



**THE UNITED REPUBLIC OF TANZANIA  
NATIONAL AUDIT OFFICE**



**DAR ES SALAAM UNIVERSITY COLLEGE OF EDUCATION (DUCE)**

**REPORT OF THE CONTROLLER AND AUDITOR GENERAL ON THE  
FINANCIAL AND COMPLIANCE AUDIT FOR THE  
FINANCIAL YEAR ENDED 30 JUNE 2024**

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**March 2025**

**AR/PA/DUCE/2023/24**

## About the National Audit Office

### Mandate

The statutory mandate and responsibilities of the Controller and Auditor-General are provided for under Article 143 of the Constitution of the United Republic of Tanzania of 1977 and in Section 10 (1) of the Public Audit Act, Cap. 418.



#### Independence and objectivity

We are an impartial public institution, independently offering high-quality audit services to our clients in an unbiased manner.

#### Teamwork Spirit

We value and work together with internal and external stakeholders.

#### Results-Oriented

We focus on achievements of reliable, timely, accurate, useful, and clear performance targets.



#### Professional competence

We deliver high-quality audit services based on appropriate professional knowledge, skills, and best practices

#### Integrity

We observe and maintain high ethical standards and rules of law in the delivery of audit services.

#### Creativity and Innovation

We encourage, create, and innovate value-adding ideas for the improvement of audit services.

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## ABBREVIATIONS

AR	Audit Report
CAG	Controller and Auditor General
CCTV	Closed circuit television
CPA	Certified Public Accountant
CQS	Consultancy Qualification Selection
DARUSO	Dar es Salaam University Students organisation
DUCE	Dar es Salaam University College of Education
DVC	Deputy Vice Chancellor
ESIA	Environmental and Social Impact Assessment
ESIDA	Epidemiological Surveillance for Infectious Diseases in Sub-Saharan Africa
FoEd	Faculty of Education
FoHSS	Faculty of Humanities and Social Sciences
FoS	Faculty of Science
FY	Financial Year
GATE	Gender Awareness and Transformation through Education
HEET	Higher Education for Economic Transformation
HIV/AIDS	Human Immuno Deficiency Virus/Acquired Immuno Deficiency Syndrome
ICT	Information and Communication Technology
IPSAS	International Public Sector Accounting Standards
ISSAI	International Standard of Supreme Audit Institutions
LLM	Latin Legum Magister (Master of Laws)
LPO	Local Purchase Order
MAKISATU	Mashindano ya Kitaifa ya Sayansi, Teknolojia na Ubunifu
MEXT	Ministry of Education, Culture, Sports, Science and Technology (Japan)
MOEST	Ministry of Education, Science and Technology
NAO	National Audit Office
NBAA	National Board of Accountants and Auditors
NCDs	Non-communicable Diseases
NIDC	National Internet Data Centre
PAD	Project Appraisal Document
PE	Personal Emoluments
PCCB	The Prevention and Combating of Corruption Bureau
PGD-GC	Postgraduate Diploma in Guidance and Counselling
PMU	Procurement Management Unit
PO-RALG	President's Office, Regional Administration and Local Government
PPRA	Public Procurement Regulatory Authority
PSSSF	Public Service Social Security Fund
REOI	Request for Expression of Interest
Eoi	Expression of Interest
TCU	Tanzania Commission for Universities
TEA	Tanzania Education Authority
TERNET	Tanzania Education and Research Network

<b>TFRS</b>	Tanzania Financial Reporting Standards
<b>THTU</b>	Tanzania Higher Learning Institutions Trade Union
<b>TZS</b>	Tanzanian Shillings
<b>UDASA</b>	University of Dar es Salaam Academic Staff Assembly
<b>UDSM</b>	University of Dar es Salaam
<b>UGS</b>	Under Graduate Studies
<b>UNU-IAS</b>	United Nations University Institute for the Advanced Study of Sustainability
<b>URT</b>	United Republic of Tanzania
<b>VAT</b>	Value Added Tax
<b>VC</b>	Vice Chancellor
<b>WB</b>	World Bank
<b>WCF</b>	Workers Compensation Fund

## **1.0 INDEPENDENT REPORT OF THE CONTROLLER AND AUDITOR GENERAL**

Chairperson of the University Council,  
Dar es salaam University College of Education,  
P.O. Box 2329,  
**DAR ES SALAAM, TANZANIA.**

### **1.1 REPORT ON THE AUDIT OF FINANCIAL STATEMENTS**

#### **Unqualified Opinion**

I have audited the financial statements of Dar es salaam University College of Education (DUCE), which comprise the statement of financial position as at 30 June 2024, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly in all material respects, the financial position of Dar es salaam University College of Education (DUCE), as at 30 June 2024, and its financial performance and its cash flows for the year then ended in accordance with International Public Sector Accounting Standards (IPSAS) Accrual basis of accounting and the manner required by the Public Finance Act, Cap. 348.

#### **Basis for Opinion**

I conducted my audit in accordance with the International Standards of Supreme Audit Institutions (ISSAIs). My responsibilities under those standards are further described in the section below entitled “Responsibilities of the Controller and Auditor General for the Audit of the Financial Statements”. I am independent of Dar es salaam University College of Education (DUCE) in accordance with the International Ethics Standards Board for Accountants’ Code of Ethics for Professional Accountants (IESBA Code) together with the National Board of Accountants and Auditors (NBAA) Code of Ethics, and I have fulfilled my other ethical responsibilities in accordance with these requirements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

#### **Key Audit Matters**

Key audit matters are those matters that, in my professional judgment, were of most significance in my audit of the financial statements of the current period. I have determined that there are no key audit matters to communicate in my report.



## Other Information

Management is responsible for the other information. The other information comprises the Report by those charged with governance, statement of management responsibility, Declaration by the Head of Finance but does not include the financial statements and my audit report thereon which I obtained prior to the date of this auditor's report.

My opinion on the financial statements does not cover the other information, and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed on the other information that I obtained prior to the date of this audit report, I conclude that there is a material misstatement of this other information, I am required to report that fact. I have nothing to report in this regard.

## Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with IPSAS and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the entity or to cease operations or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the entity's financial reporting process.

## Responsibilities of the Controller and Auditor General for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue an audit report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISSAIs, I exercise professional judgment and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control;
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control;
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management;
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my audit report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the entity to cease to continue as a going concern; and
- Evaluate the overall presentation, structure, and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

I also provide those charged with governance with a statement that I have complied with relevant ethical requirements regarding independence and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

From the matters communicated with those charged with governance, I determine those matters that were of most significance in the audit of the financial statements of the current period and are, therefore, the key audit matters. I describe these matters in my audit report unless law or regulation precludes public disclosure about the matter or when, in extremely rare circumstances, I determine that a matter should not be communicated in my report because the adverse consequences of doing so would reasonably be expected to outweigh the public interest of such communication.

In addition, Section 10 (2) of the Public Audit Act, Cap. 418 requires me to satisfy myself that the accounts have been prepared in accordance with the appropriate accounting standards.



Further, Section 48(3) of the Public Procurement Act, Cap. 410 requires me to state in my annual audit report whether or not the audited entity has complied with the procedures prescribed in the Procurement Act and its Regulations.

## **1.2 REPORT ON COMPLIANCE WITH LEGISLATIONS**

### **1.2.1 Compliance with the Public Procurement laws**

**Subject matter: Compliance audit on procurement of works, goods, and services**

I performed a compliance audit on the procurement of works, goods, and services in the Dar es salaam University College of Education for the financial year 2023/24 as per the Public Procurement laws.

#### **Conclusion**

Based on the audit work performed, I state that, except for the matter described below, procurement of goods, works and services of Dar es salaam University College of Education is generally in compliance with the requirements of the Public Procurement laws.

#### **Irregularities noted in Tender No. TZ-DUCE-426476-CW-RFB**

Evaluation process of the Tender No. TZ-DUCE-426476-CW-RFB, involved irregularities contrary to Regulation 203 (1) of the Public Procurement Regulations (2013). Contrary to Regulations and the tender documents and criteria, the process disregarded several critical non-compliances by M/S SHANXI CONSTRUCTION INVESTMENT GROUP LTD. These included: insufficient proof of average annual turnover, an expired and improperly documented Comprehensive Credit Agreement, inadequate demonstration of financial capacity for ongoing projects, lack of proof of equipment ownership, submission of contract experience in a language other than English, and the employment of unqualified key personnel. The evaluation team's conclusion that the tenderer met the requirements despite these clear deficiencies raises concerns about the compliance with the above PPR, integrity and accuracy of the evaluation process.

### **1.2.2 Compliance with the Budget Act and other Budget Guidelines**

**Subject matter: Budget formulation and execution**

I performed a compliance audit on budget formulation and execution in Dar es salaam University College of Education for the financial year 2023/24 as per the Budget Act and other Budget Guidelines.


## Conclusion

Based on the audit work performed, I state that, except for the matter described below, Budget formulation and execution of Dar es salaam University College of Education is generally in compliance with the requirements of the Budget Act and other Budget Guidelines.

### Anomalies noted on utilization of carry over funds from 2022/23 to 2023/24 financial year

During the 2023/24 financial year, DUCE submitted a request for approval of TZS 5,952,292,967.18 on 30 June 2023, beyond the required submission timeframe of 15 days before June 30, in violation of the Budget Regulations, 2015. Additionally, there was no evidence of approval from the Paymaster General, as required by Regulation 21(1).

As of June 30, 2024, TZS 382,790,460 in carry-over funds remained unutilized, contrary to Regulation 21(3), which mandates full utilization within the first quarter or return to the Consolidated Fund. This amount includes TZS 194,790,460.25, which was still in the account, and an Imprest of TZS 188,000,000 issued to four staff members on 26 and 27 June 2024, for first-quarter operations in 2024/25. However, these funds were not utilized within the required period, further breaching the regulations. Furthermore, TZS 1.52 billion was misallocated for regular expenditures instead of carry over activities, violating Regulation 20(2)



Charles E. Kichere  
Controller and Auditor General,  
Dodoma, United Republic of Tanzania.  
March 2025



## **2.0 THE REPORT BY THOSE CHARGED WITH GOVERNANCE FOR THE YEAR ENDED 30 JUNE 2024**

Those Charged with Governance (TCWG) at the Dar es Salaam University College of Education (DUCE) is the Governing Board. The Governing Board presents this Report together with the Financial Statements for the Year ended 30 June 2024, which provides the results of the College operations and its state of affairs.

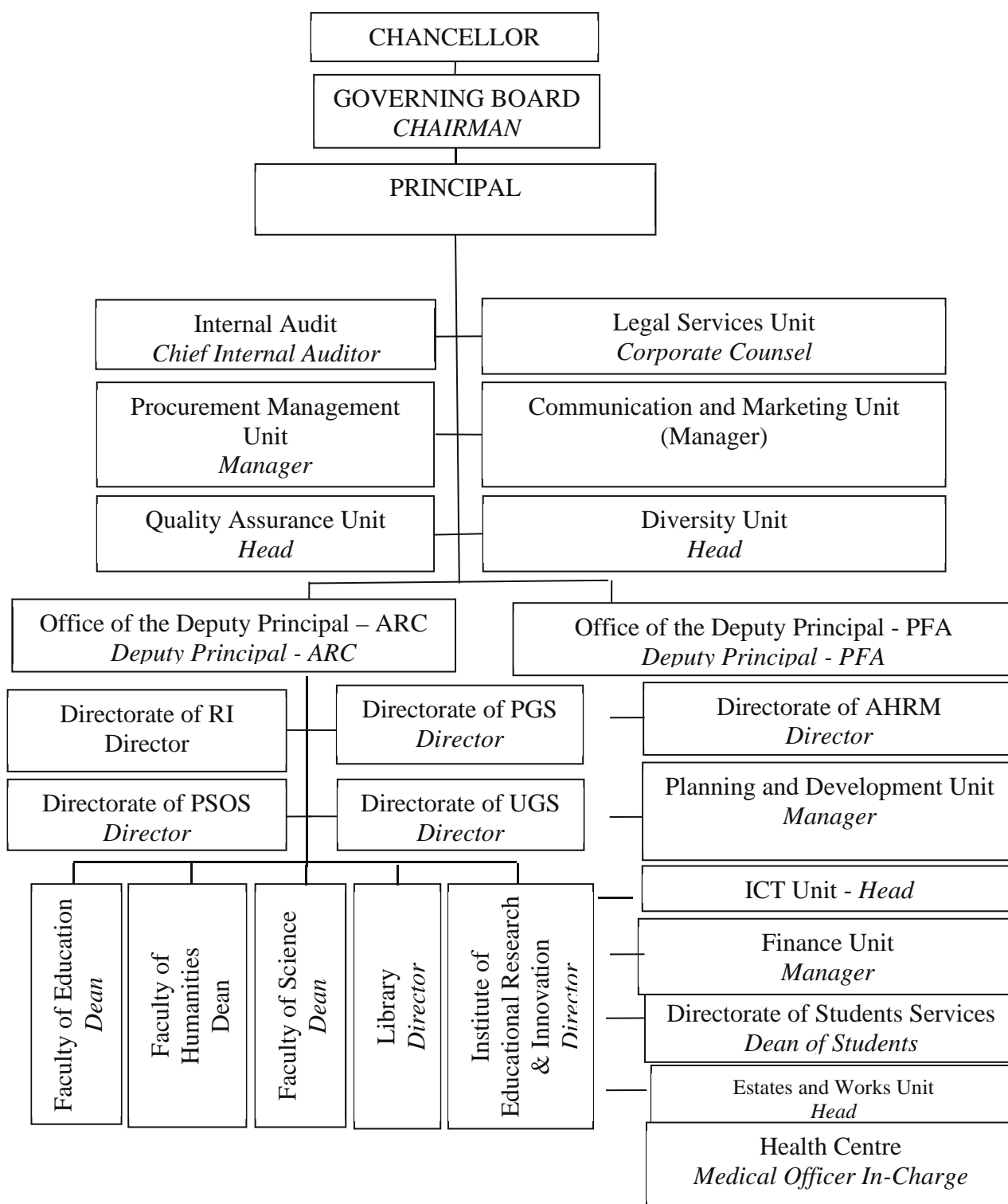
### **2.1 INTRODUCTION**

DUCE Governing Board Members present this Report and the Financial Statements for the Financial Year ended 30 June 2024, which discloses the results of operations and state of financial affairs of the College. The Report has been prepared in accordance with the Tanzania Financial Reporting Standard Number 1 (TFRS1) issued by the National Board of Accountants and Auditors (NBAA).

### **2.2 DAR ES SALAAM UNIVERSITY COLLEGE OF EDUCATION PROFILE**

The Dar es Salaam University College of Education (DUCE) is a public institution established in 2005 through the Government Notice No. 202 published on 22 July 2005. The College was established as a Constituent College of the University of Dar es Salaam through Government Notice No. 166 published on 23 April 2010. It is constituted in accordance with the Universities Act, 2005 and the University of Dar es Salaam Charter, 2007. Subsequently, DUCE was granted its Charter in the year 2010 by the President of the United Republic of Tanzania and it is wholly owned by the Government. The overall management of the College is vested in the DUCE Governing Board, which is the supreme organ of the College, under the supervision of the Minister of Education, Science and Technology. The Principal is the Chief Executive Officer responsible for day to day operations of the College as shown on the following Organization Structure.

## INSTITUTION ORGANIZATION STRUCTURE



## 2.3 DUCE's VISION, MISSION AND FUNCTIONS

The DUCE's Vision, Mission and Functions as articulated in its Rolling Strategic Plan (RSP 2021/22 - 2025/26) are: -

### 2.3.1 Vision

To become a prominent hub for technology driven transformative education, research, innovation and public service for sustainable and inclusive development.

### 2.3.2 Mission

To advance economic and social development through innovative teaching and learning, research and knowledge exchange.

### 2.3.3 DUCE Values and Norms

In achieving its vision and fulfilling its mission, the College will constantly subscribe to the following values as per DUCE Charter (2010): -

- (a) **Academic excellence** by ensuring that the pursuit of academic excellence in teaching, research and service to the public is well recognized and forms an important part of the academic and organizational life of the institution;
- (b) **Academic freedom** by upholding the spirit of free and critical thought and enquiry, through the tolerance of diversity of beliefs and understanding as well as fostering open exchange of ideas and knowledge amongst the staff and/or students;
- (c) **Internationalization** through participation in the regional and global world of scholarship, by being proactive and responsive to issues within the international environment as well as the enrolment of an increasing size of the international student body;
- (d) **Social responsibility** by promoting an awareness of, and providing leadership in **responding** to the issues of priority and problems facing society with a view to ultimately solving and alleviating them;
- (e) **Developmental responsibility** by ensuring that most of the research conducted has an immediate or long-term impact;
- (f) **Fostering student prowess** by creating a holistic, student centred teaching and learning environment and providing the students with social, cultural and recreational opportunities that will facilitate the full realization of their potential for academic and personal growth; and
- (g) **Equity and social justice** by ensuring equal opportunity and non-discrimination on the basis of personal, ethnic, religious, gender or other social characteristics.

### 2.3.4 Functions

The main Functions of DUCE are to: -

- (i) Provide facilities for study and training in theory, principles, procedures, practices, and techniques in education, and in such other related disciplines as the College may decide from time to time;
- (ii) Conduct quality programmes at undergraduate and postgraduate degree levels as well as diploma and certificate levels;
- (iii) Engage in basic and applied research and use the results to improve teaching, learning and the provision of public service;
- (iv) Routinely evaluate and adjust the quality of training, including curricula, so as to remain relevant to the needs of the community, the country and the region;
- (v) Provide consultancy and advisory services;
- (vi) Promote experimentation with new teaching and learning approaches and models;
- (vii) Ensure an effective and efficient legal and institutional framework and develop and maintain a supportive organizational culture;
- (viii) Engage in resource mobilization activities that are within the mission of the College;
- (ix) Promote effective and efficient human resources management function at the College;
- (x) Employ modern library technology and management techniques in the provision of training, research and consultancy services; and
- (xi) Promote gender balance and mainstreaming at the College and in the society.

### 2.4 PLANNED ACTIVITIES DURING THE YEAR 2023/24

During the Financial Year 2023/24, the College planned to carry out several activities which were derived from the College FYRSP 2021/22 - 2025/26 designed to provide a road map to implement the UDSM Vision 2061. The College FYRSP is also aligned to the international and national development plans such as SDGs, Vision 2025, the Ruling Party Manifesto 2020-2025, Third Five Year Development Plan 2021/22 -2025/26 (FYDP III) and the Ministry of Education Science and Technology Strategic Plan 2021/22 - 2025/26. The College FYRSP has 13 strategic objectives as follows: -

- (i) HIV and AIDS infections, NCDs and other public health emergencies reduced and supportive services improved;
- (ii) National Anti-Corruption Strategy Effectively Enhanced, Sustained and Implemented;
- (iii) Demonstration Schools, Undergraduate and Postgraduate training and other non-degree programmes strengthened;
- (iv) Quality assurance and control systems improved;
- (v) Gender equality, equity and inclusiveness enhanced;
- (vi) ICT facilities for academic and administrative functions improved;
- (vii) Research, Consultancy, Innovation and Public Service enhanced;
- (viii) Knowledge exchange, internationalization and links increased;
- (ix) Visionary leadership and governance strengthened;
- (x) Human Resource Management improved;
- (xi) Students' welfare improved;



- (xii) College Infrastructures and Environmental Management improved; and
- (xiii) Sustainable resources realized;

Moreover, keys planned activities to that were supposed to be carried out in the Financial Year 2023/24 were as follows: -

#### **2.4.1 Academic and Administrative**

During the Financial Year 2023/24, the College planned to carry out the following academic and administrative activities: -

- (i) To enrol a total number of 6,416 students: 6,087 undergraduate (2,420 first year students and 3,667 continuing students) and 329 postgraduate students;
- (ii) To Facilitate Teaching and Learning for the College and Demonstration schools;
- (iii) To conduct 20 research and publish 100 publications;
- (iv) To develop four new academic programs (two at Masters level and one at undergraduate level);
- (v) To sensitize 6,416 students and 584 staff on HIV, AIDS and Non-Communicable Diseases (NCDs) e.g. Blood Pressure, Diabetes etc;
- (vi) To facilitate Special Education Unit; and
- (vii) To sensitize and create awareness to 584 staff and 6,416 students on how to combat corruption.

#### **2.4.2 Infrastructure Development**

As for the planned activities for infrastructure development in the Financial Year 2023/24 are as follows:

- (i) Construction of Faculty of Humanities and Social sciences Building with Lecture Rooms and Rooms for Students with Special Needs;
- (ii) Construction of Postgraduate Building with Science Laboratories;
- (iii) Second Phase Construction of Science Laboratories and Class Rooms for Chang'ombe Demonstration Secondary School;
- (iv) Third Phase Construction of Class Rooms for Chang'ombe Demonstration Primary School; and
- (v) General Maintenance, Rehabilitation and Modification of College Buildings and Infrastructure.

#### **2.4.3 Staff Matters**

In the Financial Year 2023/24, the College planned the following activities regarding staff matters in terms of staffing and training: -

##### **(i) Staffing**

In the year 2023/24, the College planned to recruit 40 members of staff (25 Academic staff and 15 Administrative staff).

## (ii) Training

The College planned to continue training 57 members of staff who were on studies in the previous Year and train new 21 staff (16 academic and 5 administrative staff) in the Year 2023/24. Further, the College planned to facilitate short courses for 107 staff in need as well as in-house training in order to improve their performance.

### 2.5 ATTAINMENT IN PHYSICAL TERMS AS AT 30 JUNE 2024

During the period from 1 July 2023 to 30 June 2024, the College attained the following results in physical terms:

#### 2.5.1 Academic matters

In the Year under reporting, there were various achievements on academic matters for such aspects like Students Enrolment, Teaching and Learning, Research and Publications, New Academic Programmes and Special Education Unit. These achievements are as follows: -

##### (i) Students Enrolment

The College managed to register 5,701 students out of the enrolled 6,087 which is 94%. Out of which 5,538 (97.1%) are undergraduate students, (1,871 (33.8%) first year students and 3,667 (66.2%) continuing students) and 163 (2.9%) postgraduate students, out of this 86 (52.8%) are first year and 77 (47.2) are continuing students) as shown in **Table 1**.

**Table 1: Student's Enrolment in the Year 2023/24**

Programme	Male	Female	Total
<b>Undergraduate</b>			
Diploma in Education Laboratory Science & Technology	1	6	7
1 <sup>st</sup> Year Students	802	1,062	1,864
2 <sup>nd</sup> Year Students	871	1,011	1,882
3 <sup>rd</sup> Year Students	912	873	1,785
<b>Sub -Total</b>	<b>2,586</b>	<b>2,952</b>	<b>5,538</b>
<b>Postgraduate</b>			
<b>Masters</b>			
1 <sup>st</sup> Year Students	37	49	86
2 <sup>nd</sup> Year Students	16	35	51
Postgraduate Diploma in Education (PGDE)	13	11	24
Postgraduate Diploma in Guidance and Counselling (PGD-GC)	0	2	2
<b>Sub -Total</b>	<b>66</b>	<b>97</b>	<b>163</b>
<b>Total</b>	<b>2,652</b>	<b>3,049</b>	<b>5,701</b>

Source: Admission Office

##### (ii) Teaching and Learning

The College was involved in the Teaching Practice Supervision exercise whereby a total number of 3,667 students were supervised and TZS. 614,299,300.00 incurred. Also, Chemicals and laboratory consumables as well as equipment for teaching and learning amounting to TZS.

126,681,324.45 for the College and Demonstration schools have been procured for the period as planned.

### (iii) Research and Publications

The College recorded a total of 16 research projects out of 20 planned projects and 95 publications out of 100 publications planned mostly, journal articles. These journal articles have been published in various local and international journals. The main areas of research and publications are Education, Humanities and Social Science and Science and Technology.

