

## CALL FOR SUPPLIER REGISTRATION

First Capital Bank Limited a registered commercial bank listed on the Victoria Stock Exchange (VFEX) with branches and service centres in major cities and towns is inviting qualified and interested suppliers who wish to register as providers of goods and services in the following categories:

S/N

Category

S/N

Category

1

Architectural services

29

Landscaping, gardening

2

Auctioneering services

30

Legal services

3

Advertising Agencies and Marketing services, Social

31

Vehicle maintenance

Media Management,

4

Borehole drilling, siting, casing & repairs

32

Locksmith & key cutting services

5

Building, construction, roof repairs& facilities

33

maintenance

6

Bulk water supply, Purified Water Supply

34

7

Canvas & Tarpaulins (car shades)

35

8

Catering services

36

9

Cleaning & fumigation services

37

Printing services

10

Commercial stationery

38

Logistics management services (courier & removal bulk cargo transport services)

Media production (filming & photography)

Passenger transport, travel & tourism consultancy

Plumbing related services

Private security guards, CIT services & Private

investigation services.

11

Corporate wear & promotional material (corporate gifts,

39

banners, gazebos, giveaways, exhibition stands,

Property development, building contractors (specialised & General)

protective clothing etc)

12

Customs clearing & related import/export services

40

Property valuation & estate agent

13

Debt collection services

41

Quantity surveying

14

Dry cleaning services

42

research services

Electrical and Home Appliance

43

Safety, health & environment

15

Elevator installation & maintenance

44

Shop & household Fittings

16

Engineering consultancy

45

Signage & branding services

17

Event management

46

18

Firefighting equipment & maintenance

47

19

Furniture, office equipment, upholstery, carpeting

48

48

products

20

Fuel and other lubricants

49

Spray painting& panel beating

Software Solutions and Licensing: Including enterprise software, cloud solutions, software development, and licensing agreements

Telecommunications systems

Telephony equipment (communications radios, handsets, cellular mobile phones)

21

Groceries & Provisions

50

Tools & hardware

22

Hotel & conference facilities

51

Town planning consultants

23

Human resources consultancy (recruitment & assessments)

52

Tyre sales, repairs, wheel balancing & alignment

24 Installation, repair & maintenance of electrical equipment, generators, power backup equipment & miscellaneous electrical repair works

53

Vehicle sales

25

Installation, repair & maintenance of safety, loss control & related access control systems (CCTVs, vehicle security, alarms etc)

1

54

Vehicle towing

26

Interior design specialist (curtaining, rails, blinds etc)

55

Waste collection & management

27

IT equipment & accessories, IT consultancy services, Cyber security services

56

Waterproofing & roof specialists

28

Land Surveyors

List of requirements for Submissions:

57 Public Relations, Publicity

Instructions to Applicants:

Certificate of Incorporation & Memorandum and

1.

Company profile with list of products & three

traceable references current

2.

Articles of Association

3. CR14, CR6, CR2

4. VAT registration and ITF 263

5. Trade license, Certificates, Dealership

Shareholding structure & Director's copy of ID, sand proof or Residence not older than 3 months

NSSA Compliance certificate

6. Current Financial statements

Botswana | Malawi | Mozambique | Zambia Zimbabwe

1.

All applications should be submitted on this email:

2.

[procurementzw@firstcapitalbank.co.zw](mailto:procurementzw@firstcapitalbank.co.zw) clearly indicating

Category.

3.

Current suppliers should also re-apply.

4.

Suppliers in smaller towns where we have branches are encouraged to register.

5.

Submit all requirements on this email together with the supplier registration form available on

6.

<https://www.firstcapitalbank.co.zw/wp-content/uploads/2024/12/Supplier-Application-Form-First-Capital-Bank.pdf>

No supplier should register for more than 5 categories. 7. Closing date of submission is 17 January 2025.

First Capital Bank is a Registered Commercial Bank and a member of the Deposit Protection Scheme. T&C apply

Belief comes first.