

PPDA/UEDCL/47

31st August 2023

Managing Director
Uganda Electricity Distribution Company Limited
P.O Box 7390
KAMPALA

**RE: BID PREPARATORY AUDIT EXERCISE FOR SUPPLY OF SPLIT
PREPAYMENT HIGH CURRENT THREE PHASE METRES (OF 400 AND 630A
LOAD) COMPLETE SOLUTION**

Reference is made to the above subject.

The Public Procurement and Disposal of Public Assets Authority (PPDA) conducted a bid preparatory audit for supply of split prepayment high current three phase metres (of 400 and 630A Load) complete solution; which is to be undertaken this financial year (2023/24). 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, PPDA Regulations, and Guidelines, 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 identified some exceptions for the attention of management. The purpose of this letter therefore is to communicate the following finding and recommendations for your attention and action.

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Objective: To establish whether the public procurement planning, requisition process and bidding was conducted in a manner which promotes transparency, accountability and fairness in accordance with the Public Procurement and Disposal of Public Assets Act 2003, the PPDA Regulations, 2014 and Guidelines, 2014.

1.0 Procurement time schedules not indicated in the procurement plan

The Authority observed that procurement timelines at each stage of the procurement process were not indicated for the procurements in the plan. The Entity only indicated the quarter in which the procurement was required.

Implication

Failure to indicate procurement time lines on the plan means that the Entity will not have a time tracker to guide the initiation of the procurements and the timelines to be adhered to at each stage of the procurement process. This may lead to delays in the procurement process.

Recommendations

- The Procurement and Disposal Unit should always include all the contents on the procurement plan as specified in Regulation 4 of the PPDA (Procuring and Disposing Entities) Regulations, 2014 while consolidating the Entity's procurement plan.
- The Contracts Committee should always ensure that the contents of the procurement plan are in accordance with Regulation 4 of the PPDA (Procuring and Disposing Entities) Regulations, 2014 before approval.

The Authority therefore recommends that the Entity should proceed with the procurement process in accordance with the PPDA Act, 2003 and should revise the procurement plan to incorporate the above observation.



Dr Aloysius M. Byaruhanga (PhD)

FOR: EXECUTIVE DIRECTOR

c.c. Chairperson, Contracts Committee

c.c. Head Procurement and Disposal Unit