### (iv) New Academic Programmes

The College has continued to expand its capacity to offer new academic programmes in order to cater for public demands. In the Financial Year 2023/24, the College has developed two new postgraduate programmes, Postgraduate Diploma in Teaching Kiswahili as a Foreign Language and Master of Arts in Sustainable Development. As at 30 June 2024, a total of seven (7) programmes were in different stages of development/approval. **Table 2** indicates these programmes and the level of progress: -

**Table 2: Number of Programmes in the Pipeline as at 30 June 2024**

S/N	Name of Programmes	Level reached	
		2022/23	2023/24
1	BA in Language Practice	Currently among the Programmes in pipeline and is in development stage	The Programme still under development stage
2	Postgraduate Diploma in Teaching Kiswahili as a Foreign Language programme	Resubmitted to TCU and awaits for the Commission's decision	The programme was accredited by TCU subject to DUCE meeting enough academic staff to offer the programme.
4	BA in Special Education	Currently among the programmes in pipeline and is in development stage	The programme is at College Academic Committee Level
5	Master of Arts In Sustainable Development	Currently among the programmes in pipeline and is in development stage	The programme was approved by the 386 Senate meeting. The programme was revised and submitted to TCU for approval and accreditation in June 2024.
6	Master of Education in Instructional Technology	Currently among the programmes in pipeline and is in development stage	The programme is at the College Academic Committee level
7	Teacher Continuous Professional Development Programme	Currently among the programmes in pipeline and is in development stage	The programme has been approved and expected to start enrolling students in 2024/2025 Academic Year

*Source: Deputy Principal (Academic, Research and Consultancy) Office*

Apart from this, in the Financial Year 2023/24, the College has conducted a major programme review and market survey (tracer study) in order to respond to the labour market. A total of six programmes have been reviewed and submitted to TCU for approval.

#### **(v) Special Education Unit**

The College recognizes the need to provide inclusive education and support to students with special needs. In regard to this, the College offers facilities that support teaching and learning, readers/note takers who support students with special needs, addition of time in examinations, accommodation and other important services. During this reporting period, TZS. 100,660,000.00 has been paid to readers' /note takers who support students with special needs.

#### **(vi) Infrastructural Development**

This section explains the College's infrastructure development attainments as follows: -

- (a) The detailed designing process for Faculty of Humanities Block with Lecture Rooms and Rooms for Students with Special Needs had been completed and contractor was procured, construction is ongoing through HEET Project in the Financial Year 2024/25;
- (b) The detailed designing process for Postgraduate Block had been completed and contractor was procured, construction is ongoing through HEET Project in the Financial Year 2024/25;
- (c) The detailed designing process for Design and Supervision of Science Laboratory and Classrooms for Secondary School has been completed and Second Phase construction was completed using College's own sources and Central government funds;
- (d) Designing of Classrooms at Primary School has been accomplished, Third Phase construction was completed and two classrooms are now in use; and
- (e) The College continued with General Maintenance, Rehabilitation and Modification of College Buildings and Infrastructure as per established needs.

### **2.5.2 Staff Matters**

As for staff matters, in the Year under reporting, there are various achievements. Such achievements are described in the following sections:

#### **(i) Staffing**

The College staffing is made up of academic members of staff and administrative members of staff. In the Year 2023/24, the College recruited 28 members of staff (four were Academic staff and 24 were administrative staff). Therefore, up to June 2024, the total number of College staff was 605 out of which 264 are females and 341 are males, compared to 577 staff in the Financial Year 2022/23. Whereas, among 605 staff (302 members of academic staff, out of which women are 109 (36%)). Likewise, the number of members of administrative staff was recorded to be 303, out of which 155 were female staff (51%).

## (ii) Training

In the Financial Year 2023/24, new 30 staff (23 academics and seven administrative staff) were facilitated to attend various training at different levels. Out of those 30 staff, 11 are pursuing PhD and 12 Master's degree programmes and seven are pursuing Bachelor degrees and Diploma levels. In addition, the College continued to facilitate training for 57 staff who are continuing with studies in the Financial Year 2023/24, out of which 48 are members of academic staff (43 at PhD level and five at Master's) and nine administrative staff at Bachelor's Degree and Diploma levels as indicated in **Table 3**. Also, the College offered short course training to 35 staff for various professional requirements as at 30 June 2024.

**Table 3: Staff Training for the Year 2023/24**

Staff Trained at PhD, Master's Degree, Bachelor's Degree, Diplomas and Certificates	New Staff	Continuing Staff	Completed	Total in Training
A: Academic Staff Trained in FY 2023/24 PhD				
Male	6	25	10	41
Female	5	18	3	26
Sub-Total	11	43	13	67
B: Academic Staff Trained in FY 2023/24 - Master's Degree				
Male	10	1	12	23
Female	2	4	2	8
Sub-Total	12	5	14	31
C: Admin Staff Trained in FY 2023/24 - Bachelor Degree and Diploma			0	
Male	4	6	1	11
Female	3	3	4	10
Sub-Total	7	9	5	21

Source: Administration and Human Resource Management Directorate

### 2.5.3 Services in-kind

During the Year under review, among 87 staff who were on studies, 32 of them had acquired sponsorships from different institutions and organizations as shown in the **Table 4**.

**Table 4: Academic and Administrative Staff Sponsorship in the Year 2023/24**

Na.	Programme	Sponsors	
<b>Academic Staff Sponsorship</b>			
1.	PhD	African Laser Centre Research Grant Award	1
2.	PhD	China Scholarship Council	6
3.	Masters	DUCE	8

Na.	Programme	Sponsors	
<b>Academic Staff Sponsorship</b>			
4.	PhD	DUCE	11
5.	PhD	DUCE/ African Economic Research Consortium (AERC)	1
6.	PhD	DUCE/ Chandigarh University	1
7.	PhD	DUCE/ Edinburgh Napier University in Scotland	1
8.	PhD	DUCE/ Gothenburg University in Sweden	1
9.	PhD	DUCE/ HongKong PhD Fellowship Scheme	1
10.	PhD	DUCE/ Instituto de Engenharia de Sistemas e Computadores	1
11.	PhD	DUCE/ Lisa Maskell Scholarship 2024 scheme	1
12.	PhD	DUCE/ Rhodes University Postgraduate Scholarship 2023	1
13.	PhD	DUCE/ The Fund for Scientific Research (FNRS) Belgium through a Project de Recherche (PDP).	1
14.	PhD	DUCE/ Umea University in Sweden	1
15.	PhD	DUCE/ University of SS.Cyril and Methodius Scholarship	1
16.	PhD	DUCE/Nazabayev University	1
17.	Masters	DUCE/PRIVATE	8
18.	PhD	DUCE/PRIVATE	4
19.	PhD	DUCE/University of Victoria Canada	2
20.	PhD	Epidemiological Surveillance for Infectious Diseases in Sub - Saharan Africa (ESIDA)	2
21.	PhD	Free State University/DUCE	1
22.	PhD	HEET Project	10
23.	PhD	International Development Research Centre/DUCE	1
24.	PhD	Irish Government Scholarship (GATE)	1
25.	PhD	Japanese Government Scholarship (MEXT Scholarship)	1
26.	PhD	PRIVATE	1
27.	PhD	Swiss aid's Research and Advocacy for Agroecology Project	1



Na.	Programme	Sponsors	
<b>Academic Staff Sponsorship</b>			
28.	Masters	UDSM Merit Scholarship	1
29.	PhD	University of Minnesota/DUCE	1
<b>Administrative Staff Sponsorship</b>			
30.	An Ordinary Diploma	DUCE	2
31.	Bachelor	DUCE	6
32.	Masters	DUCE	8

Source: Administration and Human Resource Management Directorate

Moreover, the College has three Tanzanian volunteers (one male and two females) who volunteered to work in different cadres as shown in **Table 5**.

**Table 5: Volunteers worked at DUCE for the year 2023/24**

No	Name	Gender	Department
1	Mr. Edgar Liganga	M	ICT
2	Ms. Aurelia Mahimbo	F	Finance
3	Ms. Kibibi Hassan	F	Primary

Source: Administration and Human Resource Management Directorate

## 2.6 CHALLENGES ENCOUNTERED

The College faced various challenges in the implementation of the Budget for the Financial Year 2023/24 as follows: -

- (i) In the Financial Year 2023/24, the Government did not release TZS. 1,000,000,000 allocated for Capital Development fund. Due to this, the College was challenged to execute its projects as planned. However, in order to overcome this, the College used funds generated from internal sources to finance the projects which were considered to be critical. Also, the College continued to use the facilities while awaiting funds to rehabilitate them;
- (ii) Low students' enrolment particularly on Postgraduate programs which lead to low revenue. To enable the College operation without being affected by lack of funds expected from postgraduate tuition fees, the College reviewed its priorities to ensure that cross cutting expenses are not affected; and
- (iii) Shortage of academic staff which led to the engagement of part-time lectures, making the College to incur a total cost of TZS. 32,566,000. In order to reduce cost and impact of staff shortage, the College opted to engage in house Academic staff from one faculty to the other for courses that have no permanent employee in the faculty.

## 2.7 FUTURE PLANS

The College intends to improve the following areas: -

- (i) To increase students' enrolment as follows: undergraduate by 5% increase and postgraduate by 20% increase. This will involve developing new Degree programmes;
- (ii) To recruit adequate and qualified academic and administrative staff for the College. This will involve increasing number of academic staff to be trained at PhD level and improving practical skills of instructors at the College;
- (iii) Ensure sustainability and continued Degree training. This is to be realized by producing an increased number of graduates by 2% annually according to demands and professional development;
- (iv) Improve the students' quality of performance so that they fit to the requirement of the contemporary labour markets. This is to be realized by systematically analysing the current teaching and examination systems and types as well as amount of inputs;
- (v) Make Education Curriculum more holistic by inclusion of Cross-cutting issues. To realize this, the College will incorporate cross-cutting issues such as Gender, HIV and AIDS, Environmental issues and Children's rights in education curriculum;
- (vi) To establish mechanisms for inculcating and enhancing entrepreneurial and innovation attitudes into students and diversify programmes so that they fit to the current market demand and improve graduates employability;
- (vii) Infrastructure Development: To continue with construction of Humanities and Social Science building and rooms for students with special needs; improvement of ICT infrastructure, continue with construction of postgraduate building with science laboratories and continue with general rehabilitation of the College buildings and other infrastructure;
- (viii) Implementation of the Higher Education for Economic Transformation (HEET) Project in various areas as stipulated in the grant agreement as well as University Strategic Implementation Plan (USIP) and Project Appraisal Document (PAD);
- (ix) To continue follow up of development funds allocated amounting TZS. 707,252,869 to the Ministry of Finance through the Ministry of Education, Science and Technology in order to implement the intended project using the allocated funds in the Financial Year 2024/25; and
- (x) To continue marketing its 10 postgraduate programmes in order to increase the enrolment in the Academic Year 2024/25. This will help the College to get more revenues from tuition fees.

## 2.8 COLLEGE GOVERNANCE

The College is led by the Principal who is the Chief Executive Officer. The Principal of the College is responsible to the Vice Chancellor through the Governing Board for Academic and Administrative matters related to the College and also responsible to the Senate and Council. The Principal is assisted by two Deputy Principals (one responsible for Academic, Research and Consultancy and the other one for Planning, Finance and Administration), Faculty Deans, Directors, Managers and Heads of Academic and Administrative Units/Departments. The College matters are channeled to the higher University of Dar es Salaam participatory organs through the College Governing Board, which is the supreme organ of the College.

### 2.8.1 Governing Board

The Dar es Salaam University College of Education Charter (2010) provides for a Governing Board which provides the overall guidance and direction of the College. The Board is composed of 11 members, including the Chairperson, out of which, one member is ex-officio. The College's Governing Board as at 30 June 2024 was composed of Tanzanian from within and outside the College as shown in **Table 6**.

**Table 6: Governing Board Members for the Year 2023/24**

No.	Name	Sex	Age	Position	Nationality	Date of Appointment	Qualification	Status
1.	Prof. William A.L. Anangisye	M	61	Vice Chancellor, University of Dar es Salaam	Tanzanian	1 July 2021	PhD in Education	Chairperson
2.	Prof. Stephen O. Maluka	M	46	Principal, Dar es Salaam University College of Education	Tanzanian	1 July 2021	PhD in Public Health	Ex - Officio Member
3	Eng. Mary M. Swai	F	62	Member of the UDSM Council	Tanzanian	1 July 2021	M.Sc. Highway Engineering	Member
4.	Prof. Esther W. Dungumaro	F	57	Principal - MUCE	Tanzanian	1 July 2021	PhD in Sociology	Member
	Prof. Deusdedith A. Rwehumbiza	M	47	Ag. Principal - MUCE	Tanzanian	29 August 2023	PhD in Trade and International Business	Member
5.	Dr. Franklin J. Rwezimula	M	52	Deputy Permanent Secretary - Ministry of Education, Science and Technology	Tanzanian	1 July 2023	PhD in Global Environmental Studies and Environmental Management	Member

No.	Name	Sex	Age	Position	Nationality	Date of Appointment	Qualification	Status
6.	Mr. Vicent B. Kayombo	M	51	Director of Education and Administration PO-RALG	Tanzanian	1 July 2023	Master in Education	Member
	Dr. Emmanuel S. Shindika	M	48	Director of Education and Administration PO-RALG	Tanzanian	9 January 2024	PhD in Public Administration (Ethics and Governance)	Member
7.	Prof. Bonaventure S. Rutinwa	M	64	Deputy Vice Chancellor (Academic) - UDSM	Tanzanian	1 July 2021	PhD in Law	Member
8	Dr. Budeba P. Mlyakado	M	45	UDASA DUCE Representative	Tanzanian	1 April 2022	PhD in Social and Behavioral Science	Member
9.	Mr. Rogathe S. Ombay	M	23	President - DARUSO DUCE	Tanzanian	1 July 2023	Undergraduate Degree Student	Member
10.	Prof. Nelson K. Boniface	M	50	Ag. Deputy Vice Chancellor (Research)- UDSM	Tanzanian	1 July 2021	PhD in Mineralogy	Member
11.	Dr. Innocent B. Rugambuka	M	53	Representative THTU - DUCE	Tanzanian	1 July 2021	PhD in Education	Member

Source: Governing Board file

During the period under review, the Board was served by Corporate Council and Head of Legal Unit as a Secretary.

#### (i) Governing Board Meetings

There were seven meetings (Four regular and three special) of the Governing Board in the Financial Year 2023/24 The main Agenda discussed are as summarized in Table 7:

**Table 7: Governing Board Meetings for the Year 2023/24**

No	Meeting No.	Date held	Type	Main Agenda
1	92 <sup>nd</sup>	14 August 2023	Regular	<p>Approved:</p> <ul style="list-style-type: none"> <li>- Facts and Figures for the Financial Year 2022/23;</li> <li>- Recast Budget for the Financial Year 2023/24;</li> <li>- College Statement of Income and Expenditure for the fourth Quarter and Financial Year 2022/23;</li> <li>- Report on implementation of the Strategic Plan for the Fourth Quarter and financial year 2022/23;</li> <li>- Performance Contract implementation report for the Fourth Quarter and the financial year 2022/23;</li> <li>- College Report on Procurement activities for the Fourth Quarter and Financial Year 2022/23;</li> <li>- Internal Audit Annual Plan for the Financial Year 2023/24;</li> <li>- Internal Audit Charter for the financial year 2023/24;</li> <li>- Internal Audit Report for the Fourth Quarter of the Year 2022/23;</li> <li>- Audit Committee Charter for the Financial Year 2023/24;</li> <li>- Audit Committee Work Plan for the Financial Year 2023/24;</li> <li>- Risk Register for the Financial Year 2023/24; and</li> <li>- Risk Treatment Action Plan for the Financial Year 2023/24.</li> </ul>
2	93 <sup>rd</sup>	29 August 2023	Special	<p>Approved: -</p> <ul style="list-style-type: none"> <li>- Financial Statements for the Financial 2022/23; and</li> <li>- Audit Work Plan of the CAG for the Financial Year 2022/23 as at 30 June 2023.</li> </ul>
3	94 <sup>th</sup>	15 November 2023	Regular	<p>Approved:</p> <ul style="list-style-type: none"> <li>- College Statement of Income and Expenditure for the First Quarter of the Financial Year 2023/24;</li> <li>- Report on Procurement activities for the First Quarter of the Financial Year 2023/24;</li> <li>- Report on Implementation of the Strategic Plan for the First Quarter of the Financial Year 2023/24;</li> <li>- Performance Contract Implementation Report for the First Quarter of the Financial Year 2023/24;</li> <li>- Internal Audit Report for the First Quarter of the Financial Year 2023/24;</li> </ul>

No	Meeting No.	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>- Report on Implementation of the CAG Audit Report for the Financial Year 2021/22 as at 30 September 2023;</li> <li>- Report on implementation of the Risk Treatment Action Plan for the First Quarter of the Financial Year 2023/24;</li> <li>- Sports, Games and Recreation Policy and Operational Procedures Policy, 2023;</li> <li>- DUCE Gender Policy and Operational Procedures, 2023; and</li> <li>- Environmental Policy and Operational Procedures, 2023.</li> </ul>
4	95 <sup>th</sup>	04 December 2023	Special	Approved: <ul style="list-style-type: none"> <li>- Report of the Financial Statements for the period ending 30 June 2023; and</li> <li>- Report of the Controller and Auditor General on the Financial Statements and Compliance Audit for the Financial Year ended 30 June 2023.</li> </ul>
5	96 <sup>th</sup>	09 February 2024	Regular	Approved: <ul style="list-style-type: none"> <li>- College Statement of Income and Expenditure for the Second Quarter of the Financial Year 2023/24;</li> <li>- Report on Procurement Activities for the Second Quarter of the Financial Year 2023/24;</li> <li>- Report on Implementation of the Strategic Plan for the Second Quarter of the Financial Year 2023/24;</li> <li>- Performance Contract Implementation Report for Second Quarter of the Financial Year 2023/24;</li> <li>- Budget for the Financial Year 2024/25</li> <li>- Internal Audit Report for the Second Quarter of the Financial Year 2023/24;</li> <li>- Report on Implementation of the CAG Audit Report for the Financial Year 2022/23 as at 31 December 2023; and</li> <li>- Report on Implementation of the Risk Treatment Action Plan for the Second Quarter of the Financial Year 2023/24.</li> </ul>
6	97 <sup>th</sup>	24 April 2024	- Special	Approved by Circular Resolution : <ul style="list-style-type: none"> <li>- Members of Search Committee of the College Deputy Principals</li> </ul>
7	98 <sup>th</sup>	21 May 2024	- Regular	Approved: <ul style="list-style-type: none"> <li>- College Statement of Income and Expenditure for the Third Quarter of the Financial Year 2023/24;</li> <li>- Procurement Report for the Third Quarter of the Financial Year 2023/24;</li> <li>- Report on Implementation of the Strategic Plan for the Third Quarter of the Financial Year 2023/24;</li> </ul>



No	Meeting No.	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>- Recast Budget for the Financial Year 2024/2025;</li> <li>- Internal Audit Report for the Third Quarter of the Financial Year 2023/24;</li> <li>- Report on Implementation of the Risk Treatment Action Plan for the Third Quarter of the Financial Year 2023/24;</li> <li>- Report on Implementation of the CAG Audit Report for the Financial Year 2021/22 as at 31 March 2024;</li> <li>- Review of Guidelines for Selection of Best Workers;</li> <li>- College Annual Procurement Plan for the Financial Year 2024/25;</li> <li>- Required Sections Not Existing in the Current Approved College Organizational Structure;</li> <li>- Review of DUCE Staff Funeral Policy, 2024; and</li> <li>- Maintenance Plan for College Buildings and Infrastructure for the Financial Year 2024/25.</li> </ul>

Source: Governing Board Meetings Papers

## (ii) Attendance of Governing Board Members 2023/24

The Governing board attendance of the seven meetings held during the year is summarised in the Table 8.

**Table 8: Attendance of Governing Board Members**

No.	Name	Meetings						
		92 <sup>nd</sup>	93 <sup>rd</sup>	94 <sup>th</sup>	95 <sup>th</sup>	96 <sup>th</sup>	97 <sup>th</sup>	
1.	Prof. William A.L. Anangisye	P	P	A	P	P	P	P
2.	Prof. Stephen O. Maluka	P	P	P	P	P	P	P
3.	Eng. Mary M. Swai	P	A	P	A	P	P	P
4.	Prof. Esther W. Dungumaro	P	N/A	N/A	N/A	N/A	N/A	N/A
	Prof. Deusdedith A. Rwehumbiza	N/A	P	P	A	P	P	P
5.	Dr. Franklin J. Rwezimula	A	P	P	A	P	P	P
6.	Mr. Vicent B. Kayombo	P	A	A	A	N/A	N/A	N/A
	Dr. Emmanuel S. Shindika	N/A	N/A	N/A	N/A	P	P	A

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AR/PA/DUCE/2023/24

7.	Prof. Bonaventure S. Rutinwa	P	A	A	A	P	P	P
8.	Dr. Budeba P. Mlyakado	P	A	P	P	P	P	P
9.	Mr. Rogathe S. Ombay	P	P	P	P	P	P	P
10.	Prof. Nelson K. Boniface	A	P	A	A	P	P	A
11	Dr. Innocent B. Rugambuka	A	A	P	P	P	P	A

Source: *Governing Board Meetings attendance register*

#### KEY:

P - Present

A - Absent with apology

AB - Absent without apology

ALT - Present through an alternative

N/A - Not a member

### 2.8.2 Governing Board Committees

The Board has six committees which are currently assisting the Board in discharging its functions. These are; Audit Committee, Funding Promotion Committee, Students' Affairs Committee, Estates Committee, Appointments and Human Resources Committee and College Academic Committee.

#### 2.8.2.1 Audit Committee

The Audit Committee plays an important role in providing oversight of the organization's governance, risk management, and internal control practices. This oversight mechanism also serves to provide confidence in the integrity of these practices. The Audit Committee performs its role by providing independent oversight to the College Governing Board. The College Audit Committee as at 30 June 2024 was composed of five members as shown in **Table 9**.

**Table 9: Audit Committee Members for the Year 2023/24**

No.	Name	Sex	Age (years)	Qualification	Status
1.	Prof. Nelson K. Boniface	M	50	PhD in Mineralogy	Chairperson
2.	CPA Margaret G. Kahurananga	F	53	CPA, MBA	Member
3.	CPA. Sayumwe B. Kayanda	M	46	CPA, MBA	Member
4.	CPA. Exaut J. Mwakihaba	M	52	CPA, MBA	Member
5.	Dr. Rose J. Mbijima	F	49	PhD in Kiswahili	Member

Source: *Governing Board file*

During the period under review, the Committee was served by Head, Internal Audit Unit as a Secretary.

### (i) Audit Committee Meetings

There were Six meetings of the Audit Committee from July 2023 to June 2024 (Two were special and four were regular meetings) as summarized in **Table 10**.

**Table 10: Audit Committee Meetings for the Year 2023/24**

No.	Meeting No.	Date held	Type	Main Agenda
1.	73 <sup>rd</sup>	25 July 2023	Regular	Discussed and recommended to the Governing Board the: -Internal audit reports for the fourth quarter ended 30 June 2023; -Management current status of implementation of the CAG audit report for the year ended 30 June 2022; and Report on implementation of the Risk Register for the fourth Quarter of the year 2022/23.
2.	74 <sup>th</sup>	25 August 2023	Special	-Discussed and recommended to Board College draft of Consolidated Financial Statements for the year 2022/23. -Discussed and recommended to the Board College draft of HEET Project Financial Statements for the year 2022/23.
3.	75 <sup>th</sup>	27 October 2023	Regular	-Discussed and recommended to the Governing Board the Internal audit reports for the first quarter ended 30 September 2023; and -Report on implementation of the Risk Register for the first Quarter of the year 2023/24.
4.	76 <sup>th</sup>	1 December 2023	Special	Received, discussed and recommended to the Governing Board College audited Financial Statements and Management audit report for the year ended 30 June 2023.
5.	77 <sup>th</sup>	22 January 2024	Regular	Discussed and recommended to the Governing Board the -Internal audit reports for the second quarter ended 31 December 2023; -Management current status of implementation of the CAG audit reports the year ended 30 June 2023 as at 31 December 2023; and Report on implementation of the Risk Register for the Second Quarter of the year 2023/24.
6.	78 <sup>th</sup>	2 May 2024	Regular	Discussed and recommended to the Governing Board the -Internal audit reports for the third quarter ended 31 March 2024; -Management current status of implementation of the CAG audit reports the year ended 30 June 2023 as at 30 March 2024; and -Report on implementation of the Risk Register for the Third Quarter of the year 2023/24

Source: Audit Committee Meetings Papers

## (ii) Attendance of Audit Committee Members 2023/24

The Audit Committee members attendance in the meetings held during the year is summarized in the **Table 11**.

