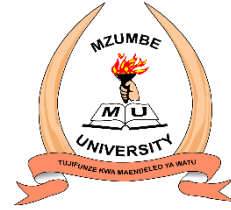




UNITED REPUBLIC OF TANZANIA
MINISTRY OF EDUCATION, SCIENCE AND
TECHNOLOGY

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In replying please quote

Ref. No. AN.79/219/01A/15

3rd February, 2025

CHIEF EXECUTIVE OFFICER,
AGENCY FOR THE DEVELOPMENT OF
EDUCATIONAL MANAGEMENT,
P. O. BOX 71,
BAGAMOYO, COST.

**RE: INVITATION TO ATTEND TRAINING COURSE ENTITLED “PROJECT
PROCUREMENT FOR PUBLIC SECTOR INSTITUTIONS: STRATEGIES FOR
SUCCESSFUL DELIVERY OF PROJECTS”.**

The heading above refers.

2. Mzumbe University is one of the oldest training institutions in Tanzania, accumulating experience of over 50 years in the field. The University has the competence and capacity to deliver high-quality advisory services within its mandate, which is to assist in the preservation, transmission, dissemination, and enhancement of practical knowledge in the management field. This long experience and continuous collaboration and interaction with both private and public sectors, has greatly enhanced the capability of the University in offering quality advisory services that address the demands of the Tanzanians in field areas such as Public Administration and Human Resource Management, Accounting, Procurement and Logistics Management, to mention but a few.

3. The success of projects delivery in organizations depends on, among other things, effective and efficient management of the project life cycle. Therefore, equipping staff with the necessary skills for these tasks is crucial. Consequently, Mzumbe University is planning

to conduct a training course entitled 'Project Procurement for Public Sector Institutions: Strategies For Successful delivery of projects' to Project managers, Procurement specialists, Contract managers and Team members involved in the overall management of projects from your organization and any other individuals who want to build on their knowledge and increase their value to the organization in the area of project procurement.

4. The main objective of this training course is to equip participants with the knowledge and skills with regards to project procurement and management in order to align the procurement activities with the overall project implementation. This course will enable participants to plan procurement activities and manage the procured assets throughout the project life cycle. Participants will clearly appreciate the need for different approaches in acquiring materials and assets necessary for project execution and management. The course also aims to introduce participants to various project contexts and their specific requirements.

5. On the basis of the aforesaid, we are delighted to cordially invite all Project managers, Procurement specialists, Contract managers and Team members involved in project management, Tender Board members, procurement committee chairs and members, Contract Engineers and analysts, Quantity Surveyors, Commercial advisers and any other individuals eligible for the course from your organization to attend the training course, which is scheduled to be held from March 26- 28, 2025 at Morena Hotel in Morogoro, Tanzania. The fee for this course is TZS 750,000 per participant. The fee will cover tuition, training materials, breakfast, lunch, evening tea and certificates of attendance.

6. The attached training programme provides the detailed information regarding the course. In case of any inquiries, do not hesitate to contact the Coordinator, Dr. Edward Makoye through +255764611047 or edward.makoye@mu.ac.tz and Ms. Zainabu Libuhi, through +255656848582 or zainabu.libuhi@mu.ac.tz. Thank you for your continued cooperation.

7. Yours Sincerely,

Prof. William J S Mwegoha

For: VICE CHANCELLOR