



JODES GRANTS MANAGEMENT AGENCY

INVITATION TO PREQUALIFICATION FOR THE PERIOD 2026 – 2028

Jodes Grants Management Agency (JGMA) is a Ugandan-based professional Grants Management consultancy firm with a decade-long track record of delivering high-quality grants management, resource mobilization, and capacity-building support to government institutions, civil society organizations (CSOs), international development partners, and private sector stakeholders. Our mission is to strengthen organizational systems, optimize donor resource utilization, and enhance accountability frameworks through expert-driven technical support across the grant lifecycle.

JGMA offers a comprehensive range of services across the full spectrum of grants and development resource management:

- **Resource Mobilization:** Supporting clients to secure funding from bilateral, multilateral, and private foundations through strategy design and donor mapping.
- **Proposal and Concept Development:** Co-creating winning proposals and concept notes aligned with donor priorities and sector strategies.
- **Independent Verification and Validation:** We provides an unbiased, third-party assessment of complex projects in different sectors. The goal is to ensure that financial systems, models, and processes meet user needs, industry standards, and regulatory compliance, thereby mitigating risk and ensuring project success.
- **Capacity Building:** Training local government entities, CSOs, and project teams in grants administration, reporting, budgeting, procurement, and compliance.
- **Pre- and Post-Award Management:** Offering technical support from project start-up to closeout, including grant agreement review, risk assessment, and systems strengthening.
- **Grants Monitoring & Evaluation:** Designing and implementing M&E systems to track financial and programmatic performance, conduct learning reviews, and evaluate results.
- **Compliance Management:** Ensuring donor regulations (e.g., CDC, USAID, EU, Gavi, Global Fund, Enabel, etc...) are fully integrated into operational procedures.
- **Sub-grants Management:** Administering and monitoring sub-recipient performance through capacity assessments, coaching, and audits.
- **Due Diligence:** Conducting institutional capacity assessments and organizational risk reviews for funders and implementing partners.
- **Strategic Partnership Management:** Facilitating collaborative frameworks between government, donors, and implementing partners to ensure program synergy.

JGMA now invites expression of interest from eligible, qualified, and competent companies, firms, and service providers to pre-qualify for supply of goods and services for the next three years. Each lot applied for attracts a non-refundable application fee as indicated against it. The fees is payable to:

Account Name: JODES Grants Management Agency Ltd

Bank: Centenary Bank

Account Number: 3100058159

Proof of payment must be attached to the application.

1. Categories / Lots

Lot	CATEGORY	Fee (UGX)
1	Supply of General Office Stationery and Office Supplies	100,000
2	Supply of Computers, Printers, Photocopiers, and IT Accessories	100,000
3	Supply of Office Furniture, Fittings, and Equipment	100,000
4	Supply of Motor Vehicles, Motorcycles, and Related Accessories	200,000
5	Provision of Motor Vehicle Repair, Servicing, and Maintenance	100,000
6	Provision of Hotel, Conference, and Catering Services	100,000
7	Provision of Air Ticketing and Travel Services	100,000
8	Provision of Printing, Branding, and Promotional Materials	100,000
9	Provision of Professional Consultancy Services (Financial, Audit, Grants Management, M&E, and Capacity Building)	100,000
10	Provision of Security Services	100,000
11	Provision of Cleaning, Sanitation, and Fumigation Services	100,000
12	Provision of Legal and Advisory Services	100,000
13	Provision of Transport and Car Hire Services	100,000
14	Supply of ICT Software, Systems Development, and Maintenance Services; Provision of Internet, Networking, and Communication Services	100,000
15	Provision of Human resource recruitment services	100,000

2. Eligibility and Qualification

Eligible bidders must submit

- A company profile with proof of experience in the selected lot(s) and demonstrated capacity to deliver
- Certificate of Incorporation/Business Registration.
- Valid Trading License.
- TIN Registration certificate
- References from at least two reputable clients.
- Names and address of Directors
- Bank statement or proof of financial capacity.

3. Instructions to Bidders

1. Interested eligible bidders may obtain further information on our website www.jodes-grants.org
2. Applications must be clearly marked “**Application for Prequalification to Supply Goods/Services – Lot No. [Insert Lot Number & Description]**” and addressed to:

The Procurement Manager
JODES Grants Management Agency Ltd
P. O. Box 501032 Wandegeya
Kampala, Uganda

3. The deadline for submission is 15th January 2026. All submission will be done online on email: info@jodes-grants.org . Late bids will be rejected.

5. Important Notes

- Canvassing or attempt to influence the procurement process will lead to automatic disqualification.
- Only shortlisted/successful bidders will be contacted.