**Table 11: Attendance of Audit Committee Members for the Year 2023/24**

No.	Name	Meetings					
		73 <sup>rd</sup>	74 <sup>th</sup>	75 <sup>th</sup>	76 <sup>th</sup>	77 <sup>th</sup>	78 <sup>th</sup>
		25 July 2023	25 August 2023	27 October 2023	1 December 2023	22 January 2024	2 May 2024
1.	Prof. Nelson K. Boniface	P	A	P	P	P	P
2.	CPA Margaret G. Kahurananga	P	P	A	P	P	P
3.	CPA. Sayumwe B. Kayanda	P	P	P	P	P	P
4.	CPA. Exaut J. Mwakihaba	P	A	P	A	P	A
5.	Dr. Rose J. Mbijima	P	P	P	P	P	P

Source: *Audit Committee Meetings Attendance register*

### KEY:

P	-	Present
A	-	Absent with apology
AB	-	Absent without apology
ALT	-	Present through an alternative
N/A-	-	Not a member

## 2.8.2.2 Funding Promotion Committee

The College's Funding Promotion Committee assists the Board in guiding and monitoring the financial reporting process. It is responsible for endorsing all financial related activities of the College. During the Financial Year 2023/24 the Funding Promotion Committee composed of Seven (7) members as shown in **Table 12**.

**Table 12: Funding Promotion Committee Members for the Year 2023/24**

No.	Name	Sex	Age	From	Date of Appointment	Qualification	Status
1.	Prof. William A.L. Anangisye	M	61	VC-UDSM	1 July 2021	PhD in Education	Chairperson
2.	Prof. Stephen O. Maluka	M	46	Principal (DUCE)	1 July 2021	PhD in Public Health	Member
3.	CPA Hidayya A. Karunde	F	49	Acting Director, Audit and Investigation-HELSB	1 July 2021	CPA, MBA	Member
4.	CPA. Salum M. Rugambwa	M	49	Director Finance and Administration-eGA	1 July 2021	CPA, MBA	Member

No.	Name	Sex	Age	From	Date of Appointment	Qualification	Status
5.	CPA. Juma A. Silayo	M	48	Director, Finance and administration-UDSM	1 July 2021	CPA, MBA	Member
6.	Dr. Innocent B. Rugambuka	M	53	THTU-DUCE representative	1 July 2021	PhD in Education	Member
7.	Ms. Sophia I. Shamballah	F	22	DARUSO-DUCE representative	1 July 20213	Student	Member

Source: *Governing Board file*

During the period under review, the Committee was served by Manager, Planning and Development Unit as a Secretary.

#### (i) Funding Promotion Committee Meetings

There were four ordinary meetings of the Funding Promotion Committee in the year 2023/24. The main agenda discussed are as summarized in **Table 15**.

**Table 2: Funding Promotion Committee Meetings for the Year 2023/24**

No.	Meeting No.	Date held	Type	Main Agenda
1.	74 <sup>th</sup>	28 July 2023	Regular	Discussed and Recommended to the Governing Board; <ul style="list-style-type: none"> <li>- College Statement of Income and Expenditure for the period of 1 July-30 September 2023;</li> <li>- College report on Procurement activities for the period of 1 July-30 September 2023</li> <li>- College Strategic Plan implementation report for the period of 1 July-30 September 2023; and</li> <li>- Performance Contract implementation report for the period of 1 July-30 September 2023;</li> </ul>
2.	75 <sup>th</sup>	1 November 2023	Regular	Discussed and Recommended to the Governing Board; <ul style="list-style-type: none"> <li>- College Statement of Income and Expenditure for the period of 1 October -31 December 2023;</li> <li>- College Report on Procurement Activities from 1 October -30 December 2023;</li> <li>- College Strategic Plan implementation report for the period of 1 October -31 December 2023;</li> <li>- Performance Contract implementation report for the period of 1 October -31 December 2023;</li> <li>- College Annual Budget for the Financial Year 2024/25 and</li> <li>- College Revenue Collection from Tenants for the period of 1 October -31 December 2023 and projected revenue to be collected from tenants for the financial year 2024/25.</li> </ul>

No.	Meeting No.	Date held	Type	Main Agenda
3	76 <sup>th</sup>	31 January 2024	Regular	Discussed and Recommended to the Governing Board; - College Statement of Income and Expenditure for the period of 1 January-31 March 2024; - Report on procurement activities from 1 January-31 March 2024; - College Strategic Plan implementation report for the period of 1 January-31 March 2024; - Performance Contract implementation report for the period of 1 January-31 March 2024; - College Annual Budget for the Financial Year 2024/25; and - College Revenue Collection from Tenants for the period of 1 January-31 March 2024
4	77 <sup>th</sup>	2 May 2024	Regular	Discussed and Recommended to the Governing Board; - College Statement of Income and Expenditure for the period of 1 April- 30 June 2024; - Report on Procurement activities from 1 April- 30 June 2024; - College Strategic Plan implementation report for the period of 1 April- 30 June 2024; - College Annual Procurement Plan for the financial year 2024/25; - College recast budget for the Financial year 2024/25; and - College Revenue Collection from Tenants for the period of 1 April- 30 June 2024

Source: Funding Promotion Committee Meetings Papers

## (ii) Attendance of Funding Promotion Committee members 2023/24

The Funding Promotion committee members' attendance in the meetings held during the year is summarized in the **Table 13**.

**Table 13: Attendance of Funding Promotion Committee Members**

No.	Name	Meetings			
		74 <sup>th</sup>	75 <sup>th</sup>	76 <sup>th</sup>	77 <sup>th</sup>
		28 July 2023	1 November 2023	31 January 2024	2 May 2024
1.	Prof. William A.L. Anangisye	P	P	P	P
2.	Prof. Stephen O. Maluka	P	P	P	P
3.	CPA Hidayat A. Karunde	P	P	ALT	P
4.	CPA. Salum M. Rugambwa	ALT	P	P	P
5.	CPA. Juma A. Silayo	P	P	p	P
6.	Dr. Innocent B. Rugambuka	P	P	P	P
7	Ms. Sophia I. Shamballah	P	ALT	P	P

Source: Funding Promotion Committee Meetings Attendance register



**KEY:**

P	-	Present
A	-	Absent with apology
AB	-	Absent without apology
ALT	-	Present through an alternative
N/A	-	Not a member

**2.8.2.3 Students Affairs Committee**

The College's Students Affairs Committee comprised of seven members as listed below. The Students Affairs Committee deals with all students' social affairs. The Students Affairs Committee as at 30 June 2024 was composed of seven members as shown in **Table 14**.

**Table 14: Students Affairs Committee Members for Year 2023/24**

No	Name	Sex	Age (Years)	From	Date Started	Qualification	Status
1.	Prof. Bonaventure S. Rutinwa	M	64	DVC - Academic UDSM	1 July 2021	PHD in Law	Chairperson
2.	Prof. Method S. Semiono	M	44	DP (Planning, Finance and Administration -DUCE	1 July 2021	PhD in Kiswahili	Vice Chairperson
3.	Dr. Rita A. Lyatuu	F	45	Lecturer-DUCE	1 July 2021	PHD in Environmental Science	Member
4.	Adv. Fortunatus P. Swai	M	51	Corporate counsel - DUCE	1 July 2021	LLM	Member
5.	Dr. Saning'o S. Mollel	M	48	Medical Officer - Incharge	1 July 2021	Masters in Medicine	Member
6.	Mr. Suluti Braiton Basley	M	25	Prime Minister -DARUSO DUCE	1 July 2023	Student	Member
7.	Ms. Zulfa Hamis Iddi	F	22	Vice President DARUSO-DUCE	1 July 2023	Student	Member

Source: *Governing Board file*

During the period under review, the Committee was served by Dean of Students as a Secretary.

**(i) Students Affairs Committee Meetings**

There were four regular meetings of the Students Affairs Committee in the Financial Year 2023/24. The main agenda discussed are as summarized in **Table 15**.

**Table 15: Students Affairs Committee Meetings for the Year 2023/24**

No.	Meeting No.	Date Held	Type	Main Agenda
1.	36 <sup>th</sup>	24 October 2023	Regular	Discussed and Recommended to the Governing Board; <ul style="list-style-type: none"> <li>- A Report on Students Welfare Issues for the First Quarter of the 2023/24 Financial Year;</li> <li>- A report on Students Health Issues for the First Quarter of the 2023/24 Financial Year;</li> <li>- A Report from DARUSO First Quarter of the 2023/24 Academic year;</li> <li>- A Report on the Students Sports and Recreational Issues for the First Quarter of the 2023/24 Financial Year;</li> </ul>
2.	37 <sup>th</sup>	19 January 2024	Regular	Discussed and Recommended to the Governing Board; <ul style="list-style-type: none"> <li>- A Report on Students Welfare Issues for the Second Quarter of the 2023/24 Financial Year;</li> <li>- A report on Students Health Issues for the Second Quarter of the 2023/24 Financial Year;</li> <li>- A Report from DARUSO for the Second Quarter of the 2023/24 Financial Year;</li> <li>- A Report on the Students Sports and Recreational Issues for the Second Quarter of the 2023/24 Financial Year;</li> <li>- A report on the Orientation Program for 2023/24 Academic year.</li> </ul>
3.	38 <sup>th</sup>	18 April 2024	Regular	Discussed and Recommended to the Governing Board; <ul style="list-style-type: none"> <li>- A Report on Students Welfare Issues for the Third Quarter of the 2023/24 Financial Year;</li> <li>- A report on Students Health Issues for the Third Quarter of the 2023/24 Financial Year;</li> <li>- A Report from DARUSO for the third Quarter of the 2023/24 Financial Year; and</li> <li>- A Report on the Students Sports and Recreational Issues for the Third Quarter of the 2023/24 Financial Year;</li> </ul>

No.	Meeting No.	Date Held	Type	Main Agenda
4.	39th	To be held in July 2024	Regular	To Discuss and Recommend to the Governing Board; <ul style="list-style-type: none"> <li>- A Report on Students Welfare Issues for the fourth Quarter of the 2023/24 Academic year;</li> <li>- A report on Students Health Issues for the fourth Quarter of the 2023/24 Academic year;</li> <li>- A Report from DARUSO fourth Quarter of the 2023/24 Academic year;</li> <li>- A report on the Students Sports, Games and Recreational fourth Quarter of the 2023/24 Academic year.</li> </ul>

Source: Students Affairs Committee Meetings Papers

## (ii) Attendance of Students Affairs Committee members 2023/24

The Students Affairs Committee members' attendance in the committee meetings held during the year is summarized in **Table 16**.

**Table 16: Attendance of Students Affairs Committee Members**

No	Name	Meetings			
		36 <sup>th</sup>	37 <sup>th</sup>	38 <sup>th</sup>	39 <sup>th</sup>
1.	Prof. Boniventure S. Rutinwa	P	P	P	P
2.	Prof. Method S. Semiono	P	P	P	P
3.	Dr. Rita A. Lyatuu	P	ALT	ALT	P
4.	Dr. Saning'o M. Sangeti	P	p	P	P
5.	Adv. Fortunatus P. Swai	P	P	P	P
6.	Mr. Suluti B. Basley	P	P	P	P
7.	Ms. Zulfa H. Iddi	P	P	P	P

Source: Students Affairs Committee Meetings Attendance register

### KEY:

P	-	Present
A	-	Absent with apology
AB	-	Absent without apology
ALT	-	Present through an alternative
N/A	-	Not a member

## 2.8.2.4 Estates Committee

Controller and Auditor General

AR/PA/DUCE/2023/24

The College's Estates Committee assists to oversee all activities related to environments, buildings and infrastructure of the College. The Estates Committee as at 30 June 2024 was composed of seven members as shown in **Table 17**.

**Table 17: Estates Committee Members for the Year 2023/24**

No.	Name		Age (Years)	From	Date of Appointment	Qualification	Status
1.	Eng. Mary M. Swai	F	62	Director- Training, PPRA	1 October 2021	Masters in Highway Engineering	Chairperson
2.	Prof. Stephen O. Maluka	M	46	Principal, DUCE	1 July 2021	PhD in Public Health	Member
3.	Dr. Christina R. Isingo	F	50	Deputy Principal, (Academic, Research and Consultancy)	1 July 2021	PhD in Ed. Management	Member
4.	Prof. Method S. Semiono	M	44	Deputy Principal, (Planning, Finance and Administration)	1 July 2021	PhD in Kiswahili	Member
5.	Ms. Matilda E. Mchome	F	43	Municipal Valuer, Temeke Municipal Council	1 July 2021	Masters of Science in Real Estate (MSc.RE)	Member
6.	Arch. Edmund A. Ndekely	M	37	Architect, Temeke Municipal Council	1 July 2021	Bachelor Degree of Architecture	Member
7.	Eng. Eustad J. Kikwasi	M	41	Enforcement Officer, Engineers Registration Board	1 July 2021	BSc.in Civil Engineering	Member

Source: *Governing Board file*

During the period under review, the Committee was served by Manager, Estates and Works Management Unit as a Secretary.

(i) **Estates Committee Meetings**

There were four regular meetings of the Estates Committee in the Financial Year 2023/24. The main Agenda discussed are as summarized in **Table 18**.

**Table 18: Estates Committee meetings for the year 202324**

No.	Meeting No.	Date held	Type	Main Agenda
1.	44 <sup>th</sup>	24 July 2023	Regular	Approved: <ul style="list-style-type: none"><li>- Implementation Report for various College Development Project for the fourth quarter of the financial year 2022/23 and the whole 2022/23 financial year;</li><li>- Implementation report for rehabilitation of the College infrastructure for the fourth quarter of the 2022/23 financial year.</li></ul>
2.	45 <sup>st</sup>	30 October 2023	Regular	Approved: <ul style="list-style-type: none"><li>- Implementation Report for various College Development Project for the first quarter of the financial year 2023/24; and</li><li>- Implementation report for rehabilitation of the College infrastructure for the first quarter of the 2023/24 financial year.</li><li>- Environmental policy and operation procedures</li></ul>
3.	46 <sup>nd</sup>	23 January 2023	Regular	Approved: <ul style="list-style-type: none"><li>- Implementation Report for various College Development Project for the second quarter of the financial year 2023/24; and</li><li>- Implementation report for rehabilitation of the College infrastructure for the second quarter of the 2023/24 financial year.</li></ul>
4	47 <sup>th</sup>	19 April 2023	Regular	Approved: <ul style="list-style-type: none"><li>- Implementation Report for various College Development Project for the third quarter of the financial year 2023/24;</li><li>- Implementation report for rehabilitation of the College infrastructure for the third quarter of the 2023/24 financial year; and</li><li>- Proposed maintenance plan for college buildings and infrastructures for financial year 2024/25)</li></ul>

Source: Estates Committee meetings Papers

## (ii) Attendance of Estates Committee members 2023/24

The Estate Committee members attendance in the meetings held during the year is summarized in the **Table 19** below.

**Table 19: Attendance of Estates Committee members for the year 2023/24**

No.	Name	Meetings			
		44 <sup>th</sup>	45 <sup>th</sup>	46 <sup>th</sup>	47 <sup>th</sup>
		24 July 2023	30 October 2023	23 January 2023	19 April 2023
1.	Eng. Mary Swai	P	P	P	P
2.	Prof. Stephen Maluka	P	P	P	P
3.	Dr. Method Samwel	P	P	P	P
4.	Dr. Christina Raphael	P	P	P	p
5.	Arch. Edmund Ndeley	A	A	A	A
6.	Val. Matilda Mchome	A	P	P	P
	Val. Beatrice Chogga	P	N/A	N/A	N/A
7.	Arc. Yuredi Rwebugisa	A	A	P	P

Source: Estates Committee Meeting Attendance register

### KEY:

P	-	Present
A	-	Absent with apology
AB	-	Absent without apology
ALT	-	Present through an alternative
N/A	-	Not a member

## 2.8.2.5 Appointments and Human Resources Committee

The College's Appointment and Human Resources Committee deals with handling of appointments, approvals and related matters concerning both Academic and Administrative staff of the College. The College's Appointment Committee as at 30 June 2024 was composed of eight members as shown in **Table 20**.

**Table 20: Appointment and Human Resources Committee Members**

No.	Name	Sex	Age (Yrs)	Position	Date of Appointment	Qualification	Status
1.	Prof. Stephen O. Maluka	M	46	Principal	01 July 2021	PhD in Public Health	Chairperson
2.	Dr. Christina R. Isingo	F	50	Deputy Principal (Academic, Research and Consultancy)	08 April 2022	PhD in Ed. Management	Member

No.	Name	Sex	Age (Yrs)	Position	Date of Appointment	Qualification	Status
3.	Prof. Method S. Semiono	M	44	Deputy Principal (Planning, Finance and Administration)	01 July 2021	PhD in Kiswahili	Member
4.	Dr. Josta L. Nzilano	M	53	THTU DUCE Representative	06 August 2021	PhD in Education	Member
5.	Dr. Gissa A. Mahende	M	44	UDASA DUCE Representative	13 May 2022	PhD in Education	Member
6.	Prof. Nelson K. Boniface	M	50	Governing Board Representative	14 April 2022	PhD in Mineralogy	Member
7.	Mr. Mohamed J. Gombati	M	45	Representative from President's Office Public Service Management	14 July 2022	MSc. Human Resource Management	Member
8.	Mr. Jafari M. Maganga	M	44	Representative from President's Office Public Service Management	09 February 2024	Master's Degree in Public Administration (MPA)	Member

Source: Governing Board file

During the period under review, the Appointment and Human Resources Committee was served by Director of Administration and Human Resources Management as a Secretary.

#### (i) Appointment and Human Resources Committee Meetings

There were eight (five regular and three special) meetings of the Appointments and Human Resource Management Committee in the Financial Year 2023/24 as at 30 June 2024. The main Agenda discussed are as summarized in **Table 21**.

**Table 21: Appointment and Human Resources Committee Meetings**

No.	Meeting No.	Date held	Type	Main Agenda
1.	65 <sup>th</sup>	28 July 2023	Regular	<p>Approved:</p> <ul style="list-style-type: none"> <li>- Study Leaves;</li> <li>- Extension of Study Leaves;</li> <li>- Temporary Employment;</li> <li>- Contracts for Interns; and</li> <li>- Amendment of Temporary Employment Guidelines for Administrative Staff;</li> <li>- Promotion of academic staff; and</li> <li>- Social Security Fund Reports.</li> </ul> <p>Discussed and recommended to the Governing Board:</p>



No.	Meeting No.	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>- Staff Matters (Staff development, Transfer, Retirement);</li> <li>- OPRAS Performance for 2022/23; and</li> <li>- Clients' Service Charter 2015 (Revised 2023)</li> <li>- Staff disciplinary matter for termination of employment.</li> </ul>
2.	66 <sup>th</sup>	25 August 2023	Special	<p>Discussed and Approved:</p> <ul style="list-style-type: none"> <li>- Promotion of academic staff; and</li> <li>- Recruitment of academic staff.</li> </ul>
3.	67 <sup>th</sup>	28 October 2023	Regular	<p>Discussed and Approved:</p> <ul style="list-style-type: none"> <li>- Study Leaves;</li> <li>- Extension of Study Leaves;</li> <li>- Temporary Employment;</li> <li>- Contracts for Interns;</li> <li>- Short-term employment for Readers and Note Takers; and</li> <li>- Social Security Fund Reports.</li> </ul> <p>Discussed and recommended to the Governing Board:</p> <ul style="list-style-type: none"> <li>- Staff Matters (staff development, retirement, death)</li> <li>- Sports and Games Policy;</li> <li>- DUCE Gender Policy and Operational Procedure (Revised Second Edition, 2023); and</li> <li>- Sports, Games and Recreation Policy and Operational Procedures.</li> </ul>
4.	68 <sup>th</sup>	16 November 2023	Special	<p>Discussed and Approved:</p> <ul style="list-style-type: none"> <li>- Recruitment of administrative staff.</li> </ul>
5.	69 <sup>th</sup>	24 January 2024	Regular	<p>Discussed and Approved:</p> <ul style="list-style-type: none"> <li>- Promotion of academic staff;</li> <li>- Sabbatical leave,</li> <li>- Study leaves;</li> <li>- Extension of study leaves;</li> <li>- Temporary employment for administrative cadres in areas with a shortage of staff;</li> <li>- Contract for Interns;</li> <li>- Short-term employment for Readers and Note Takers; and</li> <li>- Short-term employment for Personal Assistants to staff with disabilities; and</li> <li>- Social Security Fund Reports</li> </ul> <p>Discussed and recommended to the Governing Board:</p> <ul style="list-style-type: none"> <li>- Staff Matters (staff development, transfers, staff sports and games and retirement).</li> </ul>

No.	Meeting No.	Date held	Type	Main Agenda
6.	70 <sup>th</sup>	22 April 2024	Regular	<p>Discussed and Approved:</p> <ul style="list-style-type: none"> <li>- Existing Sections which are not in the College Organizational Structure;</li> <li>- Promotion for academic staff;</li> <li>- Confirmation of staff;</li> <li>- Study leaves;</li> <li>- Extension of study leaves; and</li> <li>- Contract for Interns.</li> </ul> <p>Discussed and recommended to the Governing Board:</p> <ul style="list-style-type: none"> <li>- Review of Best Workers Selection Guidelines;</li> <li>- Review of DUCE Staff Funeral Policy (2015);</li> <li>- Staff Matters (staff development, transfers, staff sports and games)</li> </ul>
7.	71 <sup>st</sup>	14 May 2024	Special	<p>Discussed and Approved:</p> <ul style="list-style-type: none"> <li>- Promotion for academic staff (through publications)</li> </ul>
8.	72 <sup>nd</sup>	10 June 2024	Special	<p>Discussed and Approved:</p> <ul style="list-style-type: none"> <li>- Promotion and re-categorization for eligible staff in 2023/24 Financial Year.</li> </ul>

Source: Appointment and Human Resources Committee Meeting Papers

**(i) Attendance of Appointment and Human Resources Committee Members 2023/24**

The Appointment Committee members attendance in the meetings held during the year is summarized in the **Table 22**.

**Table 22: Attendance of Appointment and Human Resources Committee Members**

No	Name	Meetings							
		65 <sup>th</sup>	66 <sup>th</sup>	67 <sup>th</sup>	68 <sup>th</sup>	69 <sup>th</sup>	70 <sup>th</sup>	71 <sup>st</sup>	72 <sup>nd</sup>
1.	Prof. Stephen O. Maluka	P	P	P	P	P	P	P	P
2.	Dr. Christina R. Isingo	P	ALT	P	P	P	P	ALT	ALT
3.	Prof. Method S. Semiono	P	P	A	P	P	P	P	P
4.	Prof. Nelson K. Boniface	P	A	A	A	P	A	P	P
5.	Dr. Josta L. Nzilano	P	A	P	P	ALT	P	P	P
6.	Dr. Gissa A. Luhende	P	ALT	P	P	P	P	P	P

7.	Mr. Mohamed J. Gombati	A	P	A	A	N/A	N/A	N/A	N/A
	Mr. Jafari M. Maganga	N/A	N/A	N/A	N/A	N/A	P	A	A

Source: Appointment and Human Resources Committee Attendance register

**KEY:**

- P - Present  
A - Absent with apology  
AB - Absent without apology  
ALT - Present through an alternative  
N/A - Not a member

#### 2.8.2.6 College Academic Committee

The College Academic Committee is the principal decision-making organ in respect of all academic matters of the College. It is responsible to the Governing Board and the Senate for the control and general regulation of the instruction, education, research and consultancy within the College. The College Academic Committee as at 30 June 2024 was composed of 11 members as shown in Table 23.

**Table 23: College Academic Committee Members for the Year 2023/24**

No.	Name	Sex	Age (Years)	Position	Date of Appointment	Qualification	Status
1.	Prof. Stephen O. Maluka	M	46	Principal (DUCE)	04 November 2019	PhD in Public Health	Chairperson
2.	Dr. Christina R. Isingo	F	50	Deputy Principal Academic, Research and Consultancy (DUCE)	02 September 2021	PhD in Ed. Management	Vice Chairperson
3.	Prof. Method S. Semiono	M	44	Deputy Principal Planning, Finance and Administration (DUCE)	30/6/2014	PhD in Kiswahili	Member
4.	Prof. Nelson K. Boniface	M	50	Director, UGS-UDSM	30 June 2019	PhD in Mineralogy	Member

No.	Name	Sex	Age (Years)	Position	Date of Appointment	Qualification	Status
5.	Dr. Edwin E. Babeiya	M	48	Dean Faculty of Humanities and Social Sciences (DUCE)	20 December 2021	PhD in Public Administration	Member
6.	Dr. David S. Kacholi	M	46	Dean -Faculty of Science (DUCE)	15 November 2017	PhD in Biology	Member
7.	Dr. Joel J. Kayombo	M	40	Dean Faculty of Education (DUCE)	30 June 2018	PhD in Educational Leadership and Policy	Member
8.	Dr. Dativa J. Shilla	F	49	Director, Library Services (DUCE)	20 December 2021	PhD in Chemistry	Member
9.	Dr. Hezron Z.Onditi	M	51	Director of Undergraduate Studies (DUCE)	30 June 2017	PhD in Educational Psychology	Member
10	Dr. Faraja J. Mwendamseke	F	42	UDASA - DUCE representative	30 June 2019	PhD in Kiswahili	Member
11	Ms. Sabai, Grace M.	M	24	DARUSO -DUCE students' representative	30 June 2023	BAED student	Member

Source: *Governing Board file*

During the period under review, the Committee was served by Director, Undergraduate Studies as a Secretary.

