

Our Ref: **ZPPA/53/2/4**

19<sup>th</sup> February, 2025

To: Controlling Officers  
Chief Executive Officers

**RE: PROCUREMENT OF CONSULTING SERVICES TRAINING**

Reference is made to the Authority's memorandum ZPPA/53/2/4 dated 7<sup>th</sup> January, 2025 regarding the above captioned subject.

Kindly note that the workshop organized by the In-Service Training Trust (ISTT) on '**Procurement of Consulting Services**' which was scheduled for 20<sup>th</sup> to 24<sup>th</sup> January, 2025 in Kafue has been rescheduled to **3<sup>rd</sup> to 7<sup>th</sup> March, 2025** to be held in **Siavonga**.

You may wish to note that the Zambia Public Procurement Authority (ZPPA) has partnered with the In-Service Training Trust (ISTT) through a Memorandum of Understanding (MOU) to conduct training programmes to enhance skills and professional development of public officers involved in managing the public procurement system.

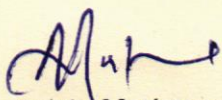
You are therefore encouraged to support your procurement staff and other professionals within your institution to attend this important training to help your professionals procure consulting services.

The training cost is K8,750.00 per participant to cover tuition, certificate, training materials and conference facilities. For further details you may wish to contact the ISTT Training Coordinator on +260975141934 or e-mail: [misozi@istt.ac.zm](mailto:misozi@istt.ac.zm).

The bank details are as follows:

**Bank Name:** ABSA  
**Account Name:** In-Service Training Trust  
**Account Number:** 1721980  
**Branch Name:** Lusaka Business Centre  
**Branch Code:** 16  
**Sort Code:** 020016  
**Swift Code:** BARCZMLX

The Authority wishes to apologise for any inconveniences caused by the change in the dates.



Justin Matimuna (Mr.)  
**ACTING DIRECTOR GENERAL**