

**CORRIGENDUM No: 01**

**to the**

**CONTRACT NOTICE**

**Publication reference: EuropeAid/165321/Indirect Management/ACT/UG**

**Subject:** Coffee and Cocoa value chains development in Uganda

**Location:** Uganda

The contract notice is corrected or modified as follow:

Point No. 2.2.6 of the Guidelines for grant applicants

**Instead of:**

***2.2.6 Where and how to send full applications***

Full applications (i.e. the full application form, the budget, the logical framework and the declaration by the lead applicant) must be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery (a signed and dated certificate of receipt will be given to the deliverer) to the address below:

**Postal address:**

The Permanent Secretary /Secretary to the Treasury/National Authorizing Officer

Ministry of Finance, Planning & Economic Development (MFPED)

Plot 2 – 12 Apollo Kagwa Road

P. O. Box 8147, Kampala, Uganda

Room 1.28 Treasury Building

**Address for hand delivery:**

The Permanent Secretary /Secretary to the Treasury/National Authorizing Officer

Ministry of Finance, Planning & Economic Development (MFPED)

Plot 2 – 12 Apollo Kagwa Road

P. O. Box 8147, Kampala, Uganda

Room 1.28 Treasury Building

Working hours from Monday to Friday 8.00hrs – 16.00 hours except on Public holidays.

The deadline for submission of proposals is **21<sup>st</sup> October 2019 13. 00 hours Ugandan Time**

Applications sent by any other means (e.g. by fax or by e-mail) or delivered to other addresses will be rejected.

Applications must be submitted in one original and two copies in A4 size, each bound. The full application form, budget and logical framework must also be supplied in electronic format (CD-Rom in a separate and single file (i.e. the full application must not be split into several different files). The electronic file must contain **exactly the same** application as the paper version.

The checklist (Section 7 of Part B of the grant application form) and the declaration by the lead applicant (Section 8 of Part B of the grant application form) must be stapled separately and enclosed in the envelope

Where lead applicants send several different applications (if allowed to do so by the guidelines of the call), each one must be sent separately.

The envelope must bear the **reference number and the title of the call for proposals, together with the number and title of the lot**, the full name and address of the lead applicant, and the words **'Not to be opened before the opening session'**

**Applicants must verify that their application is complete using the checklist (Section 7 of Part B of the grant application form). Incomplete applications may be rejected.**

## **Read:**

### ***2.2.6 Where and how to send full applications***

Full applications (i.e. the full application form, the budget, the logical framework and the declaration by the lead applicant) must be submitted in a sealed envelope by registered mail, private courier service or by hand-delivery (a signed and dated certificate of receipt will be given to the deliverer) to the address below:

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Working hours from Monday to Friday 8.00hrs – 16.00 hours except on Public holidays.

The deadline for submission of proposals is **20<sup>th</sup> December 2019 13. 00 hours Ugandan Time**

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**Applicants must verify that their application is complete using the checklist (Section 7 of Part B of the grant application form). Incomplete applications may be rejected.**

Point No 2.5 of the Guidelines for grant applicants

### **Instead of:**

## **2.5. NOTIFICATION OF THE CONTRACTING AUTHORITY’S DECISION**

### ***2.5.1. Content of the decision***

The lead applicants will be informed in writing of the contracting authority’s decision concerning their application and, if rejected, the reasons for the negative decision.

An applicant believing that it has been harmed by an error or irregularity during the award process may lodge a complaint. See further Section 2.4.15 of the practical guide.

