

## CURRICULUM VITAE

**Area of Expertise:** Public Sector Procurement & Contracts Management Specialist, Goods and Supplies Disposal Management Specialist & logistics & Supply Chain Training Instructor

**Sex:** Male

**Nationality:** Ugandan

**Name:** Kalinzi Charles

**Date of Birth:** 20<sup>th</sup> June 1976

**E-mail :** [klzcharles@yahoo.com](mailto:klzcharles@yahoo.com); [charlieklz@gmail.com](mailto:charlieklz@gmail.com); [ckalinzi@kyu.ac.ug](mailto:ckalinzi@kyu.ac.ug)

**Home Address:** C/O Mr. Mugerwa Musisi,  
Director / Principal Quantity Surveyor,  
Bageine & Co; Quantity Surveyors,  
Floor 7, Workers House,  
P.O. Box 5978, Kampala; Tel: +256 772 420622

**Work Address:** PhD (public procurement Management), Lecturer and Former Head,  
Department of Procurement, Marketing & SCM, Kyambogo University School of  
Management& Entrepreneurship, Uganda  
P.O.Box 1, Kyambogo

**Mobile:** +256 75 2 359514 ; +256704 359514

### BRIEF PROFILE:

Charles is a PhD student with a bias in public procurement management and dedicated procurement professional and lecturer with a track record of success in the fields of supplier selection, contract evaluations, negotiations, and procurement and supplier audits, appraisals procurement audits' and public procurement performance expectation gap.

Charles has worked as a specialist procurement consultant and has over 12 years in strategic and operational procurement, lectures purchasing and supply chain management courses at all levels in many Ugandan Institutions of higher learning like Makerere University, Kyambogo University, Uganda Management Institute, among others. He previously was HOD of Procurement, Marketing and Supply chain, since 2006 before embarking on a PHD on study leave. His current research and publications focuses on procurement professionalism, Strategic Procurement & Supply Management related areas.

Charles is operationally familiar with the procurement rules of the Ugandan Government, Rwandan, Tanzanian, Malawi, Zambia and Kenya, ADB and the European Commission, assists in development, implementation and follow-up of procurement training programs at the University and assessing the national training needs in procurement & logistics management and formulating training plans, policies and strategies to improve Uganda's public procurement and logistics sub-sector

### MEMBERSHIP TO PROFESSIONAL ASSOCIATIONS

-  Member, Chartered Institute of Logistics & Transport (CILT)
-  Member, Chartered Institute of Purchasing & Supply management (CIPS)
-  Member, NEVI (The Dutch Association for Purchasing Management, Netherlands)
-  Member, Purchasing and Logistics Management Association (PALMA)
-  Member, Purchasing Initiatives Africa (PiA)
-  Member, National Contract Management Association(NCMA)
-  Member, Technical Assistance Consultancy Network: EU, World bank, Calls, Grants, International Development
-  Member, Institute of Procurement Professionals, Uganda (IPPU)

- ✚ Senior Mentor with Techno serve Organisation located on IDC Building, 1<sup>st</sup> Floor | 12 Ternan Ave., Nakasero | Kampala, Uganda

### **Specialties/ Specific Competencies in Procurement Management:**

- ✚ Drafting Procurement Manuals for local and overseas offices: I have drafted and overseen operationalization of Procurement Manuals for Church of Uganda, Office of the Director, Public Procurement (Malawi), Ministry of Health and Social Welfare (Tanzania)
- ✚ Writing and managing Expressions of Interest on behalf of several local and international companies
- ✚ Drafting request for Proposals and Bills of Quantities for several local companies
- ✚ Evaluation of bids and pre-qualifications for public and private companies in Uganda
- ✚ Skills in effective negotiation in preparation for contract signing
- ✚ Knowledge of and applicability of World bank Procurement Procedures, IBRD, UNDP, ADB and Uganda, Kenya, Malawi and Tanzania, procurement procedures of the SADC Secretariat
- ✚ Knowledge of conducting procurement audits for assessment of a fair and transparent procurement process. I have done this in Uganda with PPDA, Tanzania with Ministry of Health & Social Welfare and in Malawi with Ministry of Health, Office of the Director of Public Procurement (ODPP) and National Aids Commission of Malawi (NAC)
- ✚ Demonstrated experience in evaluating proposals, awarding funding, and negotiating, managing and closing contracts for international donor-funded initiatives; like World bank, ADB, USAID etc
- ✚ Demonstrated leadership, versatility, and integrity
- ✚ Proven ability to build collaborative relationships with donors, subcontractors, and multiple host-country counterparts

