



TENDER NOTICE - INVITATION FOR BIDS (IFB)

TENDER No: HELSB/FIN/PR244/ONB/NCS/01/2026: PROVISION OF LOAN COLLECTIONS SUPPORT SERVICES - BENEFICIARY TRACING AND REPAYMENT ACTIVATION (INFORMAL SECTOR)

The Higher Education Loans and Scholarships Board has provided funds in the budget year 2026 for the procurement of Loan Collections Support Services - Beneficiary Tracing and Repayment Activation (Informal Sector).

The Higher Education Loans and Scholarships Board now invites bids from eligible Citizen and Local Bidders to tender for the provision of aforementioned services.

Bidding will be conducted using the Open National Bidding (ONB) procedures specified in the Public Procurement Act No.8 of 2020 and the Public Procurement Regulations of 2022.

The tender is open to citizen and local bidders only pursuant to the Public Procurement Act No 8 of 2020. For avoidance of doubt, citizen bidder" means, in the case of —

- (a) an individual, a bidder or supplier who is a citizen;
- (b) a firm or company, whether corporate or unincorporate, a firm or company wholly owned by a citizen; and
- (c) a body of persons wholly comprising of citizens. While local bidder means - a non-citizen bidder or supplier who is registered to undertake business activities in Zambia in accordance with the relevant written law.

Interested eligible citizen or local bidders may access a complete set of bidding document on the electronic Government Procurement (e-GP) system at a non-refundable fee of **ZMW500.00** (Zambian Kwacha Five Hundred Only).

Prospective Bidders are invited to attend a pre-bid meeting on Tuesday 20th January, 2026 at 10:30 hours online via Microsoft Teams Meeting through the link provided in the Solicitation Document, under the Bidding Data Sheet.

The bids should be submitted through the ZPPA e-GP platform via <https://eprocure.zppa.org.zm> on or before Monday 16th February, 2026 at 10:30 hours local time and must be accompanied by a duly completed and signed bid securing declaration.

John Machayi (Dr.)
Chief Executive Officer
HIGHER EDUCATION LOANS AND SCHOLARSHIPS BOARD