**(i) College Academic Committee Meetings**

There were Nine (four regular and five special) meetings of the College Academic Committee from 1 July 2023 to 30 June 2024 in the Financial Year 2023/24. The main Agenda discussed are as summarized in **Table 24**.

**Table 24: College Academic Committee Meetings for the Year 2023/24**

No.	Meeting No.	Date held	Type	Main Agenda
1.	90 <sup>th</sup>	21 July 2021	Regular	Endorsed: - Revised Teaching Practice/ Practical Training Regulations and Assessment Tool; - A proposal for Establishment of Gender Research Centre; - Quality Assurance Report for Semester I in Academic Year, 2021/22; and - Quarterly Report from 1 April to 30 June 2022.
2.	91 <sup>th</sup>	11 August 2022	Special	Endorsed / Approved; - First Round of Admission to Undergraduate Degree Programmes for the academic year 2022/23.
3.	92 <sup>th</sup>	25 August 2022	Special	Endorsed / Approved; - End of Year University Examination Results for 2021/22 Academic Year.
4.	93 <sup>th</sup>	02 November 2022	Regular	Endorsed / Approved; - Quarterly Report from 1 July to 30 September 2022.
5.	94 <sup>th</sup>	14 November 2022	Special	Endorsed / Approved; - Supplementary/Special University Examination Results for 2021/22 Academic Year.
6.	95 <sup>th</sup>	23 January 2023	Regular	Endorsed / Approved; - Quarterly Report from 1 October to 31 December 2022.
7.	96 <sup>th</sup>	30 March 2023	Special	Endorsed / Approved; - First Semester Examination Results For 2022/23 Academic Year
8.	97 <sup>th</sup>	02 May 2023	Regular	Endorsed / Approved: - Quality assurance report on Teaching Practice for 2021/22 academic year; - Quality assurance report on University Examinations Monitoring for Semester One 2022/23 Academic Year; - Quality assurance report on Monitoring of Teaching and Learning for Semester II, 2022/23 academic year; - Quarterly Assurance Report from 1 January to 31 March 2023.

Source: College Academic Committee Meeting Papers.

**(ii) Attendance of College Academic Committee Members 2023/24**

The College Academic Committee members attendance in the meetings held during the year is summarized in the **Table 25**.

**Table 25: Attendance of College Academic Committee Members**

No.	Name	Meetings								
		98 <sup>th</sup>	99 <sup>th</sup>	100 <sup>th</sup>	101 <sup>th</sup>	102 <sup>th</sup>	103 <sup>th</sup>	104 <sup>th</sup>	105 <sup>th</sup>	106 <sup>th</sup>
1.	Prof. Stephen O. Maluka	P	P	P	P	A	P	A	P	P
2.	Dr. Christina R. Isingo	P	P	P	P	P	P	P	P	A
3.	Prof. Method S. Semiono	P	P	P	P	P	P	P	P	P
4.	Prof. Nelson K. Boniface	A	P	A	A	P	P	P	P	A
5.	Dr. Edwin Babeiya	P	P	P	P	P	P	P	P	P
6.	Dr. David S. Kacholi	P	P	A	P	P	P	P	P	P
7.	Dr. Joel J. Kayombo	P	P	P	A	P	P	P	P	P
8.	Dr. Dativa J. Shilla	P	A	P	P	P	P	A	P	P
9.	Dr. Hezron Z. Onditi	P	A	P	P	P	P	P	P	P
10.	Dr. Faraja J. Mwendamseke	P	P	P	P	P	P	P	P	P
11.	Ms. Sabai, Grace M	P	A	A	A	P	P	P	P	ALT

Source: College Academic Committee Meeting register.

**KEY:**

P	-	Present
A	-	Absent with apology
AB	-	Absent without apology
ALT	-	Present through an alternative
N/A	-	Not a member

**2.8.3 College Management**

The overall Management of DUCE is vested in DUCE Governing Board under the supervision of the Minister of Education, Science and Technology. The day-to-day operations of the College are under the College Principal who is assisted by the two Deputies (Deputy Principal (Academic, Research and Consultancy) and Deputy Principal (Planning, Finance and Administration)) and various Heads of Academic and administrative Departments and Units.

### 1.8.3.1 Academic Units

The College has five Directorate includes Library, Postgraduate Studies, Undergraduate studies, Public Service and Outreach Programmes and Research an Innovation. Also, has three Faculties namely: Faculty of Education (FoEd), Faculty of Humanities and Social Sciences (FoHSS), Faculty of Science (FoS).

Each Faculty has academic departments as follows:

- (i) Faculty of Education (FoEd);
  - (a) Educational Foundations Management and Lifelong Learning; and
  - (b) Educational Psychology and Curriculum Studies.
- (ii) Faculty of Humanities and Social Sciences (FoHSS); and
  - (a) Economics and Geography;
  - (b) History, Political Science and Development Studies; and
  - (c) Languages and Literature.
- (iii) Faculty of Science (FoS);
  - (a) Biological Sciences;
  - (b) Chemistry; and
  - (c) Physics, Mathematics and Informatics.
- (iv) Postgraduate Studies Directorate;
- (v) Undergraduate Studies Directorate;
- (vi) Research an Innovation Directorate;
- (vii) Library Services Directorate; and
- (viii) Public Service and Outreach Programmes Directorate.

Also, the College has three demonstration schools: Pre, Primary and Secondary schools with a total number of about 1,639 students. Each of these schools is headed by School head who reports to the Coordinator of Demonstration School who works under the office of the Dean, Faculty of Education.

### 1.8.3.2 Administrative Departments and Units

College departments and major units under the office of the Principal and Deputy Principal (Planning, Finance and Administration) are as follows: -

- (a) Principal;
  - (i) Quality Assurance Unit;
  - (ii) Internationalization and Convocation Unit;
  - (iii) Legal Services Unit;
  - (iv) Diversity Unit;
  - (v) Communications and Marketing Unit;
  - (vi) Internal Audit Unit; and



(vii) Procurement Management Unit.

(b) Office of the Deputy Principal (Planning, Finance and Administration)

(i) Administration and Human Resource Management Directorate;

(ii) Finance Unit;

(iii) Planning and Development Unit;

(iv) Estates Management Unit;

(v) Students' Services Directorate;

(vi) Information and Communication Technology Unit; and

(vii) Health Centre Unit.

#### 2.8.4 Tender Board

The College has an operating Tender Board. It oversees all procurement processes and procedures, reviews all applications for variations, addenda or amendments to ongoing contracts, ensures compliance with the Public Procurement Act and Approving procurement and disposal by tender procedures. The board composed of seven members including the chairperson as shown in **Table 26: -**

**Table 26: Tender Board Members for the Year 2023/24**

No.	Name	Sex	Age (Years)	From	Qualification	Status
1.	Dr. David M. Kacholi	M	45	Dean Faculty of Science (DUCE)	PhD in Agriculture Science	Chairperson
2.	Dr. Loveluck P. Muro	M	43	Head-Department of Languages and Literature (DUCE)	PhD in Language and Linguistics	Member
3.	Dr. Hezron Z. Onditi	M	50	Director-Undergraduate Studies (DUCE)	PhD in Development Psychology	Member
4.	CPA. Miraji M. Salehe	M	51	Finance Manager	CPA, Masters of Finance	Member
5.	Ms. Stella S. Mossi	F	45	Senior students Welfare officer (DUCE)	MA in Applied Social Psychology	Member

No.	Name	Sex	Age (Years)	From	Qualification	Status
6.	QS. John M. Gati	M	55	Principal QS (DUCE)	Adv. Diploma in Building Economics, Reg. QS	Member
7.	Ms. Margareth S. Mbwana	F	41	Manager- ICT (DUCE)	Masters in Internet working	Member

Source: Tender Board file

During the period under review, the Board was served by Head, Procurement Management Unit as a Secretary.

#### (i) Tender Board Meetings

There were eight regular and twelve special meetings of the Tender Board in the Financial Year 2023/24 as summarized in Table 27.

**Table 27: Tender Board Meetings for the Year 2023/24**

No.	Meeting No	Date held	Type	Main Agenda
1.	138 <sup>th</sup>	22 August 2022	Regular	<b>Approved:</b> <ul style="list-style-type: none"> <li>- Direct Procurement of the Provisional of Fidelity Insurances and Money Insurances for Financial Year 2022/23 from M/s National Insurances Corporation of Tanzania (NIC) at Contract Sum TZS 6,658, 120.05 (In words: Six Million, Six Hundred Fifty-Eight Thousand, One Hundred Twenty Cents Five Shillings Only) VAT Inclusive;</li> <li>- Direct Procurement of the Provision of services for Motor Vehicles No. SU 41718 and SU 37944 from M/s Kanana Motors General supply at Contract sum TZS 9,486,480 (In words: Nine Million Four Hundred Eight Six Thousand Four Hundred Eighty Shillings Only) VAT Exclusive;</li> <li>- Individual Consultancy Services for conducting External Evaluation of Gender Awareness and Transformation through Education (GATE) Project, from M/s Double R, Investment Company Ltd at Contract Sum of TZS 13,876,800.00 (In words: Shillings: Thirteen Million, Eight Hundred Seventy-Six Thousand Eighty Hundred Shillings Only) VAT Inclusive;</li> <li>- Tender Document No. PA/087/2022-2023/NC/01 and Method for Procurement of Security Services at DUCE;</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>- Tender Document No. PA/087/2022-20223/NC/04 Lot 1-2 and Method for Provision of Renting and Running of the Canteen Services at DUCE;</li> <li>- Mini Competition Tender No. PA/087/2022-2023/NC/03 Lot 1-5 for Provision of Cleaning and Gardening Services at DUCE;</li> <li>- Mini Competition Tender No. PA/087/2022-2023/NC/03 Lot 1-5 for Provision of Cleaning and Gardening Services at DUCE;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/04 for the Procurement of Office Consumable under Framework Agreement as when and where required basis through LPO from M/s. Nelacy General Suppliers Company Ltd;</li> <li>- Procurement of Fuel (Diesel &amp; Petrol) for Motor Vehicles, Motor Cycles and Generators under Framework Agreement as when and where required basis through LPO from M/s. PUMA Energy Tanzania Ltd;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/03 for the Procurement of Materials for Binding books for the College Library from M/s. Resolute Marketing Inc. Ltd at Contract Sum of TZS 831,100.00 (In words: Eighty Hundred Thirty-One Thousand One Hundred Shillings Only) VAT Inclusive;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/01 for the Procurement of ICT Equipment from M/s. Amasya General Traders at Contract Sum of TZS 1,186,900.00 (In words: One Million One Hundred Eighty-Six Thousand Nine Hundred Shillings Only) VAT Inclusive;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/01 for the Procurement of HP Printer from M/s. Kingstar Trading Company Ltd at Contract Sum of TZS 861,400.00 (In words: Eight Hundred Sixty-One Thousand Four Hundred Shillings Only) VAT Inclusive;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/01 for the Procurement of ICT Equipment from M/s. Freedom Incredible Connection Ltd at Contract Sum of TZS 12,921,000 (In words: Twelve Million Nine Hundred Twenty-One Thousand Shillings Only) VAT Inclusive;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/18 for the Procurement of Materials used for the Production of Identity Cards from M/s. Technology Concept Ltd at Contract Sum of TZS 34,771,126.54 (In words: Thirty-Four Million Seven Hundred Seventy-One Thousand One Hundred Twenty-Six Cents Fifty-Four Shillings Only) VAT Inclusive;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/03 for the Procurement of Lanyard Cards at DUCE from M/s. Deuxmann Group Ltd at</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>Contract Sum of TZS 8,520,000.00 (In words: Eighty Million Five Hundred Twenty Thousand Shillings Only) VAT Inclusive;</p> <ul style="list-style-type: none"> <li>- Mini Competition Quotation No.PA/087/2022-2023/NC/08 for the Provision services of Air Conditions at DUCE from M/s. Jomea Investment Co.Ltd under Framework Agreement as when and where required basis through LPO;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/02 for the Procurement of Furniture and Fitting at DUCE from M/s. Olutu Formula 3 Auto Garage Ltd at Contract Sum of TZS 10, 148,000.00 (In words: Ten Million One Hundred Forty-Eight Thousand Shillings Only) VAT Inclusive;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/06 for the Procurement of Building Materials and Hardware at DUCE from M/s. Goodwell Company Ltd at Contract Sum of TZS 42,193,500.00 (In words: Forty-Two Million One Hundred Ninety-Three Thousand Five Hundred Shillings Only) VAT Inclusive;</li> <li>- Mini Competition Quotation No.PA/087/2022-2023/G/06 for the Procurement of Submersible Water Pump at DUCE from M/s. Ekaton Enterprises at Contract Sum of TZS 5,252,000.00 (In words: Five Million Two Hundred Fifty-Two Thousand Shillings Only) VAT Inclusive; and</li> <li>- Quotation No.PA/087/2022-2023/NC/07 for Hiring of Labour for Construction of Masonry Wall at DUCE from M/s Kikosi cha Polisi Ujenzi subject to Negotiation.</li> </ul>
2.	139 <sup>th</sup>	06 September 2022	Special	<p>Approved:</p> <ul style="list-style-type: none"> <li>- Tender Document No. PA/087/WB-HEET-P166415/262845/2022-2023/G/01 Lot 1-4 for Procurement and Installation of ICT Facilities &amp; E-learning Resources at DUCE;</li> <li>- Tender Document No. PA/087/WB-HEET-P166415/262865/2022-2023/G/03 Lot 1-2 for Procurement of furniture for Students Hostels and Lecturer Rooms at DUCE; and</li> <li>- Tender Document No. PA/087/WB-HEET-P166415/269724/2022-2023/W/01 for Procurement of Works for Construction and Installation of Network Backbone (Fiber optical) at DUCE through National Market approach.</li> </ul>
3.	140 <sup>th</sup>	05 October 2023	Special	<p>Approved:</p> <ul style="list-style-type: none"> <li>- Consultancy Selection (CQS) Method, Expression of Interest and Terms of Reference for Tender No. PA/087/WB-HEET-P166415/261296/2022-2023/C/01 for Provision of Consultancy Services for the New Design, Review of the Design and Rehabilitation, Construction Supervision of Building and Infrastructure, at DUCE;</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>- Consultancy Selection (CQS) Method, Expression of Interest and Terms of Reference for Tender No. PA/087/WB-HEET-P166415/261296/2022-2023/C/02 for Provision of Consultancy Services for Carrying Out Environmental and Social Impact Assessment (ESIA) for Construction Works at DUCE;</li> <li>- National Competitive Tendering Method and Bid Document No. PA/087/WB-HEET-P166415/261296/2022-2023/G/02 for the Procurement of Two (2) Motor Vehicles (Toyota Prado TXL-1), at DUCE; and</li> <li>- Single Source (SS) Method from M/s. TERNET and Quotation Document No. PA/087/2022-2023/NC/05 for the Provision of Internet Services of Bandwidth for 220 Mbps, at DUCE.</li> </ul>
4.	141 <sup>st</sup>	19 October 2022	Regular	<p>Approved:</p> <ul style="list-style-type: none"> <li>- Direct Procurement for the Non-Consultancy Services for Provision of Maintenance Vote Book Financial Management Information System at DUCE for Financial year 2022/23 from M/s. BICO at Contract sum TZS 5,000,000.00 (In words: Five Million Only) VAT Exclusive;</li> <li>- Direct Procurement for Advertisement for the Provision of Consultancy Services for Undertaking Environmental and Social Impact Assessment (ESIA) for the Proposed Construction work of the Postgraduate building with Science Research Laboratory and Faculty of Humanities and Social Sciences with Lecturer Rooms and Rooms for Students with Special Needs and Advertisement for Provision of Consultancy Services for Design, Review and Supervision of Construction of Building at DUCE, from M/s. Tanzania Standard Newspapers Ltd at Contract sum TZS 1,534,000.00 (In words: One Million Five Hundred Thirty Four Thousand Only) VAT Inclusive;</li> <li>- Direct Procurement for Advertisement for the Provision of Consultancy Services for Undertaking Environmental and Social Impact Assessment (ESIA) for the Proposed Construction work of the Postgraduate building with Science Research Laboratory and Faculty of Humanities and Social Sciences with Lecturer Rooms and Rooms for Students with Special Needs and Advertisement for Provision of Consultancy Services for Design, Review and Supervision of Construction of Building at DUCE, from M/s. Mwananchi Communication Ltd at Contract sum TZS 1,935,200 (In words: One Million Nine Hundred Thirty Five Thousand Two Hundred Only) VAT Inclusive;</li> <li>- Direct Procurement for Provision of Services for Motor Vehicles SU 36853 and SU 38728 from M/s. Kanana Motors General Supply at contract sum TZS 22,737,420 (Twenty-Two Million Seven Hundred</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>Thirty-Seven Thousand Four Hundred Twenty Shillings Only) VAT Inclusive;</p> <ul style="list-style-type: none"> <li>- Tender No.PA/087/2022-2023/NC/01 for the Provision of Security Services at Dar es Salaam University College of Education and AWARDED a contract to M/s. K4S Security Group Ltd at Contract Sum of TZS 16,600,000.00 (In words: Shillings: Sixteen Million, Six Hundred Thousand Only) per month;</li> <li>- Tender No.PA/087/2022-2023/NC/04 Lot 1-2 for Provision of Renting and Running Canted Sheds at DUCE and AWARDED M/s. Jeme Catering Services as a Highest Evaluated Bidder for tender at a Contract Sum of TZS 11,552,000.00 (In words: Shillings: Eleven Million, Five Hundred Fifty-Two Thousand Only) for Lot 1 (A, B &amp; C);</li> <li>- M/s. Kibangu Catering Services as a Highest Evaluated Bidder for tender at a Contract Sum of TZS 12,500,000.00 (In words: Shillings: Twelve Million, Five Hundred Thousand Only) for Lot 2 (D);</li> <li>- Quotation No.PA/087/2022-2023/G/10 for the Procurement of Various Text Books at Dar es Salaam University College of Education (DUCE), from M/s. Seifi School Centre at Contract Sum of TZS 22,786,110 (In words: Shillings: Twenty-Two Million, Seven Hundred Eight Six Thousand One Hundred Only) VAT Inclusive; and</li> <li>- APPROVED the following Mini Competition No.PA/087/2022-2023/NC/03 Lot 1-5 for Provision of Cleaning Services at DUCE. <ul style="list-style-type: none"> <li>i. Provision of Exterior Cleaning Services Lot 1 from M/s Chess International Ltd at Contract Sum TZS 4,602,000 (In words: Four Million Six Hundred Two Thousand Shillings Only) VAT Inclusive per Monthly in a Contract of one year;</li> <li>ii. Provision of Interior Cleaning Services Lot 1 from M/s Genesis Professional Cleaning Company Ltd at Contract Sum TZS 6,390,000.00 (In words: Six Million Three Hundred Ninety Thousand Shillings Only) VAT Exclusive per Monthly in a Contract of one year;</li> <li>iii. Provision of Exterior Cleaning Services Lot 2 from M/s Kishengweni Enterprises at Contract Sum TZS 3,398,400 (In words: Three Million Three Hundred Ninety Eight Thousand Four Hundred Shillings Only) VAT Inclusive per Monthly in a Contract of one year;</li> <li>iv. Provision of Interior Cleaning Services Lot 2 from M/s Hekima Cleaner Ltd at Contract Sum TZS 3,835,000 (In words: Three Million Eight Hundred Thirty Five Thousand Shillings Only) VAT Inclusive per Monthly in a Contract of one year; and</li> </ul> </li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>v. Provision of Sanitary Bin and Disposal of Sanitary Towel from M/s Kishengweni Enterprises at Contract Sum TZS 2,800,000 (In words: Two Million Eight Hundred Thousand Shillings Only) VAT Inclusive per Monthly in a Contract of one year.</li> <li>- APPROVED Mini Competition No.PA/087/2022-2023/G/06 Lot 1-5 for Procurement of Building Materials and Hardware as follows; <ul style="list-style-type: none"> <li>i. Procurement of Building Materials and Hardware from M/s Goodwell Company Ltd at Contract Sum TZS 13,706,400.00 (In words: Thirteen Million Seven Hundred Six Thousand Four Hundred Shillings Only) VAT Inclusive.</li> <li>ii. Procurement of Building Materials and Hardware from M/s Goodwell Company Ltd at Contract Sum TZS 29,769,500 (In words: Twenty-Nine Million Seven Hundred Sixty-Nine Thousand Five Hundred Shillings Only) VAT Inclusive.</li> <li>iii. Procurement of Building Materials and Hardware from M/s Bakippe Enterprises Ltd at Contract Sum TZS 1,090,000.00 (In words: One Million Ninety Thousand Shillings Only) VAT Inclusive</li> </ul> </li> <li>- Approved: Mini Competition No.PA/087/2022-2023/G/02 for Procurement of Furniture and Fitting at DUCE from M/s Strong Tower Investment Ltd at Contract Sum TZS 10,030,000 (In words: Ten Million Thirty Thousand Shillings Only) VAT Inclusive;</li> <li>- Approved Mini Competition No.PA/087/2022-2023/G/02 for Procurement of ICT Equipment at DUCE from M/s. Bakippe Enterprises Ltd at Contract Sum TZS 15,290,000.00 (In words: Fifteen Million Two Hundred Ninety Thousand Shillings Only) VAT Inclusive;</li> <li>- Approved Mini Competition No.PA/087/2022-2023/G/02 for Procurement of ICT Equipment at DUCE from M/s Nemy Company Limited at Contract Sum TZS 3,616,700.00 (In words: Three Million Six Hundred Sixteen Thousand Seven Hundred Shillings Only) VAT Inclusive;</li> <li>- Approved Quotation for Hiring of Laborer for Construction of College Masonry wall at DUCE through the Force Account Method and APPROVED the Proposed Government Institutions to be invited for Quotation; and</li> <li>- Approved Quotation for Hiring of Laborer for Construction of One (1) Classroom at Demonstration Primary School DUCE through the Force Account Method and APPROVED the Proposed Government Institutions to be invited for Quotation for the Construction of the Classroom.</li> </ul>
5.	142 <sup>nd</sup>	03 November 2021	Special	Approved:



