



# THE UNITED REPUBLIC OF TANZANIA

## INSTITUTE OF ACCOUNTANCY ARUSHA



### SHORT COURSE ANNOUNCEMENT ON

## EVALUATION OF TENDERS AND PREVENTION OF CORRUPTION PRACTICES IN PUBLIC PROCUREMENT

(25<sup>th</sup> – 30<sup>th</sup> March 2019 - IAA Arusha Campus, Arusha)

#### 1.0 COURSE BACKGROUND

Public procurement refers to the process of acquisition by government and public entities of any goods, services, works or consultancy services that are necessary to fulfil their mandate in the provision of services and facilities to the general public. The public procurement process spans the whole project life cycle from initial conception and definition of the needs of the public service through to the end of the useful life of an asset or the end of a contract. As public procurement accounts for a substantial portion of the taxpayers' money, governments are expected to carry it out efficiently and with high standards of conduct in order to ensure high quality of service delivery and safeguard the public interest. However, public procurement has, for long, been overshadowed with inefficiency, fraud, corruption and disregard of fundamental "value for money" considerations. This has adversely impacted the rate and quality of progress in realizing the objectives of national development, especially in developing countries like Tanzania.

This course is therefore, designed to provide delegates with hands-on experience on evaluation of tenders and prevention of corruption practices in public procurement taking into consideration that, the risk of corruption is especially high during the evaluation phase of procurement process. The course provides essential practical business skills indispensable for successful implementation of the fraud-and-corruption-free public procurement process for goods, services, works or consultancy.

This course is necessary and timely, as the extent of fraud and corruption is of concern internationally and in Tanzania in particular under regime of his Excellency President Dr. John Pombe Joseph Magufuli.

#### 2.0 COURSE CONTENTS

During the course the following areas will be covered:

- (a) An overview of public procurement;
- (b) Key issues on preparation of standard bidding documents – goods, non-consultants services, works, consultancy services and disposal of public assets;
- (c) Evaluation procedures for procurement of goods, works and non-consultancy services;
- (d) Evaluation procedures for procurement of consultancy services;
- (e) Evaluation procedures for disposal of public assets by tender;
- (f) Review of evaluation reports and award of tender;
- (h) An overview of fraud and corruption and the global impact of corruption; and
- (g) Prevention of corruption practices in public procurement. This part will be facilitated by a facilitator from Prevention and Combating of Corruption Bureau (PCCB)

### **3.0 COURSE RATIONALE**

At the end of the course, the participants should be able to:

- (a) Understand the ideal public procurement process;
- (b) Understand the Key issues on preparation of standard bidding documents for procurement and disposal of public assets;
- (c) Perform tender evaluation as per commendable evaluation procedures for procurement of goods; non-consultancy and consultancy services; and disposal of public assets by tender;
- (d) Review evaluation reports and recommend for award of tender or otherwise thereof;
- (e) Recognize the elements and extent of fraud and corruption and the global impact of corruption; and;
- (f) Propose sound procurement measures, business integrity management and anti-corruption programme that should be implemented to combat corruption in public procurement

### **4.0 TARGETED GROUP**

This course is meant for senior and middle level officers including Officials responsible for procurement in ministries, central government, local government authorities, parastatals and private sector; auditors; accountants; oversight bodies; tender board members; tender/proposal evaluation committee members; receiving and Inspection & Acceptance committee members; administrators and staff from civil society organizations and any interested parties.

### **5.0 METHODOLOGY**

Course delivery methodology is a combination of presentations by subject-matter specialists, panel discussions on key issues, individual and group exercises, role play and analysis of case studies dealing with typical problems in public procurement. Participants will be provided with prescribed course training modules and reference materials.

### **6.0 FEES & MODE OF PAYMENT:**

The fee for the course is **TZS 1,000,000/=** (say **One Million only**) to cover for training material, tea/coffee, lunch and one day trip-bonus to Arusha National Park for 6 and more participants. A 10% discount will be granted when three (3) or more participants from the same organization, attending the same course, at the same time are all paid for on the same date from the same account. Participants will have to arrange for their own travel, accommodation and upkeep while attending the course in Arusha. Payment may be in cash, cheques or TISS paid directly to our **Bank Account No. 014103007130 in the name of Institute of Accountancy Arusha, NBC, Arusha Branch. Early registration is highly encouraged and appreciated.**

### **7.0 DATE, DURATION AND VENUE:**

This course will be conducted from **25<sup>th</sup> – 30<sup>th</sup> March, 2019 (6 working days)** at the Institute of Accountancy Arusha, located at Njiro Hill-Arusha.

## 8.0 CONTACT PERSONS

For more details please don't hesitate to contact any of the following:

### Course Director

Mr. Martin Mathias Dome      E-Mail: [mmathias@iaa.ac.tz](mailto:mmathias@iaa.ac.tz) and [mmdome2002@yahoo.com](mailto:mmdome2002@yahoo.com)  
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### Head of Department – Consultancy & Executive Development

Pamela Chogo      E-mail: [pchogo@iaa.ac.tz](mailto:pchogo@iaa.ac.tz) and [pamsekela@gmail.com](mailto:pamsekela@gmail.com)  
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### Course Administrator

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**NB:**      *Early confirmation is highly appreciated.*

### APPLY TO:

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**Arusha**

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