



ANTI CORRUPTION COALITION UGANDA

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TERMS OF REFERENCE FOR PROCUREMENT OF KOBO COLLECT SOFTWARE

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 publicising, 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 Organisations (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 grassroots member organisations. This approach ensures that the citizens' voices are reflected in the national agenda.

2.0 Project Background:

Corruption continues to undermine the country's governance, service delivery, and development efforts, with an estimated UGX 9.14 trillion lost annually according to the Inspectorate of Government. Corruption in Uganda is mainly caused by; weak citizen capacity to engage government on accountability, limited citizen monitoring of public services, limited access to information, low state responsiveness to citizen accountability demands, poor implementation of anti-corruption laws, limited capacity of anti-corruption agencies, impunity, patronage and mild political will to address high-level corruption. This has resulted into; poor public service delivery, high cost of delivering public services, an increasing national debt burden, denial of basic human rights, under-development and worsening economic conditions.

To address these challenges, ACCU is implementing a project titled '*Civic Engagement for Accountability Project (CEAP)*' with an overall objective of contributing to improved transparency and accountability among state and non-state actors in Uganda. The project is implemented at national level and in 10 districts of Yumbe, Terego, Madi-Okollo, Pakwach and Obongi in West Nile and; Moroto, Napak, Nakapiripirit, Kotido and Nabilatuk in Karamoja. The project focuses on tackling corruption in critical service delivery sectors of health, education, justice, livelihood and environment which directly affect ordinary citizens.

The project supplements government efforts in combatting corruption through strengthening accountability of state actors in the country, and enhancing the capacity of non-state actors to demand for transparency and accountability at national and sub national levels.

3.0 Justification:

One of the strategies under the CEAP project is to promote citizen led monitoring of public services. ACCU identified and trained 100 community volunteers across 10 districts to monitor service delivery in the sectors of health, education, justice, livelihood and environment. The volunteers (Community Based Monitors) were trained on the public service delivery standards of the sectors and equipped with hard copy tools of the standards for monitoring.

Over the years, monitors have been using hard copies, which is costly and time consuming. As such, ACCU would like to migrate from hard copy reporting to online reporting. Therefore, ACCU would like to procure services of a service provider/company to provide and install Kobo Collect software on 10 smart phones and 3 laptops, including all the pre-requisite licenses. The software supplier will design and incorporate the data collection tools and analytics into the Kobo Collect software and host it.

4.0 Assignment Objective:

The general objective of this assignment is to procure a suitable service provider to provide Kobo Collect software, design and incorporate monitoring tools and analytics into the Kobo Collect software and host it. The Kobo Collect software should meet the following specifications listed below;

- **Operating System:** Android 5.0 and above
- **Kobo tool box Server**
- **Offline storage:** no limits
- **GPS functionality:** supports geopoint, geoshape and geotrace
- **Media capture:** allows photo, audio and video capture in different formats
- **File export:** no limits
- **Question types:** over 20 formats including text, numeric, rankings, date/time among others
- **Devices:** to be installed on at least 13 devices

4.1 Specific Objectives:

- 1) Procure Kobo Collect software for 10 phones and 3 laptops.
- 2) Design and incorporate the data collection tools and analytics into the Kobo Collect software.
- 3) Host the Kobo Collect software for a period of 18 months.
- 4) Train at least 3 staff on how to maintain and service the Kobo Collect Software.

5.0 Timeframe:

No.	Task	Timeline	Responsible Party
1.	Publication of the Terms of Reference	July 13, 2026	ACCU
2.	Delivery of Quotations	July 21, 2026	Suppliers
3.	Contractual Processes	July 23, 2026	Supplier & ACCU
4.	Installation of Kobo Collect on the devices	July 31, 2026	Selected Service Provider

6.0 Required Documentation:

Prospective service providers 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/services.

7.0 Submission of Quotations:

Service providers who meet the above requirements should submit their quotations to the Executive Director, Anti-Corruption Coalition Uganda on; info@accu.or.ug with a copy to; amarlon@accu.or.ug not later than **July 21, 2026**.