No.	Meeting No	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>- Evaluation Report for Tender No.PA/087/WB-HEET P166415/262865/2022-2023/G/03 Lot 1-2 and award of contract to M/s Olotu Formula 3 Auto Garage Ltd, at contract sum TZS 101,480,000.00 for lot 1 and TZS 96,889,800 for Procurement of Furniture for Students Hostels and Lecture Rooms at DUCE;</li> </ul>
6.	143 <sup>rd</sup>	18 November 2022	Special	<ul style="list-style-type: none"> <li>- Tender Board Directive</li> <li>- Directed:</li> <li>- RE-TENDERING of the Tender No. PA/087/WB-HEET-P166415/ 262845/2022-2023/G/01 Lot 1-4 for Procurement and Installation ICT Facilities and e-Learning Resources at DUCE due to the budgetary reasoning. DIRECTED for the user department to split Lot 1 and 2 to add more lots to increase competitions among Suppliers and then DIRECTED FURTHER the user department to review the Technical specifications of the required items;</li> <li>- RETENDERING of Tender No. PA/087/WB-HEET-P166415/ 269724/2022-2023/W/01 for Procurement of Works for Construction and Installation of Network Backbone (Fiber Optical) at DUCE, due to the budgetary reasoning; and</li> </ul> <p>Approved:</p> <ul style="list-style-type: none"> <li>- Evaluation Report and award of contract for Tender No. PA/087/WB-HEET-P166415/ 262861/2022-2023/G/02 for Procurement of Two (2) Motor Vehicles at DUCE, from M/s. Toyota Tanzania Ltd, at contract sum of TZS 372,654,445.36 (Tanzanian Shillings: Three Hundred Seventy-Two Million Six Hundred Fifty-Four Thousand Four Hundred Forty-Five and Thirty-Six Cents Only) VAT Inclusive.</li> </ul>
7.	144 <sup>th</sup>	17 November 2023	Special	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- Evaluation Report and AUTHORIZED contract for Evaluation Report for Expression of Interest (Eoi) for Tender No. PA/087/WB-HEET-P166415/261296/2022-2023/C/01 for Provision of Consultancy Services for the New Design, Review of the Design and Supervision of Rehabilitation and Construction of Buildings and Infrastructure at DUCE to M/s OGM Consultants in Joint Venture with M/s Build Consult Tanzania Ltd, M/s Anova Consult Co. Ltd and M/s ML Engineering Consultancy Ltd for Consulting Services;</li> <li>- Evaluation Report and AUTHORIZED for Expression of Interest (Eoi) for Tender No. PA/087/WB-HEET-P166415/262860/2022-2023/C/02 for Provision of Consultancy Services for Undertaking Environmental and Social Impact Assessment (ESIA) for the Proposed Construction Works of the Postgraduate building with Science Research Laboratory and Faculty of Humanities with Lecture Rooms and Rooms for Students with</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>Special Needs at DUCE to M/s Kaskim Environmental Consultants of Tanzania in Joint Venture with M/s ECO Services (T) Ltd for Consulting Services;</p> <ul style="list-style-type: none"> <li>- Consultancy Qualifications Selection (CQS) Method and a Draft Bid Document No. PA/087/WB-HEET-P166415/261296/2022-2023/C/01 for Request for Proposal (RFP) of Consultancy Services for the New Design, Review of the Design and Supervision of Rehabilitation and Construction of Buildings and Infrastructure at DUCE; and</li> <li>- Consultancy Qualifications Selection (CQS) Method and a Draft Bid Document No. PA/087/WB-HEET-P166415/262860/2022-2023/C/02 for Request for Proposal (RFP) of Consultancy Services for Undertaking Environmental and Social Impact Assessment (ESIA) for the Proposed Construction Works of the Postgraduate building with Science Research Laboratory and Faculty of Humanities with Lecture Rooms and Rooms for Students with Special Needs at DUCE</li> </ul>
8.	145 <sup>th</sup>	07 November 2023	Special	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- Evaluation Report Subject to Negotiation to award M/s. Kaskim Environmental Consultancy of Tanzania in Joint Venture with M/s. ECO Services (T) Ltd for Tender No. PA/087/WB-HEET-P166415/262860/2022-2023/C/02 for Provision of Consultancy Services for Carrying Out Environmental and Social Impact Assessment (ESIA) for Construction Works of Postgraduate building with Science Research Laboratory and Faculty of Humanities and Social Sciences with Lecture Rooms for Students with Disabilities and Special Needs; and</li> <li>- Additionally, the Board ADVISED the Management to make sure that the negotiation team to be appointed will not reduce the scope of work during the negotiation process. Also, the Board INSISTED that during Negotiation Process, the team will have to review the rates quoted by the Consultant and compare them with AQRB (Architects and Quantity Surveyor Registration Board) recommended rates and possibly adopt them if they are low than those of the Consultant.</li> </ul>
9.	146 <sup>th</sup>	17 November 2023	Special	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- Negotiation Report for Tender No. PA/087/WB-HEET-P166415/262860/2022 2023/C/01 for Procurement of Consultancy Services for the New Design, Review of the Design and Rehabilitation, Construction Supervision of Building and Infrastructure at DUCE and award M/s. OGM Consultancy in association with M/s Building Consult Tanzania Ltd, M/s. Anova Consultancy Co. Ltd and M/s ML Engineering Consultancy Ltd a contract of total sum of TZS 631,515,940 (In</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>words: Six Hundred Thirty One Million, Five Fifteen Hundred Thousand and Nine Hundred Forty Shillings Only)VAT Inclusive;</p> <ul style="list-style-type: none"> <li>- Negotiation Report for Tender No. PA/087/WB-HEET-P166415/262860/2022-2023/C/02 for Provision of Consultancy Services for Carrying Out Environmental and Social Impact Assessment (ESIA) for Construction Works of Postgraduate building with Science Research Laboratory and Faculty of Humanities and Social Sciences with Lecture Rooms for Students with Disabilities and Special Needs at DUCE to M/s. Kaskim Environmental Consultancy of Tanzania in Joint Venture with M/s. ECO Services (T) Ltd a contract of a total sum of TZS 75,790,810 (In words: Seventy Five Million, Seventy Hundred Ninety Thousand Eighty Hundred Ten Shillings Only) VAT Inclusive; and</li> <li>- Addendum of the Contract No. PA/087/WB-HEET-P166415/262865/2022-2023/G/03 Lot 1-2 for Procurement of Furniture for Students Hostels and Lecture Rooms at DUCE (Additional conjoined seven seats) and award a contract to M/s. Olotu Formula 3 Auto Garage Ltd at a total contract of TZS 13,216,000.009 (In words: Thirteen Million Two Hundred Sixteen Thousand Shillings Only) VAT Inclusive.</li> </ul>
10.	147 <sup>th</sup>	02 March 2023	Regular	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- Receive and Discuss Monthly Procurement Reports from October to December 2022.</li> <li>- Receive and Discuss Approved Procurement through Circular Resolutions from July to December 2022;</li> <li>- Provision of Renting and Running Catering Service Progress Report for the Months of October to December 2022;</li> <li>- Provision of Renting and Running Cleaning Service Progress Report for the Months of October to December 2022;</li> <li>- Provision of Renting and Running Security Service Progress Report for the Months of October to December 2022; and</li> <li>- Min Competition for Office Consumable.</li> </ul>
11.	148 <sup>th</sup>	07 March 2023	Special	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- Evaluation Report for Tender No. PA/087/WB-HEET-P 166415/262845/2022-2023/G/01 Lot 1-4 for Procurement and Installation of ICT Facilities and e-Learning Resources and awarded the following;</li> <li>- i. Lot 1.M/s Pulsans Technology Ltd at a total of TZS 675,675,500.00 (In words, Six Hundred Seventy-Five Million Six Hundred Seventy-Five Thousand Five Hundred Only) VAT Inclusive for Procurement, Installation, Configure and Perform Testing (All in One Computer, Genuine Microsoft</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>SQL Server 2019 Standard 1 User CAL License with Extended Support, Laptop and Otter Licensed Software);</p> <ul style="list-style-type: none"> <li>- ii. Lot 2. M/s Paones General Trading Company Ltd at a total of TZS 315,987,926.00 ( In words, Three Hundred Fifteen Million Nine Hundred Eighty Seven Thousand Nine Hundred Twenty Six Only) VAT Inclusive for Procurement, Installation, Configuring and Perform Testing (Conference Camera, Conference Smart Board, Ceiling Loud Speaker, Printer, Ceiling Array Microphone, Network Mute Button, Heavy Duty Scanner, Heavy Duty Colored Printer, UPS 750VA, Scanners, Projector for Lecture Hall and Classrooms, Heavy Duty Photocopier, Graphics Printer and High Speed Printing Machine;</li> <li>- iii. Lot 3. M/s Pulsans Technology Ltd at a total of TZS 382,584,550.00 (In words, Three Hundred Eighty-Two Million Five Hundred Eighty Four Thousand Five Hundred Fifty Only) VAT Inclusive for Procurement, Installation, Configure and Perform Testing of Development Network Equipment;</li> <li>- iv. Lot 4. M/s Secure Point Ltd at a total of TZS 142,020,670 (In words, One Hundred Forty Two Million, Twenty Thousand, Six Hundred Seventy Only) VAT Inclusive for Procurement, Installation, Configure, Perform Testing and Training Members. (Library Items and CCTV Camera System).</li> <li>- Approved:</li> <li>- Evaluation Report for Tender No. PA/087/WB-HEET-P 166415/262845/2022-2023/W/01 for Procurement of Works for Construction and Installation of Network Backbone (Fiber Optic) and awarded M/s Paones General Trading Company Ltd at a total sum of TZS 186,624,080 (In words, One Hundred Eighty-Six Million Six Hundred Twenty Four Thousand Eighty Only) VAT Inclusive; and</li> <li>- Addendum to the contract Tender PA/087/WB-HEET-P 166415/262865/2022-2023/G/03 Lot 1-2 for the Procurement of Furniture for Students Hostels and Lecturer Rooms at a contract sum of TZS31,624,000 (in words Tanzania Shillings: Thirty One Million Six Hundred Twenty Four Thousand only) VAT Inclusive.</li> </ul>
12.	149 <sup>th</sup>	06 April2023	Regular	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- National Competitive Tendering Method and Draft Bid Document No.PA/087/2022-2023/NC/01 for the Procurement of Security Services at DUCE;</li> <li>- National Shopping Method and Draft Bid Document PA/087/2022-2023/G/22 for Procurement of Service Satellite Imagery Data at DUCE;</li> <li>- Recommendations and Authorize Acceptance of the Tender and Award a contract to M/s Heloa Distribution Company Ltd at a total of TZS</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				6,120,000.00 (In words, Six Million, One Hundred Twenty Thousand Only) per year; and <ul style="list-style-type: none"> <li>- Procurement of ICT Equipment's from M/s Helsak Enterprises Ltd at Contract Sum TZS 1,980,000.00 (In words: One Million Nine Hundred Eighty Thousand Shilling Only) VAT Inclusive.</li> </ul>
13.	150 <sup>th</sup>	19 November 2023	Special	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- Cost Qualification Based Selection (CQBS) method Request for Expression of Interest (REOI) and Terms of Reference for the Review of the Design and Rehabilitation Documents, Preparation of Bidding Documents and Cost Estimates at DUCE;</li> <li>- Cost Qualification Based Selection (CQBS) method Request for Expression of Interest (REOI) and Terms of Reference for the Supervision of the Construction Building and Rehabilitation Works at DUCE; and</li> <li>- Consultants Qualification Selection (CQS) Method Request for Expression of Interest (REOI) and Terms of Reference for Tender No. PA/087/WB-HEET-P166415/352861/2022-2023/C/02 for Consultancy Services for Environmental and Social Impact Assessment (ESIA) for Construction Work at DUCE.</li> </ul>
14.	151 <sup>st</sup>	21 June 2023	Special	<ul style="list-style-type: none"> <li>- Approved:</li> <li>- Following qualified shortlisted firms for Expression of Interest (Eoi) for Tender No. PA/087/WB-HEET-P166415/352861/2022-2023/C/01 for Provision of Consultancy Services for:</li> <li>- (a) Review of the Design and Rehabilitation Documents, Preparation of Bidding Documents and Cost Estimates; and</li> <li>- (b) Supervision of Construction Building and Rehabilitation Work at DUCE as follow.</li> <li>- M/s Sky Architects Consultant, P.O. Box 12671 Dar es Salaam;</li> <li>- M/s OGM Consultant, P.O. Box 32428, Dar es Salaam;</li> <li>- M/s M+M Architects Co. Limited, P.O. BOX 80126, Dar es Salaam,</li> <li>- M/s Inter Consult Ltd, P.O. Box 423 Dar es Salaam, Tanzania,</li> <li>- M/s Mekon Arch Consult Ltd, P.O. Box 31924, Dar es Salaam,</li> <li>- M/S Y/P Architects (T) Ltd, P.O. Box 12072 Dar es Salaam,</li> <li>- M/s Nosuto Associates Architects, P.O. Box 891 Dar es Salaam,</li> <li>- M/s Digital Space Consultancy, P.O. Box 65555, Dar es Salaam.</li> <li>- APPROVED:</li> <li>- Quality and Cost Based selection Method (QCBS) Method of Procurement and Draft Bid Documents No. PA/087/WB-HEET-P166415/352274/2022-</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				2023/C/01 for Provision of Consultancy Services for; <ul style="list-style-type: none"> <li>- Review of Design and Rehabilitation Documents, Preparation of Bidding Documents and Cost Estimates and, Supervision of Construction Building and Rehabilitation Work at DUCE.</li> </ul>
15	152 <sup>nd</sup>	31 July 2023	Regular	Main Agenda
				<p>Approved:</p> <ul style="list-style-type: none"> <li>- National Competitive Tendering Method and Draft Bid Document No.PA/087/2022-2023/NC/04 Lot 1-2 for the Provision of Renting and Running Canteen Sheds A, B, C and D at Dar es Salaam University College of Education</li> <li>- Minor Value Procurement for Quotation No.PA/087/2022-2023/G/12 for Procurement of Medical Supply from M/s Anudha Ltd at contract sum of Tshs. 755,000.00 (In words, Seven Fifty Five Thousand Shilling Only) VAT Exclusive.</li> <li>- Direct Procurement for the Provision of Maintenance for the Votebook System to M/s BICO at contract sum of Tshs. 5,000,000.00 (In words: Five Million Shilling Only) VAT Inclusive.</li> <li>- Direct Procurement for the Provision of Network Development -Virtual Services to M/s. National Internet Data Center at a contact sum of Tshs.5,681,435.20 (In words: Five Million Six Hundred Eighty One Thousand Four Hundred Thirty- Five Shilling and Twenty Cents Only) VAT Inclusive.</li> <li>- Direct Procurement for Printing and Binding of Journal of Education, Humanities and Science, Vol.12 No. 1, 2023 to M/s. Educational Publishers and Distributors Ltd, at contract sum of TZS 4,940,000.00 (In words: Four Million Nine Hundred Forty Thousand Shilling Only) VAT Exclusive.</li> <li>- Direct Procurement for the Provision of Services for Car Track system for College Motor vehicles to M/s. Car Track Tanzania Ltd at a contact sum of TZS 9,611,240.0000 (In words: Nine Million Six Hundred Eleven Thousand Two Hundred Forty Shilling Only) VAT Inclusive.</li> <li>- Mini Competition for the Procurement of White Board to M/s. Zamzam Stationery Supermarket Ltd at contact sum of TZS 401,200.00 (In words: Four Hundred One Thousand and Two Hundred Shilling Only) VAT Inclusive.</li> <li>- Mini Competition for the Procurements of Cleaning Services (Emptying Waste Water from Septic Tanks and Soak away Pits) to M/s. Clays Distributors under framework agreement as when and where required basis through LPO.</li> <li>- Mini Competition Mini Competition Mini Competition for Procurement of Stationeries and</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>Office Supplies under framework agreement as when and where required basis through LPO.</p> <ul style="list-style-type: none"> <li>- Mini Competition Mini Competition for Procurement of services for air conditioner to M/s. Jomea Investment Co. Ltd under framework agreement.</li> <li>- Mini Competition for Plumbing and Aluminium Materials to M/s. Ekaton Enterprises at contract sum of Tshs. 9,723,714.00 (In words: Nine Million Seven Twenty Three Thousand Seven Fourteen Shilling Only) VAT Inclusive.</li> <li>- Mini Competition for the Procurement of Office Consumable M/s. Status Investment Company Ltd under framework agreement as when and where required basis through LPO</li> </ul>
16	153 <sup>rd</sup>	18 August 2023	Special	<b>Main Agenda</b>
				<p>Tender Board Directive</p> <ul style="list-style-type: none"> <li>- Technical Proposal Evaluation Report for Bid No. PA/087/WB-HEET-P166415/262860/2022-2023/C/01 for the Procurement of Consulting Services for: (i) Review of design and rehabilitation documents, preparation of bidding documents and cost estimates and (ii) Supervision of the construction building and rehabilitation works.</li> <li>- The board did not approve the report, returned and it was directed that the evaluation committee shall review the report and correct and noted anomalies and re-submit the report to the Board for decision.</li> </ul>
17	154 <sup>th</sup>	13 September 2023	Special	<b>Main Agenda</b>
				<p>Tender Board Directive</p> <ul style="list-style-type: none"> <li>- Combined Technical and Financial Proposal Evaluation for Bid No. No. PA/087/WB-HEET P166415/262860/2022-2023/C/01 for Procurement of Consulting Services for: (i) Review of design and rehabilitation documents, preparation of bidding documents and cost estimates and (ii) Supervision of the construction building and rehabilitation works at DUCE.</li> <li>- The Board discussed the report and approved the recommended lowest evaluated bidder M/s OGM Consultants I association with M/s Building Consult Tanzania Ltd of Tanzania/s Anova Consult Ltd of Tanzania and M/s ML Engineering Consultancy Ltd of Tanzania subject to the negotiation. Moreover, the Board directed that the final contract price should be within the College Budget, and the negotiation process should not involve reducing the quantity and quality of proposed works.</li> </ul>



No.	Meeting No	Date held	Type	Main Agenda
18	155 <sup>th</sup>	18 November 2023	Regular	Main Agenda
				<p>Approved:</p> <ul style="list-style-type: none"> <li>- Mini Competition Quotation No.TR78/2023-2024/G/04 for Procurement of Building Materials and Hardware from M/s. Abbevill Company Limited at contract sum of Tshs. 6,559,731.00 (In words, Six Million Five Hundred Fifty-Nine Thousand Seven Hundred Thirty One Shilling Only) VAT Exclusive.</li> <li>- Mini Competition Quotation No.TR78/2023-2024/G/05 for Procurement of Materials for production of Identity Cards from M/s. Fasonel Company Limited at contract sum of TZS 49,796,000.00 (In words, Forty Nine Million Seven Hundred Ninety Six Thousand Shilling Only) VAT Exclusive.</li> <li>- Minor Value for Quotation No.TR78/2023-2024/G/12 for Procurement and Fixing Printed Banners for Graduation Ceremony from M/s. Nyasumi Enterprises Limited at contract sum of TZS 2,599,000.00 (In words, Two Million Five Hundred Ninety Nine Thousand Shilling Only) VAT Inclusive.</li> <li>- Minor Value for Quotation No.TR78/2023-2024/NC/24 for Procurement of Hiring Tens for seven (7) days from M/s. Kuambiana Investment Company Limited at contract sum of Tshs. 4,790,800.00 (In words, Four Million Seven Hundred Ninety Thousand Eighty Hundred Shilling Only) VAT Inclusive.</li> <li>- Minor Value for Quotation No.TR78/2023-2024/G/29 for Procurement of Uniform for Orientations from M/s. Nyasumi Enterprises Limited at contract sum of TZS 1,080,000.19 (In words, One Million Eighty Thousand Shilling Cents Nineteen Only) VAT Inclusive.</li> <li>- Direct Procurement for Equipment for Network Development at Dar es Salaam University College of Education (DUCE) to M/s. National Internet Data Centre at contract sum of Tshs. 1,550,000.00 (In words, One Million Eighty Five Hundred Fifty Thousand Shilling Only) VAT Inclusive.</li> </ul>
19	156 <sup>th</sup>	18 February 2024	Regular	Main Agenda
				<p>Approved:</p> <ul style="list-style-type: none"> <li>- Evaluation Report for Tender No.TR78/2023/24/NC/37 for Provision of Exterior Cleaning Services from M/s Genesis Professional Cleaning Company Ltd at a total of TZS 11,250,000.00 (In words, Eleven Million Two Hundred Fifty Thousand Only) per month VAT Exclusive, Contract will be for Twelve Months.</li> <li>- Evaluation Report for Tender No.TR78/2023/24/NC/36 for Provision of Interior</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>Cleaning Services from M/s Sosamy Trader and General Supplies Co. Ltd at a total of TZS 6,760,000.00 (In words: Six Million Seven Hundred Sixty Thousand Only) per month VAT Exclusive, Contract will be for Twelve Months.</p> <ul style="list-style-type: none"> <li>- Evaluation Report for Tender No.TR78/2023/24/NC/35 for Provision of Services for Waste and Garbage Collections from M/s Kishengweni Enterprises Ltd at a total of TZS 2,372,928.00 (In words, Two Million Three Hundred Seventy-Two Thousand Nine Hundred Twenty Eight Only) per month VAT Exclusive, Contract will be for Twelve Months</li> <li>- Tender No.TR78/2023-2024/NC/41 for Provision of Services for Leasing DUCE Building to M/s Loyce Atieno Migire at a total of TZS 7,552,000.00 (In words, Seven Million Five Hundred Fifty-Two Thousand Only) per year.</li> <li>- Mini Competition for Tender No.TR78/2023-2024/G/23 for Procurement of Office Consumable from M/s Seriakitasha General Enterprises at Contract Sum TZS. 9,086,000.00 (In words: Nine Million Eighty-Six Thousand Only) VAT Inclusive.</li> <li>- Mini Competition for Tender No.TR78/2023-2024/G/24 for Procurement of Office Stationery from M/s Ndendya Enterprises at Contract Sum TZS 5,748,800.00 (In words: Five Million Seven Hundred Forty Eight Thousand Eight Hundred Only) VAT Exclusive.</li> <li>- Mini Competition for Tender No.TR78/2023-2024/G/08 for Procurement of Furniture and Fittings from M/s Prime Zone Ltd under framework agreement when and where required as per bid validity period.</li> <li>- Mini Competition for Tender No.TR78/2023-2024/G/26 for Procurement of Projector Screen from M/s Ovifocus Ltd at Contract Sum TZS 1,880,000.00 (In words: Shillings: One Million Eight Hundred Eighty Thousand) VAT Exclusive.</li> <li>- Mini Competition for Tender No.TR78/2023-2024/G/23 for Procurement of Answer Booklets from M/s Zonal Africa under framework agreement when and where required as per bid validity period.</li> <li>- Mini Competition for Tender No.TR78/2023-2024/G/40 for Procurement of Building Materials and Hardware from M/s Keko Mwanga Timber and Hardware Store at Contract Sum TZS. 3,743,100.00 (In words: Three Million Seven Hundred Forty Three Thousand One Hundred) VAT Exclusive.</li> <li>- <b>DISCUSSED</b> Mini Competition for Tender No.TR78/2023-2024/G/11 for Procurement of Calendar and Diary from M/s. Professional Photo Lab Ltd at Contract Sum TZS. 5,310,000.00 (In</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<p>words: Shillings: Five Million Three Hundred Ten Thousand) VAT Inclusive.</p> <ul style="list-style-type: none"> <li>- Minor Value for Tender No.TR78/2023-2024/G/31 for Procurement of Medicines from M/s Samiro Pharmaceutical Ltd at Contract Sum of TZS. 5,632,390.00 (In words: Shillings: Five Million Six Hundred Thirty Two Thousand Three Hundred Ninety Only), VAT Exclusive.</li> <li>- Minor Value for Tender No.TR78/2023-2024/G/31 for Procurement of Medical Supplies from M/s Anudha Ltd at Contract Sum of TZS. 1,270,000.00 (In words: Shillings: One Million Two Hundred Seventy Thousand Only), VAT Exclusive.</li> <li>- Direct Procurement for the Provision of Services to Motor Vehicles SU 41718 from M/s. Kahwa Auto Mechanical at Contact Sum of TZS 14,636,130.00 (In words: Shillings: Fourteen Million Six Hundred Thirty Three Thousand and One Thirty Only) VAT Inclusive.</li> </ul>
20	157 <sup>th</sup>	18 April 2024	Regular	Main Agenda
				<p>Approved:</p> <ul style="list-style-type: none"> <li>- Mini Competition Quotation No.TR78/2023-2024/G/26 for Procurement of HP Printer from M/s Omnitech Engineering Company Ltd at a contract sum of <b>TZS 927,665.70</b> (In words: Nine Hundred Twenty-Seven Thousand Six Hundred Sixty-Five Shilling and Seventy Cent Only) VAT Exclusive.</li> <li>- Mini Competition Quotation No.TR78/2023-2024/G/42 for Procurement of Office Stationery from M/s Kitasha General Enterprises at a contract sum of TZS 5,357,200.00 (In words: Five Million Three Hundred Fifty-Seven Thousand Two Hundred Shilling Only) VAT Inclusive.</li> <li>- Mini Competition Quotation No.TR78/2023-2024/G/40 for Procurement of Building Materials from M/s Efficient Traders Co Ltd at a contract sum of TZS 927,400.00 (In words: Nine Hundred Twenty-Seven Thousand Four Hundred Shilling Only) VAT Inclusive.</li> <li>- Minor Value Procurement for Quotation No.TR78/2023-2024/G/42 Procurement of Materials for Maintenance of RISO Machines from M/s Neo Tech &amp; Services Ltd at a contract sum of TZS 4,436,879.99.00 (In words: Four Million Four Hundred Thirty-Six Thousand Eight Hundred Seventy-Nine Shilling and Ninety-Nine Cent Only) VAT Inclusive.</li> <li>- Direct procurement for Quotation No.TR78/2023-2024/NC/42 for Provision of advertisement services from M/s Mwananchi Communications Ltd at a contract sum of TZS 967,600.00 (In words: Nine Hundred Sixty-Seven Thousand Six Hundred Shilling Only) VAT Inclusive.</li> </ul>

No.	Meeting No	Date held	Type	Main Agenda
				<ul style="list-style-type: none"> <li>- Direct Procurement through Quotation no. 01741 for Provision of Service and Maintenance for Motor Vehicle SU 46332 from M/s Toyota Tanzania Ltd at a contract sum of TZS 821,103.00 (In words: Eight Hundred Twenty-One Thousand One Hundred and Three Only Shillings Only) VAT Inclusive.</li> <li>- Evaluation Reports for Provision of Service for Leasing DUCE Building to M/s Heloa Distribution Company Ltd to lease DUCE Building Block (DUCE/BOT/BLC/003/03) at a Contract sum of TZS 2,630,037.69 (In word: Two Million Six Hundred Thirty Thousand Thirty-Seven Shillings and Sixty Nine Cent only)</li> <li>- Evaluation Reports for Provision of Service for Leasing DUCE Building to M/s Patrick Julius Mars to lease DUCE Building Block (DUCE/BOT/BLC/003/01) at a contract sum of TZS 2,124,000.00 ( In word: Two Million One Hundred Twenty-Four Thousand Shillings Only)</li> <li>- Evaluation Reports for Provision of Service for Leasing DUCE Building to M/s Traceful Guard Ltd to lease DUCE Building Block (DUCE/BOT/BLC/003/02) at a contract sum of TZS 2,124,000.00 (In word: Two Million One Hundred Twenty-Four Thousand Shillings Only)</li> </ul>

Source: Tender Board Meeting papers.

