

**COMPANY
PROFILE
2026**



BURGMANN DIRECT
ENTERPRISE LIMITED



CONTACT US

Phone: +260 978 470 075/+260 964 185 143
E-mail: info@burgmanndirect.com



WELCOME TO OUR COMPANY

BURGMANN-DIRECT ENTERPRISE is a fully incorporated private company limited by shares according to the statutory registration requirements of the Zambian Registrar of Companies. It has been incorporated since March 2012 in accordance with the Companies ACT. (Please see Certificate of Incorporation Attached in the Appendix). It provides premium supply of goods and services designed to meet customer's requirements.



THE COMPANY

BURGMANN-DIRECT ENTERPRISE is a fully incorporated private company limited by shares according to the statutory registration requirements of the Zambian Registrar of Companies. It has been incorporated since March 2012 in accordance with the Companies ACT. (Please see Certificate of Incorporation attached in the Appendix).



Our Vision

BURGMANN-DIRECT ENTERPRISE is committed to being a supplier and contractor of choice, trusted and reliable partner, providing international standard products and services, exceptional expertise with a patron for quality and customer satisfaction.



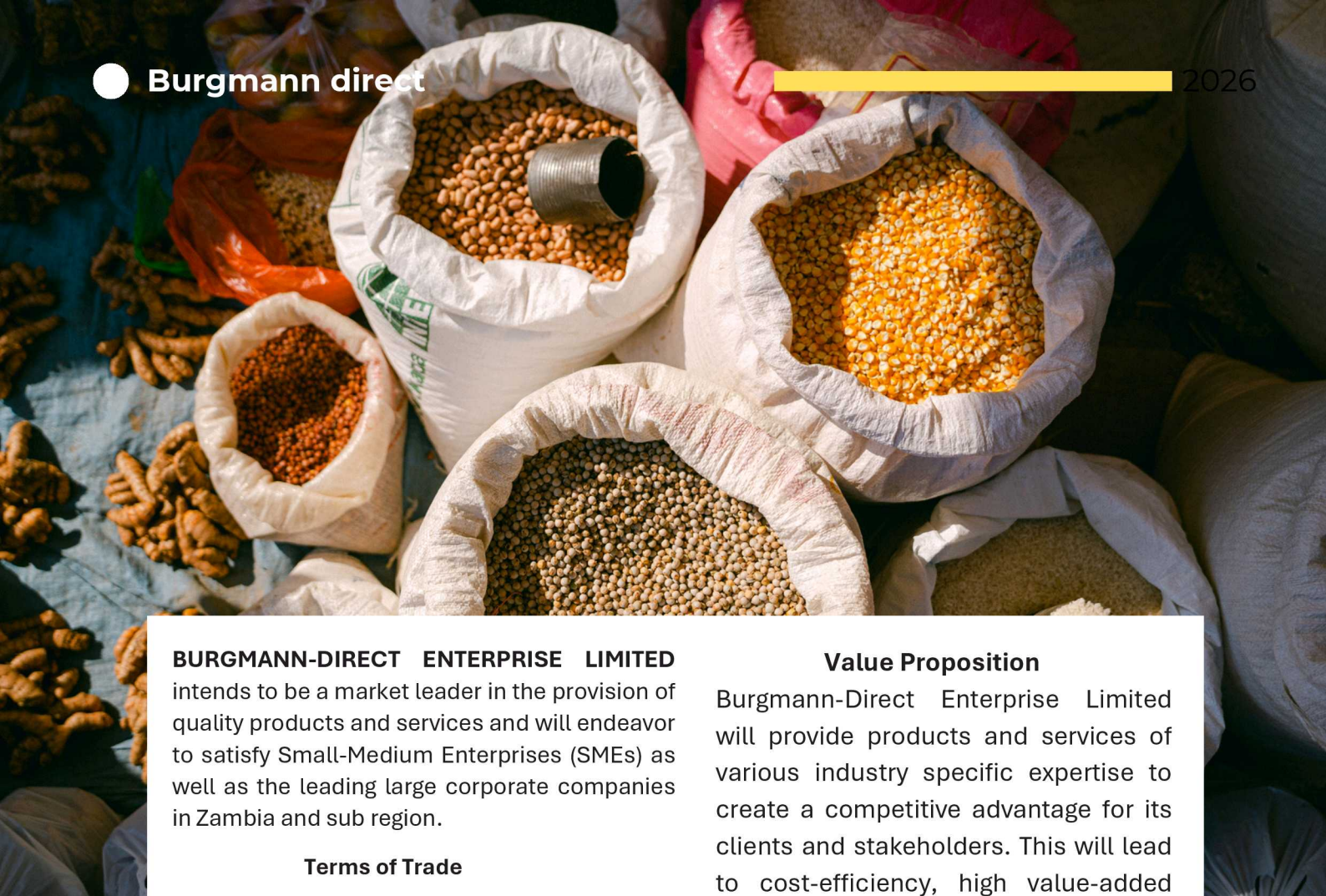
Our Mission

BURGMANN-DIRECT ENTERPRISE aims at becoming the premier supplier of goods and services designed to meet customers' requirements



Globalization

- Develop long-term partnerships with our customers and suppliers.
- Consistently meet our customers' expectations with our service and product quality.
- Work with honesty, integrity and respect at all times.
- Continuously improve our best practices to maximize environmental, social and economic sustainability.
- Embrace change and encourage innovation.
- Offer our employees a challenging and rewarding workplace that inspires loyalty and success.
- Seek excellence in everything we do.



BURGMANN-DIRECT ENTERPRISE LIMITED

intends to be a market leader in the provision of quality products and services and will endeavor to satisfy Small-Medium Enterprises (SMEs) as well as the leading large corporate companies in Zambia and sub region.