Applicants and, if they are legal entities, persons who have powers of representation, decision-making or control over them, are informed that, should they be in one of the situations of early detection or exclusion, their personal details (name, given name if natural person, address, legal form and name and given name of the persons with powers of representation, decision-making or control, if legal person) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

For more information, you may consult the privacy statement available on [http://ec.europa.eu/budget/explained/management/protecting/protect\\_en.cfm](http://ec.europa.eu/budget/explained/management/protecting/protect_en.cfm)

### ***Indicative timetable***

	<b>DATE</b>	<b>TIME</b>
<b>1. Information meeting (if any)</b>	10 <sup>th</sup> July 2019	09.00am – 12.30 pm
<b>2. Deadline for requesting any clarifications from the contracting authority</b>	21 <sup>th</sup> July 2019	04.00pm
<b>3. Last date on which clarifications are issued by the contracting authority</b>	5 <sup>th</sup> August 2019	04.00pm
<b>4. Deadline for submission concept notes applications</b>	16 <sup>th</sup> August 2019	13.00pm
<b>5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)</b>	20 <sup>th</sup> August 2019	
<b>6. Invitations to submit full applications</b>	4 <sup>th</sup> September 2019	
<b>7. Deadline for submission of full applications</b>	21 <sup>st</sup> October 2019	13.00 pm
<b>8. Information to lead applicants on the evaluation of the full applications (Step 2)</b>	04 <sup>th</sup> November 2019	
<b>9. Notification of award (after the eligibility check) (Step 3)</b>	18 <sup>th</sup> November 2019	
<b>10. Contract signature</b>	01 <sup>st</sup> December 2019	

All times are in the time zone of the country of the contracting authority (Ugandan Time)

This indicative timetable refers to provisional dates (except for dates 2, 3, and 4) and may be updated by the contracting authority during the procedure. In such cases, the updated timetable will be published on the web site of DG International Cooperation and Development:

<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and on the website of the Ministry of Finance, Planning and Economic Development, Kampala, Uganda: [www.finance.go.ug](http://www.finance.go.ug)

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### **2.5. NOTIFICATION OF THE CONTRACTING AUTHORITY'S DECISION**

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Applicants and, if they are legal entities, persons who have powers of representation, decision-making or control over them, are informed that, should they be in one of the situations of early detection or exclusion, their personal details (name, given name if natural person, address, legal form and name and given name of the persons with powers of representation, decision-making or control, if legal person) may be registered in the early detection and exclusion system, and communicated to the persons and entities concerned in relation to the award or the execution of a grant contract.

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<b><i>Indicative timetable</i></b>
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	<b>DATE</b>	<b>TIME</b>
<b>1. Information meeting (if any)</b>	10 <sup>th</sup> July 2019	09.00am – 12.30 pm
<b>2. Deadline for requesting any clarifications from the contracting authority</b>	21 <sup>th</sup> July 2019	04.00pm
<b>3. Last date on which clarifications are issued by the contracting authority</b>	5 <sup>th</sup> August 2019	04.00pm
<b>4. Deadline for submission concept notes applications</b>	16 <sup>th</sup> August 2019	13.00pm
<b>5. Information to lead applicants on opening, administrative checks and concept note evaluation (Step 1)</b>	20 <sup>th</sup> August 2019	
<b>Updated dates</b>		
<b>6. Invitations to submit full applications</b>	5 <sup>th</sup> November 2019	
<b>7. Deadline for requesting any clarifications from the contracting authority</b>	27 <sup>th</sup> November 2019	04:00pm
<b>8. Last date on which clarifications are issued by the contracting authority</b>	9 <sup>th</sup> December 2019	04:00pm
<b>9. Deadline for submission of full applications</b>	20 <sup>th</sup> December 2019	13.00 pm
<b>10. Information to lead applicants on the evaluation of the full applications (Step 2)</b>	8 <sup>th</sup> January 2020	
<b>11. Notification of award (after the eligibility check) (Step 3)</b>	28 <sup>th</sup> January 2020	

<b>12. Contract signature</b>	11 <sup>th</sup> February 2020	
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All times are in the time zone of the country of the contracting authority (Ugandan Time)

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<https://webgate.ec.europa.eu/europeaid/online-services/index.cfm?do=publi.welcome> and on the website of the Ministry of Finance, Planning and Economic Development, Kampala, Uganda: [www.finance.go.ug](http://www.finance.go.ug)

All other terms and conditions of the contract notice remain unchanged. The above alterations and/or corrections to the contract notice are integral part of the contract notice.