### **EXPERIENCE WITH WORLD BANK-FUNDED PROJECTS OF SPECIAL PROCUREMENT CONSULTANCY ASSIGNMENTS HANDLED PREVIOUSLY**

- ✚ Deputy Team Leader for the just concluded Project for post procurement auditing on an Independent Procurement Audit and Assessment Of Capacity Of Procurement Unit At South African Development Community (SADC); CONTRACT NUMBER: SADC/PROCAUDIT/01/2018, in August 2018.
- ✚ Deputy Team Leader for the Project for post procurement auditing of the “Basket Fund” Project with Ministry of Health and Social Welfare in Tanzania funded by the EU member states. During this project, I was at the centre of auditing procurement action files, assessing the training & capacity building needs of various entities, procurement planning, tender preparation and evaluation and needs identification in line with Public Procurement Rules and regulations of Tanzania. This was a five-year contract with Ministry of Health and Social Welfare of Tanzania for assessment of the procurement needs of all Public Health Nurses training Schools in Rwanda and ex-post procurement audit of their procurement activities. This also involved the assessment the procurement, usage and servicing of medical equipments at these Public Health Nursing Schools throughout Tanzania; and because we are looking at how all these were procured and usage and their procurement relationship with the Medical Stores Department
- ✚ Deputy Team Leader for the concluded Project for post procurement auditing of the “FIMTAP” Project with Office of the Director of Public Procurement, Office of the President & Cabinet, Republic of Malawi. During this project, I was at the centre of auditing procurement action files, assessing the training & capacity building needs of various entities, Designing a Procurement Manual for ODPP,

procurement planning and evaluation and needs identification in line with Public Procurement Rules and regulations of Malawi

- ✚ Deputy Team Leader for the just concluded Project for post procurement auditing of Ministry of Health in Malawi funded by World Bank. During this project, I was at the centre of auditing the procurement process compliance during the acquisition of medical equipments and other medical and consumable items through an assessment of their action files, assessing the training & capacity building needs of various entities, procurement planning and needs identification in line with Public Procurement Rules and regulations of Malawi
- ✚ Team Leader for the concluded Project for post procurement auditing of the National AIDS Commission of Malawi funded by World Bank. During this project, I was at the centre of auditing procurement action files, assessing the training & capacity building needs of various Grant Recipient Organizations to ensure compliancy in line with their Procurement Manual.
- ✚ Worked with PPDA in the Department of Procurement Audit and Investigations, a directorate funded by USAID. While here, i got all-round exposure and result-oriented experience in public procurement life cycle management in Uganda. I was involved in conducting procurement audits for several entities
- ✚ Developed the Procurement Audit Manual for Office of the Director of Public Procurement, Government of the Republic of Malawi , 2009
- ✚ Developed pooled procurement models for the Southern African Development Cooperation (SADC); Gaborone, Botswana, 2009
- ✚ Developed Standard Bidding Documents for procurement & Disposal of Investment Land, Uganda Investment Authority, 2010
- ✚ Developed a Procurement & Disposal Manual for Investment land, Uganda Investment Authority, 2010
- ✚ Developed a procurement and Finance Manual for Church of Uganda's Planning, Development & Rehabilitation Department (PDR), 2008
- ✚ International Management Academy, Rwanda: Training Rwanda Public Procurement Regulatory Authority staff on issues of enhancing effectiveness in public procurement. I am familiar with PPRA Act and Regulations

