



REPUBLIC OF UGANDA

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

BID NOTICE

**CONSULTANCY SERVICES TO UNDERTAKE HOLISTIC REVENUE
COLLECTION TRAINING OF KAMPALA CAPITAL CITY AUTHORITY
(KCCA) REVENUE STAFF**

REF: MOFPED/REAP/CONS/25-26/00056

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 consultancy services;
2. The Entity invites sealed bids/ proposals 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 Consultants 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 Suppliers for procurement Ref. **MoFPED/REAP/CONS/25-26/00056** on submission of a written application to the address in 8(a) 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.
7. Bids must be delivered to the address below at 8(b) at or before: **1500Hrs 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>
1.	MoFPED/REAP/CONS/25-26/00056	CONSULTANCY SERVICES TO UNDERTAKE HOLISTIC REVENUE COLLECTION TRAINING OF KAMPALA CAPITAL CITY AUTHORITY (KCCA) REVENUE STAFF	N/A	23 rd January, 2026

Late bids 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 **1530 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:

Activity	Date
a. Publish bid notice	18 th December 2025
b. Pre bid/proposal meeting	N/A
c. Bid closing/opening date	23 rd January 2026
d. Evaluation process (End)	13 th February 2026
e. Display and communication of best evaluated bidder notice (Start)	20 th February 2026
f. Contract signature	27 th February 2026

ACCOUNTING OFFICER