



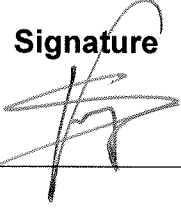
**PUBLIC PROCUREMENT REGULATORY AUTHORITY
(PPRA)**

**GUIDELINES FOR
PROCUREMENT UNDER A PROCURING ENTITY TO A PROCURING
ENTITY ARRANGEMENT, 2026**

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**GUIDELINES FOR
PROCUREMENT UNDER A PROCURING ENTITY TO A PROCURING ENTITY
ARRANGEMENT, 2026**

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ABBREVIATIONS AND ACRONYMS

Cap	-	Chapter
G.N.	-	Government Notice
GSP	-	Government Service Provider
NeST	-	National Electronic Procurement System of Tanzania
PEs	-	Procuring Entities
PPA	-	Public Procurement Act, Cap 410
PPR	-	Public Procurement Regulations, 2024
PPRA	-	Public Procurement Regulatory Authority

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Table of Contents

.....	i
PART I: INTRODUCTION	1
1. <i>Background</i>	1
2. <i>Short Title</i>	1
3. <i>Application</i>	1
4. <i>Definitions</i>	2
5. <i>Purpose of the Guideline</i>	3
6. <i>Importance of the Guidelines</i>	3
PART II: GENERAL PRINCIPLES UNDER A PROCURING ENTITY TO A PROCURING ENTITY ARRANGEMENT	3
7. <i>General Principles</i>	3
8. <i>General requirements</i>	3
PART III: PROCUREMENT PLANNING	4
9. <i>Criteria to qualify for registration under a Procuring Entity to a Procuring Entity arrangement</i>	5
10. <i>Procurement Planning</i>	5
PART IV: PROCUREMENT PROCEDURES	5
11. <i>Procurement Procedures</i>	6
12. <i>Payment of Fess</i>	7
13. <i>Ancillary goods or services</i>	7
14. <i>Payments</i>	7
15. <i>Contract Management</i>	7
16. <i>Dispute settlement</i>	8
PART V: MONITORING BY AUTHORITY	9
17. <i>Monitoring by the Authority</i>	9

18. <i>Risk Management in a procuring entity to a procuring entity arrangement</i>	9
19. <i>Ethical considerations under a procuring entity to a procuring entity arrangement</i>	9
20. <i>Review</i>	9
21. <i>Repeal of the guidelines</i>	9

PART I: INTRODUCTION		
1. Background	1.1	Pursuant to Section 130 of the Public Procurement Act, Cap 410, the Public Procurement Regulatory Authority (PPRA) is mandated to issue Guidelines for the better carrying out of the objectives or any functions under the Act.
2. Short Title	2.1	This document may be cited as the Guidelines for Procurement under a Procuring Entity to a Procuring Entity Arrangement, 2026
3. Application	3.1	These Guidelines are issued to Procuring Entities for use when procuring goods and non-consultancy services that do not require a detailed schedule of requirements, terms of reference, or an evaluation to determine compliance with PEs requirements.
	3.2	Where the interpretation of any provision of these Guidelines conveys a meaning contrary to the Public Procurement Act and its Regulations, the provisions of such Act and its Regulations shall prevail, and its interpretation shall be final and conclusive.