#### **LOCAL AND OTHER AFRICAN PROCUREMENT CONSULTANCY PROJECTS**

- ✚ Previously worked as an Associate Consultant in the field of procurement with Uganda Management Institute, Kampala
- ✚ Worked as Auditor and Inspection assistant with Allied Certified Public Accountants (ACPA'S) and DATIVA Associates, Kampala on Ministry of Finance procurement audits 2010-2011
- ✚ Worked as Auditor and Inspection assistant with DATIVA Associates, Kampala on Ministry of Finance procurement audits 2012
- ✚ Have worked with Associated Procurement Consultants (ASPRO, Uganda) as a Senior procurement auditor on a number of procurement audit projects
- ✚ Facilitated in Workshops on Procurement planning, Contract Management and Project Planning and Appraisal with various organizations
- ✚ 2007-08 Chairman, technical committee to redesign the curriculum and develop reading materials for procurement programmes, Kyambogo University School of Management

- ✚ Joint collaboration with Carsals consultants/USAID on the Uganda Threshold Country Plan to strengthen public procurement systems and reduce corruption in Uganda
- ✚ Joint research on Group Sourcing arrangements for SMEs jointly undertaken with The Netherlands procurement experts.

#### **EDUCATION & KEY QUALIFICATIONS ATTAINED**

<b>College / University</b>	<b>Duration</b>	<b>Degree(s) or Diploma(s) obtained:</b>
PhD Student (Procurement Management)	2016 to date	Makerere University
Maastricht School .of Management, & University of Twente, Netherlands	2004 - 2005	Masters Degree in Business Administration (MBA) majoring in Management of Government Procurement
Advance Learning Interactive Systems (ALISON)	2012-2012	Diploma in EU Public Procurement
International Development Law organization (IDLO)	Oct-Nov 2012	Certificate in Advanced Public Procurement
International Development Law organization (IDLO)	Oct 2012	Online E-Learning course on Public Procurement: Policy, Strategy & Reform
United Nations Development Programme	Feb -March 2011	Certificate in Procurement Strategy development
Institute of Internal Auditors of Uganda	2013	Certificate in Procurement Audit Traing
Maastricht School .of Management	2009	Certificate in Marketing of Services
Chartered institute of Purchasing & Supply UK	MARCH 2007-JUNE 2007	Graduate (Advanced) Diploma in Purchasing &supply
Makerere University, Uganda	1995 - 1998	BSC (Hons): Mathematics and Economics
Kyambogo University, Uganda	2001 - 2002	Post-Graduate Diploma in Education (PGDE)
Kyambogo University, Uganda.	2002	Certificate in Project Planning & Management (CPPM)

#### **Experiences with Lecturing Procurement, Logistics & Supply Chain management at Universities & other Training Institutions:**

- ✚ Kyambogo University, Lecturing Procurement & Supply Chain Management from 2006 - to date
- ✚ Lecturing Procurement & Supply Management at Fountain Institute of Management & Research Uganda 2016 onwards
- ✚ Lecturing Procurement & Contracts Management at Trans Africa Management Institute (TAMI), Uganda
- ✚ East African School of Taxation; Lecturing procurement Management to lawyers and Accountants
- ✚ Makerere University, Lecturing Purchasing Management to Degree and Post graduate Degree candidates from 2007 to date
- ✚ Lecturing Public Procurement & Contracts management at Uganda Management Institute, 2006-2008

- ✚ Kampala University, Teaching mathematics & Economics to In-service education students from 2004 up to 2007
- ✚ Nakawa Institute of Business Studies, Kampala, lecturing Economics from 2000 up to 2004

#### **OTHER TRAINING PRESENTATIONS/WORKSHOPS ATTENDED:**

**November 2005:** Paper presentation on “How group cooperative purchasing/ group sourcing benefits small organizations in Uganda: The case of Wholesale & Retail Pharmacies in Uganda”. Maastricht School of Management, The Netherlands.

