



REGISTRATION OF SUPPLIERS FOR GOODS AND SERVICES FOR THE PERIOD 2026/2027

FIRM DEADLINE: 17:00 hours, Friday, February 27th, 2026

Coalition Health Zambia Limited (CHZ) is a local organization committed to working with governments, non-governmental entities, the private sector, civil society, and communities to improve the provision of public health services. We offer a full range of services, implementing public health interventions to improve individuals and communities' health in Zambia and the region.

To support CHZ's mission of enhancing the provision of public health services in Zambia and the region through Research and consultation services, we are inviting well-established and reputable companies to register as suppliers of goods, professional services, and works for the period 2026/2027 in the following categories:

<u>GOODS</u>	<u>SERVICES</u>
G01. Communication Equipment	S01. Printing & Publishing
G02. IT Equipment	S02. Product Promotion and Branding
G03. Solar Products & Installation	S03. Motor Vehicle Service & Maintenance
G04. Motor Vehicle Supply	S04. Motor Bike Service & Maintenance
G05. Pharmaceuticals and Medical Products	S05. Pest Control and Fumigation
G06. Laboratory Supplies	S06. Transportation Services (5 to 15 ton trucks)
G07. Motor Bike Supply	S07. Outside Catering Services
G08. Hardware Supplies and Maintenance Equipment	S08. Freight & Forwarding
G09. Office Furniture & Equipment	S09. Repairs & Maintenance of Air Conditioners
G10. Ink Cartridges and Stationery	S10. Repairs & Maintenance of Office Equipment
G11. Motor Vehicle Tires/Supplies	S11. Vehicle Hire
G12. Construction Materials	S12. Conference facilities
G13. Fuel	S13. Mobile Toilet Hire
G14. Office Consumables	S14. Fire Extinguishers/Services
	S15. Courier Services
	S16. Warehousing Services
	S17. Travel Agency
	S18. Professional Photography Services
	S19. Insurance - Motor vehicle/ All assets/ Medical/GLA & GPA
	S20. Accommodation
	S21. Advertising/Creative agencies
	S22. Vehicle motoring and surveillance
	S23. IT Services and Software

Submission Requirements:

To be considered for pre-qualification, the following documentation must be submitted:

1. Duly completed and signed Supplier Registration form.
2. Copy of Certificate of Registration/Incorporation.
3. VAT Registration certificate.
4. Tax Clearance Certificate.
5. Copy of Membership Certificate to the relevant regulatory body, as applicable.
6. Copy of authorization letter to sell the goods and/or services, as applicable.
7. Reference letters for the product line selected in Section 4 of the registration form.
8. Proof of payment

Conditions:

1. Application Processing Fee (Pre-Qualification Fee)

A non-refundable Application Processing Fee of K100 shall be payable by all applicants as part of the supplier pre-qualification process. This fee is intended solely to cover administrative costs associated with the review, evaluation, and verification of submitted documents. Proof of payment must be attached to the submission as part of the pre-qualification documentation. Applications submitted without proof of payment will not be considered.

Payment Details for Application Processing Fee

Payment of the K100 Application Processing Fee shall be made to the following account:

Bank Name: ABSA Bank

Account Name: Coalition Health Zambia

Account Number: 2037358

Branch: Lusaka Business Centre

Reference: "Supplier Registration 2026 – [Company Name]"

2. All interested suppliers can access the Supplier Registration form by clicking the following link: [Registration form](#). There will be no hard copies to be issued by CHZ.
3. All current suppliers of goods and services to CHZ must not assume automatic pre-qualification and must still apply with the full documentation as stated above to be considered for business with CHZ.
4. All Pre-Qualification application documents must be sent electronically as a zipped file (or as a Google folder) and sent to: procurement@ch-zm.org. Documents not zipped together in one folder will not be considered.
5. All submissions must be submitted and received by CHZ no later than **17:00 hours, Friday, February 27th, 2026.**

Please note that registration does not mean automatic offer of business and successful applicants will be contacted accordingly.