## (ii) Attendance of Tender Board Members 2023/24

The Tender board members attendance in the meetings held during the year is summarized in the Table 28.

**Table 28: Attendance of Tender Board Members for the Year 2023/24**

No.	Name	Meeting						
		138 <sup>th</sup>	139 <sup>th</sup>	140 <sup>th</sup>	141 <sup>th</sup>	142 <sup>nd</sup>	143 <sup>rd</sup>	144 <sup>th</sup>
1	Dr. David M. Kacholi	P	P	P	P	P	P	P
2	Dr. Hezron Z. Onditi	P	A	P	P	P	A	A
3	Dr. Loveluck P. Muro	A	P	P	P	P	P	P
4	CPA. Miraji S. Mohamed	P	P	A	P	P	A	A
5	Ms. Stella S. Mossi	P	P	P	P	A	P	P
6	Ms. Magreth M. Mbwana	P	P	P	A	P	P	P
7	QS. John M. Gati	P	P	P	P	P	P	P
No	Name	145 <sup>th</sup>	146 <sup>th</sup>	147 <sup>th</sup>	148 <sup>th</sup>	149 <sup>th</sup>	150 <sup>th</sup>	151 <sup>st</sup>
1	Dr. David M. Kacholi	P	P	P	P	P	P	P
2	Dr. Hezron Z. Onditi	A	P	P	P	A	P	A
3	Dr. Loveluck P. Muro	P	P	P	P	P	P	P
4	CPA. Miraji M. salehe	A	A	P	P	P	P	P
5	Ms. Stella S. Mossi	P	P	A	P	P	P	A
6	Ms. Magreth M. Mbwana	A	P	P	A	P	P	P
7	QS. John M. Gati	p	P	P	P	P	P	P

No	Name	152 <sup>nd</sup>	153 <sup>rd</sup>	154 <sup>th</sup>	155 <sup>th</sup>	156 <sup>th</sup>	157 <sup>th</sup>
1	Dr. David M. Kacholi	P	P	P	P	P	P
2	Dr. Hezron Z. Onditi	A	A	P	P	A	P
3	Dr. Loveluck P. Muro	p	P	P	P	P	A
4	CPA. Miraji M. salehe	P	P	P	P	P	P
5	Ms. Stella S. Mossi	P	P	P	P	P	P
6	Ms. Magreth M. Mbwana	P	P	A	P	A	P
7	QS. John M. Gati	p	P	P	A	P	P

Source: Tender Board Meetings attendance register

**KEY:**

- P - Present  
A - Absent with apology  
AB - Absent without apology  
ALT - Present through an alternative  
N/A - Not a member

## 2.8.5 Strengthening College Governance

- During the year under review, the College continued to put emphasis on compliance with the University of Dar es Salaam Charter, 2005; DUCE Charter, 2010; Public Procurement Act, Cap 410; Governing Board Charter; and other legislations, regulations, policies and standards in executing its mandate;
- The College continued to nurture its relationship with external stakeholders, seeking to gain confidence and trust in protecting the College's reputation. In order to ensure its good image, the College continued to address stakeholders' needs, expectations and providing timely response to stakeholders' inquiries. Also, the College continued to participate in various activities at regional and national levels, to disseminate information and provide public awareness on its operations, roles and functions; and
- The College participated in various public education programs that were aimed at sensitizing the public on the roles and functions of the College. Regarding this, the College participated in five (5) exhibition events, namely: the Saba Saba exhibitions, University of Dar es Salaam Research and Innovation Week, College Research and Innovation Week, MAKISATU and Tanzania Commission for Universities (TCU) exhibitions.
- Provision of Seminar to former Board Members on Financial reporting and evaluation of financial statements, and leadership seminar to enhance leadership skills and competencies

## 2.9 CAPITAL STRUCTURE

DUCE is wholly owned by the Government of the United Republic of Tanzania, and its Capital Funds is made up of Government contributed assets.

## 2.10 CASH FLOW PROJECTION

The College had a projected Budget of TZS 37.8 billion for the Financial Year 2023/24, out of which up to 30 June 2024, the College managed to collect TZS 31.6 billion. The variance is due to unreleased Government Funds for Capital development and low students' enrolment than budgeted.

Controller and Auditor General

AR/PA/DUCE/2023/24

## 2.11 FINANCIAL PERFORMANCE

### 2.11.1 Financial Results

During the period ended 30 June 2024, the College recorded an operating cash Deficit of TZS. 338.5 Million and accounting deficit of TZS 1.2 Billion compared to an operating cash surplus of 1.2 Billion and accounting deficit of TZS 1.3 Million for the year ended 30 June 2023 respectively. As detailed in the Statement of Financial Performance summarized in Table 29. The main cause of the accounting deficit is due to wear and tear of the fixed assets, which are mainly financed by Donor and Government funds than our meagre internally generated revenues.

**Table 29: Financial Results for the Year ended 30 June 2024**

Description of Item	Result on Cash Base	Result on Non-Cash Base
Total Revenue	30,885,195,502	31, 616,212,000
Total Expenses	31,223,733,126	32,822,926,000
Surplus/(Deficit)	(338,537,624)	(1,206,714,000)

### 2.11.2 Financial Position

As at 30 June 2024, the College had closing cash balance of TZS 4.13 Billion compared to TZS 5.95 Billion as at 30 June 2023. The College had net asset of TZS 50.92 Billion compared to TZS 52.12 Billion as at 30 June 2023. The College has maturing obligation of TZS 1.26 Million and current assets of TZS 4.89 Billion, which is 3.87 times to meet its maturing obligations as shown in the Statement of Financial Position.

## 2.12 RISK MANAGEMENT AND INTERNAL CONTROL

The College has Risk Management Framework and Risk Register which are in compliance with Ministry of Finance and Planning Risk Management Framework which is being updated from time to time as per arising needs. Also, the College has a Risk Coordinator as per Treasury Registrar's directives and available guidelines. The College Board is vested with the overall responsibility for risk management and internal control systems of the College. Further, the College Management is responsible for ensuring that adequate internal financial and operational control systems are developed and maintained on an on-going basis in order to provide reasonable assurance regarding:

- (a) The effectiveness and efficiency of operations;
- (b) The safeguarding of the College's assets;
- (c) Compliance with applicable laws and regulations;
- (d) The reliability of accounting records; and
- (e) Responsibility behaviours towards all stakeholders.

## 2.13 SOLVENCY

The College Governing Board confirms that applicable accounting standards have been followed and that the financial statements have been prepared on a going concern basis. The Board has

reasonable expectation that the College has adequate resources to continue in operational existence for the foreseeable future.

## **2.14 EMPLOYEES' WELFARE**

### **2.14.1 Management and Employees' Relationship**

DUCE Management and Staff enjoy a friendly and effective organizational environment accruing from the leadership direction and support of the College Management through process management and providing staff with the necessary resources. The Management and staff relationship for the Financial Year 2023/24 was generally healthy.

### **2.14.2 Training Facilities**

DUCE recognizes that human capital is the most important resource and as such it is committed to the training, development and education of its workforce. The College believes that in doing so it will be able to produce highly qualified, confident, professional and competent staff. In the Financial Year 2023/24, a total number of 87 members of staff are on training, out of which 71 are members of academic staff and 16 administrative staff. A total amount of TZS 728,612,000 has been incurred in 2023/2024 compared to TZS 1,237,411,000 incurred in 2022/2023.

### **2.14.3 Medical Assistance**

The College through its Dispensary continues to provide protective gears whereby a total of 22,400 male condoms were distributed at the College to its students and DUCE community and ensures existence of sound policy and strategies pertaining to HIV and AIDS. Also, six students living with HIV/AIDS have been supported with food allowance of 40,000/= shillings per person per month where by a total of 860,000/= have been spent, The College Dispensary rendered modern health services to both staff and students of DUCE. Only complicated cases were referred to Temeke Hospital, Hurbert Kairuki Memorial Hospital and Muhimbili National Hospital.

### **2.14.4 Financial Assistance**

The College has entered into agreements with various commercial banks and financial institutions to provide insured bank loan schemes to staff and staff benefited from these loans.

### **2.14.5 Sports**

The College managed to facilitate 28 staff to participate in SHIMMUTA competition held on November 2023, The College also facilitates physical exercise for staff to maintain their fitness and health.



## 2.14.6 Employees Benefit Plan

The College contributes to defined contributions plan and pays pension contributions. However, during the year the College paid pension contribution to Public Servant Social Security Fund (PSSSF) and National Social Security Fund (NSSF) as per the Social Securities Law.

## 2.14.7 Persons with Disability

The College is implementing “an equal opportunity employer” policy whereby employment opportunities are advertised and follow a competitive process. In the process, the College has been getting staff of all calibres including disabled staff and continued to improve its infrastructures so as to meet their demands like construction of ramps and lift. It gives equal access to employment opportunities and ensures that the best available persons are appointed to any given position free from discrimination of any kind and without regard to factors like gender, marital status, tribes, religion and disability which does not impair ability to discharge duties. The College has 10 staffs with different special needs and 2 personal assistants.

## 2.15 GENDER ISSUES

The College has increased its efforts towards achieving gender balance and competence. The total summary of employees as at June 2024 is 605. The distribution is 264 (43.6%) female and 341 (56.4%) Male. **Table 30** indicates staff position as at 30 June 2024.

**Table 30: Staff Position by Gender as at 30 June 2024**

No.	Department/Faculty	Female	Male	Total
1.	Faculty of Science	32	56	88
2.	Faculty of Education	37	59	96
3.	Faculty of Humanities	37	80	117
4.	Directorate of Library Services	17	14	31
5.	Finance Unit	4	13	17
6.	Directorate of Administration and Human Resources Management	36	16	52
7.	Information, Communication and Technology Unit	2	9	11
8.	Internal Audit	1	3	4
9.	Communication and Marketing Unit	1	0	1
10.	Planning and Development Unit	1	2	3
11.	Estates and Construction Department	0	10	10
12.	Procurement Management Unit	5	3	8
13.	Directorate of Students Services	14	7	21
14.	Legal Unit	2	1	3
15.	Auxiliary Police	2	6	8
16.	Transport Unit	0	5	5
17.	Demonstration Schools	58	45	103
18.	Dispensary	15	12	27
	<b>Total</b>	<b>264</b>	<b>341</b>	<b>605</b>



## **2.16 ENVIRONMENT**

The College has been implementing the National Environmental Policy as well as developed DUCE Environmental Policy and Operational procedures whose salient features, among others, include prevention and control of degradation of land, water, vegetation and air which constitute our life support systems, raising of public awareness on understanding of the essential linkage between environment and development and promote individual and community participation in environmental action. Environmental issues are also incorporated in the College Rolling Strategic Plan.

## **2.17 CONTRIBUTION AND SUBSCRIPTIONS**

During the period ended 30 June 2024 the College managed to pay TZS 29,961,474.00 for membership subscriptions for some staff and TZS. 52,350,000.00 for institutional contribution.

## **2.18 COMPLIANCE WITH LAWS AND REGULATIONS**

In performing the activities of the College, various laws and regulations having the impact on the Colleges operations were observed including the Budget Act, the Electronic Transaction Act, College Charter, Board Charter, the Finance Act, College Financial Regulations, and Public Standing Order

## **2.19 VESTED INTEREST**

The Board Members of the College have no vested interest on different projects/businesses within the College.

## **2.20 RELATED PARTY TRANSACTIONS**

During the Period ended 30 June 2024, 11 members of the Governing Board were paid Governing Board fee on quarterly basis and key management members were paid responsibility and airtime allowance on monthly basis as shown under Note 37.

## **2.21 SERIOUS PREJUDICIAL MATTERS**

During the Period ended 30 June 2024, all serious prejudicial matters to report as required by Tanzania Financial Reporting Standard No.1 (Governing Board's Report) have been explained in Note 39 and 40.

## **2.22 STATEMENT OF COMPLIANCE**

The Governing Board Report has been prepared in full compliance with requirements of the Tanzania Financial Reporting Standards No.1 (Governing Board's Report).

## **2.23 AUDITORS**

### **2.24**

The Controller and Auditor General is the Statutory Auditor of the Dar-es-Salaam University College of Education (DUCE) by virtue of Article 143 of the Constitution of the United Republic of Tanzania as amplified in section 32(4) of the Public Audit Act, Cap. 418 [R.E. 2021].

## **2.25 APPROVAL**

The Financial Statements will be submitted to the Controller and Auditor General (CAG) on or before 30 August 2024 and will be approved and authorized for issuance after being tabled on and discussed by the Parliament on or by 31 March 2025.

### 3.0 STATEMENT OF RESPONSIBILITY BY THOSE CHARGED WITH GOVERNANCE

Members of the Governing Board are required under Section 19 (1) of the College Charter, 2010 made under Section 25 of the Universities Act No.6, 2005 to prepare Financial Statements for each reporting period a Statement of Financial position, Statement of Financial Performance, Cash Flow Statement, Statement of Changes in Net Assets, Statement of Comparison of Budget against Actual amount and Notes to the Financial Statements of the College as at the end of the Financial Year that give a true and fair view of the state of affairs of the College. Further, the Board accepts responsibility for the maintenance of accounting records that may be relied upon in the preparation of financial statements, as well as adequate systems of internal financial control. The Board is responsible for safeguarding the assets of the College and hence for taking reasonable steps for the prevention and detection of fraud, error and other irregularities.

The Board accepts responsibility for the annual financial statements, which have been prepared using appropriate accounting policies supported by reasonable and prudent judgments and estimates, in conformity with the accrual basis of International Public-Sector Accounting Standard (IPSAS), in the manner required by the Section 30 of the Public Finance Act, CAP. 348 [R.E 2020] and University Act No. 6 of 2005. Board members hereby confirm that suitable accounting policies have been used and applied consistently, and that reasonable and prudent judgments and estimates have been made in the preparation of the Financial Statements for the year ended 30 June 2024. To the best of our knowledge, the system of internal control has operated adequately throughout the reporting period and that the records and underlying accounts provide a reasonable basis for the preparation of the financial statement for the 2023/24 Financial Year. We accept responsibility for the integrity of the Financial Statements, the information it contains, and its compliance with the Public Finance Act, CAP. 348 (R.E 2020) and other instructions from the Treasury Registrar.

Procurement of goods, works, consultancy, and non-consultancy services to the extent that they are reflected in these financial statements have been done in accordance with the Public Procurement Act, Cap 410. The Board believes the Financial Statements give a true and fair view of the state of financial affairs of the College. Nothing has come to the attention of the Board to indicate that the College will not remain a going concern for at least the next twelve months from the date of this statement.

BY ORDER OF THE GOVERNING BOARD



Prof. William A.L. Anangisye  
CHAIRPERSON



Prof. Stephen O. Maluka  
PRINCIPAL

DATE: 25/03/2025


#### 4.0 DECLARATION BY THE HEAD OF FINANCE

The National Board of Accountants and Auditors (NBAA) according to the Power conferred under the Auditors and Accountants (Registration) Act No.33 of 1972, as amended by Act No.2 of 1995 requires Financial Statements to be accompanied with a declaration issued by the Head of Finance responsible for the preparation of Financial Statements of the entity concerned.

It is the duty of a Professional Accountant to assist the Board of Directors/ Management to discharge the responsibility of preparing Financial Statements of an entity showing true and fair view of the entity position and performance in accordance with applicable International Accounting Standards and statutory financial reporting requirements. Full legal responsibility for the preparation of financial statements rests with the Board of Directors as under Directors' responsibility statement on an earlier page.

I, CPA MIRAJI MOHAMED, the Head of Finance of Dar es Salaam University College of Education hereby acknowledge my responsibility of ensuring that Financial Statements for the year ended 30 June 2024 have been prepared in compliance with applicable accounting standards and statutory requirements.

I thus confirm that the Financial Statements give a true and fair view of the financial position of the Dar es Salaam University College of Education on that date and that they have been prepared based on properly maintained records.

SIGNATURE:   
NAME: MIRAJI MOHAMED  
POSITION: HEAD OF FINANCE  
NBAA Membership No: ACPA (T) 1487  
DATE: 25/02/2025

## 5.0 FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

### 5.1 STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2024

ASSETS	NOTES	2023/24 TZS "000"	2022/23 TZS "000"
<b>CURRENT ASSETS</b>			(Restated)
Cash and Bank Balances	1	4,126,017	5,950,023
Receivables from Exchange Transaction	2	211,635	23,465
Receivables from Non-Exchange Trans.	3	80,152	126,546
Prepayments	4	341,603	263,918
Inventories	5	113,483	82,466
<b>Total Current Assets</b>		<b>4,872,890</b>	<b>6,446,418</b>
6,446,418			
<b>NON-CURRENT ASSETS</b>			
Property, Plant and Equipment	6(A)	49,790,012	49,706,245
Intangible Assets	6(B)	47,378	47,378
Capita Work in Progress	6(C)	306,578	540,928
<b>Total Non-Current Assets</b>		<b>50,143,968</b>	<b>50,294,551</b>
<b>TOTAL ASSETS</b>		<b>55,016,858</b>	<b>56,740,969</b>
<b>CURRENT LIABILITIES</b>			
Payables .	7	1,257,337	1,401,411
<b>Total Current Liability</b>		<b>1,257,337</b>	<b>1,401,411</b>
<b>NON-CURRENT LIABILITIES</b>			
Loan	8	53,835	71,780
Deferred Income	9	2,801,953	3,157,331
<b>Total Non-Current Liability</b>		<b>2,855,788</b>	<b>3,229,111</b>
<b>TOTAL LIABILITIES</b>		<b>4,113,125</b>	<b>4,630,522</b>
<b>NET ASSETS</b>		<b>50,903,733</b>	<b>52,110,447</b>
Capital Funds		14,793,047	14,793,047
Accumulated Surplus/(Deficit)		36,110,686	37,317,400
<b>NET ASSETS</b>		<b>50,903,733</b>	<b>52,110,447</b>

Notes No. 1 to 43 of Elements of Financial Statements Form Parts of these Financial Statements.

By Order of the Governing Board

Prof. William A.L. Anangisye  
CHAIRPERSON

DATE: 25/03/2025

Prof. Stephen O. Maluka  
PRINCIPAL



## 5.2 STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2024

REVENUE	Notes	2023/24 TZS "000"	2022/23 TZS "000" (Restated)
Revenue from exchange transaction	10	362,969	313,880
Revenue from Non-exchange trans	11	7,528,270	7,615,676
Other Revenue	12	145,997	12,283
Transfer from Government	13	20,617,148	19,203,772
Amortization of capital grant/Donor fund	13	2,961,848	2,652,044
<b>TOTAL REVENUE</b>		<b>31,616,212</b>	<b>29,797,655</b>
<b>LESS: EXPENSES</b>			
Supplies and Consumable	14	7,417,240	7,446,854
Maintenance Expenses	15	312,171	377,015
Personnel Expenses	16	23,191,904	21,526,525
Financial Expenses	17	37,119	60,485
Depreciation Property, Plant and Equipment	6 A&B	1,864,492	1,536,105
<b>TOTAL EXPENSES</b>		<b>32,822,926</b>	<b>30,946,984</b>
<b>SURPLUS/ (DEFICIT) FOR THE YEAR</b>		<b>(1,206,714)</b>	<b>(1,149,329)</b>

Notes No. 1 to 43 of Elements of Financial Statements Form Parts of these Financial Statements.

By Order of the Governing Board

Prof. William A.L. Anangisye  
CHAIRPERSON

Prof. Stephen O. Maluka  
PRINCIPAL

DATE: 25/03/2025

### 5.3 STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 30 JUNE 2024

	Capital Fund	Accumulated Surplus /(Deficit)	TOTAL Re stated
	TZS "000"	TZS "000"	TZS "000"
Balance as at 30 June 2022	14,793,047	37,509,314	52,302,361
Surplus/(Deficit) for the year	-	(1,149,329)	(1,149,329)
Prior year adjustments 40	-	957,415	957,415
Adjusted Balance as at 30 June 2023(Restated)	14,793,047	37,317,400	52,110,447
Balance as at 1 July 2023	14,793,047	37,317,400	52,110,447
Surplus/(Deficit) for the year	-	(1,206,714)	(1,206,714)
Balance as at 30 June 2024	14,793,047	36,110,686	50,903,733

Notes No. 1 to 42 of Elements of Financial Statements Form Parts of these Financial Statements.

By Order of the Governing Board

Prof. William A.L. Anangisye  
CHAIRPERSON

Prof. Stephen O. Maluka  
PRINCIPAL


DATE: 25/03/2025

## 5.4 CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2024

		TZS "000"	TZS "000"
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
Revenue from exchange transaction	18	174,572	400,307
Revenue from Non-Exchange Transaction	19	7,341,029	7,480,126
Donor fund Received	27	2,538,200	2,277,275
Other Revenue	20	145,977	12,283
Transfer from Government	21	20,685,418	19,203,772
<b>Total Cash Received from Operating Activities</b>		<b>30,885,196</b>	<b>29,373,763</b>
Supplies and Consumable	22	(7,703,638)	(7,188,756)
Maintenance Expenses	23	(312,171)	(377,015)
Personnel Expenses	24	(23,174,668)	(21,732,216)
Financial Expenses	25	(33,256)	(29,524)
<b>Total Cash Paid to Operating Activities</b>		<b>(31,223,733)</b>	<b>(29,327,511)</b>
<b>Cash Generated from Operating Activities (A)</b>		<b>(338,537)</b>	<b>46,252</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Acquisition of Assets	26	(1,472,291)	(1,041,817)
<b>Net Cash Flow from Investing Activities (B)</b>		<b>(1,472,291)</b>	<b>(1,041,817)</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>			
Loan Paid	27	(17,945)	(100,000)
Interest on Loan Paid	28	-	(6,000)
<b>Cash Generated from Financing Activities (C)</b>		<b>(17,945)</b>	<b>(106,000)</b>
<b>Cash and Cash Equivalents Generated During the year (A + B + C)</b>		<b>(1,828,773)</b>	<b>(1,101,565)</b>
<b>Balance Brought Forward</b>		<b>5,952,293</b>	<b>7,061,026</b>
Exchange rate Gain/Loss		10,764	(7,168)
<b>Cash and Cash Equivalents as at 30 June 2024</b>		<b>4,134,284</b>	<b>5,952,293</b>

Notes No. 1 to 42 of Elements of Financial Statements Form Parts of these Financial Statements.

