 hours. Venue: NAPSA House Ground Floor Board Room
4	Last Date and Time for Receipt of Bids on the e-GP System.	Friday 23rd January 2026 at 10:30 hours Samples to be deposited in or by the tender box at Ground Floor, NAPSA House
5	Date and time of opening Bids on e- GP system.	Friday 23rd January 2026 at 11:00 hours

Secretary
Management Procurement Committee
For/Director General
NATIONAL PENSION SCHEME AUTHORITY

Issue Date: 17th December 2025