

Note that the open bidding method can be used for procurement of supplies and non consultancy services irrespective of the value of the procurement.

2. Works

Procurement Method	Threshold in UGX
Open Bidding	>500 Million
Restricted Bidding:	≥200 Million to <500Million
Request for Quotations (RFQ)	≥10 Million to <200Million
Micro Procurement	<10 Million

Note that the open bidding method can be used for procurement of works irrespective of the value of the procurement.

3. Consultancy Services

Selection Method	Threshold in UGX
Request for Proposals (RFP) with Expression of Interest	≥200 Million
Request for Proposals (RFP) without Expression of Interest	≥50 Million to <200Million

Note that Individual Consultants are procured using the above methods but are procured only where the value of the consultancy services required is less than 50 Million Shillings.

Special thresholds have been set for the procurement of medicines and other health supplies as follows:

Method of Procurement	Thresholds for use of Procurement Method	Conditions for use
Open Bidding	Default Method. It may be used irrespective of the value of the procurement	On condition that the providers are registered by National Drug Authority (NDA) except in cases where NDA has not registered any provider for a specific requirement
Restricted Bidding	<2 Billion for National Medical Stores <500 Million for other PDEs	Invite at least 5 bidders

Request for Quotations	<1 Billion for National Medical Stores <100 Million for other PDEs	Invite at least 3 quotations
Micro Procurement	<100 Million for National Medical Stores <5 Million for other PDEs	Invite at least 3 quotations
Direct Procurement	No Limit	Where works, services or supplies are only available from a single or sole provider

The minimum periods within which bids must be submitted are as follows:

SN	Method of Procurement	Revised Bidding Period
1	Open International Bidding	30 Working Days
2	Restricted International Bidding	20 Working Days
3	Open Domestic Bidding	20 Working Days
4	Restricted Domestic Bidding	12 Working Days
5	Request for Quotations	5 Working days
6	Micro Procurement	N/A
7	Direct Procurement	N/A

Appeals to the PPDA Tribunal

A bidder may appeal to the PPDA tribunal where the bidder is aggrieved by a decision made by the Authority or where the bidder alleges that the Authority has a conflict of interest in respect of a matter before the Authority and believes that the matter cannot be handled impartially by the Authority.

Contact Us

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Public Procurement & Disposal of Public Assets Authority

Amendments to the PPDA Law that the Bidder needs to know

Amendments to the PPDA Law that the Bidder needs to know

The Public Procurement and Disposal of Public Assets Act 1 of 2003 set up the Public Procurement and Disposal of Public Assets Authority (PPDA) as the principal regulatory body for public procurement and disposal of public Assets in Uganda. The amendments to the PPDA law have introduced several changes to the procurement process some of which have a direct bearing on the bidder's participation in the procurement process.

Bid Securing Declaration

A bid securing declaration is an alternative to a bid security but it is not monetary in nature. It is an undertaking by a bidder that they will not withdraw their bid or change the terms of their bid during the bidding period.

The bid securing declaration is used in the procurement for consultancy services and when the restricted domestic and request for quotations bidding methods are used.

Where the bidder breaches the terms of the bid securing declaration, they shall be suspended by the Authority from participating in public procurement and disposal proceedings for a period of 3 years.

Does the Bid Securing Declaration do away with the requirement for Bid Security?

Bid security will still be required but only when the open bidding and restricted international bidding methods are used and also for procurement of consultancy services.

Extension of bid submission deadline

The bid submission deadline is extendable where publication of the bid notice or issue of the bid document by the Procuring and Disposing Entity is delayed. The extension of deadline should be for the same period as the delay.

Registration of a bidder on the Register of Providers

Where a bidder is registered on the Register of Providers, for as long as the bidder's registration status is still valid, the bidder is exempted from the requirement to submit a certificate of incorporation and a trading license when bidding.

This exemption applies because such a bidder has already submitted copies of these documents to the Authority when registering on the Register of Providers. In order to benefit from the above exemption however, bidders should ensure that the trading license issued by the respective city or local authorities, is current and that the Authority is promptly notified when a new trading license is issued. For additional information regarding the register of providers, refer to the Authority's website at www.ppdaproviders.ug.

Details to be included in the Best Evaluated Bidder (BEB) Notice

When the BEB notice is displayed, the unsuccessful bidders shall be notified of the stage at which their bid failed or was eliminated.

The bidder may also request the entity in writing for the reasons why their bid was unsuccessful and the entity will provide reasons to the bidder after the contract has been signed.

Contract Formation and Effectiveness

A contract is formed when a written contract is signed and issued by a Procuring and Disposing Entity.

The Entity cannot enter into a contract during the period of 10 days after display of the best evaluated bidder notice. This is to allow bidders sufficient time to lodge complaints with the Accounting Officer if there are any.

After contract signature, the contract only becomes effective as specified in the contract document, but may depend on the fulfillment of one or more of the following conditions:

- ✓ The bidder providing a performance security
- ✓ The bidder providing an advance payment guarantee.
- ✓ The bidder receiving an advance payment
- ✓ The bidder receiving an acceptable letter of credit.

Performance Security

Where required in a given procurement, performance security shall be between 5-10% of the contract price. A bidder must provide performance security within 21 days after signing the contract or else the contract does not become effective.

Advance Payment

The maximum amount of advance payment that a bidder may receive in a given procurement is 30% of the contract price. Where advance payment is provided for in the procurement, it is made to the bidder by the Procuring and Disposing Entity upon the bidder providing the Entity with an advance payment guarantee.

Disposal

Where two or more bids offer the same price for an asset in the process of disposal by public bidding or sale to public officers, and this price is the highest price received, the bidders with the highest price shall be invited to resubmit revised bids. The revised bids should not quote a price lower than the bidder price quoted in the original bids.

Revised Thresholds for Procurement Methods

The thresholds for the different methods of procurement have been increased and are applicable as follows:

1. Supplies and Non Consultancy Services

Procurement Method	Threshold in UGX
Open Bidding	>200 Million
Restricted Bidding:	≥100 Million to <200 Million
Request for Quotations (RFQ)	≥5 Million to <100 Million
Micro Procurement	<5 Million