TERMS OF REFERENCE FOR NATIONAL INVESTMENT MANAGEMENT SYSTEM (NIMS)

TOR No.	Module or System Function	Description	Priority Level
ONE STOP CENTRE			
OSC/001	UIA Investment License Application & processing	To manage and track UIA license applications and issuance	Mandatory
OSC/002	Investment Licensing Tracker	To track progress of all investment applications	Mandatory
OSC/003	OSC Agency Service delivery tracker	To track service delivery in line with respective MDA client charter	Mandatory
OSC/004	Aftercare Services	To manage inquiries and to offer support to investors	Mandatory
OSC/005	OSC Agency systems integration	An integrated and interlinked application process - (details of an incentive certificate)	Mandatory
OSC/006	Invest Uganda - Webportal / data repository	Web-portal with digitalized quality data for investment	Mandatory
OSC/007	OSC services publicity	An online / web based NIMS	Mandatory
OSC/008	Reports generation	To generate statutory and ad-hoc reports	Mandatory
OSC/009	Artifical Intelligence	Using AI for deeper insights for investment decisions	Conditional Mandatory
OSC/010	Design, implementation and commissioning of NIMS	To co-ordinate the design and implementation of NIMS with a disaster recovery site	Mandatory
DOMESTIC DIVISION			
DID/001	Market Intelligence	- New opportunities - Investment opportunities in each sector	Mandatory
DID/002	Export requirements to other Markets	Europe / Asia / Others	Mandatory
DID/003	Supply & Demand Matrices	E.g. Congo & Fish supply	Mandatory
DID/004	Compliance Checklists Module	Export checklits & others - (UNBS)	Mandatory
DID/005	Infrastructure Summary	Showing infrastructure readiness of certain areas in UG i.e. roads, storage, warehouses, electricity	Mandatory
DID/006	Domestic Investor Profile Identification	Bio details / compliance level	Mandatory
DID/007	Compliance & award Measure	How to measure compliance among SMEs and reward and incentive system for the most compliant MSMEs e.g. URA, NSSF, ISO etc.	Mandatory
DID/008	Feedback & Investor response tracker / Whistleblowing	Anonymous reporting of bribes & fraud at investor facilities	Conditional Mandatory
DID/009	Data anlytics and Reports	Report generation	Mandatory
BD/006	Data Security	Implement secure data protocols to protect investor information while ensuring authorized access across agencies.	Mandatory
INVESTMENT PROMOTION			
ime	Investment Opportunties / Bankable projects	A section of the system that details current business opportunities in Uganda with accurate and detailed information about policies and procedures in Uganda. It should also include relevant statistical investment data	Mandatory
IP/002	Investment Laws & Policies	A clear breakdown of Uganda's investment laws and policies & taxes Realtime notifications in changes in any investment laws and policies.	Mandatory
IP/003	Foreign & Domestic Investment Process	A detailed guide of the investment process and operating a business in Uganda.	Mandatory
IP/004	Key Business Partners	Recommended business partners by UIA i.e. Banks, Consultants, Legal Advisors, Gov't Agencies etc (Which particular assosiations to partner with)	Mandatory

IP/005	Geo- Investment Map	Geo-mapped data on industrial parks, free zones, infrastructure, and raw material availability	Mandatory
IP/006	Virtual Business Meetings & Scheduling	The system should enable the user to schedule meetings into a shared calendar and also host virtual meetings with potential investors.	Mandatory
IP/007	Interactive Feature i.e. Chatbot	The system should be interactive to enable the potential investor ask questions in real time and to also receive responses.	Mandatory
IP/008	Language Interpreter Option	The system should be able to change language to suit the user i.e. French, Arabic, Spanish, Chinese	Conditional Mandatory
IP/009	Social Media Integration	The system should be linked to UIA social media pages i.e. X, LinkedIn	Mandatory
IP/010	Investment Insights Blog	Periodic publications on economic trends, investment climate updates, and global competitiveness rankings. Use graphs, charts, and heatmaps for an intuitive understanding of trends and performance.	Conditional Mandatory
IP/011	Report Generation	Generate detailed reports tailored for internal use or presentations to stakeholders such as government bodies or development partners.	Mandatory
IP/012	Open Data Analysis	Use data analytics to identify trends, forecast investment flows, and optimize outreach strategies.	Mandatory
IP/013	Multi-device Access	The system should be easily accessed on various devices eg; Laptops, and smartphones	Mandatory
IP/007	Comprehensive FAQ	section addressing common investor concerns about registration, licensing, land acquisition, and taxation.	Mandatory
	Diaspora Community		
BUSINESS DEVELOPMENT			
BD/001	Client Relationship Management Tool	A client relation management tool/system to track, monitor and report on key contact leads generated. Categorize by Sector; agriculture, manufacturing, ICT	Mandatory
BD/002	Lead Management and Tracking Component	Break down leads by factors such as company size, investment type (e.g., greenfield, expansion), and funding stage. Monitor the journey of each lead, from initial contact to final investment decision. Provide number of investments attracted per sector, the value of investments, and job creation potential.	Mandatory
BD/003	Investment Event Calendar Lead Tracking	Track leads generated during specific investment forums, trade fairs, and webinars.	Mandatory

