



**PUBLIC PROCUREMENT AND DISPOSAL
OF PUBLIC ASSETS AUTHORITY**

"Procurement That Delivers"

PPDA/GH/405

20th April 2023

The Hospital Director,
Gulu Regional Referral Hospital
GULU

CONTRACT AUDIT INTO THE ALLEGED CAUSE OF FINANCIAL LOSS THROUGH IRREGULAR EXTENSIONS OF THE CONTRACT FOR THE CONSTRUCTION OF A TWO STOREYED STAFF HOUSE WITH 54 UNITS AT GULU REGIONAL REFERRAL HOSPITAL BETWEEN BLOCK TECHNICAL SERVICES LIMITED AND GULU REGIONAL REFERRAL HOSPITAL; PROCUREMENT REFERENCE NUMBER: GRRH/WRKS/2013-14/00019

Reference is made to the above subject.

The Authority received a request on 14th April 2023 from the Criminal Investigations Directorate in liaison with the State House Anti-Corruption Unit to investigate allegations of causing financial loss through irregular extensions of the contract for the construction of a two storeyed staff house with 54 units at Gulu Regional Referral Hospital between Block Technical Services Limited and Gulu Regional Referral Hospital.

In accordance with Section 8 (1) (c) of PPDA Act, 2003, the Authority has instituted a contract audit into this matter and requests that you submit the procurement action file for the above procurement which should include, but not limited to the following documents:

1. Procurement initiation/requisition Form (LG PP Form 1);
2. Bid invitation notice;
3. Bidding document;
4. Record of sale or issue of bidding document;
5. Pre-bid meeting minutes;
6. Addenda and clarifications issued;
7. Record of bids received;
8. Originals of submitted bids;
9. Bids opening minutes;
10. Bid evaluation committee minutes;
11. Bid evaluation report;
12. Notice of best evaluated bidder;
13. Decisions of the Contracts Committee;
14. Minutes of contract negotiation if any;
15. Copies of bid securities;

Head Office

PPDA - URF Towers, Plot 39
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Email: info@ppda.go.ug

Western Regional Office

RDC's Building, Bishop Stretcher Road,
Opposite BOU Currency Centre, Mbarara-Kabale Road
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Northern Regional Office

Plot 1, Lower Churchill Drive
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Eastern Regional Office

Oval Plaza, Plot 1, Court Road
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16. Signed contract;
17. Commencement Order;
18. Site handover;
19. Contract amendments and variations;
20. Contract management plan;
21. Contract management reports and records;
22. Copy of advance payment security;
23. Copy of performance security;
24. Copy of payment records;
25. Record of contract cancellation or suspension of works; and
26. All correspondences related to this matter.

This is to therefore request you to deliver the procurement action file with the above records at the Authority's premises on **Plot 1, Lower Churchill Drive, Gulu City not later than Wednesday 26th April 2023.**

In case of any clarifications or reply, send a copy on email address: guluoffice@ppda.go.ug. We look forward to your usual cooperation.



Dan Lukyamuzi

FOR: EXECUTIVE DIRECTOR

- c.c.: The Chairman Contracts Committee
c.c.: The Head, Procurement and Disposal Unit