



PETROLEUM AUTHORITY OF UGANDA

APPLICATION TO THE NATIONAL SUPPLIER DATABASE (NSD) 2018 FOR UGANDA'S OIL AND GAS SECTOR

BACKGROUND

The Petroleum Authority of Uganda (PAU) is established under the Petroleum Exploration Development and Production Act of 2013 (The Act) to monitor and regulate oil and gas activities in the country. The PAU is required to, among other things, establish and publish annually a central data base of persons involved in petroleum activities in Uganda and prohibits any entity from providing goods, works or services for oil and gas activities unless they are registered on the database.

PAU is seeking to update the NSD 2018 in accordance with the Regulations and invites applications from persons and entities for registration and qualification. Persons/entities who/which were registered on the NSD 2017 but are not registered on NSD 2018, need to complete the online FORM 2, to update their information previously submitted and also confirm their willingness to be on the NSD for 2018. Online Form 2 can be accessed on the PAU website www.pau.go.ug

HOW TO APPLY

The PAU will ONLY consider online applications submitted through the above mentioned website. Interested persons and entities are invited to visit the PAU website: www.pau.go.ug and follow the link under **NATIONAL SUPPLIER DATABASE** to register.

APPLICATION DEADLINE

There are two types of Forms, FORM 1 for persons and entities that have never registered on the NSD and FORM 2 for persons and entities who/which were registered on the

NSD for 2017 but are not on the 2018 register.

All Applications should reach the PAU's website www.pau.go.ug by **Saturday 31st March 2018** at 11:59pm EAT.

NOTE:

1. ONLY online applications will be considered.
2. Applicants are required to scan and upload copies of the following documents:
 - a. Certificate of incorporation or registration
 - b. Tax Clearance Certificate for companies registered or incorporated in Uganda issued by Uganda Revenue Authority.
 - c. Tax Clearance Certificate or its equivalent for companies registered or incorporated outside Uganda.
 - d. National Social Security Clearance Certificate for companies registered or incorporated in Uganda issued by the National Social Security Fund (NSSF).
 - e. Proof of compliance with Social Security requirements in country of registration or incorporation for companies registered or incorporated outside Uganda.
 - f. Banker's Reference Letter
 - g. All applications by foreign registered companies, including the Certificate of incorporation or registration; Tax Clearance Certificate or its equivalent and proof of compliance with Social Security requirements in the country of registration or incorporation and the shareholding/directors of

the company MUST be notarized or verified by their respective foreign missions accredited to Uganda before submission. These notarised documents should be submitted along with a forwarding letter from the foreign mission that undertook the notarisation/verification.

- h. A valid National Identification Card or a Bio Page of a valid Passport for Ugandan Citizens applying as individual consultants.
 - i. A valid alien identification card or a Bio Page of a valid Passport for non-Ugandans applying as individual consultants.
 - j. Industry accreditation certificates if any.
3. Receipt of all applications will be acknowledged by a letter from the PAU. All applications received by the PAU will be acknowledged.
 4. All documents should be translated into English language

Only Applicants who have qualified will be published in the National Supplier Database for 2018. Any inquiries regarding this registration can be sent to;

The Petroleum Authority of Uganda
Plot 34 – 36 Lugard Avenue
P.O.BOX 833, Entebbe, Uganda
Tel: +256 414 320423/4, Fax: +256 414 320459
Email: nsd@pau.go.ug
Website: www.pau.go.ug

**EXECUTIVE DIRECTOR
PETROLEUM AUTHORITY OF UGANDA**