

Telephone: 256 414707000/232095
Fax : 256 41 4233524
Email : finance@finance.go.ug
treasury@finance.go.ug
Website : www.finance.go.ug
Plot No. 2-8 Apollo Kaggwa Road
In any correspondence on
This subject please quote No.



Ministry of Finance, Planning &
Economic Development,
P.O. Box 8147
Kampala, Uganda

BID NOTICE UNDER OPEN DOMESTIC BIDDING

22nd August, 2024

Invitation to bid for Procurement of a Third- Party Procurement Agent for PPDA

Procurement Reference No: MoFPED/CONS/2024-25/00001

1. The Ministry of Finance, Planning & Economic Development has allocated funds to be used for the acquisition of **Consultancy Services of a Third-Party Procurement Agent**.
2. The Entity invites sealed bids from eligible bidders for the provision of the above services.
3. Bidding will be conducted in accordance with the **Open Domestic Bidding method** contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from **8:00am to 05:00pm**.
5. The Bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below at 8(b) and upon payment of a non-refundable fee of **Ugx 100,000= (One Hundred Thousand shillings only)**. The method of payment will be through the bank.
6. Bids must be delivered to the address below at 8(c) at or before **12th September, 2024 at 10:00 am**. All bids must be accompanied by a Bid Securing Declaration. **The Bid Securing Declaration must be valid until 15th April, 2025**. Late bids shall be rejected. Bids will be opened in the presence of the bidder's representatives, who choose to attend at the address below at 8(d) at **10:30am on 12th September, 2024**.
7. There shall not be a pre – bid meeting.
8. (a) Documents may be inspected at: **The Procurement & Disposal Unit First floor, Rm 1.5 pdu@finance.go.ug**

- (b) Documents will be issued from: **The Procurement & Disposal Unit, First floor, Rm 1.5 pdu@finance.go.ug**
- (c) Bids must be delivered to: **The Procurement & Disposal Unit, First floor, Rm 1.5. pdu@finance.go.ug**
- (d) Address of bid opening: **Ministry of Finance Planning and Economic Development, First floor, Committee Rm 3. pdu@finance.go.ug**
- (e) Address of pre-bid meeting: **N/A**

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

Activity	Date
a. Publish bid notice	22nd August, 2024
b. Pre-bid meeting where applicable	N/A
c. Bid closing date	12th September, 2024
d. Evaluation process	13th – 17th September, 2024
e. Display and communication of best evaluated bidder notice	18th September to 01st October, 2024
f. Contract signature	(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval).



Dr. Sengonzi E. Damulira
UNDER SECRETARY/ACCOUNTING OFFICER