<p>4. Definitions</p>	<p>4.1</p>	<p>In these Guidelines, unless the context requires otherwise, -</p> <p>“Authority” means the Public Procurement Regulatory Authority.</p> <p>“Procuring Entity to a Procuring Entity Arrangement” means an agreement between government entities for the procurement of goods and/or services.</p> <p>“Government Service Provider (GSP)” means a public body registered in the system under a procuring entity to a procuring entity arrangement to provide/deliver goods or services to other public bodies.</p> <p>“National Electronic Procurement System of Tanzania” means a system developed, hosted, and operated by the Authority to enable a Procuring Entity to carry out procurement and supply functions electronically;</p> <p>“NeST” means the National Electronic Procurement System of Tanzania;</p> <p>“Procuring Entity” means a public body and any other body, or unit established and mandated by the government to carry out public functions;</p> <p>“Public body” means any Ministry, Department or Agency of the Government; any corporate or statutory body or authority established by the Government; any company registered under the Companies Act, being a company in which the Government or an agency of the Government is in a position to influence the policy of the company; or any local government authority.</p> <p>“Regulations” means the Public Procurement Regulations, 2024</p>
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5. Purpose of the Guideline	5.1	General Purpose The purpose of these guidelines is to guide PEs in implementing the Procurement of Goods and Services Under a procuring entity to a procuring entity arrangement.
	5.2	Specific Purpose The specific purpose of this guideline is to: a) Provide guidance on principles and procedures to be followed by Procuring Entities offering goods or services under the procuring entity to a procuring entity arrangement; and b) Ensure consistency and compliance in the application of procurement procedures and practices in the procurement or offering of goods or services under the arrangement.
6. Importance of the Guidelines	6.1	The guidelines outline the procurement procedures that shall be followed by procuring entities when conducting the procurement of goods or services under the procuring entity to a procuring entity arrangement.
	6.2	The use of these guidelines will ensure uniformity with regard to the procedures to be undertaken by procuring entities when procuring through the procuring entity to a procuring entity arrangement.
PART II: GENERAL PRINCIPLES UNDER A PROCURING ENTITY TO A PROCURING ENTITY ARRANGEMENT		
7. General Principles	7.1	PEs, when engaging public bodies under the procuring entity to a procuring entity arrangement, shall ensure that procurement is conducted in a manner that maximizes integrity, accountability, economy, efficiency, and transparency while achieving value for money.
8. General requirements	8.1	Public bodies wishing to provide goods or services to procuring entities shall submit the request to the Authority for registration in the NeST Platform under the procuring entity to a procuring entity arrangement.
	8.2	Public bodies registered under a procuring entity to a procuring

		entity arrangement shall publish and update in the system the details of their goods or services for each financial year, or as the case may be.
	8.3	Details of published information of goods or services shall include; -
		<ul style="list-style-type: none"> a) The detailed description of goods or services offered; b) Prices charged are inclusive of Taxes (if applicable); c) Other third-party services; and d) Any other relevant conditions or information.
		PART III: PROCUREMENT PLANNING

9. <i>Criteria to qualify for registration under a Procuring Entity to a Procuring Entity arrangement</i>	9.1	<p>Procuring entities wishing to be registered under a procuring entity to a procuring entity arrangement shall be registered if such Procuring Entity meets the following criteria:</p> <p>(a) The Procuring Entity, by its establishment, has a clear statutory mandate to provide the relevant goods or services required to be under a procuring entity to a procuring entity arrangement; or</p> <p>(b) The goods or services offered by the Procuring Entity involve specialised or government-mandated services that cannot reasonably be obtained through normal market competition, and the Procuring Entity is the only entity with a sole mandate to offer such goods or services;</p>
10. Procurement Planning	10.1	<p>PEs intending to procure goods or services under a procuring entity to a procuring entity arrangement shall ensure that such requirements are included in their Annual Procurement Plans (APP).</p>
	10.2	<p>The system shall provide a dedicated procuring entity to a procuring entity procurement module with dashboards for: -</p> <p>a) GSP catalogue search;</p> <p>b) Order initiation and approval;</p> <p>c) Delivery tracking;</p> <p>d) Contract and invoice management;</p> <p>e) procuring entity to a procuring entity arrangement performance reports;</p> <p>f) procuring entity to a procuring entity arrangement Transaction periodical reports;</p> <p>g) Alerts or triggers for delays, disputes, or incomplete transactions, and</p> <p>h) Any other important feature.</p>
		PART IV: PROCUREMENT PROCEDURES

