



**PUBLIC PROCUREMENT AND DISPOSAL
OF PUBLIC ASSETS AUTHORITY**
"Procurement That Delivers"

Your Ref:

Our Ref:

PPDA/MOES/013

22nd September 2022

The Permanent Secretary
Ministry of Education and Sports
P. O. Box 7063

KAMPALA

**BID PREPARATORY AUDIT EXERCISE FOR CONSULTANCY SERVICES TO
UNDERTAKE FINAL EVALUATION OF UGANDA SKILLS DEVELOPMENT
PROJECT (USDP)**

Reference is made to the above subject.

The Public Procurement and Disposal of Public Assets Authority (PPDA) on 2nd September 2022 conducted a bid preparatory audit for the consultancy services to undertake the final evaluation of the Uganda Skills Development Project (USDP) which is to be undertaken this financial year (2022/23). The audit exercise involved a review of the procurement planning, requisition/initiation, and solicitation document issued to bidders following the Public Procurement and Disposal of Assets Act, 2003 as amended, the PPDA Regulations, and relevant Guidelines.

The Authority observed that;

- Whereas the project was in the departmental work plan, it was not included in the Entity's consolidated procurement plan. Implementing unplanned procurements may delay or impede the progress of planned activities due to diverted resources.
- The Entity did not submit a copy of the procurement plan to the Authority. This inhibits performance monitoring as the Authority is unable to give timely advice or recommendations.

The Authority therefore recommends that;

- The Head Procurement and Disposal Unit should ensure that all procurement and disposal activities of the Procuring and Disposing Entity are on the plan in accordance with Section 31 (f) of the PPDA Act 2003.
- The Contracts Committee should not approve procurements that are not on the procurement plan.

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- The Entity should ensure submission of its annual procurement plan to the Authority and Secretary to the treasury by 1st July of each financial year in accordance with Section 58 (1) of the PPDA Act 2003.

The purpose of this letter is to forward to you the above finding from the bid preparatory audit exercise for your implementation to allow potential bidders sufficient time to prepare responsive bids.


Dr. Aloysius M. Byaruhanga (PhD)

For: **EXECUTIVE DIRECTOR**

c.c. Chairperson, Contracts Committee
c.c. Head Procurement and Disposal Unit