



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

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

**BID NOTICE**

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**PROCUREMENT OF A SHORT TERM CONSULTANCY TO DEVELOP A TRAINING MANUAL FOR LOCAL GOVERNMENT ENVIRONMENT AND NATURAL RESOURCES COMMITTEES. PROCUREMENT OF AN INDIVIDUAL CONSULTANT TO PROVIDE TECHNICAL ASSISTANCE (TA) TO ASSESS EFFICACY AND INTEGRATION OF IT SYSTEMS FOR TAX ADMINISTRATION AND ACTION PLAN FOR UGANDA REVENUE AUTHORITY**

**REF: MoFPED/UGIFT/CONS (SRVCS)/21-22/00026**

The Ministry of Finance, Planning and Economic Development through The Resource Enhancement and Accountability Programme (REAP) has allocated funds to be used for the acquisition of a Consultancy firm to provide the above consultancy services.

1. The Entity invites sealed proposals from eligible consultants for the provision of the above consultancy services.
2. 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 eligible consultants.
3. Interested eligible consultants shall pay UGX.50,000 (Shillings Fifty Thousand only) to the bank URA collection account and quote the Procurement Reference Number above. The **bank slip and an application** for the RFP document shall be presented for issue of the Request for Proposal (RFP) Document at 7 (a).
4. Interested eligible consultancy firms may obtain further information and inspect the bidding documents at the address given below at 7(a) from 8:00am to 5:00pm.
5. Proposals must be delivered to the address below at 7(c) at or before: **300Hrs on 12 May 2022**. Proposals must be accompanied by a proposal securing declarations. Late Proposals shall be rejected.

6. Proposals shall be opened in the presence of the consultants' and or representatives who choose to attend at the address below at 7(a) on **12 May 2022** at **315Hrs.**

Documents may be inspected at:

7. (a) PFM Reforms Coordination Unit  
Ministry of Finance, Planning & Economic Development  
Crested Towers Building, Floor 9 (Tall Tower) Office 9.13  
Plot 17 Hannington Road  
P O Box 8147  
KAMPALA  
Tel: 256-41-4707900/7946 Email: [reap@finance.go.ug](mailto:reap@finance.go.ug)
- (b) Documents will be issued from:  
**Ministry of Finance, Planning & Economic Development  
Crested Towers Building, Floor 9 (Tall Tower) Office 9.13  
Plot 17 Hannington Road**
- (c) Bids must be delivered to:  
**Ministry of Finance, Planning & Economic Development  
Crested Towers Building, Floor 9 (Tall Tower) Office 9.13  
Plot 17 Hannington Road**

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

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	21 April 2022
b. Bid closing/opening date	12 May 2022
c. Evaluation process (End)	31 May 2022
d. Display and communication of best evaluated bidder notice (Start)	6 June 2022
e. Contract signature	30 June 2022