11. Procurement Procedures	11.1	The Procurement Management Unit, in consultation with the User Department, shall identify public bodies that provide goods or services that meet their current demand at the prevailing market price rate.
	11.2	The PE shall visit NeST to view the available public bodies that offer such goods or services and the price catalogues .
	11.3	PEs shall consider, among other criteria, the following while identifying public bodies that will be engaged to offer goods or services to attain value for money: <ul style="list-style-type: none"> (a) Availability, budget and Cost; (b) Quality to meet the demand of PEs depending on the nature, type, and requirement; (c) Capacity to deliver goods or services; (d) Procurement processing time (e) Legal requirements
	11.4	The PE must ensure that rates being charged are in line with price caps published by the Authority or market prices that offer value for money, where no price cap has been prescribed.
	11.5	Where it is clear that value for money will not be obtained, the PE shall revert to any other procurement methods as stipulated in the Regulations.
	11.6	PEs are permitted to enter into contractual agreements with each other for the provision of goods or services, using a procuring entity-to-procuring entity arrangement through the NeST.
	11.7	The user department shall initiate through the system order requirement and submit to PMU for review, processing and submission to the Accounting Officer.
	11.8	The Accounting Officer or Tender board, as the case may be, shall approve the requested order of goods or services before submission to GSP.
	11.9	The GSP shall review the order and issue delivery advice to the PE through the system.
	11.10	Upon receipt of the delivery advice from GSP, the PE shall accept or reject the submitted delivery advice.

	11.11	After confirmation of the order, the GSP shall prepare the invoice and agreement document through the system for payment arrangements
	11.12	The procurement agreement shall be signed by the parties for the implementation of the contract.
12. Payment of Fess	12.1	The Procuring Entity that maintains a list of goods and services in the procuring entity-to-procuring entity platform shall pay an annual fee as prescribed under the First Schedule item (C) of the Regulations.
	12.2	Procuring entities procuring goods and services through the procuring entity-to-procuring entity arrangement shall pay the fee prescribed in the First Schedule item (B) of the Regulations for single-source tenders.
13. Ancillary goods or services	13.1	PEs may obtain goods or services from shortlisted suppliers or service providers by the Government Service provider in case of the non-availability of goods or the inability to provide the required services at the time of order.
	14.2	Where there is no supplier or service provider who has been shortlisted by such a Government Service provider, PEs shall revert the process to any other procurement methods as stipulated in the Regulations to obtain the goods or services through the system.
14. Payments	12.1	Modalities of payments under a procuring entity to a procuring entity arrangement may be Upfront or Advance payment or after full delivery of goods or services, depending on the agreed Terms and Conditions of the contract.
15. Contract Management	15.1	The Government Service provider shall ensure that the quality of goods or services meets the agreed standards. Any deficiencies in quality or performance could lead to contractual disputes.
	15.2	The Government Service provider is obligated to ensure the timely delivery of goods or the execution of services as stipulated in the contract.
	15.3	Any delays or changes in the delivery schedule should be

		communicated promptly to the Procuring Entity with valid reasons.
	15.4	In case of the provision of consultancy services, the Government Service provider shall carry out the assignment by adhering to professional ethics and the code of conduct.
16. Dispute settlement	16.1	Any disputes arising during the implementation of the procurement agreement shall be resolved by both parties amicably; failure of which the matter shall be referred to the Office of the Attorney General for determination and notify the Authority and Pay Master General for information.

PART V: MONITORING BY AUTHORITY		
17. Monitoring by the Authority	17.1	The Authority will be responsible for monitoring the procurement under the procuring entity to a procuring entity arrangement.
	17.2	There shall be performance scorecards within NeST for each Government Service provider, rated by PEs based on delivery, quality, and timeliness.
	17.3	The system shall provide feedback or a rating score that informs future engagements.
18. Risk Management in a procuring entity to a procuring entity arrangement	18.1	The Authority shall identify, assess, and mitigate risks associated with the application of a procuring entity to a procuring entity arrangement in the system or otherwise, as the case may be.
19. Ethical considerations under a procuring entity to a procuring entity arrangement	19.1	The Authority shall be responsible for the implementation of a procuring entity to a procuring entity arrangement to ensure that PEs and the Government Service providers comply with transparency, fairness, accountability, and attainment of value for money in the National Electronic Procurement System.
20. Review	20.1	The Authority may review the Guidelines every three (3) years or earlier as the need arises.
21. Repeal of the guidelines	21.1	These Guidelines repeal the Guidelines for Procurement under Government-to Government (G2G) Arrangements, 2025 version no. PPRA/PSCD/MPS/25/12 of July, 2025