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**REPUBLIC OF UGANDA**

**MINISTRY OF FINANCE, PLANNING AND ECONOMIC DEVELOPMENT**

**THE RESOURCE ENHANCEMENT AND ACCOUNTABILITY PROGRAMME (REAP)**

**BID NOTICE**

**INDIVIDUAL CONSULTANT TO PROVIDE TECHNICAL ASSISTANCE (TA) TO ASSESS EFFICACY AND INTEGRATION OF IT SYSTEMS FOR TAX ADMINISTRATION AND ACTION PLAN REF: MOFPED/REAP/CONS/19-20/00030**

**PROCUREMENT OF CONSULTACY FIRM FOR CAPACITY NEEDS ASSESSMENT IN RISK MANAGEMENT AND TRAINER’S NEEDS**

**REF: MOFPED/REAP/CONS/19-20/00026**

**PROCUREMENT OF CONSULTACY FIRM TO DEVELOP A POLICY TO CLARIFY, STREAMLINE ROLES AND COORDINATION OF PARLIAMENTARY PUBLIC ACCOUNTS COMMITTEES (PAC) AND REGIONAL AUDIT COMMITTEES, AND REVIEW THE INTERNAL AUDIT FUNCTION IN LOCAL GOVERNMENTS**

**REF: MOFPED/REAP/CONS/19-20/00029**

1. The Ministry of Finance, Planning and Economic Development through the Resource Enhancement and Accountability Programme (REAP) has allocated funds to be used for procurement for provision of the above consultancy services;

2. The Entity invites sealed proposals from eligible consultancy firms for the provision of the above requirements

3. Bidding will be conducted in accordance with the method of shortlisting of consultants following publication of Request for Proposals method contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to eligible consultancy firms.

4. Interested eligible consultancy firms may obtain further information and inspect the Request for Proposal documents at the address given below at 7(a) from 8:00am to 5:00pm only during working hours.

5. A complete set of Request for Proposal documents in English may be purchased by interested consultancy firms on submission of a written application to the address in 8(a) below and upon payment of a non-refundable fee of **UGX 100,000** (Uganda Shillings One Hundred Thousand only) or its equivalent in a freely convertible currency using exchange rates published by Bank of Uganda on the date of purchase of the documents. The method of payment will be by cash/EFT.

6. Bids must be delivered to the address below at 7(b) at or before: **1500Hrs Local time** on **dates indicated in the table 1 below**

**Table 1**

|  |  |  |  |
| --- | --- | --- | --- |
| ***No.*** | ***Procurement Reference Number*** | ***Subject matter of Procurement***  | ***Closing date***  |
|  | MoFPED/REAP/CONS (SRVCS)/19-20/00026 | Procurement of a Consultancy Firm to provide Capacity needs assessment in Risk Management and Trainer’s Needs. | 20 February 2020 |
|  | MOFPED/REAP/CONS /19-20/00030 | Procurement for individual consultant to provide Technical Assistance (TA) to assess efficacy and integration of IT systems for Tax Administration and Action Plan | 12 February 2020 |
|  | MoFPED/REAP/CONS/19-20/0029 | Procurement of a Consultancy firm Develop a Policy framework to enable Government to clarify and streamline roles and coordination of Parliamentary Public Accounts Committee (PAC) On Local Governments Accounts, Local Government Public Accounts Committee and Regional Audit Committees, and review the Internal Audit function in Local Governments | 20 February 2020 |

Late bids shall be rejected. Bids shall be opened in the presence of the bidders’ representatives who choose to attend at the address below at 7(c) on the dates indicated in the table 1 above at **1515 Hrs Local Time**

7. (a) Documents may be inspected and issued at:

 **Ministry of Finance, Planning and Economic**

 **Development**

 **Plot 2/12 Apollo Kaggwa Road**

 **Finance Building, 3rd Floor, Office 3.7**

 (b) Bids must be delivered to: **Ministry of Finance, Planning and Economic**

 **Development**

 **Plot 2/12 Apollo Kaggwa Road**

 **Finance Building, 3rd Floor, Office 3.4**

 (c) Address for bid opening: **Ministry of Finance, Planning and Economic**

 **Development**

 **Plot 2/12 Apollo Kaggwa Road**

 **Finance Building, 1st Floor, committee room 2**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 8. The planned procurement schedule (subject to changes) is as follows:

|  |  |
| --- | --- |
| **Activity** | **Date** |
| 1. Publish bid notice
 | 28 January 2020  |
| 1. Pre-proposal meeting
 | N/A |
| 1. Bid closing/opening date
 | **Indicated in table 1**  |
| 1. Evaluation process (End)
 | 12 March 2020 |
| 1. Display and communication of best evaluated bidder notice (Start)
 | 17 March 2020 |
| 1. Contract signature
 | 10 April 2020 |

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**COORDINATOR**