

What is Preferential Procurement

ANS: Preferential Procurement is a process by which the Government undertakes to provide guidelines and procedures on how local participation in the tendering of public works and services should be undertaken.

How long does it take to process the CEEC Preferential procurement certificate letter?

ANS: Within 10 working days provided all the required documentation is submitted

Is the service free?

Ans: There is a non-refundable facilitation fee of k70 which applies to both first and renewal applications.

How to pay:

Chargeable Fee	: K70.00 (NON REFUNDABLE)
Payment Mode	: Bank Deposit
Bank Name	: ZANACO
Account Name	: CEEC Operations
Branch	: Premium House
Account No.	: 1066202300389

What are the requirements needed to apply for the Preferential Procurement Certifications?

ANS: Duly complete the application form and attach the following requirements:

i. Latest copy of Company Computer Printout from the Patents and Companies Registration Agency (PACRA) bearing PACRA official stamp OR for a company registered within

the last 12 months, stamped Articles of Association may be submitted in the place of a PACRA Computer Printout

ii. Latest and stamped copy of PACRA Annual Return for a Business Name or Company

iii. Copies of IDs for the Shareholders (i.e. NRC or Passport)

iv. Copy of a Valid Tax Clearance Certificate issued by Zambia Revenue Authority

- The form can also be downloaded online at www.ceec.org.zm
- Submit your application together with Proof of Payment(Scanned Deposit Slip) at Head Office or email to pp@ceec.org.zm and copy bds@ceec.org.zm and info@ceec.org.zm
- For cooperatives, submit the following:

i. Cooperative by-laws

ii. Copies of IDs for members of the cooperative (i.e. NRC or Passport)

**Citizens Economic Empowerment
Commission**