

Stand No. 11790 SUB-J, Procurement House, Off Alick Nkhata Road, Longacres,  
P.O. Box 31009, Lusaka- Zambia

OFFICE OF THE DIRECTOR GENERAL

Our Ref: **ZPPA/10/5/6**

## CIRCULAR NO. 2 OF 2024

16<sup>th</sup> January, 2024

To: All Permanent Secretaries  
All Chief Executives of Parastatal and Statutory Bodies  
All Town Clerks and Council Secretaries of Local Authorities

**RE: PUBLICATION OF THE FIRST QUARTER – 2024 MARKET PRICE INDEX(MPI)**

The above caption refers and the Authority wishes to advise as follows:

1. Pursuant to Section 12 (3) of the Public Procurement Act No. 8 of 2020 (PPA), the Authority is required to issue a Quarterly Market Price Index (MPI) to be used by a Controlling Officer, Chief Executive Officer and procuring entity for purposes of an informed price decision.
2. The Authority has issued the first quarter, 2024 MPI in accordance with Section 12 of the PPA and also as amended Act No.17 of 2023. The MPI is accessible on the Authority's website (<https://www.zppa.org.zm/home>) and on the electronic Government Procurement (e-GP) platform (<https://eprocure.zppa.org.zm/lepps/home.do>). The 2024 first quarter MPI shall be in effect until the Authority issues the next quarterly MPI.
3. Procuring entities are hereby guided that the tolerable range of prices for goods, works or services in the Market Price Index which is plus or minus ten percent ( $\pm 10\%$ ) of the average prices has now been included as **Minimum** and **Maximum** prices published for each item. Therefore, procuring entities **should not apply the plus or minus ten percent ( $\pm 10\%$ )** range pertaining to prices in the MPI, but shall only use the plus or minus ten percent ( $\pm 10\%$ ) when conducting Price Reasonableness Analysis (PRA).
4. Further, the guidelines, standard templates and infomercials for the various approaches for Price Reasonableness Analysis may be accessed on the Authority's website @ ([www.zppa.org.zm/templates](http://www.zppa.org.zm/templates)) and [www.zppa.org.zm/informatials](http://www.zppa.org.zm/informatials) respectively for ease of reference and application.

All addressees are urged to ensure that the contents of this Circular are brought to the attention of all staff under their supervision.



Idah C. Chella (Mrs)  
**DIRECTOR GENERAL**

- cc: The Secretary to the Cabinet  
Cabinet Office  
**LUSAKA**
- cc: The Auditor General  
Office of the Auditor General  
**LUSAKA**
- cc: The Secretary to the Treasury  
Ministry of Finance and National Planning  
**LUSAKA**
- cc: The Principal Private Secretary  
State House  
*FC* **LUSAKA** *FC*