Terms of Trade

We are well positioned and prepared to support and enhance our client’s efforts by extending flexible payment terms. Depending on the client’s order and credit worthiness.

**Public and Customer Relations
BURGMANN-DIRECT ENTERPRISE
LIMITED**

is alive to the fact that our very existence is owed to the goodwill that we generate from our esteemed clients. As such the adage that “a customer is king” cannot be underplayed. We shall strive to meet each customer’s needs with utmost priority and vigor to ensure complete and satisfactory delivery.

Value Proposition

Burgmann-Direct Enterprise Limited will provide products and services of various industry specific expertise to create a competitive advantage for its clients and stakeholders. This will lead to cost-efficiency, high value-added products, and thereby reducing costs and creating a clear pricing edge.

Competitive Edge

Burgmann-Direct Enterprise Limited’s competitive edge rests with its “agile, efficient and professional management team, as well as the industry knowledge, reputation and Contacts of its senior management. To this, will be coupled with the advantage of reducing lead times and thus result in shorter delivery periods compared to its competitors. The reputation built will result into the specific market segment affording it long-term commitments for the supply of goods and provision of services.

OUR SERVICES

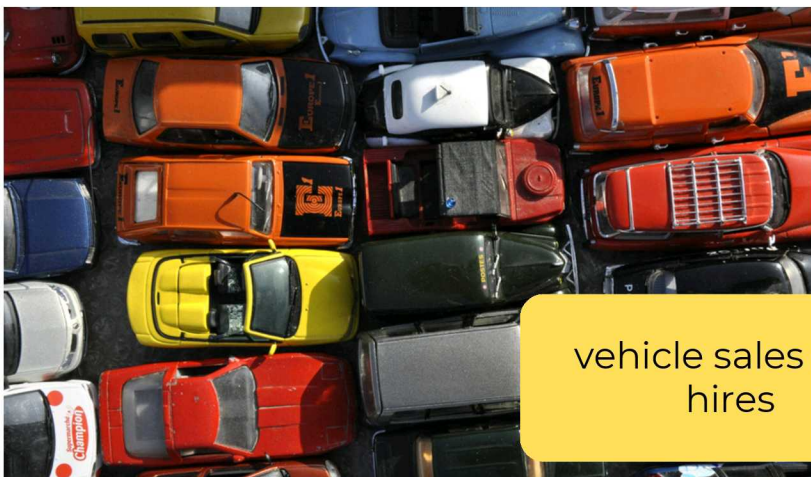
- **Burgmann-Direct Enterprise Limited's range of products and services covers the following:**
 1. Supply of office equipment, stationary and other office supplies.
 2. Management and business professional and administrative services
 3. Supply of consumables such as Tobacco, Maize, Ground nuts, Rice, Beans, Eggs, Soya beans.
 4. Defense, Law enforcement and security, and safety equipment and supplies
 5. Supply and service of recycling equipment.
 6. Corporate uniforms which are meant to increase recognition and recall of your company and employees.
 7. Supply of motor vehicles for sale and hire.
 8. Building and construction and maintenance services.
 9. Supply of fertilizer and chemicals



