



# MINISTRY OF FINANCE, PLANNING AND ECONOMIC DEVELOPMENT

THE RESOURCE ENHANCEMENT AND ACCOUNTABILITY PROGRAMME  
(REAP)

## **BID NOTICE**

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### PROCUREMENT OF A CONSULTANCY FIRM TO DEVELOP GUIDELINES FOR LOCAL REVENUE MANAGEMENT

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**REF: MoFPED/REAP/CONS/21-22/00021**

1. 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 Develop Guidelines for Local Revenue Management.
2. The Entity invites sealed proposals from eligible consultancy firms for the provision of the above consultancy services.
3. 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.
4. Interested eligible consultants shall pay UGX.100,000(Shillings One Hundred 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).
5. Interested eligible consultants may obtain further information and inspect the bidding documents at the address given below at 7(a) from 8:00am to 5:00pm.
6. Proposals must be delivered to the address below at 7(c) at or before: **1600Hrs on Wednesday 13 October 2021**. Proposals must be accompanied by a proposal securing declarations. Late Proposals shall be rejected. Proposals shall be opened on zoom in the presence of the consultants' and or representatives who choose to attend and shall be hosted on zoom at the address below at 7(a) on Friday **13 October 2021** at **1630Hrs**.

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	23 September 2021
b. Bid closing/opening date	13 October 2021
c. Evaluation process (End)	22 October 2021
d. Display and communication of best evaluated bidder notice (Start)	29 October 2021
e. Contract signature	12 November 2021