



PRE-QUALIFICATION CALL FOR BIDS FOR FYI 2025/2026

Food Rights Alliance is a coalition of over 60 members (organizations and individuals) constituted in 1999 and registered as a company limited by guarantee in 2009. The Alliance is driven by a vision of a world free from Hunger and Malnutrition and pursuing a mission of promoting the realization of the right to food in Uganda through strengthening sustainable farming systems and improving food and nutrition Justice. Through her membership FRA implements activities across the country and beyond.

Food Rights Alliance is hereby calling for applications from suitable companies and individuals to participate in a Supplier vetting process for the year 2025/2026.

PROCUREMENT REFERENCE NUMBER	CATEGORY 2 (SERVICES)
FRA/2025-2026/016	Audio and Visual Documentary Services, in Central Region (Kampala, Mubende, Nakasongola, Kalangala), Eastern Region (Soroti, Ngora, Amuria, Katakwi, Kumi and Mbale) Karamoja Region (Moroto, Napak, Kotido, Kaabong and Amudat) Northern Region (Gulu, Lira, Adjumani, Omoro, Kitgum, Noya and Arua), and Western Uganda (Forportral, Kyegegwa and Kamwenge.
FRA/2025-2026/026	Consultancy services in conducting; surveys, conducting evaluations, baseline studies, editorial services, Website Designing, strategy review, translations in Luganda, Luo, Acholi, Runyakitara, Swahili, Ateso and other native languages, policy analysis, development of organization policies; Human Resource, Finance and Administration, fundraising and resource mobilization, Rapporteur, and other professional consultancies.

Pre-qualification Requirements for Business Entities

Competing Business Entities must attach the following:

1. A well filled in Pre-qualification [Form A](#)
2. A price list of the goods or services.
3. Company profile.
4. A copy of valid trading license.
5. A copy of VAT registration certificate.
6. Tax identification Number (TIN).
7. Certificate of Corporation and Registration.

Pre-qualification Requirements for Individual Proprietors

Competing Individual Proprietors must attach the following

1. A well filled in Pre-qualification [Form B](#)
2. Personal profiles.
3. Copies of previous works.
4. Curriculum vitae/resume.
5. Recommendations from at least three of their recent clients.
6. Copy of Official Identification (Passport / National ID).

Statement of Safeguarding

According to Food Rights Alliance organizational value of accountability, it is our policy to safeguard all individuals involved in Food Rights Alliance work against risks of exploitation and abuse. Food Rights Alliance will not tolerate exploitative or abusive behaviors by anyone associated with the implementation of Food Rights Alliance work.

Note that;

Interested bidders should download and fill either [FORM 'A'](#) for registered entities or [FORM 'B'](#) for Individual proprietors.

Please access them from the links below:

FORM 'A': <https://fra.ug/vefeput/2025/04/Form-A-FINAL.docx>

FORM 'B': <https://fra.ug/vefeput/2025/04/FORM-B-APPLICATION-INDIVIDUAL-PROPRIETORS-FINAL.pdf>

All interested bidders should hand deliver their filled application forms and the respective pre-qualification requirements to **FOOD RIGHTS ALLIANCE, Plot 82 Muteesa 1 Road, Namirembe.**

All Bids should be sealed and addressed to: **Procurement Committee, FOOD RIGHTS ALLIANCE, Plot 82 Muteesa 1 Road P.O. Box 5796 Kampala.** For more information, please contact us on **Tel: 0706-535722 or 0788-104782. Email: fra@frauganda.org**

The deadline for receiving the bids is on **25th April, 2025 by 5:00PM** and bidders are required to pay a non-refundable fee of **UGX 50,000/=** at the time of submission which will be receipted.

The confirmed pre-qualified service providers shall be contracted for a period of a year, from the date of confirmation.