



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

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

BID NOTICE

PROCUREMENT REFERENCE NUMBER	SUBJECT OF PROCUREMENT
MOFPED/UGIFT/CONS/23- 24/00017	CONSULTANCY FIRM UNDERTAKE A STUDY AND REVISE THE LOCAL GOVERNMENT MANAGEMENT OF SERVICE DELIVERY PERFORMANCE ASSESSMENT MANUAL AND THE ASSESSMENT FRAMEWORK

1. The Ministry of Finance, Planning and Economic Development through the Resource Enhancement and Accountability Programme (REAP) has allocated funds to be used for procuring consultancy firm to provide the above assignment.
2. The Entity invites sealed proposals from eligible consulting firms for the provision of the above requirements.
3. Bidding will be conducted in accordance with the Open Domestic Bidding method and is open to eligible consulting firms.
4. Interested eligible firms may obtain further information and inspect the Request for Proposal documents at the address given below at 8(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 consulting 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) 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 made to the **URA COLLECTION ACCOUNT AT COMMERCIAL BANKS** under the Ministry of Finance, Planning and Economic Development.

6. Proposals must be delivered to the address below at 8(b) at or before: **1500Hrs. Local time** on **7th December 2023**. Late proposals shall be rejected.

7. Proposals shall be opened in the presence of the firms' representatives who choose to attend at the address below at 8(c) on the **7th December 2023 at 1515Hrs, Local Time**.

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

**The Resource Enhancement and
Accountability Programme
(REAP)
Plot 17 Hannington Road,
Crested Towers Building
Tall Tower, 9th Floor, office 9.13
KAMPALA**

(b) Bids must be delivered to:

**The Resource Enhancement and
Accountability Programme
(REAP)
Plot 17 Hannington Road,
Crested Towers Building
Tall Tower, 9th Floor, office 9.12**

(c) Address for bid opening:

**The Resource Enhancement and
Accountability Programme
(REAP)
Plot 17 Hannington Road,
Crested Towers Building
Tall Tower, 9th Floor, office 9.10**

9. The planned procurement schedule (subject to changes) is as follows:

Activity	Date
a. Publish Bid Notice	7 th November 2023
b. Pre-Proposal Meeting	N/A
c. Bid Closing/Opening Date	7 th December 2023
d. Evaluation Process (End)	16 th February 2024
e. Display and communication of best Evaluated Bidder Notice (Start)	23 rd February 2024
f. Contract Signature	29 th March 2024

UNDER SECRETARY/ACCOUNTING OFFICER