



InvestInternational

Date: 18<sup>th</sup> September, 2023

**Invitation to bid for the provision of consultancy services to carry out feasibility studies for the expansion of the Kyanja Urban Agricultural Resource Center in Kampala, Uganda**

**Procurement Reference Number: KCCA-EKUARC/CONS/23-24/00006**

1. The Government of Uganda received **EUR 326,000** from the Netherlands government, through Invest International, to be used for the **Expansion of the Kyanja Urban Agricultural Resource Center (EKUARC) project** in Kampala, Uganda. Invest International provides financing solutions for public infrastructure projects in developing countries to enable them achieve the UN's Sustainable Development Goals (SDG's).
2. Kampala Capital City Authority (KCCA) being the implementing agency now invites eligible consulting firms to submit sealed proposals (in English) for the provision **consultancy services to carry out feasibility studies for the expansion of the Kyanja Urban Agricultural Resource Center in Kampala, Uganda**. The budget for the procurement is **EUR 326,000 including taxes**.

The EKUARC was established to showcase and demonstrate innovations in urban farming, with the aim of engaging communities to intensify and expand their participation in urban agriculture as a source of income and food security. The center sits on 31 acres of land with over five projects, including poultry, piggery, fish ponds, and vegetables all grown in green houses. A baseline assessment, policy and institutional analysis, including a stakeholder analysis were conducted, and as such the assignment is for a feasibility study to identify project options, and implement the plan.

3. Interested eligible bidders may obtain further information in writing at the address given below at 9(a) from **8:30 am – 4:30 pm (Kampala local time) on working days except on public holidays**.
4. The Request for Proposals document shall be purchased by interested bidders upon **submission of a written application** to [procurement@kcca.go.ug](mailto:procurement@kcca.go.ug); and upon payment of a nonrefundable fee of **Uganda Shillings 300,000/= or its equivalent in a freely convertible currency**. The method of payment will be **online**, through the **KCCA e-Citie online payment system**, which can be accessed from the **KCCA website**, <https://www.kcca.go.ug/>; Payment instructions are available at: <https://www.kcca.go.ug/tenders>; Evidence of payment shall be included in the application email. **No cash will be accepted**.
5. The selection procedure shall be the Quality and Cost Based Selection method as contained in the Government of Uganda's Public Procurement and Disposal of Public Assets (Procurement of Consultancy Services) Regulations, 2014.
6. Bidders are recommended to associate with other firms to enhance their qualifications. The form of association, where applicable, should be indicated in the Proposal. The Consulting

firm should include a mix of international and local experts. The lead firm should be clearly indicated.

7. Proposals (**in hard copy**) must be delivered to the address below at 9(a) before **11:00 hours (Kampala Time) on Friday 15<sup>th</sup> December, 2023**. Late proposals shall be rejected. Proposals will be opened in the presence of the Consulting firms' representatives, who choose to attend at the address below at 9(b) at **11:30 hours (Kampala Local Time) on Friday 15<sup>th</sup> December, 2023**.
8. There shall be a virtual Pre-proposal meeting at **11:00 hours (Kampala Local Time) on Friday 3<sup>rd</sup> November, 2023**. The meeting link will be shared at an appropriate date.
9. The addresses referred to above are;
  - (a) The address further information and delivery:

**The Deputy Director, Procurement & Disposal Unit  
Kampala Capital City Authority  
Plot 1 – 3, Sir Apollo Kaggwa Road  
City Hall, Block B, 1<sup>st</sup> Floor, Room B112  
Kampala, Uganda**
  - (b) The address of bid opening:

**Committee Room 2  
Kampala Capital City Authority, as above**
10. Please inform us whether you will submit a proposal alone or in association.
11. The planned procurement schedule (subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Issue of invitation to bid letter	<b>Monday 18<sup>th</sup> September, 2023</b>
b. Pre-proposal meeting	<b>Friday 3<sup>rd</sup> November , 2023 at 11:00 hours</b>
c. Proposal closing	<b>Friday 15<sup>th</sup> December, 2023 at 11:00 hours</b>
d. Proposal opening	<b>Friday 15<sup>th</sup> December, 2023 at 11:30 hours</b>
e. Evaluation process	<b>Within 30 working days from technical proposal closing date for the technical evaluation and within 7 working days from opening of financial proposals for financial evaluation (to be determined)</b>
f. Display and communication of best evaluated bidder notice	<b>Within 5 working days from Contracts Committee approval of evaluation report (to be determined)</b>
g. Contract Signature	<b>After expiry of at least 10 working days from display of the best evaluated bidder notice and the Attorney General's approval (to be determined)</b>

**Executive Director**  
*For a Better City, Protect Public Installations*