**September 2005:** Paper presentation on: “Redefining poverty: Is Uganda using the right policies in combating the causes of poverty?”

**August 2005:** Paper presentation on relationship between policy and politics, and how they conflict: “Right Policy, Wrong Politics: When Policy and Politics Conflict: The controversy surrounding T.V tax in Uganda”

**July 2005:** Attended the Perspective Procurement workshop organized by Twente University, The Netherlands.

**July 2005** NEVI (Purspective) International, NETHERLANDS  
World Purchasing Excellence; NEVI Professional Qualification

**March 2000:** Paper presentation on “The Impact of the introduction of VAT and perceptions of taxpayers on increased generation of taxes in Uganda: The case of Bwaise Industrial Zone

**December 2007:** Presented Procurement capacity assessment report in Tanzania to identify procurement training needs.

#### **Major Workshops Attended:**

- ✚ Stakeholders’ Workshop discussing draft policy on the Development of Procurement Education and Training Standards in Uganda, Organized by PPDA in collaboration with UNDP, at Hotel Equatorial, Uganda.
- ✚ Public Procurement Sector Review Workshop, Organized by PPDA and World Bank to review the activities of PPDA and design and review the Cooperate Plan for the agency
- ✚ Annual Africa Forum organized by The Chartered Institute Of Logistics And Transport under the theme: “ Building Capacity: A new Opportunity for Logistics and transport professionals” at Hotel Africana from 5<sup>th</sup> - 7<sup>th</sup> February 2007
- ✚ Inter-University Procurement Conference organized by Uganda Christian University, Mukono under the theme “ The role of Procurement in the effective delivery of goods and services and value for money – a concern for all organizations” held on 17<sup>th</sup> February 2007
- ✚ July 2006: Course Curriculum Training Workshop rganized by NPT project/Maastricht School of Management.
- ✚ August, 2005 attended a partner’s conference, Maastricht School of Management, The Netherlands.
- ✚ July 2005 Attended the Purspective Procurement workshop organized by Twente University, The Netherlands



## Areas of competences and Associated Skills

- + Public Procurement records management;
- + Strategic Purchasing and Supply Chain Management
- + Ability to perform a variety of complex tasks
- + Strong IT and computer accessories skills: Internet, Access; Computer knowledge in the use of Microsoft Office Applications (MS Excel, Word, PowerPoint and Project).
- + Supplies management skills
- + Communication skills
- + Strong administrative and negotiation skills
- + Ability to work in a difficult environment
- + Knowledge and use of IFMS computerized financial management application software
- + Mentoring/Supervisory skills
- + Project procurement management
- + Procurement training and capacity development
- + Developing mentoring programs
- + Sustainable and responsible public procurement
- + Public procurement information, communication and collaboration management systems

