



# ZAMBIA PUBLIC PROCUREMENT AUTHORITY

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

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Our Ref:

## CIRCULAR NO. 14 OF 2022

17<sup>th</sup> June, 2022

**TO:** All Permanent Secretaries and Controlling Officers  
All Chief Executives of Parastatal and Statutory Bodies  
All Town Clerks and Council Secretaries of Local Authorities

**RE:** DEVIATION FROM THE REQUIREMENT TO SUBMIT PRICE REASONABLENESS ANALYSIS TO THE ZAMBIA PUBLIC PROCUREMENT AUTHORITY (APPLICATION OF THRESHOLDS)

Reference is made to the Zambia Public Procurement Authority (ZPPA) Circular No. 9 of 2022 dated 3<sup>rd</sup> May, 2022 and the above captioned subject.

1. In an effort to further enhance efficiency in the procurement process and in accordance with Regulation 220 (8) of the Public Procurement Regulations of 2022, the Authority hereby amends Circular on the deviation granted for the requirement to submit PRA to the Authority for approval.
2. Procuring entities are guided that the approvals authority for approval for PRA for items that are not covered in the MPI is devolved with the appropriate thresholds and to be processed as follows:
  - (a) The procuring entities' Procurement Committee - for procurements above the value of K250,000.00; and
  - (b) The procuring entities' Controlling Officer or Chief Executive Officer - for procurements up to the value of K250,000.00.
3. The word 'Procurement Committee/(s)' is replaced with 'relevant approvals authority for PRA', save for the second sentence in part 6 of Circular No. 9 of 2022.

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

Justin Matimuna (Mr.)  
**ACTING 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  
**LUSAKA**

cc: The Principal Private Secretary  
State House  
**LUSAKA**