By Order of the Governing Board

  
Prof. William A.L. Anangisye

CHAIRPERSON

  
Prof. Stephen O. Maluka

PRINCIPAL

DATE: 25/3/2025

### 3.4 STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 JUNE 2024

Description	NOTE	Original Budget {A}	Final Budget {B}	Actual on Comparable Basis {C}	Difference {C-B}	Budget Implementation (%)	Remarks
		<b>TZS '000</b>	<b>TZS '000</b>	<b>TZS '000</b>	<b>TZS '000</b>		
<b>REVENUE:</b>							
Revenue from exchange transaction	11	331,176	331,176	362,969	-31,793	110	High turn up of customers.
Revenue from Non-Exchange Transaction	12	8,568,621	8,568,621	7,528,270	1,040,351	88	low students' enrolment than budgeted
Other Revenue	13	-	0	145,977	0	NA	Penalties and proceeds from Disposal
Amortization of capital grant/Donor fund	14	3,364,171	3,364,171	2,961,848	402,324	88	Execution of Budget according to requirements
Transfer from Government	14	25,617,060	25,617,060	20,685,418	4,931,642	81	Transfer made according to number of staff available
<b>TOTAL REVENUE</b>		<b>37,881,028</b>	<b>37,881,028</b>	<b>31,686,572</b>		<b>82</b>	
<b>EXPENDITURE</b>							
Supplies and Consumable	15	8,961,881	8,961,881	-7,417,240	-1,544,641	83	Implementation of Budget based on Funds availability
Maintenance Expenses	16	-314,500	-314,500	-312,171	-2,329	99	Implementation of Budget based on Funds availability

Controller and Auditor General

AR/PA/DUCE/2023/24



Personnel Expenses	17	26,742,525	26,742,525	-23,191,904	-3,550,621	87	Payment made according to existing number of staff
Financial Expenses	18	-33,879	-33,879	-31,699	-2,180	94	
Acquisition of Assets	6(A)	-1,828,243	-1,828,243	-1,215,259	355,953	80.53	Implementation of Budget based on Funds availability
<b>TOTAL EXPENDITURE</b>		<b>37,881,028</b>	<b>37,881,028</b>	<b>-32,168,273</b>			

### **3.5 NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024**

#### **NOTE 1: ACCOUNTING POLICIES AND OTHER INFORMATION**

##### **1.1 GENERAL INFORMATION**

The Dar es Salaam University College of Education (DUCE) is located on Plot 324 and 325 Block 'T' Chang'ombe in Temeke Municipality, Dar es Salaam Region, along Chang'ombe/ Taifa Road adjacent to Benjamini W. Mkapa Stadium and about 5 km from the City Centre. The College was established as a Constituent College of the University of Dar es Salaam through Government Notice No. 166 published on 23 April 2010. It is constituted in accordance with the Universities Act, 2005 and the University of Dar es Salaam Charter, 2007. Subsequently, DUCE was granted its Charter in the year 2010 by the President of the United Republic of Tanzania and it is wholly owned by the Government. The overall management of the College is vested in the DUCE Governing Board, which is the supreme organ of the College, under the supervision of the Minister of Education, Science and Technology. The principal is the Chief Executive Officer responsible for day-to-day operations of the College.

##### **1.2 STATEMENT OF COMPLIANCE AND BASIS OF PREPARATION**

The financial statements of the College have been prepared in accordance with and comply with International Public Sector Accounting Standards (IPSAS accrual basis). The financial statements are presented in Tanzanian Shillings, which is the functional and reporting currency of the College and all values are rounded to the nearest thousand (TZS '000'). The accounting policies have been consistently applied to all the years presented. The financial statements have been prepared on the basis of historic cost. The cash flow statement is prepared using the direct method. The financial statements are prepared on an accrual basis and all values are rounded to the nearest thousand (TZS '000').

##### **1.3 KEY ACCOUNTING JUDGEMENTS AND ESTIMATES**

The preparation of the College financial statements in conformity with IPSAS 3 requires the use of certain critical accounting estimates. It also requires management to exercise its judgment in the process of applying the College accounting policies. The areas involving a higher degree of judgment or complexity, or areas where assumptions and estimates are significant to the financial statements are separately disclosed in a note.

##### **1.4 BASIS OF ACCOUNTING AND GOING-CONCERN**

The Financial Statements are prepared on a going-concern and accrual basis with reasonable expectations that the College has adequate resources to continue in operation for the foreseeable future and that events are recognized in the financial statements when satisfy the definition and recognition criteria of accrual. The Management has assessed the College's ability to continue as a going concern and is satisfied that the College has the resources to continue for the foreseeable future. Furthermore, Management is not aware of any material uncertainties that may cast significant doubt upon the College's ability to continue as a going concern. Therefore, the financial statements are prepared on the going concern basis.

## 1.5 CHANGES IN ACCOUNTING POLICES AND ESTIMATES

The accounting policies for presentation of project financial statements have been adopted or developed from the International Accounting Standards (IPSAS). The adopted accounting policies are consistent with those of the previous financial year and applied throughout the reporting period. There were no changes in accounting policies or estimates during the financial year

## 1.6 ADOPTION OF NEW AND REVISED STANDARDS

During the year the following IPSASs have been issued and are effective as follows;

IPSAS 46: Measurement, a standard that introduce how to determine fair value. This Standard effective date is 1 January 2025.

IPSAS 47: Revenue, a standard that provide guidance on how to account revenue transactions for public sector. This Standard effective date 1 January 2026.

IPSAS 48: Transfer expenses, a standard that provide guidance on how to account on expenditures without exchange.

The College will assess its relevance and implement as appropriate since there is no material impact for not applying (earlier adoption).

## 1.7 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The principal accounting policies adopted in preparation of the College financial statements, which comply with International Public Sector Accounting Standards (IPSAS) Accrual Basis are set out below. The College has presented the comparative information as allowed by the International Public Sector Accounting Standards (PSAS).

### 1.7.1 Property, Plant and Equipment and Capital Work in Progress

The cost method is used for the initial recording of all acquisition of assets controlled by the College. Cost is determined as the value of assets given as consideration plus the cost incidental to the acquisition. Assets acquired for no cost or nominal consideration are initially recognized as assets at their fair value which are the amounts for which the assets could be exchanged at arm's length transaction between a knowledgeable and willing seller and a knowledgeable and willing buyer.

#### Depreciation/ Impairment

Depreciation is charged on a straight-line method on assets from the date when they are available for use and stop on the date when the asset is derecognized. Assets that are subject to depreciation are reviewed for useful life, at each annual reporting date, fully depreciated

assets are subject to disposal, where fully depreciated assets still in use they are subject to correction of errors and be required to adjust financial statements retrospectively.

Impairment of assets occurs whenever events or changes in circumstances indicate that the carrying amount may not be recovered. Therefore, assets are reviewed for impairment annually.

The College Management reviewed its fully depreciated assets which are still in use and determined depreciation rates to reflect the most appropriate pattern of economic benefits or services potential. The rates used are as follows: -

Asset Description	Annual rate (%)
Buildings	2
Infrastructure	4
Motor Vehicles	10
Motor Cycle	10
Furniture, Equipment and Library Books	10
Computers	20
Graduation Gown	10
Plant and Machinery	10

Land and intangible assets are depreciated at zero rate due to the fact that land always appreciates and intangible have infinite useful life.

### 1.7.2 Revenue

Revenue is recognized to the extent that it is probable that economic benefits or service potential will flow to the College and it can be reliably measured. The following specific recognition criteria are met before Revenue is recognized:

- (i) Tuition Fee is recognized when the services have been rendered and accounted on accrual basis;
- (ii) Students' direct costs are recognized when paid;
- (iii) Rent on College Facilities is recognized when the services have been rendered and accounted on accrual basis;
- (iv) Consultancy and Research service income (Institutional fees) is recognized when services have been rendered; and
- (v) Grants received is recognized when conditions attached to it are fulfilled. When cash for the project is received the College recognizes assets (cash and cash equivalent) and liability (deferred income) until when the attached conditions are met where deferred revenue is amortized.

### 1.7.3 Expenditure incurred

Funds spent for acquisition of PPE elements of the College which includes new constructions, procurement of furniture, ICT equipment's and rehabilitations works are Capitalized in the Financial Statements. Whereas expenses on consumables and supplies are recognized in the

period in which the goods or services are received or used in the statement of financial performance.

#### **1.7.4 Inventories**

Inventories are initially measured at cost. Cost is determined on the First-In-First Out (FIFO) basis. The amount of any write down inventories and all losses of inventories should be recognized in the statement of financial performance as an expense in the period the write down or loss occur.

#### **1.7.5 Receivables**

Receivables are recognized initially at fair value and subsequently measured at amortized cost net of provision. Provision for doubtful receivables is established when there is objective evidence that the College will not be able to collect all amounts due according to the original terms of the specific receivables. The provision is recognized through the statement of financial performance.

#### **1.7.6 Cash and Cash Equivalents**

Cash and cash equivalents are carried in the statement of financial position at fair value. For the purpose of cash flow statement, cash and cash equivalents comprise, cash at banks.

#### **1.7.7 Impairment of Assets**

Assets are reviewed for impairment losses whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognized for the amount by which the carrying amount of the assets exceeds its recoverable amount through the statement of financial performance.

#### **1.7.8 Capital Fund**

Capital Fund is made up of government contributed assets to the College. The value of properties which appreciates over time such as land is not depreciated. The rest of properties are depreciated as per applicable rates for each individual asset.

#### **1.7.9 Deferred Income**

These are unearned revenue as result of clients/donors payment in advance prior to receipt of service/asset, they are recorded on the statement of financial position as a liability, until the services have been rendered or condition of the asset being met. As the service is delivered or condition of acquired assets met over time, it is recognized as revenue on the statement of financial performance.

#### **1.7.10 Payables and Accruals**

Payables and accruals are recognized when satisfies the definition and recognition criteria. They are recognized when incurred through either enjoyment of services on credit and/or receiving of goods supplied on credit.

## **1.8 Foreign Currency Translations**

### **1.8.1 Functional and Presentation**

Items included in the financial statements of the College are measured using Tanzanian Shilling (TZS), which is the currency of the primary economic environment in which the College operates.

### **1.8.2 Transactions and Balances**

Foreign currency transactions are translated into functional currency using the exchange rates prevailing at the date of the transactions. Monetary assets and liabilities at the year-end expressed in foreign currencies are translated into functional currency using the exchange rates prevailing at the end of the financial year. Foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at the year-end exchange rates of monetary assets and liabilities denominated foreign currencies are recognized in the statement of financial performance.

## **1.9 Financial Risk Management**

The overall risk management focuses on the unpredictable financial markets and is aimed at minimizing potential adverse effects on the College's financial performance. The role of the College's risk management is primarily vested in the Finance Department under guidance of the Board.

The specific risk management policies of the College are as follows: -

### **1.9.1 Liquidity Risk**

The College has a prudent liquidity risk management through maintaining sufficient cash to cover committed credit facilities and working capital requirements as budgeted in each financial year based on the approved funds disbursed to the College from the Government and other donors as well as own generated funds.

### **1.9.2 Credit Risk Management**

The risk of loss of cash or cash equivalent arising from failure to meet a contractual obligation. The potential credit risk involves short term cash, receivables and foreign currency which are managed as follows: -

#### **Term Cash Surplus**

The College deposits her short-term cash surplus with banks of high credit standing.

#### **Receivables**

Students joining the College on private sponsorship are required to pay tuition fees in advance. Few cases of students especially those who have reputable sponsors are allowed to continue with their studies before paying fees in advance.

### 1.9.3 Foreign Currency Risk

Foreign currency risk is managed at operational level and it is monitored by Finance Department. Losses arising from holding of foreign currency denominated liabilities are minimized through timely payment of outstanding liabilities.

### 1.10 Leases

The College has leased office premises which are accounted for as an operating lease, where lease rent is recognized in the statement of financial performance on an accrual basis.

#### NOTES ON ELEMENTS OF FINANCIAL STATEMENTS

Note 1:	CASH AND CASH EQUIVALENTS	2024	2023
		TZS “000”	TZS “000”
	CRDB DUCE HEET Account	775	109
	CRDB Bank Pugu Rd Main Account	272,989	39,674
	CRDB Pugu student Loan	15,669	7,798
	CRDB Bank Pugu Rd Capital Account	9,154	9,396
	CRDB Pre Entry Program	-	19,424
	NBC US \$ Account	121,923	197,143
	NBC Chang'ombe Branch	15	175
	Bank of Tanzania TZS	955,053	2,242,281
	Bank of Tanzania USD	2,317	12,737
	Bank of Tanzania HEET Project	2,677,174	3,414,996
	NMB Chang'ombe Demonstration Sec. School	74,131	6,369
	NMB Chang'ombe Demonstration Primary School	4,984	2,191
	NMB Collection Account	100	-
	<b>Sub Total</b>	<b>4,134,284</b>	<b>5,952,293</b>
	Provision for ECL	(8,267)	(2,270)
	<b>Carrying Value</b>	<b>4,126,017</b>	<b>5,950,023</b>
NB:Bank of Tanzania HEET Project Balance represents amount received for Construction works whose contracts was signed in July 2024.			
<b>Note 2:</b>	<b>RECEIVABLES FROM EXCHANGE TRANSACTIONS</b>		
	Other Debtors	213,549	25,151
	Provision for ECL	(1,914)	1,686)
	<b>Carrying Value</b>	<b>211,635</b>	<b>23,465</b>
<b>Note 3:</b>	<b>RECEIVABLES FROM NON-EXCHANGE TRANSACTIONS</b>		
	Student Fees	53,998	52,930
	Staff Loans	7,440	7,920
	Demo Primary School Fees	30,122	77,133
	Demo Pre School-Fees	1,624	2,400
	<b>Total</b>	<b>93,184</b>	<b>140,383</b>
	Provision for ECL	(13,032)	(13,837)
	<b>Carrying Value</b>	<b>80,152</b>	<b>126,546</b>
<b>Note 4:</b>	<b>PREPAYMENTS</b>		
	Payment in Advance	7,474	7,474
	Imprest	334,129	256,444
	<b>Total</b>	<b>341,603</b>	<b>263,918</b>
<b>Note 5:</b>	<b>INVENTORIES</b>		
	Stationery & Office supplies	27,915	40,042
	Medicine & Medical Supplies	8,018	5,380
	Chemical and Reagent	27,118	37,044

	Fuel and Lubricants	50,432		-
	<b>Total</b>	<b>113,483</b>		<b>82,466</b>



**NOTE 6 (A 1) PROPERTY PLANT AND EQUIPMENT (2023/24)**

Particulars	Land	Buildings	Infrastructu re	M/Vehicl es	M/Cycle s	Furniture and Equipme nt	Gowns	Books	Plant and Machiner y	Compute rs and EDP	Total
COST	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”
Balance as at 1 July 2023	26,385,328	22,124,668	4,077,490	1,778,178	31,000	4,707,501	57,970	1,829,323	482,600.00	2,073,672	63,547,730
Transfer from Capital WIP	-	498,561	-	-	-	-	-	-	-	-	498,561
Disposal	-	-	-	(400,000)	-	(181,262)	-	(345,403)	-	(674,275)	(1,600,940)
Donation		173,515						55,603		5,321	234,439
Additional for the Year	-	-	186,624	-	-	97,855	-	14,666	-	916,114	1,215,259
Balance as at 30 June 2024	26,385,328	22,796,744	4,264,114	1,378,178	31,000	4,624,094	57,970	1,554,189	482,600	2,320,832	63,895,049
DEPRECIATION											
Balance as at 1 July 2023	-	6,250,234	1,737,840	1,032,243	17,088	2,228,909	30,273	908,708	289,618	1,346,571	13,841,485
Disposal	-	-	-	(400,000)	-	(181,262)	-	(345,403)	-	(674,275)	(1,600,940)
Charges for the Year	-	443,352	163,988	174,080	3,100	505,666	3,865	177,560	48,260	344,621	1,864,492
Balance as at 30 June 2024	-	6,693,586	1,901,828	806,323	20,188	2,553,313	34,138	740,865	337,878	1,016,917	14,105,037
NET BOOK VALUE AS AT 30 June 2024	26,385,328	16,103,158	2,362,286	571,855	10,812	2,070,781	23,832	813,324	144,722	1,303,915	49,790,012

Controller and Auditor General

AR/PA/DUCE/2023/24

NET BOOK VALUE AS AT 30 June 2023	26,385,328	15,874,434	2,339,650	745,935	13,912	2,478,591	27,697	920,615	192,982	727,101	49,706,245
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**NOTE 6 (A 2) PROPERTY PLANT AND EQUIPMENT (2022/23)**

Particulars	Land	Buildings	Infrastructure	M/Vehicles	M/Cycles	Furniture and Equipment	Gowns	Books	Plant and Machinery	Computers and EDP	Total
COST	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”	TZS “000”
Balance as at 1 July 2022	26,385,328	22,064,233	3,904,174	1,405,524	31,000	4,667,068	57,970	1,804,077	482,600.00	1,747,442	62,549,417
Transfer from Capital WIP	-	-	-	-	-	-	-	-	-	-	-
Disposal	-	-	-	-	-	-	-	-	-	-	-
Additional for the Year	-	60,434.49	173,315.73	372,654.45	-	334,516.80	-	25,246.11	-	32,145.33	998,313
Balance as at 30 June 2023	26,385,328	22,124,668	4,077,490	1,778,178	31,000	5,001,585	57,970	1,829,323	482,600	1,779,588	63,547,730
DEPRECIATION											
Balance as at 1 July 2022	0	5,806,881	1,578,785	975,454	14,918	2,199,611	47,825	1,275,431	241,357.50	1,210,168	13,350,430
Prior period adjustments	-	-	-	(19,290)	-	(415,293)	(21,416)	(589,051)	-	-	(1,045,051)
Charges for the Year	-	443,352.72	159,055.57	76,079.63	2,170.00	444,591.23	3,864.67	222,328.26	48,260.00	136,402.95	1,536,105.03
Balance as at 30 June 2023	-	6,250,234	1,737,840	1,032,243	17,088	2,228,909	30,273	908,708	289,617	1,346,571	13,841,484.13

Controller and Auditor General

AR/PA/DUCE/2023/24

NET BOOK VALUE AS AT 30 June 2023	26,385,3 28	15,874,43 4	2,339,650	745,935	13,912	2,772,67 6	27,697	920,615	192,983	433,016	49,706,246
NET BOOK VALUE AS AT 30 June 2022	26,385,3 28	16,257,35 2	2,325,390	430,070	16,082	2,467,45 7	10,145	528,646	241,243	537,274	49,198,987

**NOTE 6 (B): INTANGIBLE ASSETS**

Particulars	Computer software
	TZS "000"
Cost value as at 1 July 2023	47,378
Additions	
(A) Cost value as at 30 June 2024	47,378
Amortization as at 1 July 2023	0
Amortization during the year	0
(B) Total Amortization as at 30 June 2024	0
<b>Net book Value as at 30 June 2024 (A-B)</b>	<b>47,378</b>
<b>Net book Value as at 30 June 2023</b>	<b>47,378</b>

NOTE 6 (C 1): CAPITAL WORK IN PROGRESS					
Particulars	Cost value as at 1 July 2023 TZS "000"	Additions TZS"000"	(A) Cost value as at 30 June 2024 TZS"000"	Transfer to Building TZS"000"	Net Value as at 30 June 2024 (A-B) TZS"000"
Capital WIP Postgraduate Building and Research Laboratory	-	142,309	142,309	-	142,309
Capital WIP Humanity Building	164,269	-	164,269	-	164,269
CWIP Sec School Lab. Construction	309,388	121,902	431,290	431,290	-
CWIP Demo Primary School Classrooms	67,271	-	67,271	67,271	-
<b>TOTAL</b>	<b>540,928</b>	<b>264,211</b>	<b>805,139</b>	<b>498,561</b>	<b>306,578</b>

NOTE 6 (C 2): CAPITAL WORK IN PROGRESS					
Particulars	Cost value as at 1 July 2022 TZS "000"	Additions TZS"000"	(B) Cost value as at 30 June 2023 TZS"000"	Transfer to Building TZS"000"	Net Value as at 30 June 2023 (A-B) TZS"000"
Capital WIP Humanity Building	141,268	23,000	164,269		164,269
CWIP Sec School Lab. Construction	296,309	13,079	309,388		309,388
CWIP Demo Primary School Classrooms		67,271	67,271		67,271
<b>Total</b>	<b>437,577</b>	<b>103,350</b>	<b>540,928</b>	<b>-</b>	<b>540,928</b>

		2024		2023
		TZS "000"		TZS "000"
<b>NOTE 7:</b>	<b>PAYABLES AND ACCRUALS</b>			

		2024	2023
		TZS “000”	TZS “000”
	Differed Rent	42,370	46,912
	Creditors (Accruals & Suppliers)	184,004	293,479
	Stale Cheques Account	668	22,976
	Current Loan Payable	17,945	17,945
	Retention money	2,912	18,556
	Differed students Fees	178,896	60,315
	Differed Demo students Fees	109,913	69,919
	Salary Claims	295,803	290,946
	Funeral Funds	68,357	57,742
	Daruso Fund	12,580	10,307
	DUCE SACCOS	-	803
	UDASA DUCE	4,320	2,790
	Unpaid Leave	26,611	14,234
	Caution Money	45,683	33,472
	General Clearing Account	20,159	85,793
	Withholding tax on goods 2%	-	1,000
	Withholding tax on service 5%	209	3,362
	Staff Projects Fund	151,062	281,508
	Needy Students Fund	3,160	2,352
	Demonstration Primary School Clearing account	5,685	-
	Provision for Audit Fee	87,000	87,000
	<b>Total</b>	<b>1,257,337</b>	<b>1,401,411</b>
	<b>Total</b>		
	<b>NON CURRENT LIABILITIES</b>		
<b>Note 8:</b>	<b>TCU Loan</b>	53,835	71,780
		<b>53,835</b>	<b>71,780</b>
<b>Note 9:</b>	<b>DEFERRED INCOME</b>		
	Opening Deferred Income HEET Project.	3,157,331	3,532,100
	Add: receipt during the year (HEET Fund)	2,538,200	2,277,275
	Add: receipt during the year (GVT)	68,270	
	Less: Amortization during the year	2,961,848	2,652,044
	<b>Total</b>	<b>2,801,953</b>	<b>3,157,331</b>
<b>Note 10:</b>	<b>REVENUE FROM EXCHANGE TRANSACTION</b>		
	Sale of Tender Document	-	200
	Hiring of College Facilities	91,930	48,809
	Rent from Tenants	207,797	206,025
	Medical Fees	63,242	58,846
	<b>Total</b>	<b>362,969</b>	<b>313,880</b>
<b>Note 11:</b>	<b>REVENUE FROM NON-EXCHANGE TRANSACTION</b>		

		2024		2023	
		TZS “000”		TZS “000”	
	Donations Capitation Grant Secondary School	234,439		164,407	
	Capitation Grant Secondary School	5,239		9,069	
	Capitation Grant Primary School	2,711		2,074	
	Fees Compensation Secondary School	1,876		5,739	
	Tuition fees	6,274,420		6,490,831	
	Research Services	69,287		142,477	
	Consultancy Service	2,819		4,421	
	Demo Nursery school Fees	40,060		45,155	
	Examination Fees	69,577		69,859	
	Demo Primary School Fees	560,355		452,453	
	Registration fees	32,297		33,209	
	Application	5,850		6,584	
	English Proficiency Test Fee	286		694	
	Accommodation	110,182		100,380	
	Exchange Rate Gain	10,765		244	
	Appeal for Exam Fee	5		25	
	Graduation Fees	47,922		26,005	
	Identity card	32,662		32,678	
	Kiswahili Course Fee	-		3,308	
	French Course Fee	390		400	
	Comm. on Collection other Inst. Fund	14,068		14,461	
	Sec. School Students Direct Costs	7,215		3,710	
	Computer Course fee Collection.	585		3,288	
	Chinese Course fee Collection	390		600	
	Provisional Results	4,870		3,605	
	<b>Total</b>	<b>7,528,270</b>		<b>7,615,676</b>	
<b>Note 12:</b>	<b>OTHER REVENUES</b>				
	Fines and Penalties	31,776		11,883	
	Profit on Disposal	114,201		-	
	Bad Debts Recovered	-		400	
				-	
	<b>Total</b>	<b>145,977</b>		<b>12,283</b>	145,977
<b>Note 13:</b>	<b>TRANSFER FROM GOVERNMENT</b>				
	Government Appropriation PE	20,617,148		19,203,772	
	Amortization of Donor fund	2,961,848		2,652,044	
	<b>Total</b>	<b>23,578,996</b>	-	<b>21,855,816</b>	
<b>Note 14:</b>	<b>SUPPLIES AND CONSUMABLES USED</b>				
	Telephone/Airtime Allowances	76,871		67,502	