supply of consumables



stationary and office equipment



vehicle sales and hires



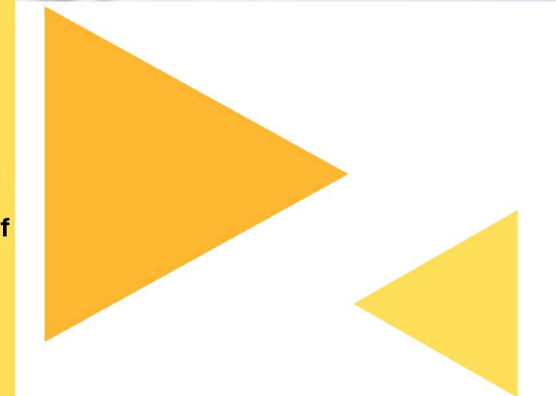
Future Plans

BURGMANN-DIRECT ENTERPRISE LIMITED's strategic plan is to become the preeminent leader in the provision of general supply services within the country and region. This is the short term goal. However, the company has plans of implementing further expansion, not only within the country and region, but ultimately in the wider market around the world.

CODE OF CONDUCT

The directors and members of Management of the Company agree to abide by the following Code of Conduct;

- Always adhere and conform to all statutory and mandatory laws, rules, regulations, bye laws of the Republic of Zambia as may be applicable to the Company.
- Make concerted efforts to share and enhance the knowledge and information reserve in the Company.
- Ensure the security of all confidential information belonging to the Company in every possible manner.
- Be honest and fair in their dealing with Government authorities, stakeholders, customers, suppliers, service provider and business partners.
- Not to be associated in any way, directly or indirectly, with the competitors of the Company while in employment of the Company
- Not derive personal benefit or undue advantages (financial or otherwise) by virtue of their position or relationship with the Company. i) shall adopt total transparency in their dealings with the Company ii) shall disclose full details of any direct or indirect personal interest in dealings or transaction with the Company.
- Do not accept or derive any personal gratification from suppliers. Service providers, business partners or any other agency in their dealings with them.
- Cooperate with the Company in discharging its corporate social responsibilities.
- Not to conduct themselves in a manner that harms or adversely affect the reputation of the Company in any way.
- Accept that they shall be accountable to the Founder and Managing Director for their actions, violations and defaults in their capacity as a Member of the Senior Management and general staff of the Company. As the case may be.



