



**Terms of reference**

**Request for proposal to undertake consultancy services to develop the state  
of the investment report 2022**

**Procurement Reference Number-UIA/CONS/00054**

## **1.0. Background**

The annual Investment state of investment report is produced under the UIA mandate under Section 3 of the Investment Code Act 2019, which says to “publish and avail periodical reports on the state of investment in the country”.

Therefore, to achieve the country’s development agenda as envisioned in Vision, 2040 and the National Development Plan III (NDP III, 2020/21 – 2024/25), we need to understand the investment sector squarely. In the nutshell, there is a need to dissect the trend in the investment sector performance and also understand the constraining factors of its growth for purposes of being able to design policies that can strengthen its economic competitiveness and sustainability regionally and globally.

Such policies require increased knowledge of the regional and global investment and trade flows, the conduciveness of the country’s investment sector and its competitiveness in the global arena, the dynamics that surround the investment sector, and the bottlenecks that affect the investment sector’s growth and survival.

## **2.0. Rationale**

This annual investment sector report is aimed at analyzing the state of Foreign Direct Investment and Domestic Investment, emerging opportunities, and challenges faced by investors in the country.

In the nutshell, this report will document the prioritized and emerging investment opportunities in the country, provide a trend/performance of the investments in terms of job creation, document immerging lessons of COVID -19 and give recommendations to better the investment climate in the country.

## **3.0. Objectives of the annual state of investment report.**

- a) To provide a trend/performance of the investment in the last 2 years, the current year, and the projected 2 years.
- b) To identify Investment opportunities across various sectors
- c) To assess investment, resilience (green economy, the impact of mergers, the impact of regional and global issues such as wars on the investment
- d) To document immerging Lessons
- e) To appraise stakeholders on the latest global and regional FDI trends
- f) To examine national FDI inflows, trends, and prospects in 2022
- g) To quantify the impact of the COVID-19 pandemic on FDI in Uganda
- h) To assess the Business Environment and its conduciveness for investment
- i) To compare the job creation and productivity performance of foreign and local firms
- j) To make policy recommendations on interventions to support a rebound in FDI inflows.

#### **4.0. Outcome indicators of the Annual State of Investment Report**

The annual state of investment report will provide the following insights:

- a) Investment and cost value
- b) Employment created
- c) Production of exports and imports
- d) Environmental state
- e) Policy environment
- f) Return on investment
- g) Investment incentive
- h) Investor performance
- i) Performance of FDI
- j) Investment by Ugandans
- k) Investment of Ugandans in the diaspora
- l) Performance of the after-care services and policy coordination
- m) Performance of JV partnerships
- n) Sector performance i.e., Agro- industrialization, Manufacturing, Construction, and Tourism.

#### **5.0. Scope of work**

The methodology of the report will be premised on three areas;

- a) Review of the related literature on development frameworks such as NDP III.
- b) Primary data collection

Primary data collection will be collected using key informants under interviews, a Questionnaire, and case study analysis to document the impact on;

- i. Investment and cost value analysis
- ii. Trend analysis
- iii. Employment analysis
- iv. Production of exports and imports
- v. Environmental analysis
- vi. Policy impact analysis
- vii. Return on investment analysis
- viii. Investment incentive analysis
- ix. Investor onboarding analysis

C) Stakeholder inclusion.

Stakeholders will be respondents who will provide primary data to the consultant on the annual state of investment report and will include:

- i) UIA secretariat
- ii) Office of the President
- iii) Investors who have been licensed and are operational across various sectors in the industrial parks and beyond
- iv) Ministry of Finance Planning and Economic Development

- v) Ministry of Trade Industries and cooperatives
- vi) Sector coordination Units responsible for Investment
- vii) State House
- viii) MDAs
- ix) UDC
- x) Export Promotions
- xi) Free zones for other institutions to be involved; Development partners such as UNDP, UNIDO, USAID, UNCTAD, ADB, and Islamic Development Bank
- xii) Data triangulation

## **6.0. Duration**

The consultancy is expected to be completed within 3 months starting from the date of contract signing.

