



**MINISTRY OF FINANCE, PLANNING AND ECONOMIC
DEVELOPMENT
THE RESOURCE ENHANCEMENT AND ACCOUNTABILITY
PROGRAMME (REAP)**

BID NOTICE

FOR

**CONSULTANCY SERVICES TO DEVELOP AND DESIGN PROCESS
CHARTS, INFOGRAPHICS, ANIMATED VIDEOS, IEC AND
PROMOTIONAL MATERIALS FOR THE MICROSCALE
IRRIGATION PROGRAM**

REF: MOFPED/UGIFT/CONS/22-23/00017

1. The Government of Uganda with support from the World Bank is implementing the Uganda Intergovernmental Fiscal Transfer (UGIFT) Program, and has allocated funds to be utilised for the acquisition of consultancy Services to develop and design process charts, infographics, animated videos, IEC and promotional materials for the Microscale Irrigation Program.
2. The Ministry of Finance, Planning and Economic Development – Resource Enhancement and Accountability Programme (REAP) hereby invites sealed proposals from eligible consultancy firms to provide the aforementioned services.
3. Bidding will be conducted in accordance with the Open Domestic Bidding procurement method and is open to eligible consultancy firms.
4. Interested consultancy firms may obtain further information and inspect the proposal documents at the address given below at 8(a) from 0800 – 1700hrs (Kampala Time) on working days.
5. The Request for proposals document may be acquired on submission of a written application to the address below at 8(a), and upon payment of a non-refundable fee of UGX 50,000 (Uganda Shillings Fifty Thousand only). Interested consultancy firms may make payment to the URA collection account at commercial banks, quoting the

Procurement Reference Number above. The **bank advice and the application** shall be presented for issuance of the Request for Proposal Document, to the address below at 8(a).

6. Proposals must be delivered to the address below at 8(b), at or before **1100hrs** (Kampala Time) on **9th March 2023**. Late proposals shall be rejected. Proposals will be opened in the presence of the consultants' representatives who choose to attend the meeting on **9th March 2023**.
7. There shall not be a pre – proposal meeting.
8. (a) Address for obtaining more information, inspecting the Request for Proposals document and issuance of the Request for Proposals document:
The Resource Enhancement and Accountability Programme (REAP)
Ministry of Finance, Planning and Economic Development
Plot 17 Hannington Road
Crested Towers Building, 9th Floor Tall Tower, Office 9.13
Email: reap@finance.go.ug
- (b) Address for submission of proposals:
The Resource Enhancement and Accountability Programme (REAP)
Ministry of Finance, Planning and Economic Development
Plot 17 Hannington Road
Crested Towers Building, 9th Floor Tall Tower, Office 9.12
9. The planned procurement schedule (subject to changes) is as follows:

Activity	Date
a. Publish bid notice	7 th February 2023
b. Bid closing	9 th March 2023
c. Evaluation process (End)	13 th April 2023
d. Display and communication of best evaluated bidder notice	25 th April 2023
e. Contract signature date	20 th June 2023

UNDER SECRETARY/ACCOUNTING OFFICER