



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

*"Procurement That Delivers"*

PPDA/UNOC/311

31<sup>st</sup> August 2023

The Executive Director  
Uganda National Oil Company  
P.O Box 36316  
**KAMPALA**

**RE: BID PREPARATORY AUDIT EXERCISE FOR PROVISION OF CLEANING  
SERVICES FOR UGANDA NATIONAL OIL COMPANY OFFICES:  
UNOC/NCONS/23-24/00017**

Reference is made to the above subject.

The Public Procurement and Disposal of Public Assets Authority (PPDA) conducted a bid preparatory audit for the procurement of cleaning services (Cleaning, fumigation, disinfection, sanitary bin services and supply of toiletries) for Uganda National Oil Company offices which is to be undertaken this financial year (2023/2024). The audit exercise involved a review of the procurement planning, requisition/initiation and bidding document issued to bidders following the Public Procurement and Disposal of Assets Act, 2003, the PPDA Regulations, 2014.

The objectives of the audit were to:

1. Ensure that public procurement planning and requisition was conducted in a manner which promotes transparency, accountability and fairness in accordance with the PPDA Act, 2003, the Central Governments (PPDA) Regulations, 2014 and Guidelines, 2014; and
2. Establish whether the bidding document issued to bidders was prepared in accordance with the provisions of the PPDA Act 2003, the Central Governments (PPDA) Regulations, 2014 and Guidelines, 2014.

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

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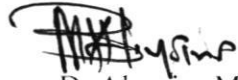
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The Authority therefore recommends that the Entity should proceed with the procurement process in accordance with the provisions of the PPDA Act, 2003.



Dr Aloysius M. Byaruhanga (PhD)

**FOR: EXECUTIVE DIRECTOR**

c.c. Chairperson, Contracts Committee

c.c. Head Procurement and Disposal Unit