## LIST OF PUBLISHED WORK

1. Kalinzi, C., Ntayi, J., Muhwezi, M., & Kabagambe, L. (2018). Performance Expectations Gap In Public Works Contracts: A Theoretical Review. In P. J. S. And F. A. M. Khi V. Thai (Ed.), *Advancing Public Procurement: Theories And Practices* (First, pp. 230–258). Highland Beach, FL 33487 USA: PrAcademics Press. Retrieved from <http://www.iaa.ac.tz/downloads/kalinzi.pdf>
2. Kalinzi (2005): How group sourcing benefits small organizations in Uganda: The case of private wholesale and retail pharmacies in Kampala District, MBA thesis; available at [http://www.researchgate.net/publication/241064589\\_How\\_group\\_sourcing\\_benefits\\_small\\_organisations\\_in\\_Uganda\\_The\\_case\\_of\\_private\\_wholesale\\_and\\_retail\\_pharmacies\\_in\\_Kampala\\_District](http://www.researchgate.net/publication/241064589_How_group_sourcing_benefits_small_organisations_in_Uganda_The_case_of_private_wholesale_and_retail_pharmacies_in_Kampala_District)
3. Kalinzi (2014): Level of professionalism in public procurement: A survey of selected districts in Uganda, *Net Journal of Business Management* Vol. 2(1), pp. 1-7, June 2014 available at <http://www.netjournals.org/pdf/NJBM/2014/1/14-014.pdf>
4. Pule & Kalinzi (2014); Relationship Management In Downstream Supply Chain: A Predictor Of Performance Among Selected Pharmaceutical Companies In Kampala, Uganda, *International Journal of Managing Value and Supply Chains (IJMVSC)* Vol.5, No. 3, September 2014
5. Kalinzi (2016); Outsourcing (Logistics) Services and Supply Chain Efficiency - A Critical Review of Outsourcing Function in Mukwano Group of Companies; *Journal of Outsourcing & Organizational Information Management*; <http://www.ibimapublishing.com/journals/JOOIM/jooim.html>; Vol. 2016 (2016), Article ID 937323, DOI: 10.5171/2016.937323

## COUNTRIES OF WORK EXPERIENCE AND ENTITIES WORKED WITH

- i. Uganda (PPDA, DATIVA Associates, MoFPED, Associated procurement Consultants, AMPROC Inc
- ii. Tanzania (Min. of Health & Social Welfare)

- iii. Kenya (OPPA)
- iv. Rwanda (International Management Academy Rwanda, Kacilu)
- v. Malawi (ODPP, Min. of. Health, National Aids Commission, Malawi)
- vi. Zambia (Public Procurement Body, Zambia)
- vii. Netherlands (NEVI Purspective, Significant, University of Twente)

#### LANGUAGES PROFICIENCY

	<b>Speaking</b>	<b>Reading</b>	<b>Writing</b>
English	Good	Good	Good
Swahili	Fair	Fair	Fair
French	Fair	Fair	Fair
Luganda	Native	Native	Native
Kinyarwanda	fair	fair	fair

#### RESPONSIBILITIES HELD

- ✚ Member, School Board, Kyambogo University School of Management & Entrepreneurship.
- ✚ Ag. Head of Department, Procurement, Marketing & Supply Chain management, Kyambogo University for 14 years
- ✚ Member, Board of Survey, Kyambogo University for three (3) consecutive terms since 2008
- ✚ Coordinator of Industrial Training and Practicum, Kyambogo University School of Management
- ✚ Member of Educational programmes Committee Kyambogo University,
- ✚ Member of The Faculty Disciplinary Committee, Kyambogo University
- ✚ Member, Curriculum Development review Committee, kyambogo University
- ✚ Member, Post Graduate Curriculum Committee, Kyambogo University
- ✚ Member, Research Committee, Department of Procurement and Logistics.
- ✚ Voce committee, Masters oral examinations, Kyambogo University University.
- ✚ Member, Adhoc committee for investigating procurement delays at Kyambogo University

#### EMPLOYMENT RECORD

<b>Date: from - to</b>	<b>Company/Institution</b>	<b>Job Titles</b>	<b>Description</b>
September 2006 to Date	Kyambogo University (KYU) School of Management.	Former Head & Lecturer, Department of Procurement & Marketing Studies	Curriculum Design, supervision, lecturing and research and Coordination of activities assigned to me by the Dean of the School; Curriculum Design, supervision, lecturing and research and Coordination of activities assigned to me by the Dean of the School
2016-to date	Fountain Institute of Management & Research (FIMTAR)	Procurement Facilitator (part time)	Lecturing procurement and supply chain management to students
2013-2015-to date	Trans Africa Management Institute (TAMI)	Procurement Facilitator (part time)	Lecturing procurement and supply chain management to students
2011 TO 2013	Dativa & Co Associates	Procurement Audit Consultant	Handling ex-post procurement audits for central and local governments in various districts in Uganda
2006 TO 2009	American procurement Company (AMPROC INC)	Senior Consultant-Procurement Audit specialist	Deputy director, Procurement Audit & training in charge of procurement audit activities and final report approval & presentations

