



REPUBLIC OF UGANDA

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

**BID NOTICE**

**PROVISION OF CATERING SERVICES WITHIN KAMPALA DISTRICT UNDER  
FRAMEWORK CONTRACT FOR F/Y 2024/2025**

**REF: MOFPED/REAP/NON-CONS/23-24/00051**

1. The Ministry of Finance, Planning and Economic Development through the Resource Enhancement and Accountability Programme (REAP) has allocated funds to be used for procurement for provision of the above services;
2. The Entity invites sealed bids from eligible suppliers/consultants for the provision of the above requirements and or services.
3. Bidding will be conducted in accordance with the PPDA guidelines for solicitation of Bids/Proposals and is open to eligible consultancy firms.
4. Interested eligible consultants 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 requested for by interested bidders on submission of a written application to the address in 7(a).
6. A complete set of bid documents in English may be purchased by interested bidders for procurement **REF: MOFPED/REAP/NON-CONS/23-24/00051** on submission of a written application to the address in 8(a) upon payment of a non-refundable fee of **UGX100,000**(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.
7. Bids must be delivered to the address below at 8(b) at or before: **1100Hrs Local time on dates indicated in the table 1 below;-**

**Table 1**

<i>No.</i>	<i>Procurement Reference Number</i>	<i>Subject matter of Procurement</i>	<i>Bid Security</i>	<i>Closing date</i>
<b>1.</b>	MOFPED/REAP/NON-CONS/23-24/00051	PROVISION OF CATERING SERVICES WITHIN KAMPALA DISTRICT UNDER FRAMEWORK CONTRACT FOR F/Y2024/2025	N/A	19 <sup>th</sup> July 2024

Late bids/ proposals shall be rejected. Bids shall be opened in the presence of the bidders representatives who choose to attend at the address below at 7(c) on the dates indicated in the table 1 above at **1115 Hrs Local Time**

8. (a) Documents may be inspected and issued 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) Bids 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**
- (c) Address for bid opening:  
**The Resource Enhancement and Accountability Programme (REAP)**  
**Ministry of Finance, Planning & Economic Development**  
**Crested Towers Building, 9 Floor (Tall Tower) Board room 9.10**

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

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	27 <sup>th</sup> June 2024
b. Pre bid/proposal meeting	N/A
c. Bid closing/opening date	19 <sup>th</sup> July 2024
d. Evaluation process (End)	9 <sup>th</sup> August 2024
e. Display and communication of best evaluated bidder notice (Start)	16 <sup>th</sup> August 2024
f. Contract signature	15 <sup>th</sup> September 2024

**UNDER SECRETARY/ACCOUNTING OFFICER**