



## CALL FOR EXPRESSIONS OF INTEREST

### PREQUALIFICATION OF SERVICE PROVIDERS

The Advocacy Coalition for Sustainable Agriculture (ACSA) is a national network organization working to promote sustainable agriculture, food security, climate resilience, livelihoods in Uganda through advocacy, capacity strengthening, research and partnership building.

ACSA invites eligible and competent service providers to submit **Expressions of Interest (EOI)** for prequalification to provide services to the organization on an as-needed basis.

#### Scope of Services:

Successful service providers may be required to provide:

##### Category A: General Services

- Hotel, conference, and catering services (nationwide or specific regions, e.g., Central, Western, WestNile).
- Vehicle repair, maintenance, and servicing.
- Car hire and transport/logistics services.
- Printing, branding, and visibility materials.
- Office cleaning and fumigation services.

##### Category C: Civil Works & Hardware

- Office supplies, stationery, and IT equipment.
- Supply of agricultural inputs (seeds, tools) for livelihoods programs.
- Minor office renovations, plumbing, and electrical work.

##### Category B: Specialized Services & Consultancy

- Baseline surveys, conducting studies, mid-term reviews, and endline evaluations.
- Capacity building, training, and institutional strengthening.
- Translation, transcription, and enumerator services.
- IT and network support, including data management and software development.
- Legal and financial advisory services.
- Audit and tax consultancy.

#### Evaluation Criteria:

Applications will be evaluated based on:

- Legal compliance and registration status
- Experience and track record
- Competitiveness of rates
- Reliability and responsiveness
- Compliance with safety and operational standards

#### Submission Guidelines:

Interested service providers should submit their applications to [info@acsa-ug.org](mailto:info@acsa-ug.org) clearly marked: **“Expression of Interest for Prequalification as a Service Provider”**

- ✓ Only shortlisted service providers will be contacted.
- ✓ ACSA reserves the right to accept or reject any application and is not bound to provide reasons for its decision.

#### Eligibility Requirements:

Interested service providers should submit the following:

1. Company profile indicating clear details of physical address, contacts, and key personnel.
2. Copy of certificate of registration/incorporation
3. Valid trading license
4. Valid Tax Identification Number (TIN) and tax clearance certificate
5. Evidence of previous work with NGOs, development partners, or corporate organizations (where applicable)
6. Contact details for at least two referees

#### Submission Deadline:

The deadline for submission is **12<sup>th</sup> June, 2026**.