2009 to 2011	East African School of Taxation	Senior procurement specialist	Consultancy and Facilitation of Law students on procurement Management Courses
2006 to 2008	Uganda Management Institute (UMI)	Associate Consultant-Procurement	Conducting consultancy work and facilitator of Procurement Courses.
August 2007 to 2008	Part-time lecturer-Makerere University	Part-time Lecturer	Teaching purchasing & Supply Chain Management courses
January to May 2006	Public Procurement & Disposal of Public Assets Authority	Procurement Officer-Department of Procurement Audits & Investigations	Handling procurement audit, field inspections and investigations with PPDA, Uganda.
2002 to 2004	Allied certified Accountants (ACPA'S)	Audit & Inspection trainee	Verification of prices, quotations, Inspection of goods based on Quality, Quantity, Brand Expiry dates among others.
2000 to 2002	Kampala University	Junior Lecturer	Handling Mathematical Economics & In-service teacher training
2000 to 2002	Nakawa Institute of business Studies	Lecturer	Head of Department & Handling Economics
2002-2004	Project Planning & Mgt Advisory Trust, Uganda (PPMAT)	Part-time Facilitator	Facilitating in Project Mgt, Inspection, Evaluation & Appraisal techniques

As an Officer of Procurement Audit and Investigations, I have participated and accomplished the following activities:

- Act upon administrative reviews especially re-evaluating bids and produce reports
- Analyzing monthly procurement reports submitted by PDEs
- Undertaking procurement inspections against certain benchmarks and terms of references
- Up dating and maintaining databases of procurement and disposal activities of the entities.
- Investigating procurement fraud and producing reports
- Procurement audit of the procuring and disposing entities and at the same time act as the backstopping staff for the Consultants. I have undertaken procurement audits in the Ministry of Agriculture, Animal Industry and Fisheries, Mulago National Referral Hospital, Ministry of Internal Affairs and Ministry of Trade, Tourism and Industry.
- Undertaking research on the new requirements in the procurement reforms and the necessary changes in the procurement law using benchmarks.
- Organizing meetings for where procurement malpractices or wrongdoing has been alleged or reported.

### **SPECIAL ASSIGNMENTS**

#### **World Bank Additional Assignments:**

Appointed to participate in the consultant meeting led to the harmonization of the standard bidding documents for the PPDA which are now used by all the procuring and disposing entities in Uganda as a bench mark.

I have worked with the World Bank Audit teams in the Procurement audits of their Projects with particular reference to National Agricultural Advisory Services and Lake Victoria Environmental Management Project.



I am familiar with procurement guidelines of the African Development Bank, the European Union and the Arab Bank for the Economic Development of Africa (BADEA).

I have been involved in been involved in assessing the national training needs in the area of procurement and logistics management; assessing capacities available in the existing national training institutions and formulating training plans, policies and strategies to improve Uganda's public procurement and logistics sub-sector

**CERTIFICATION:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes my qualifications, my experience and myself. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Signed:  Date: ...09/03/2019

**Referees:**

1. Dr. Robert Mwesigwa Rukaari  
Chairman, American Procurement Company Inc,  
Plot 7A, Palm Courts/P.O. Box 24595, Kampala Lugogo By-Pass, Kampala, Uganda  
Email: [Robert@amproc.com](mailto:Robert@amproc.com); [amproc@amproc.com](mailto:amproc@amproc.com)  
Phone Contact: +256772200096
2. Dr. Obanda Peter Wanyama  
Ag. Head, Department of Procurement, Marketing & Supply Chain Management,  
Kymbogo University School of Management & Entrepreneurship,  
P.O. Box 1 Kyambogo.  
Email: [pobanda2001@yahoo.com](mailto:pobanda2001@yahoo.com)  
Phone Contact: +256772524935