

## Republic of Zambia



**Name of the client:** Smart Zambia Institute (SZI)

**Clarifications No. 01: Issue Date: March 18, 2026**

**Bid / Reference No.** ZM-SZ-531016-CS-QCBS

**Name of the Request for Proposal (RFP):** EXPANSION AND ROLLOUT OF THE EXECUTIVE DASHBOARD

### Clarifications/ ADDENDUM NO. No 01

**Purpose:** The purpose of this to respond to requests for clarifications and Amendments made that have been received regarding the above-referenced Request for Proposals.

**Note to proposers:** In providing the clarifications/Amendments, please take note that certain existing provisions in the RFP have changed. Where a clarification only is provided, please note that the provisions of the RFP as issued remain unchanged.

No	Requested Clarification	Response
1	<b>Request for extension of submission deadline. Various proposers have requested the extension of the submission deadline.</b>	Pursuant to <b>ITP (Amendment of Request for Proposals Document)</b> , the Purchaser hereby notifies all Proposers of the following modifications to the procurement schedule and submission requirements:  <b>Amendment of Proposal Deadlines and Submission Mode</b>

		<p>1. Section II - Proposal Data Sheet (PDS): The deadline for Proposal submission and the scheduled time for the public opening of Proposals are hereby deleted and replaced with:</p> <ul style="list-style-type: none"> <li>▪ <b>ITP 23.1</b> <i>“New Submission Deadline: April 10, 2026, at 10:00 hours CAT.</i></li> <li>▪ <b>ITP 26.1</b> <i>“New Proposal Opening Time: April 10, 2026, at 10:00 hours CAT. The location for submission and opening remains unchanged as specified in the original PDS.”</i></li> </ul> <p>2. Section II - Proposal Data Sheet (PDS): <b>ITP 7.1</b> The deadline for the submission of requests for clarification is hereby extended to <i>April 3<sup>rd</sup> 2026.</i></p> <p>3. Clarification on Submission Mode: Proposers are explicitly reminded that only <b>physical submissions</b> shall be permitted. Electronic or online submissions are <u>not</u> authorized for this procurement; any proposal received via electronic means will be deemed non-responsive and rejected.</p>
2	<b>Request for removal of ICTAZ compliance requirement.</b>	<p>Pursuant to <b>ITP (Amendment of Request for Proposals Document)</b>, the Purchaser hereby notifies all Proposers of the following modifications to the RFP.</p> <p>Section IV – Proposal Forms – Technical Responsiveness Checklist</p>

		<p>Striking out Item 1.1.1 in full.</p> <p>Replacing it with the text in italic: <i>“The Information System and supplier MUST comply with the following laws and regulations: The Data Protection Act No. 3 of 2021 (data privacy and secure processing); Information and Communications Technology Association of Zambia (ICTAZ) Act No. 7 of 2018 (key IT professionals must attain valid practicing licenses upon award of the contract if not already compliant); and Government Digital Standards (Smart Zambia Institute guidelines for interoperability, open data, and e-government service delivery).”</i></p> <p>Similarly page 151 of Section VII – Purchasers requirements: Striking out the sentence: “The Consultant is expected to provide the following Key Experts. All IT experts must hold valid ICTAZ practicing licenses as required under the ICTAZ Act no. 7 of 2018.”</p> <p>Replacing it with the text in italic: <i>“The Consultant is expected to provide the following Key Experts. The successful bidder must ensure staff attains valid ICTAZ practicing licenses as required under the ICTAZ Act no. 7 of 2018 upon award of the contract”</i></p> <p>As well as page 153 (Section VII – Purchaser’s Requirements, section C. Functional, Architectural and Performance requirements) Striking out:</p>
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		<p>“1.1.1.2 Information and Communications Technology Association of Zambia (ICTAZ) Act No. 7 of 2018: All key IT professionals executing the project must be compliant and hold valid practicing licenses.”</p> <p><i>Replacing it with:</i></p> <p><i>“1.1.1.2 Information and Communications Technology Association of Zambia (ICTAZ) Act No. 7 of 2018: The successful bidder will ensure that all key IT professionals executing the project must be compliant and hold valid practicing licenses upon award of contract.”</i></p>
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Percy Chinyama  
National Coordinator

**SAMRT ZAMBIA INSTITUTE, E-GOVERNMENT DIVISION**