

PPDA/NWSC/31

16th June 2025

The Managing Director
National Water and Sewerage Corporation
P.O. Box 7053
KAMPALA

BID PREPARATORY AUDIT EXERCISE FOR THE PROVISION OF APN (PRIVATE ACCESS POINT NAME) DATA SERVICES UNDER A FRAMEWORK CONTRACT FOR A PERIOD OF 3 YEARS PROCUREMENT REFERENCE NUMBER: NWSC-HQ/NCONS/24-25/181244

Reference is made to the above subject.

On 13th June 2025, the Public Procurement and Disposal of Public Assets Authority (PPDA) in accordance with Section 8 (1) (j) (i) of the PPDA Act Cap 205 conducted a bid preparatory audit for the provision of APN (Private Access Point Name) data services under a framework contract for a period of 3 years.

The objectives of the audit were to establish whether the:

1. Public procurement planning and requisitioning processes were conducted in accordance with the PPDA Act Cap 205, PPDA Regulations 2023 and PPDA Guidelines; and;
2. Solicitation document issued was drafted in a manner which promotes transparency, accountability and fairness to the bidders in accordance with the provisions of the PPDA Act Cap 205, PPDA Regulations 2023 and PPDA Guidelines.

The scope of the bid preparatory audit entailed a review of the procurement requisition form, solicitation document and bid notice as well as the approvals of the Contracts Committee. The areas of the solicitation document analyzed were; Instructions to Bidders, Bid Data Sheet, Evaluation Methodology and Criteria, Bidding Forms and the Special and General Conditions of Contract.

The Authority identified the following exceptions with regard to the procurement planning and requisition processes, and the solicitation document for the attention of management.

1.0. *Whether the public procurement planning and requisitioning processes were conducted in accordance with the PPDA Act Cap 205, PPDA Regulations 2023 and PPDA Guidelines*

1.1 Delayed initiation of procurement

The Entity submitted a procurement and disposal plan for Financial Year 2024/2025 to the Authority on 21st October 2024. The Authority noted that the User Department delayed to initiate the procurement. Whereas the procurement plan indicated the date of invitation of bids as 2nd October 2024, the User Department initiated the procurement on 4th April 2025 causing a delay of six months.

Implication

Failure to adhere to the procurement plan timelines may result into delayed service delivery to the intended beneficiaries.

Recommendations

- i. The Accounting Officer should ensure that all procurement activities commence strictly in accordance with the approved procurement plan.
- ii. The Head, Procurement and Disposal Unit should put in place mechanisms to monitor adherence to planned procurement timelines.

2.0. *Whether the solicitation document issued to bidders was drafted in a manner which promotes transparency, accountability and fairness to the bidders in accordance with the provisions of the PPDA Act Cap 205, PPDA Regulations 2023 and PPDA Guidelines*

The Authority reviewed the bidding document issued to the bidders and noted that there were no exceptions identified for the attention of management, based on the contents of the file reviewed.

Recommendation

The Entity should proceed with the procurement process to the logical conclusion in accordance with the provisions of the PPDA Act Cap 205, PPDA Regulations 2023 and Guidelines.

The purpose of this letter is to forward the findings of the bid preparatory audit exercise. In order to administer and enforce compliance with the provisions of the PPDA Act Cap 205, Regulations 2023 and Guidelines, the Entity is required to implement the recommendations of the Authority contained in this letter.


Hilda K. Mwesigwa

For: EXECUTIVE DIRECTOR

cc: Chairperson, Contracts Committee
cc: Head, Procurement and Disposal Unit