



THE REPUBLIC OF UGANDA

**THE MINISTRY OF TRADE, INDUSTRY AND COOPERATIVES  
GREAT LAKES TRADE FACILITATION PROJECT**

**EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES TO UNDERTAKE FUNCTIONAL REVIEW OF BORDER AGENCIES TO ASSESS THE EXISTING ORGANIZATIONAL FUNCTIONAL AND SKILLS GAPS, RECOMMEND IMPROVEMENT INCLUDING CHANGE MANAGEMENT**

Credit No. 5722-UG

Reference No. MTIC/GLTF/CONS/2017-18/00097

1. **The Ministry of Trade, Industry and Cooperatives** has received financing from the World Bank toward the cost of the great Lakes Trade Facilitation Project (GLTFP) and intends to apply part of the proceeds for consulting services.
2. The consulting services (“the Services”) include undertake functional review of border agencies to assess the existing organizational functional and skills gaps, recommend improvement including change management. The assignment will be executed over a period of 4 months.
3. The **Ministry of Trade, Industry and cooperatives** now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The short listing criteria are:
  - i) General Experience of the firm at least 5(five) assignments in the last 8(eight) years
  - ii) Specific experience of at least 5 assignments in similar or related assignments in a similar economic environment.
  - iii) Presence of skills among staff in the areas of; Human Resources Management specialist and Local Expert in public sector management
4. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s [Guidelines: Selection and Employment of Consultants by World Bank Borrowers](#), January 2011 (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.
5. Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications. The type of association whether a joint venture or a sub consultancy should be clearly indicated in the Expression of interest.

6. A Consultant will be selected in accordance with the Consultant's Qualifications Selection (CQS) method set out in the Consultant Selection Guidelines.
7. Further information can be obtained at the address below during office hours from 09:00 to 17:00 hours (Local time).
8. Expressions of interest must be delivered in a written form to the address below ( in person) by 11:00 am, on 16<sup>th</sup> April 2018.
9. Further information can be obtained at the address below during office hours

**The Permanent Secretary**

**Ministry of Trade, Industry & Co-operatives**

**Attention**

Ms. Rose Kekimuri

Head Procurement and Disposal Unit

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10. The Procurement schedule (subject to minor changes) is as follows

a.	Publish Bid Notice	19 <sup>th</sup> March 2018
b.	Bid Closing	16 <sup>th</sup> April 2018
c.	Short listing Process and approvals	23 <sup>rd</sup> April 2018
d.	Issue of Proposals	04 <sup>th</sup> May 2018

**Ambassador Julius B Onen;**

**Permanent Secretary**