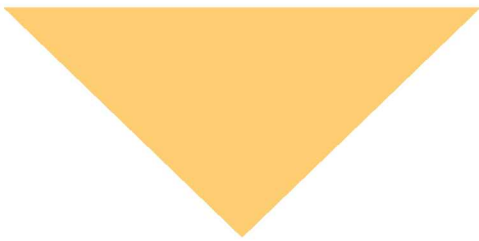


QUALITY MANAGEMENT POLICY STATEMENT

Objective and Commitment

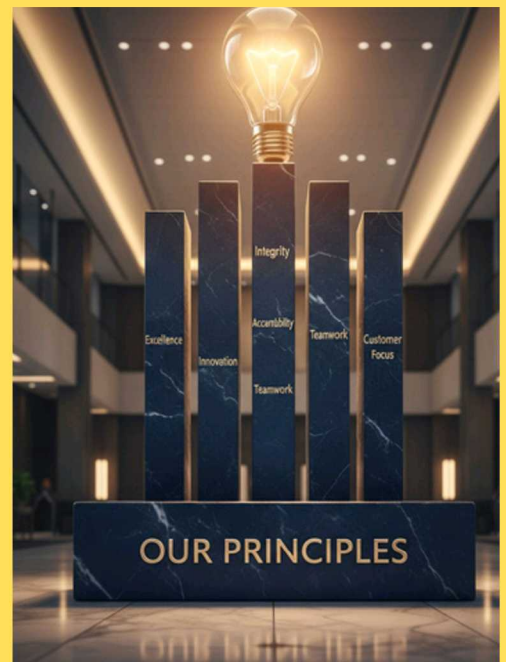
We are committed to implementing appropriate quality management systems and processes to enable us to deliver the highest practicable quality services. We will therefore: Clearly understand the current and potential future requirements and expectations of our customers; Work closely with our customers, suppliers and partners to achieve business and quality objectives; Deliver services of the highest practicable quality, reliability and consistency that meet our customers' requirements; Implement quality management in a systematic and planned way through the application of management systems that support the delivery of the business plan; Educate and train our people to support the delivery of high quality work; Establish and measure performance and customer satisfaction against appropriate quality objectives and/or targets; Measure at an appropriate level service performance and customer satisfaction; and Continually review and improve our processes and levels of service; We all share the responsibility for the delivery of high quality services and for continual improvement. Long term relationships require on-going commitment to achieving business excellence.

● Burgmann direct



Principles

As a company, we pride ourselves on the delivery to our customers of services and products that are of a high quality. The implementation of a quality management system will enable the company to analyze customer requirements, define processes that will contribute to the achievement of a service that is acceptable to the customer and it will keep those processes under control. A quality management system will provide the framework for continual improvement and thus increase the probability of enhancing customer satisfaction and the satisfaction of other interested parties. It will effectively provide the company and its customers with the confidence that the provision of service and products will be delivered consistently to predetermined high standards. Quality management systems can assist organizations in enhancing customer satisfaction and contribute directly to company growth.



Quality Management System

We have a quality management system that addresses the following elements:

- **Quality Management** – ensuring a formalized and proactive approach to systematic business management in meeting its many responsibilities. It will include a statement of quality policy defining the company’s fundamental approach to managing quality. It will be based upon common principles and provide a basis for continual improvement.
- **Quality Responsibility** – ensures that everyone involved in the quality aspects of the business has clearly defined responsibilities and that staff are responsible for the quality performance of their own areas.
- **Quality Priority** – ensures that it is recognized that quality issues do not take precedence over health, safety or environmental issues, rather that the quality management system actively supports those issues.
- **Quality Objective** – ensuring that the principal quality objective is to set the standards that will deliver a consistently high quality of work throughout the company thus ensuring customer satisfaction and continual improvement in the level of service provision.



BURGMANN DIRECT
ENTERPRISE LIMITED

Quality Achievement

Within the operation of the quality management system, the company ensures that it upholds:

- **Competency** – Staff are adequately trained, motivated and competent for the job they are required to do.
- **Quality Management Responsibility** – A quality manager/representative is identified with organizational responsibility for the development and maintenance of the quality management system and is responsible for reporting to the highest organizational level of that business.
- **External Services** – The selection and approval of externally provided services will be controlled by the quality management system procedures, thus ensuring that the company’s health, safety and environmental culture is not compromised and staff, customers and third parties are not put at risk. Provision of these external services will be subject to regular review.



Quality Promotion

Within the operation of the quality management system, the company ensures that it upholds:

- **Training** – Appropriate training is provided to all those involved in the operation in support of the Quality Management System.
- **Quality Improvement** – All staff are actively encouraged to propose solutions to improve both the Quality Management System and the quality of service delivery within the company.

