



**PUBLIC PROCUREMENT AND DISPOSAL
OF PUBLIC ASSETS AUTHORITY**

"Procurement That Delivers"

Our Ref: PPDA/RGF/005

20th January 2022

To all Accounting Officers
Central and Local Government Entities

CIRCULAR NO. 01 OF 2022

COMPLIANCE TO SUBMISSION OF THE PROCUREMENT FILES AND RELEVANT DOCUMENTS IN RESPECT TO RECOMMENDATIONS TO SUSPEND PROVIDERS FROM PARTICIPATING IN PUBLIC PROCUREMENT AND DISPOSAL PROCESSES

Section 94 (a) of the PPDA Act, 2003 mandates the Authority on the recommendation of a Procuring and Disposing Entity or on its own initiative to suspend a provider from engaging in any public procurement or disposal process.

The Authority has noted that Entities recommending suspension of providers omit to submit the relevant documentation including the bids and procurement files to support the investigations.

The purpose of this circular is to advise that you submit the procurement files including the bids when recommending providers for suspension to enable the Authority handle the investigations in a timely manner.

Benson Turamye
EXECUTIVE DIRECTOR

c.c.: Head, Procurement and Disposal Units

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