## **7.0. Payment Schedule:**

Payment shall be based on daily rates applicable to the consultants and in line with experience and deliverables. The details of the payment schedule will be agreed upon between the client and the successful consultant. Final payment will be affected after all outputs have been delivered.

The following payment schedule is proposed

- 10% on submission of an acceptable inception report
- 60% on submission of a draft report
- 30% after the presentation of an acceptable final report to the dissemination workshop and report of proceedings.

## **8.0. Eligibility Requirements;**

The shortlisting criteria will include:

- a) A Certificate of registration / Incorporation or equivalent
- b) A Trading License for 2023 or equivalent
- c) A tax clearance certificate addressed to the Uganda Investment Authority
- d) Tax Registration certificate or equivalent
- e) Commissioned and registered or Notarized Powers of Attorney.
- f) NSSF clearance certificate paid up to the months of December 2022.
- g) Copies of the national IDs or passports for shareholders.

## **9.0. Minimum Required Experience;**

The Consultant (s) should fulfil the following requirements:

- a) A minimum of 5 years of Proven Experience in research and general business.
- b) Experience in undertaking assignments involving investments and trade analysis
- c) Experienced and qualified staff in investment and trade with over 10 years of experience.
- d) Experience in undertaking national and regional trade and investment assignments with reputation national and international institutions.;

Other experts, support staff and back stoppers should be retained, as required.

## 9. Activities and timelines for the annual state of investment report 2022

Activity	Output	Duration
Inception report	Early entry meeting and negotiations	2 weeks
	Realign supervisory structure and agree on outputs	
	Procurement review	
	<b>Documents review</b>	
	Review of existing documents, reports/literature	
	Carrying out preliminary interviews on work methodology and processes	
	Preparation of inception report tools and submission for input by the committee	
	Presentation of inception tool for input and approval.	
	<b>Subtotal</b>	
Data collection	Developing a field implementation plan	1 month & 2 weeks
	Developing indicators matrixes of the valuables under the study	
	Drafting letters of introduction and introducing consultants to stakeholders	
	Develop a detailed report template	
	Recruitment of data collectors	
	Training of data collectors	
	Pretesting of tools	
	Adjustment of tools	

	Setting up a data collection system	
	Developing a data analysis framework	
	Developing a quality assurance mechanism	
	Conducting field deployment	
	Instituting practical data collection supervision	
	Conduct assurance meetings and reports	
	Carrying out exit meetings from data collection	
	Carrying out exit meetings from data collection	
<b>Data analysis</b>	Pretesting of data analysis software	
	Run tests for accuracy and compliance	
	The full blast of data analysis based on valuables	
	Triangulation of findings and cross-tabulation to generate plausible evidence	
<b>Draft Report writing</b>	Generating the report based on templates by answering what, why, how, when, and who.	
	Document evidence for and against, and generate opinions based on the evidence to establish <ul style="list-style-type: none"> <li>a) Affirmations (best practices)</li> <li>b) Commendations (what is done according to what is expected)</li> <li>c) Recommendations (new proposals)</li> <li>d) Generate conclusions and recommendations</li> </ul>	
	<b>Subtotal</b>	
<b>Report Validation</b>	Report validation with the committee and relevant departments and directorates	1 month
	Presentation of the report to the management for feedback and approval	
	Seeking board endorsement	

	Preparation of final recommendations and conclusions	
	Report validation with the external peer review team	
<b>Final report preparation and dissemination</b>	Implementation of action plan preparation based on recommendations	
	Policy and positions paper preparation if required	
	Organizing dissemination workshops for relevant stakeholders	
	Documenting workshop report with recommendations on the relevancy of findings and implementation modalities.	
<b>Report utilization, monitoring, and evaluation</b>	Disseminating mandate coming from the report for budget allocation	
	Documenting best practices	
	Monitoring implementation for collective action	
	Evaluating results for impact lessons and best practices	
	Knowledge management	
	<b>Subtotal</b>	
	<b>Total</b>	

Interested bidders may obtain further information at the address given below from 08:30 am to 04:30 pm on working days.

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