



INVITATION FOR BIDS

SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF SOLAR BACKUP SYSTEM AT PACRA HEAD OFFICE AND FIVE (5) REGIONAL OFFICES

The Patents and Companies Registration Agency (PACRA) has set aside funds in its 2025 budget for installation of Solar Power Backup System and intends to apply part of the proceeds to cover eligible payments under the contract for the Supply, Delivery, Installation and Commissioning of Solar Power Backup System at PACRA Head Office and Five (5) Regional Offices.

PACRA now invites Bids from eligible bidders for the Supply, Delivery, Installation and Commissioning of Solar Power Backup System as indicated below:

Description	contracts
Supply, delivery, Installation and Commissioning of Solar Power Backup System at PACRA Head Office in Lusaka and PACRA Regional Offices in Ndola, Mansa, Mongu, Choma and Livingstone	02

The tender has been packaged in two (2) Lots and Bidders are allowed to bid for one or more lots provided they are eligible and meet the qualifications stated in the Tender Document.

Bidding will be conducted using the Open National Bidding (ONB) procedures specified in the Public Procurement Act No.8 of 2020, the Public Procurement (Amendment) Act No. 17 of 2023 and the Public Procurement Regulations of 2011 and is open to all Bidders eligible and meet the qualification criteria indicated in this Standard Bidding Document.

A complete set of bidding documents shall be accessed through the e-GP System by interested bidders upon payment of a non-refundable fee of K1, 000.00. Payment will be done online via the Electronic Government Procurement (e-GP) System run and maintained by the Zambia Public Procurement Authority, (ZPPA).

Any requests for clarifications shall be posted on the e-GP system and PACRA shall respond to any such queries. Bidding documents can also be accessed on the PACRA Website (<https://www.pacra.org.zm>).

Bids shall be submitted via the e-GP platform on or before Wednesday, **17th December, 2025 at 14:30 hours** local time. **HOWEVER, PLEASE NOTE THAT PHYSICAL OR EMAIL/TELEFAX OFFERS SHALL NOT BE ACCEPTED.**

Harriet Kapusa
Secretary – Management Procurement Committee
For/Registrar and Chief Executive Officer