

INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR EXTERNAL AUDIT SERVICES

The Zambia Institute of Procurement and Supply (ZIPS) is a statutory body established under the Zambia Institute of Procurement and Supply Act No. 15 of 2003, now repealed into Act No. 29 of 2025. The Institute regulates the procurement and supply profession in Zambia and promotes best practices in procurement and supply chain management.

ZIPS invites suitably qualified and experienced audit firms to submit Expressions of Interest for the provision of external audit services for the financial years ending 31 December 2026, 2027, and 2028.

SCOPE OF WORK

The selected audit firm will be required to:

- i. Conduct statutory audits of the Institute's financial statements in accordance with applicable International Standards on Auditing (ISA)
- ii. Express an independent opinion on whether the financial statements present a true and fair view in accordance with International Financial Reporting Standards (IFRS)
- iii. Review internal controls and provide management recommendations
- iv. Present audit findings to Management and the Audit and Risk Committee

ELIGIBILITY CRITERIA

Interested firms must:

- i. Be registered and in good standing with the Zambia Institute of Chartered Accountants (ZICA)
- ii. Hold a valid practicing certificate
- iii. Have at least 5 years' experience in auditing public or quasi-government institutions
- iv. Demonstrate proven experience in auditing similar institutions or professional bodies
- v. Provide profiles of key audit personnel, including qualifications and experience
- vi. Demonstrate capacity to complete the assignment within agreed timelines

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SUBMISSION REQUIREMENTS

Firms are required to submit:

- i. Company profile
- ii. Proof of registration with ZICA
- iii. Valid practicing license
- iv. List of similar assignments undertaken (with references)
- v. Proposed audit approach and methodology
- vi. Financial proposal

DURATION OF ENGAGEMENT

The engagement will be for a period of three (3) years, subject to satisfactory annual performance reviews.

SUBMISSION DETAILS

Expressions of Interest must be clearly marked:

"EOI – External Audit Services (2026–2028)" and delivered to:

The Registrar

Zambia Institute of Purchasing and Supply (ZIPS),

Plot No. 6764, Akanongo Rd,

Off Chainama Rd,

P.O Box 31162,

LUSAKA.

CLOSING DATE

The closing date for submission is on 15th May, 2026 at 17:00 hours. Late submissions will not be accepted.

ADDITIONAL INFORMATION

ZIPS reserves the right to accept or reject any submission and is not bound to give reasons for its decision.