

Standard Invitation to Bidders/Consultants

BID NOTICE UNDER OPEN BIDDING



MINISTRY OF FINANCE, PLANNING & ECONOMIC DEVELOPMENT, The Resource Enhancement and Accountability Programme (REAP)

13th January 2026

PROVISION OF HOTEL AND CONFERENCE FACILITIES IN UGANDA MOFPED/REAP/ NON-CONS/25-26/00060

1. The Ministry of Finance, Planning & Economic Development -The Resource Enhancement and Accountability Programme (REAP) has allocated funds to be used for Provision of hotel and conference facilities in Uganda under framework contracts.
2. The Entity invites sealed proposals from eligible bidders/consultants for the provision of the above services.
3. Bidding shall be conducted in accordance with the procedures contained in the Public Procurement and Disposal of Public Assets Act, Cap 205 and the Regulations made under the Act and is open to all bidders.
4. Interested eligible bidders. may obtain further information and inspect the proposal documents at the address given below at 8 (a) from 8:00am to 5:00pm only during working hours.
5. The bidding document may be purchased by interested consultants from the address at 8 (b) and upon payment of a non-refundable fee of **UGX100,000**(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 in the bank** on URA Collection Account only.
6. Proposals must be delivered to the address below at 8 (c) at or before **11:00am on 9th February 2026** A Proposal Securing Declaration shall be valid until **9th May 2026**. Electronic Bidding *will not* be permitted. 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 (d) at **11:15am on 9th February 2026**
7. There */shall not* be a pre – proposal meeting.

8. Consultants should note the following
- a. Documents may be inspected at:
The Resource Enhancement and Accountability Programme (REAP)
Ministry of Finance, Planning & Economic Development
Crested Towers Building, 9 Floor (Tall Tower) Office 9.13
 - b. Documents will be issued from:
The Resource Enhancement and Accountability Programme (REAP)
Ministry of Finance, Planning & Economic Development
Crested Towers Building, 9 Floor (Tall Tower) Office 9.13
 - c. Proposals must be delivered to:
The Resource Enhancement and Accountability Programme (REAP)
Ministry of Finance, Planning & Economic Development
Crested Towers Building, 9 Floor (Tall Tower) Office 9.12
 - d. Address of proposal opening:
The Resource Enhancement and Accountability Programme (REAP)
Ministry of Finance, Planning & Economic Development
Crested Towers Building, 9 Floor (Tall Tower) Office 9.10

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

Activity	Date
a. Publish bid/proposal notice	13 th January 2026
b. Pre-proposal meeting/Site visit	N/A
c. Proposal closing date	9 th February 2026
d. Evaluation of technical proposals	27 th February 2026
g. Display and communication of best evaluated bidder/consultant notice	5 th March 2026
h. Contract Signature	15 th May 2026

Signature:

Name:

Position of Authorized Official:
