The Expansion of the Kyanja Urban Agricultural Resource Centre (EKUARC) Project

Payment for bidding documents

1. Visit the KCCA website: kcca.go.ug;

2. Scroll down and select, "**eCitie ONLINE PAYMENTS**"

3. From the left side, select the option "**ONTR Payments**".

4. Fill your individual details and **save** to proceed to the next stage.

5. At the next page (**ONTR Payments**), select "**Procurement and Disposal**" under Directorate name, "**Procurement fees**" under Revenue category, and "**Bidding Fees**" under Revenue source item.

6. When done, save to proceed to the next stage.

7. At the next stage (**Revenue Source Info**), the amount for each lot is auto populated. Save to proceed to the next stage.

8. At the next stage (**Collecting Agent**), select the payment options of your choice, and save to generate the Payment Registration Slip.

9. At the next stage (**Confirmation**) click "**Register Payment**" to process your transaction. Print the slip, proceed to pay at your preferred option and send a **scanned payment receipt together with your application letter** to procurement@kcca.go.ug; attention hmutayoba@kcca.go.ug;

10. Upon receipt and verification, the complete set of the bidding documents will be emailed to you.

For any assistance, please contact **256204660000** or eservices@kcca.go.ug;