



## **ANTI CORRUPTION COALITION UGANDA**

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### **TERMS OF REFERENCE**

#### **PROCUREMENT OF A LAPTOP**

##### **1.0 ABOUT ANTI-CORRUPTION COALITION UGANDA:**

Anti-Corruption Coalition Uganda (ACCU) was formed in January 1999 and formally registered as an NGO under the NGO Statute in 2004. ACCU brings together like-minded entities and individual actors whose pre-occupation is publicizing, exposing and advocating for curbing corruption in Uganda. ACCU with support from different Development Partners has been implementing interventions since 1999, with the aim of creating an accountable and corruption free society. At the national level, ACCU works with Civil Society Organizations (CSOs) engaged in the accountability sector. At the local level, ACCU works with and through Regional Anti-Corruption Coalitions (RACCs) that are spread out in the various parts of the country and of recent grass root member organizations. This approach ensures that the citizens' voices are reflected into the national agenda.

##### **2.0 PROJECT BACKGROUND:**

ACCU with funding from Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) is implementing the “**Enhanced Citizen-Led Monitoring and Reporting on Public Services in Central Uganda project**”. The main objective of this project is to contribute to enhanced citizen-led monitoring and reporting on public services in central Uganda.

The project is implemented in Central Uganda, specifically in the districts of; Wakiso, Kampala, Mukono, Kalungu, Masaka and Bukomansimbi. The project seeks to contribute to improved citizen monitoring of public projects and services through the Contract Monitoring System (CMS) and Citizen Feedback Platform (CFP) in central Uganda as well as increased engagements between citizens and state actors to achieve better public service delivery in central Uganda.

This will be achieved through recruiting and training community monitors to use the Contract Monitoring System and Citizen Feedback Platform, to monitor public contracts and service delivery respectively, strengthening collaboration and partnership with Public Accountability Authorities as well as engaging Ministries Departments Agencies and District Local Governments on implementation of monitoring findings.

### 3.0 JUSTIFICATION:

To effectively support activities under this project, ACCU seeks to procure a laptop. The laptop will aid quick and clear execution and documentation of project interventions as well as support other operations in the organisation. The laptop will also serve as a key tool to manage and store project and organisational information for current and future purposes. Therefore, ACCU seeks services of a service provider, to provide one office laptop.

### 4.0 ASSIGNMENT OBJECTIVE:

To procure one office laptop as per the specifications listed below;

- HP Pavilion x360 2-in- Laptop 14-ek1039nia
- Intel Core Ultra i7-1355U Processor
- 16GB on -board DDR4 SDRAM
- 4.8ghz
- 512GB, Solid State Drive (SSD)
- 1920x1080 Display
- 35.56 cm (14.0") FHD IPS LED Display (250 nits)
- Touchscreen, multi-touch enabled
- Windows 11 software
- 3-cell,43Wh
- USB Type-C, USB Type-A, HDMI, headphone/microphone combo jack
- Integrated webcam
- Up to 18 hours battery
- Wi-Fi 6, Bluetooth 5.2 connectivity.

### 5.0 TIMEFRAME:

No.	Task	Timeline	Responsible Party
1.	Publication of the Terms of Reference	August 27, 2025	ACCU
2.	Delivery of Quotations	September 3, 2025	Suppliers
3.	Contractual Processes	September 5, 2025	Supplier & ACCU
4.	Delivery of Laptop	September 8, 2025	Selected Supplier

### 6.0 REQUIRED DOCUMENTATION:

Prospective suppliers are expected to provide their quotations including the following requirements;

- TIN certificate (with ability to provide an EFRIS invoice).
- Certificate of registration.
- Valid trading license.
- Physical address and contact person.
- Prior experience providing similar products.

## **7.0 SUBMISSION OF QUOTATIONS:**

Suppliers who meet the above requirements should submit their quotations to the Executive Director, Anti-Corruption Coalition Uganda on; [info@accu.or.ug](mailto:info@accu.or.ug) with a copy to; [amarlon@accu.or.ug](mailto:amarlon@accu.or.ug) not later than **September 3, 2025**.