



The Republic of Uganda

**MINISTRY OF FINANCE, PLANNING AND ECONOMIC DEVELOPMENT  
THE THIRD FINANCIAL MANAGEMENT AND ACCOUNTABILITY PROGRAMME (FINMAP III)**

**REQUEST FOR PROPOSALS FOR AN INDIVIDUAL CONSULTANT**

1. The Government of Uganda is implementing the Third Financial Management and Accountability Programme (FINMAP III) with the primary purpose to strengthen Public Financial Management (PFM) at all levels of government and ensure efficient, effective and accountable use of public resources as a basis for improved service delivery.
2. FINMAP comprises of interventions both at central and local government levels and involves a number of components and several stakeholders, including Development Partners. The implementation of FINMAP III entails a significant amount of coordination effort at all levels. This coordination requirement is met through the contracting of consultants to support specific Programme areas. FINMAP III requires an **Individual** Consultant to conduct a customer satisfaction survey for the Integrated Personnel and Payroll System (IPPS) in establishment control, salary, pension and gratuity processing for the Government of Uganda Ref: MOFPED/FINMAP III /CONS/18-19/00018
3. Interested Consultants may obtain further information and/or clarifications from the Third Financial Management and Accountability Programme (FINMAP III) Coordination Office at the address given below 8(a), from Monday to Friday between 0800hrs to 1700hrs.
4. A complete set of Request for Proposal documents in English may be obtained by interested consultants on submission of a written application to the address in 8(a).
5. Proposals must be delivered to the address below at 8(b) at or before **1500Hours** Local time on **Wednesday 19 December 2018**.
6. Late proposals shall be rejected. Proposals will be opened in the presence of the consultants' representatives who choose to attend at the address below at 8(c) at **1515Hours** Local time on **Wednesday 19 December 2018**.
7. There shall be no pre-proposal meeting.
8. a) Address for inspection/purchase of proposal documents

**The Third Financial Management and Accountability Programme (FINMAP III)**

**Ministry of Finance, Planning & Economic Development**

**Plot 2/12 Apollo Kaggwa Road**

**Finance Building; Floor 3, Room 3.7**

**Tel: 256-414-70790**

**E-mail: [finmap@finance.go.ug](mailto:finmap@finance.go.ug).**

- (b) Address for submission of proposals:

**Ministry of Finance, Planning & Economic Development**

**Plot 2/12 Apollo Kaggwa Road**

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

(c) Address for opening of proposals:

**Ministry of Finance, Planning & Economic Development**

**Plot 2/12 Apollo Kaggwa Road**

**Finance Building; Floor 3 Office 3.15**

9. The Planned Procurement schedule (subject to change) is as follows:

<b>Activity</b>	<b>Date</b>
a) Publication of notice	6 December 2018
b) Pre-Proposal meeting	N/A
c) Closing date for submission of applications	19 December 2018
d) Evaluation process (End)	18 January 2019
e) Display and communication of Best Evaluated Consultants (Start)	23 January 2019
f) Contract signature	15 February 2019

**PROGRAMME COORDINATOR**