Responsibility and Authority:

Responsibility for the achievement of this policy standard rests with the Directors. The General Manager is responsible for implementing the policy standard, monitoring its implementation in the everyday activities of the company and to report to the Directors. All staff are responsible for the ownership and undertaking of their quality management functions in accordance with this Policy Standard and for its implementation.

Objective and Commitment

The Management of Burgmann Direct Enterprise Limited is committed to both the protection of the environment and evaluating the impact that the organization’s services can have. Compliance with legislation is the minimum standard to which the Company shall adhere.

The Company shall also endeavor to follow best practice with due regard for its business needs, in line with the requirements of ISO14001:2015 and the expectations of all interested parties.



The objectives for the Company under this policy are to:

- Reduce the carbon footprint of the business.
- Reduce energy consumption.
- Minimize the production of all types of waste, especially paper. Encourage reuse, recycling and the disposal of other waste that cannot be avoided, in a responsible manner.

All Directors will be responsible for communicating and implementing this Policy and will ensure that:

1. Employees and contractors are encouraged to be receptive to the personal impact they can have on this policy and to report areas of concern.
2. Training is provided as part of staff development taking into account responsibilities.
3. Efforts are made to minimize travel by maximizing IT systems.
4. Favor the use of suppliers who are committed to environmental good practice.
5. Carbon offsetting is implemented, that as a minimum, is commensurate to the level of the business travel.
6. Pollution is prevented in all forms, especially from redundant electrical equipment.
7. All incidents detrimental to the environment are reported, investigated and action taken to prevent reoccurrence.

The Directors are committed to continually improving its performance by regularly reviewing its environmental impacts, and on an annual basis, update this policy in line with the review findings.



Key Management Positions

Aubrey Mukela Ndandula - Managing Director / Shareholder

Aubrey has a Bachelor’s Degree (BBA) from Cavendish University-Zambia as well as an Honors Degree in Business Management from the University of Sunderland in the United Kingdom. He has held several management positions over a period of 13 years. he is an experienced strategic management expert with strong negotiation and networking skills. He has led the Burgmann team from 2012 to date, giving leadership and direction to the company.

Charles Sakavumbi Ndandula Director / Shareholder

Charles holds a Bachelor’s Degree in Development Studies and a Master’s Degree in Management Strategy. He is currently pursuing DBA Doctor of business administration at zcas university. He has over 10 years of experience in customer experience, along with more than 3 years of experience in agribusiness. Currently, he works in the Commercial Department at United Capital Fertilizer, where he is involved in sales and operations. Charles is highly passionate about his work and is strongly career-oriented, demonstrating commitment to professional growth and excellence.

Gloria M. M. Ndandula - Head of Marketing and Legal

Gloria M. M. Ndandula is a highly qualified professional with an ACCA certification and over 13 years of experience in Sales, Marketing, and Distribution. She holds a Law degree from Zambia Open University. As Head of Marketing, her primary responsibility is to develop and implement effective marketing and advertising strategies aimed at expanding the firm’s client base and enhancing customer satisfaction. Additionally, she brings extensive expertise in events management to her role.

Muhau Mundia - Senior Finance Officer

Muhau is an accomplished, versatile professional with a proven track record in administration, project management, inventory management, accounts receivables, accounts payables and cost control across multiple industries.

Cynthia M. Mulenga - Administrative and Finance Officer

Cynthia holds a professional Diploma in Banking and Finance with the Zambia Institute of Banking and Financial services, she has over 5 years experience in administrative and handling financial work as well as knowledgeable in procurement, good negotiation skills , goal oriented and team player and ensures all administrative works are met on time.



