



ENGINEERING INSTITUTION OF ZAMBIA (EIZ)

EXPRESSION OF INTEREST (EOI)

EIZ/EOI/OVP/001/22: REQUEST FOR EXPRESSIONS OF INTEREST FOR THE PROVISION OF ONLINE VOTING PLATFORM (OVP) SERVICES FOR EIZ

1. INTRODUCTION/BACKGROUND

The Engineering Institution of Zambia (EIZ) is a body set up by an Act of Parliament through the EIZ Act No. 17 of 2010. Its main mandate is to regulate the practice of the engineering profession in Zambia.

The Institution has experienced exponential growth in its membership in the last 5 years giving rise to the need to revolutionise the electoral processes. The leadership of the Institution is drawn from its membership base dotted all over the country. In order to enable all its members to participate in the electoral processes, a need has arisen to ensure that all eligible members of the Institution participate in the electoral processes online/electronically as per the amended EIZ Constitution.

2. INVITATION FOR EXPRESSION OF INTEREST

To this regard, EIZ has set aside funds for the procurement of the aforementioned services. The institution now invites sealed expressions of interest from eligible vendors for the provision of online/electronic voting platform to be used for voting during the institution's elections.

3. SCOPE OF SERVICES

The main purpose of this EOI is for a vendor to provide an online voting platform to EIZ members during elections in different categories/sections of the institution.

4. QUALIFICATION FOR THE SHORT LIST

Only vendors with the following minimum requirements are eligible to participate:

- 4.1 Registration with PACRA
- 4.2 Valid membership with Information and Communications Technology Association of Zambia (ICTAZ)
- 4.3 Valid tax clearance certificate from Zambia Revenue Authority (ZRA)
- 4.4 Vendor should have not less than 2 years relevant experience
- 4.5 Written references from clients as proof of having undertaken similar assignments before.
- 4.6 The vendor should demonstrate experience, technical, managerial and financial capacities and evidence of having undertaken similar assignments before in the last 2 years.
- 4.7 Company profile including registered address, phone numbers and email addresses

Only shortlisted firms will be invited to submit detailed technical and financial proposals.

Expressions of Interest (EOI) documents in five (5No.) copies (one original & four copies), addressed to the Procurement Specialist, and clearly marked ***“EIZ/EOI/OVP/001/22: REQUEST FOR EXPRESSIONS OF INTEREST FOR THE PROVISION OF ONLINE VOTING PLATFORM (OVP) SERVICES FOR EIZ”*** should be deposited in the Tender Box provided on the first floor at EIZ Head Office, Engineering House, Stand No. 2374, Danny Pule Road, Showgrounds, P. O. Box 51084, Lusaka.

The **CLOSING DATE** for receipt of submissions is **Thursday 20th October, 2022** at 15:30hrs local time. Electronic (e-mailed) and late submissions will **not** be accepted.

Further information can be obtained from the Procurement Specialist, EIZ, LUSAKA. Tel: 0211 255161/ 256205 or e-mail: evans.lumamba@eiz.org.zm

Note also that this EOI can still be accessed on our website: www.eiz.org.zm

Evans Mubanga Lumamba
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For/Registrar & Chief Executive Officer
ENGINEERING INSTITUTION OF ZAMBIA