BD/004	Monitoring & Evaluation	Provide evidence-based data to demonstrate the team's performance and impact on Uganda's investment climate. Automatically generate summary reports of KPIs, including comparisons with previous periods to evaluate progress. Link licensing tools to track applications brought in by the investment promotion team, ensuring efficient application tracking for investors they directly engage. Compliance	Mandatory
BD/005	Integrated OSC Systems & Agency Approvals	Investors can submit applications that are automatically routed to the relevant government agencies for processing. Ensure that interdependent approvals (e.g., environmental clearances from NEMA and business registration from URSB) are streamlined, with each agency notified as prerequisites are completed. Share approvals and application status to different agencies simultaneously	Mandatory
**INDUSTRIAL PARK LAND LEASE / GEO-SPATIAL MANAGEMENT SYSTEM & LEGAL**
PL/003	Geo-referencing Computer Aided Design (CAD) files		Mandatory
PL/004	Creation of an Enterprise Geodatabase	For industrial parks	Mandatory
PL/005	Dashboard - Tracking progress of development in the industrial parks	• Land utilization • Govt land mortgaged vs Investment	Mandatory
PL/006	Message Scheduler: Reminding investors if they are not meeting targets		Mandatory
PL/007	Land Application Tool - Form UIA 2	A detailed application process that requires the investor to avail the following; business proposal, ability to raise funds, project impact on jobs, export reveneu, alignment to the National Development Plan, implementation period,investment license, memorandum of articles, certificate of incorporation, architectural layout, activity schedule with key milestones & written commitment to the milestones.	Mandatory
PL/008	Investor Profile	To detail their applications, land lease requests and inquiries	Mandatory
PL/009	Project details for land requirement	Details about the project to be established on the land	Mandatory
PL/010	Environmental Impact	Environmental impact indicators and how to measure them	Mandatory
PL/011	Land utilization tracker	Land utilization conditions	Mandatory
PL/012	Land Applications Appraisal committee	constituted by Management which makes recommendations to Management. (a maximum of 5 Working Days)	Mandatory
PL/013	Land Lease Tracker (M&E) - (building plans, fencing, levelling, construction)	•Lease offers shall be valid for strictly 14 days within which written acceptance of the offer must be given to UIA. (effective a maximum of 1 Week after Board Approval)) •Submission of the draft lease agreement to the Solicitor General for clearance. - Land Allocation terms and conditions Performance security Land Development conditions	Mandatory
PL/014	Land withdrawal process	Land withdrawal conditions	Mandatory
PL/015	Management decisions on industrial land matter	A process on how land is awarded to investors	Mandatory
PL/016	Board decisions on industrial land matters	A process on how land is awarded to investors	Mandatory

PL/017	Conditions for industrial land morgatging	Ref land morgatging SOP	Mandatory
PL/018	Tracking of projects in industrial parks development	Monitoring and evaluation module	Mandatory
PL/019	Revenue component - NTR from Industrial parks	Tracking revenue generated from the land awarded to investors	Mandatory
PL/020	Database of Industries in respective Industrial Parks linked to geo maps	Accurate data on the investors in the industrial parks	Mandatory
	ECONOMIC & COMMERCIAL DIPLOMACY		
EP/001	Embassy generated Investors	Management of investor leads through embassies	Mandatory
EP/003	Diaspora	Developing targeted promotion campaigns	Mandatory
EP/004	Trade Agreement Negotiations and Management	Supporting the negotation and implementation of trade agreements	Mandatory
EP/005	Business exports & export promotion	Assisting domestic companies in identifying and accerssing foreign markets	Mandatory
EP/006	Opportunity Identification & Business Networking	Facilitating connections between domestic and foreign businesses	Mandatory
	DATA & INFRASTRUCTURE TORs		
IF/001	Distribution Switches	3 distribution switches for uplinking the switch rooms and server rooms	Mandatory
IF/002	Access Switches	10 access switches linking workstations	Mandatory
IF/003	Fully licensed firewall	2 Perimeter Security firewalls for our LAN security	Mandatory
IF/004	IP based PBX	1 IP based PBX to manage telephony services	Mandatory
IF/005	IP POE Desk phones	60 IP POE enabled desk phones with video conferencing capabilities for staff	Mandatory
IF/006	Enterprise servers	5 Enterprise servers for application hosting and other enterprise operations	Mandatory
IF/007	Storage servers	6 storage servers for infrastructure and system back up	Mandatory
IF/008	UPS for off-site management	Power backup for the off-site backup infrastructure for business continuity and disaster recovery	Mandatory
IF/009	Wireless Access Points	15 wireless access points for the One Stop Centre	Mandatory
IF/010	Wireless Access Point Controller	1 controller to manage configuration and operation of all access points	Mandatory
IF/011	Air conditioning for the server rooms/ switch rooms	Air conditioning for 2 switch rooms and 1 server rooms	Mandatory
IF/012	Security for server rooms/switch rooms	Biometric equipment, air-tight doors and surveillance camera system with alarms for 2 switch rooms and 1 server room	Mandatory
IF/013	Network and system monitoring equipment	10 curved Monitor screens to help track network and system status	Mandatory
IF/014	Network and system monitoring software	Software to monitor all network eqipment as well as system health status	Mandatory
IF/015	Video Conferencing System and smart screens	3 video conferencing systems and 3 smart screens enabled VIP rooms and board room	Mandatory
IF/016	Computers and accessories	60 high end computers with	Mandatory
IF/017	Printing equipment	6 heavy-duty printers to support printing, copying and scanning services for the One-Stop Centre, VIP rooms and Digital Business Facilitation Hub	Mandatory
	External Hard Drives	20 SSD External Hard Drives for quick data backups	
	PUBLIC RELATIONS		