1.1 The Company Information

Management Team:



Aubrey M Ndandula

Managing Director/Shareholder

Email:

Aubrey.n@burgmann-direct.com



Charles S Ndandula

Director / Shareholder

Email:

Charles.n@burgmann-direct.com



Muhau Mundia

Senior Finance Officer

Email:

muhau.m@burgmann-direct.com



Gloria M M Ndandula

Head marketing and
Legal

Email:

Gloria.n@burgmann-direct.com



Cynthia M. Mulenga

Administrative and Finance officer

Email:

Cynthia.m@burgmann-direct.com

- **Incorporation date:** 13 th June, 2012 (Converted to “Limited” on 28th January, 2022) Business
- **Registration No.:** 120220027372
- **Physical Address:** F/382a/1009, Meanwood crescent, Meanwood Ibex, Lusaka. Zambia
- **Phone:** +260 978 470 075/+260 964 185 143
- **E-mail:** info@burgmann-direct.com
- **Bank Details Bank:** First National Bank Account
- **Name:** BURGMANN DIRECT ENTERPRISE LIMITED Branch Name: Commercial Suite Branch Code: 260001
- **Swift Code:** FIRNZMLX



CF45
(Regulation 46)
Companies Registration No. **120220027372**
Serial No. **1201923**



SCAN TO VIEW
OUR REGISTRATION DETAILS



Republic Of Zambia

The Companies Act, 2017

(Act No. 10 of 2017)

The Companies (Prescribed Forms) Regulations, 2018

(Section 14)

CERTIFICATE OF INCORPORATION

PRIVATE COMPANY LIMITED BY SHARES

This isto certify that BURGMANN-DIRECT ENTERPRISE LIMITED is on and from the 28th day of January 2022 incorporated as a PRIVATE COMPANY LIMITED BY SHARES.

Given under my hand and seal at Lusaka, Zambia, this 28th day of January 2022.



PERRY MWABA

Deputy Registrar of Companies



ZAMBIA | *My Tax*
REVENUE | *Your Tax*
AUTHORITY | *Our Destiny*

TAXPAYER IDENTIFICATION NUMBER REGISTRATION

This is to certify that the Taxpayer whose details are shown below has been registered with Zambia Revenue Authority.



TAXPAYER INFORMATION

Identity No./ NRC	:	120220027372
TPIN	:	2327087776
Taxpayer Name	:	BURGMANN-DIRECT ENTERPRISE LIMITED
Trading As	:	BURGMANN-DIRECT ENTERPRISE LIMITED
Physical Address	:	PLOT NO.42 MILIMA ROAD, WOODLANDS, Lusaka Lusaka Province
Postal Address	:	PLOT NO.42 Milima, Woodlands, LUSAKA
TPIN Jurisdiction	:	LSTO - Non Mining

SECTION B: REGISTRATION DETAILS

Type of Registration	Effective Date of Registration
TAXPAYER IDENTIFICATION NUMBER	28/01/2022

This certificate shall remain in force until it is cancelled by ZRA.

JOSEPH NONDE
Commissioner - Direct Taxes

Issue date : 03/02/2023



ZAMBIA | My Tax
REVENUE | Your Tax
AUTHORITY | Our Destiny

General Tax Clearance Certificate

TPIN: 2327087776

Jurisdiction: ISMTO_Lusaka

Trading Name: BURGMANN-DIRECT ENTERPRISE LIMITED

Taxpayer Name: BURGMANN-DIRECT ENTERPRISE LIMITED



Physical Address: PLOT NO. F/382A/1009 MEANWOOD IBEX Lusaka

Province: LUSAKA PROVINCE

Email: BURGMANNDIRECTENTERPRISE@GMAIL.COM

Date: 25/03/2026

Contact Number: 0770536548

Certificate Number:2664207818

Dear Sir/Madam,

RE: TAX CLEARANCE CERTIFICATE FOR BURGMANN-DIRECT ENTERPRISE LIMITED - SECTION 81B (CAP 323)

This is to certify that BURGMANN-DIRECT ENTERPRISE LIMITED trading as BURGMANN-DIRECT ENTERPRISE LIMITED with TPIN 2327087776 is duly registered for tax purposes.

In addition, this tax clearance certificate has been issued to BURGMANN-DIRECT ENTERPRISE LIMITED trading as BURGMANN-DIRECT ENTERPRISE LIMITED pursuant to section 81 B of the Income Tax Act (CAP 323).