		2024		2023
		TZS “000”		TZS “000”
	Staff uniforms	4,040		8,469
	Staff Training Expenses	250,440		174,400
	Workshops & Seminars	64,713		167,546
	Governing Board expenses	127,600		123,529
	Meeting expenses	498,500		368,548
	Electricity& Gas Expenses	387,655		390,144
	Transport and Travelling Expenses	915,784		947,463
	Postage & Courier Expenses	1,103		1,080
	Internet Expenses	168,468		166,613
	Telephone & Telefax Expenses	-		5,621
	Printing & Stationery	180,757		220,038
	Membership Subscription Fees	29,962		27,477
	Audit Fee Expenses	87,000		82,000
	Anti-Corruption	2,890		2,100
	Advertisement and Publicity	16,123		17,555
	Publication, Journal, & Periodical	27,300		31,900
	Insurance Premium	36,260		35,712
	Cleaning & Sanitation	280,586		287,332
	Security Services Expenses	202,438		215,135
	Medicine & Medical Supplies	37,497		57,692
	Tender Board Expenses	13,780		31,611
	Staff Development Academics	668,681		1,199,126
	Staff Development Administration	59,931		38,285
	Motor vehicle fuel & Lubricants	221,184		232,450
	Computer Expenses & Network Dev.	452,554		207,429
	Trade Union Expenses	10,375		9,907
	Chemical, Reagent and Equipment	44,190		49,120
	Sports and Games Expenses	83,320		96,417
	Disabled Student welfare	1,840		1,600
	Identity Card Expenses	57,156		48,851
	Graduation Expenses	139,742		138,811
	Festival & trade Fair Expenses	51,330		25,885
	Teaching and learning Expenses	253,463		317,964
	Best Student Awards	4,250		3,350
	Purchase of Office Equipment	4,746		8,009
	Consultancy Expenses	7,700		8,000
	Food - Pre and Primary School	27,770		21,000
	Office Expenses	75,447		76,519
	Institutional Contribution	52,350		1,100
	Examinations Expenses	404,854		363,607
	Bad and Doubtful Debts	-		57,719
	Absolute Stock	-		-
	Research Expenses	350,103		245,932
	Students study visits	38,903		26,516

		2024	2023
		TZS “000”	TZS “000”
	Teaching Practice Supervision	614,299	518,796
	Research Supervision	32,294	33,000
	Proposal writes up expenses	229,609	132,614
	Students Support Expenses	31,786	34,301
	Gender Support Expenses	8,820	13,055
	Registration and Orientation	80,776	96,024
	Provision for Audit (Increase)	-	12,000
	Provision for Debtors (Increase)	-	-
	<b>Total</b>	<b>7,417,240</b>	<b>7,446,854</b>
<b>Not 15:</b>	<b>MAINTENANCE EXPENSES</b>		
	Building and Maintenance	140,781	120,396
	Motor Vehicle Repair and Maintenance	121,939	175,404
	Maintenance of Furniture and Equipment	49,451	81,215
	<b>Total</b>	<b>312,171</b>	<b>377,015</b>
<b>Note 16:</b>	<b>PERSONNEL EXPENSES</b>		
	Salaries and Wages	17,548,805	16,021,625
	NHIF Employer Contribution	523,247	486,120
	Transport Hired & Allowances	162,014	133,960
	WCF Contribution	87,744	81,198
	Housing allowances	315,000	261,000
	Extra Duty Allowances	157,705	166,772
	Responsibility Allowance	631,217	600,124
	Outfit Allowance & Off pocket Allowance	2,436	-
	Part time teaching remuneration	32,566	78,675
	Retention Allowance	26,250	27,300
	Honoraria	628,029	702,316
	Domestic Utensils & Equipment's	16,000	-
	Hospitality and Entertainment expenses	46,485	33,196
	PSSSF Employer Contribution	2,632,321	2,435,926
	Recruitment Expenses	101,397	183,794
	Staff Prize	1,174	11,120
	Staff Welfare and Recreation	9,605	16,136
	Funeral expenses	16,195	17,596
	Terminal Benefits	22,021	55,759
	Salary in Lieu of Leave	23,202	15,169
	Annual leave Travel assistance	107,831	117,999
	Part Time Readers Remuneration	100,660	80,740
	<b>Total</b>	<b>23,191,904</b>	<b>21,526,525</b>
<b>Note 17:</b>	<b>FINANCE EXPENSES</b>		
	Bank Charges	18,913	15,187
	Exchange rate Loss/(Gain)	(1,557)	7,168



		2024	2023
		TZS “000”	TZS “000”
	ECL Expenses	5,420	17,793
	Withholding Tax on Rent	14,343	14,337
	Interest on loan	-	6,000
	<b>Total</b>	<b>37,119</b>	<b>60,485</b>
<b>Not 18:</b>	<b>(A) Cash flows from Rev. from exch. Transaction</b>		
	Revenue from exchange transaction	362,969	313,880
	Opening receivable from exchange	23,465	109,892
		-	
	Closing receivable from exchange	(211,635)	(23,465)
		-	
	<b>Cash flow from Rev. from exch. Transaction</b>	<b>174,572</b>	<b>400,307</b>
<b>Note 19:</b>	<b>(B) Cash flows from Rev. from Non exch. Transaction</b>		
	Revenue from Non-Exchange Transaction	7,528,270	7,615,676
	Donated Assets	(234,439)	(164,407)
	Opening receivable from non-exchange	140,383	169,240
	Closing receivable from non-exchange	(93,184)	(140,383)
	Add; Provision for receivables	-	-
	<b>Cashflow from Rev. from Non exch. Transaction</b>	<b>7,341,029</b>	<b>7,480,126</b>
<b>Note 20:</b>	<b>(C) Cash flows from other revenue</b>		
	Other Revenue	33,866	12,283
	Disposal / Write-off of Fixed Assets	114,201	-
	Provisional for Debtors Decrease	-	-
	<b>Cashflow from other revenue</b>	<b>148,067</b>	<b>12,283</b>
<b>Note 21:</b>	<b>(D) Cash flows from Transfer from Government</b>		
	Transfer from Government (PE)	20,617,148	19,203,772
	Closing Deffered Fund	68,270	-
	<b>Cashflows from (1+2)</b>	<b>20,685,418</b>	<b>19,203,772</b>
<b>Note 22:</b>	<b>Cash paid to Supplies and Consumable</b>		
	Supplies and Consumable	(7,417,240)	(7,446,854)
	Donations		104,561
	Opening Payables and Accruals	(1,314,411)	(1,202,337)
	Closing Payables and Accruals	1,171,895	1,314,411

		2024	2023
		TZS “000”	TZS “000”
	Current Loan Payable (TCU LOAN)	(17,945)	(17,945)
	Opening Prepayment	263,918	76,492
	Closing Prepayment	(341,603)	(263,918)
	Opening Inventories	82,466	111,611
	Closing Inventories	(113,483)	(82,466)
	Opening Provision for Audit	(87,000)	(75,000)
	Closing Provision for Audit	87,000	87,000
	Opening Salary Claims	290,946	510,870
	Closing Salary Claims	(295,803)	(290,946)
	Opening Unpaid leave	14,233	-
	Closing Unpaid leave	(26,613)	(14,233)
	Cash paid for Supplies and Consumable	(7,703,638)	(7,188,756)
<b>Note 234:</b>	<b>Cash Paid for Maintenance Expenses</b>		
	Cash Paid for Maintenance Expenses	(312,171)	(377,015)
<b>Note24:</b>	<b>Cash paid for Personnel Expenses</b>		
	Cash paid for Personnel	(23,191,904)	(21,526,525)
	Opening Salary Claims	(290,946)	(510,870)
	Closing Salary Claims	295,803	290,946
	Opening Unpaid leave	(14,233)	-
	Closing Unpaid leave	26,613	14,233
	Cash paid for Personnel Expenses	(23,174,668)	(21,732,216)
<b>Note 25:</b>	<b>Cash paid for Financial Expenses</b>	(33,256)	(29,524)
	Total	(33,256)	(29,524)
<b>Note 26:</b>	<b>CASH FLOW FROM INVESTING ACTIVITIES</b>		
	Tangible Assets Movements during the year	(1,442,518)	(998,314)
	Donated Assets Donated Assets	234,439	59,847
	CWIP Opening CWIP Opening	540,927	437,577
	CWIP Closing CWIP Closing	(805,139)	(540,927)
	Cash flow from Investing	(1,472,291)	(1,041,817)
<b>Note 27:</b>	<b>Donor Fund</b>		
	Closing Differed Fund	2,733,682	3,157,331
	Opening Differed Fund	(3,157,330)	-3,532,100
	Differed Income Earned	2,961,848	2,652,044
	Donor Fund Received	2,538,200	2,277,275
<b>Note 28:</b>	<b>Loan Paid</b>		
	Opening Long term Loan TEA	-	(100,000)
	Closing Long term Loan TEA	-	-

		2024	2023
		TZS “000”	TZS “000”
	Opening Long term TCU Penalty	(71,780)	-
	Closing Long term TCU Penalty	53,835	71,780
	Long Term TCU Penalty		(71,780)
	<b>Loan Paid</b>	<b>(17,945)</b>	<b>(100,000)</b>
<b>Note29:</b>	<b>Interest on loan Paid</b>		
	Opening Interest Payable on Loan	-	-
	Closing Interest Payable on Loan	-	-
	Interest on loan Expense	-	-6,000
	<b>Interest on loan Paid</b>		<b>-6,000</b>
<b>Note301:</b>	<b>Donor Fund amortized</b>		
	Opening Deferred Income (HEET Project).	3,157,331	3,532,100
	Receipt during the year (HEET Fund)	2,538,200	2,277,275
	Deferred Income (HEET Project)	-2,733,683	(3,157,331)
	<b>Donor Fund amortized</b>	<b>2,961,848</b>	<b>2,652,044</b>
<b>Note31:</b>	<b>Reconciliation of Net Cash flow Cash flows from Operating Activities to Surplus for the Year Ended 30 June 2024</b>		
	Surplus/(Deficit)	(1,206,714)	(1,149,329)
	<b>Movement of Working Capital &amp; Non-Cash Items</b>	-	
	Depreciation	1,864,492	1,536,105
	Provision for audit (Increase)	-	12,000
	ECL Expenses	5,420	17,793
	Teaching and learning Expenses(Donations)	-	104,560
	Interest on loan	-	6,000
	Exchange rate Loss	-	7,168
	Donated Grant	(234,439)	(164,407)
	Donor Fund Received	2,606,470	2,277,275
	Donor Fund earned	(2,961,848)	(2,642,866)
	Decrease in Stocks and Stores	(31,017)	29,144
	Increase/Decrease in Receivable and Prepayments	(220,442)	(73,989)
	Increase in Payables and Accruals	(160,460)	86,798
	<b>Net Cash flows from Operating Activities</b>	<b>(338,538)</b>	<b>46,252</b>

## Note 32: CAPITAL FUND

The College Capital Fund TZS 14,793,047,000 as at 30 June 2024 is made up of Government contributed Assets to the College.

### **Note 33: ACCUMULATED SURPLUS/ (DEFICIT)**

The College Accumulated Surplus/Deficit of TZS 36,110,686,307.82 as at 30 June 2024 represent accrued surplus/deficit resulted from college operations compared to accumulated surplus/deficit of TZS 37,317,400,307.82 as at 30 June 2023.

### **Note 34: SOCIAL SECURITY COST AND GRATUITIES**

#### **Social Security costs**

The College has statutory obligation to contribute to various pension schemes in favour of its employees engaged under permanent and pensionable terms. The contributory pension scheme in force to which the Institute contributes is Public Service Social Security Fund (PSSSF). Contributions to PSSSF are paid directly by Treasury and recognized in College's accounts.

#### **Gratuity**

Gratuity benefits are paid to employees under contract after the expiration of the contract period. These benefits are recognized as an expense in the statement of financial performance during the year they accrue. The gratuity accrues on monthly basis over the contract period. During the year under audit no gratuity accrued.

#### **WCF and National Health Insurance Fund Contributions**

WCF and National Health Insurance Fund Employer's contributions of the College staff are paid directly to the funds by the Treasury. The relevant amount paid by Treasury is recognized as income also reflected as expenses in statement of Financial Performance.

The amount charged to the statement of comprehensive income in the year in respect of the College's contribution is:

	2024 TZS "000"		2023 TZS "000"
NHIF	523,247		486,120
PSSSF	2,632,321		2,435,926
WCF	87,744		81,197
<b>TOTAL</b>	<b>3,243,312</b>		<b>3,003,243</b>

### **Note 356: TAXATION**

The Dar es Salaam University College of Education is exempted from paying corporation tax in accordance with section 10(b) paragraph (1) of the second schedule of the Income Tax Act, Cap. 332 (R.E. 2019); and therefore, computation of potential deferred tax was not necessary.

**Note 36: ULTIMATE OWNERS OF THE COLLEGE**

The Government of United Republic of Tanzania is the ultimate owner of the College.

**Note 37: RELATED PARTY TRANSACTIONS**

During the year under review, the College had the transactions in relation to related parties' services which are extracted from Note 15, 17 and 29 as follows:

1. Key management;
2. Allowances (Refer note 17 to financial statements);
3. Governing Board Expenses (Refer note 15 to financial statements); and
4. TEA and TCU (Refer note 29 to financial statements).

	RELATED PARTY TRANSACTIONS	2024 TZS "000"	2023 TZS "000"
	<b>Key Management allowances</b>		
	Responsibility Allowance	72,690,660	72,690,660
	Airtime Allowance	13,800,000	13,800,000
	Housing Allowance	24,000,000	24,000,000
	<b>Governing Board Expenses</b>		
	Governing Board Annual Fee	90,000,000	90,000,000
	Meeting Expenses	37,599,730	25,688,000
	<b>LOANS</b>		
	TEA and TCU	17,945,000	100,000,000
	<b>Total</b>	<b>256,035,390</b>	<b>326,178,660</b>

Key Management Comprises of Principal (on Secondment from the University of Dar es Salaam), Deputy Principal Academic, and Deputy Principal Administration staff who are entitled to motor vehicles and free housing. The Governing Board is comprised of 11 members as shown in the Director's report.

TEA Loan represents a loan to the College for the construction of the Administration Building payable in 5 instalments on 30 June each year commenced in the year 2019 at the rate of 6% per annum. The loan has been fully paid as per the agreement since 2023.

TCU Loan represents a penalty to the College for uncollected share of TCU fees of TZS 89,725,000.00 from students in academic year 2014/2015. The amount is payable in five annual instalments commencing in the year 2023/24.

**Note 38: SUBSEQUENT EVENTS**

There were no subsequent events as of the year-end.

**Note 39: CONTINGENT ASSETS**

During the year the College had a pending labour dispute at the High Court (Labor Division) where a staff (Dr. Salma Hegga) who resigned before completing duration prescribed in the bonding contract has applied for revision challenging the award given by Commission for

Mediation and Arbitration (CMA) in favor of the College. The College Claims TZS 65,000,000 as the training cost and salaries paid during the training.

#### Note 40: PRIOR YEAR ADJUSTMENT

There were accounting errors in the previous year's financial statements affecting different accounts ledgers. The financial statements of 2021/22 have been restated to correct these errors whenever considered material in order to enable comparison with current year's figures. The effect of restatement on those prior year's items in the financial statements is summarized in the Table 34 below.

**Table 34: LIST OF PRIOR YEAR ADJUSTMENTS**

Prior year adjustments					REASONS
Description	Note	Amount as per 2022/23 Signed FS	Adjustment	Restated Balance 2022/23	
		TZS	TZS	TZS	
<b>A: ACCUMULATED SURPLUS/ (DEFICIT)</b>					
Surplus/(Deficit) for the year		(1,296,207,567)		(1,149,329,497)	The difference between signed statement and restated was due to adjustment of overstated personnel expenses of TZS 24,299,610, undercharged provision of Audit of TZS 7,000,000 and overcharged annual leave of TZS 5,796,845 as well as over stated Depreciation expenses at TZS 134,574,587
			146,878070.4		
RECEIVABLES FROM EXCHANGE TRANSACTIONS					
Provision for receivable	2	(2,090)	2,090	-	The difference between the Signed Statements and restated balance was due to disrecognition of Provision for receivables.
<b>B:Amortisation of capital grant/Donor fund</b>	15				
Government Grant		2,642,866,489	9,177,360	2,652,043,849	The difference between the Signed Statements

Development Foreign					and restated balance was due to recognition of amortized amounts resulting from omitted internet expenses.
Development Deffered Income		3,166,508,093	(9,177,360)	3,157,330,733	
<b>C: PERSONNEL EXPENSES</b>	18				
<b>Salaries and Wages</b>		16,042,131,000	(20,506,000)	16,021,625,000	The difference in Salaries and Wages, PSSSF, WCF and NHIF is due to de-recognition of overstated personnel expenses of TZS 24,299,610, in 2022/23 Financial Year.
PSSSF		2,439,002,008	(3,075,900)	2,435,926,108	
WCF		81,300,067	(102,530)	81,197,537	
NHIF		486,734,922	(615,180)	486,119,742	
Annual leave Travel assistance		123,795,457	(5,796,845)	117,998,612	The difference between the signed statements and restated balance is due to adjustments of over charged annual leave
<b>D:SUPPLIES AND CONSUMABLE</b>	16			-	
Provision for Audit (Increase)		5,000,000	7,000,000	12,000,000	The difference between the signed statements and restated balance is due to adjustments of omitted provision for audit fee.
Staff Development Academics		1,198,795,540	330,091	1,199,125,630	The difference between the signed statements and restated balance is due to adjustments of omitted cost relating to staff development
Internet Expenses		164,766,577	1,847,269	166,613,846	The difference between the signed statements and restated balance is due to adjustments omitted cost relating to internet expenses
<b>E:FINANCIAL EXPENSES</b>					
ECL Expenses		-	17792970.73	17792970.73	The difference between the signed statements and restated balance is due to recognition of ECL expenses in the financial year 2022/2023
<b>F: PAYABLES AND ACCRUALS FROM EXCHANGE TRANSACTION</b>	7				The difference between signed statement and restated was due to the fact that there was unrecognized provision for Audit fee amounting to 7,000,000. Also, the
Unpaid Leave		20,030,258	(5,796,845)	14,233,413	

					difference in unpaid Salaries is due to de-recognition of wrongly charged salary arrears of TZS 24,299,610 in 2022/23 Financial Year
Creditors (Accruals & Suppliers)		286,148,776	7,330,091	293,478,866	
<b>G: PAYABLES AND ACCRUALS FROM NON EXCHANGE TRANSACTION</b>	8			-	
Salary Claims		315,245,550	(24,299,610)	290,945,940	The difference between the signed statements and restated balance is due to adjustments of over charged Salary claims in 2022/2023
Current Loan Payable		-	17,945,000	17,945,000	The difference between the signed statements and restated balance is due to recognition TCU Claims payable
<b>H: PROVISIONS</b>	9				
Provision for Audit Fee		80,000,000	7,000,000	87,000,000	The difference between the signed statements and restated balance is due to adjustments of omitted Provision for Audit
Provisional for ECL			2,270,425	2,270,425	The difference between the signed statements and restated balance is due to recognition of Provisions for ECL
<b>I: PREPAYMENTS</b>					
Imprests		251,291,828	5,152,731	256,444,559	The difference between the signed statements and restated balance is due to adjustments of omitted staff imprest
<b>J: NON CURRENT LIABILITIES</b>	30				
TCU Loan		-	71,780,000	71,780,000	The difference between the signed statements and restated balance is due to recognition of TCU Loan arises from uncollected TCU fees
				-	
Accumulated Depreciation	6 A,B			-	



Acc. Deprec. Graduation Gown		53,621,750	(23,348,526)	30,273,223	The difference between the signed statements and restated balance is due to adjustments of overcharged Depreciations
Accumulated Depreciation Books		1,555,441,852	(646,733,818)	908,708,034	
Acc. Depreciation Computers & Accessories		1,363,404,452	(16,833,538)	1,346,570,914	
Acc. Depreciation Equipment, Furniture		2,662,328,214	(433,419,523)	2,228,908,691	
Accumulated Depreciation Motor Vehicles		1,091,533,421	(59,290,420)	1,032,243,001	
				-	
<b>Depreciation Expenses</b>	<b>6A,B</b>			-	
Depreciation .Graduation Gown		5,797,000	(1,932,333)	3,864,667	
Depr. Books		280,010,792	(57,682,534)	222,328,259	
Depr. Computers & Accessories		153,235,990	(16,833,538)	136,402,452	
Depr. Office Equipment Furn& Fitt		462,717,411	(18,126,182)	444,591,229	
Deprecion motor vehicle		116,079,634	(40,000,000)	76,079,634	
<b>K: ACCUMULATED SURPLUS/DEFICIT B/F</b>	<b>34</b>			-	
<b>Accumulated Surplus</b>		<b>36,359,984,966</b>	<b>957,415,438</b>	<b>37,317,400,404</b>	

#### Note 41: INTRA ENTITIES TRANSACTIONS

During 2023/24 the College had involved in various transaction with other Government entities as described in table 35 below

ELIMINATION ENTITIES							
Note No	Note Description	Item Code	Item Description	30-Jun-24	30-Jun-23	Counterpart	Counterpart Item Description
16	Supplies and Consumable	6204	Electricity & Gas Expenses	387,655,011	390,143,840	TANZANIA ELECTRIC SUPPLY COMPANY LIMITED	Sale of Electricity

16	Supplies and Consumable	6207	Postage & Courier Expenses	1,103,000	1,080,000	TANZANIA POSTAL CORPOR	Postage Services
16	Supplies and Consumable	6208	Internet Expenses	5,676,192	-	E-GOVERNMENT AUTHORITY	Provision of internet services
16	Supplies and Consumable	6208	Internet Expenses	21,600,000	44,970,000	TANZANIA COMMISSION FOR SCIENCE AND TECHNOLOGY	Provision of internet services
16	Supplies and Consumable	6211	Membership Subscription Fees		200,000	ARCHITECTS AND QUANTITY SURVEYORS BOARD	Membership fee
16	Supplies and Consumable	6211	Membership Subscription Fees		2,000,000	ARDHI UNIVERSITY	Membership fee
16	Supplies and Consumable	6211	Membership Subscription Fees	650,000	780,000	National Board of Accountants and Auditors	Membership fee
16	Supplies and Consumable	6212	Audit Fee Expenses	87,000,000	75,000,000	CONTROLLER AND AUDITOR GENERAL	Auditing
16	Supplies and Consumable	6211	Membership Subscription Fees	5,000,000	5,000,000	Tanzania Commission for Universities	Membership fee
16	Supplies and Consumable	6217	Insurance Premium	36,259,520	35,712,203	NATIONAL INSURANCE CORPORATION	Provision of Motorvehicle Insurance
16	Supplies and Consumable	6234	Staff Development Administration		3,050,000	INSTITUTE OF ADULT EDUCATION	Tuition fee
16	Supplies and Consumable	6234	Staff Development Administration		1,540,000	NELSON MANDELA AFRICAN INSTITUTION OF SCIENCE AND TECHNOLOGY	Tuition fee
16	Supplies and Consumable	5027	Staff Training Expenses		3,115,000	TANZANIA PUBLIC SERVICE COLLEGE	Training services

16	Supplies and Consumable	6234			1,025,000	TANZANIA PUBLIC SERVICE COLLEGE	Training services
16	Supplies and Consumable	6208	Internet Expenses		16,198,435	TANZANIA TELECOMMUNICATION CORPORATION	Provision of internet services
16	Supplies and Consumable	6209	Telephone Expenses		5,621,441	TANZANIA TELECOMMUNICATION CORPORATION	Telephone services
16	Supplies and Consumable	6233	Staff Development Academic s	23,480,000	2,745,000	THE NELSON MANDELA AFRICAN INSTITUTION OF SCIENCE AND TECHNOLOGY	Tuition fee
16	Supplies and Consumable	6234	Staff Development Adminstration		1,000,000	THE OPEN UNIVERSITY OF TANZANIA.	Tuition fee
16	Supplies and Consumable	5019	Airtime expenses	9,530,000	14,135,000	TTCL	Airtime services
16	Supplies and Consumable	6233	Staff Development Academic s	16,180,000	27,765,500	UNIVERSITY OF DAR ES SALAAM	Tuition fee
11	Revenue from Exchange Transaction	3450	Hiring of College Facilities	19,700,000		PSRS	Hiring of College Facilities
11	Revenue from Exchange Transaction	8007	Medical Fees	62,188,520		NATIONAL HELTH INSURANCE FUND	Medical Fees