This certificate is valid up to 31/12/2026.

Accordingly, in terms of section 81 B of the Income Tax Act, for the duration of this certificate, the above named is free to conduct business in line with the trading license held.

Yours Faithfully,

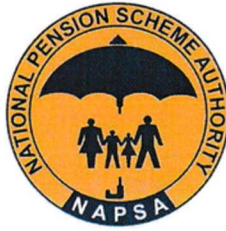
RICHARD KAPASA

Commissioner Domestic Taxes

Zambia Revenue Authority

NOTE: This notice has been issued for and on behalf of the Commissioner General. Please note that any established act of non-compliance with the provisions of the Income Act shall invalidate this Certificate. You are advised to always scan the QR code to verify the

Zambia Revenue Authority Domestic Taxes Division
Enquiries Email: advice@zra.org.zm Website: www.zra.org.zm
ZRA National Call Center: 4111



NATIONAL PENSION SCHEME AUTHORITY

COMPLIANCE CERTIFICATE

Employer Account Number: 5353908
Certificate Number: CC589544217744343332213711
Date Issued: 25th March 2026



This compliance certificate is issued to
BURGMANN-DIRECT ENTERPRISE LIMITED
without any alterations and is valid till
23rd June 2026

Authorized Signatory

To authenticate this certificate, scan the QR code or visit <https://icare.napsa.co.zm/compliance/verify>
and enter the **Certificate Number** to verify.

P.O Box 51275
Levy Business Park
Corner of Church Road and Kabelenga Road
Contact center Toll-free Line 677

☎ +260 973 000 677 ☎ +260 211 395 677 ✉ info@napsa.co.zm 🌐 www.napsa.co.zm

Be smart, Secure your future



WORKERS' COMPENSATION FUND CONTROL BOARD

EMPLOYER COMPLIANCE CERTIFICATE

THIS IS TO CERTIFY THAT

BURGMANN-DIRECT ENTERPRISE LIMITED

EMPLOYER ACCOUNT NUMBER: **0004603365/1901**

IS REGISTERED WITH THE WORKERS' COMPENSATION FUND CONTROL BOARD AND IS COMPLIANT WITH THE PROVISIONS OF THE WORKERS' COMPENSATION ACT NO.10 OF 1999 OF THE LAWS OF ZAMBIA

AUTHORISED SIGNATORY

CERTIFICATE NUMBER

ECN_0005043348

DATE ISSUED

06/03/2026

VALID UP TO

31/12/2026



WORKERS HAVE A RIGHT TO COMPENSATION



ZPPA

ZAMBIA PUBLIC PROCUREMENT AUTHORITY

Welcome to the e-Tendering Platform
This is your registration information as at 25/03/2026:

Supplier details	
Organisation name	BURGMANN DIRECT ENTERPRISE
Company Registration Number	120220027372
Tax Payer's Identification Number	2327087776
ZPPA Registration Number	17572
Company type	Business Name
Address	Plot No.42, Milima Road, Woodlands
Postal code	10101
City	LUSAKA
Country	Zambia
Phone Number	0966736595
Shareholders	Citizen Owned
CEEC category	
Valid Until	25/03/2027

You have registered in accordance with the Tender Regulations (Public Procurement Act No 12 of 2008) of the laws of Zambia to supply Goods and Services to Public Institutions in the following categories:

Areas of Interest

- 4400000-Office Equipment and Accessories and Supplies
- 30101904-Steel coil
- 50101543-Dried beans
- 50161814-Sugar or sugar substitute candy
- 50171551-Cooking or table salt
- 50192601-Fresh prepared potatoes or rice or pasta or stuffing
- 52121508-Blankets
- 56101508-Mattresses or sleep sets
- 10171600-Chemical fertilizers and plant nutrients
- 50111500-Meat and poultry
- 10170000-Fertilizers and plant nutrients and herbicides
- 50150000-Edible oils and fats