

Gulawo User Guide

Gulawo is a tender workspace for East African contractors and suppliers. It helps you find public and private tenders, map each tender's requirements into a compliance checklist, compute the exact bid security you must provide, flag disqualifying deviations before you submit, and draft proposals with AI.

Gulawo is a product of **Yee Technologies**, a business name registered in Uganda (BRN 80030898266376).

- Website: <https://gulawo.online>
- Coverage: Uganda, Kenya, Tanzania, Rwanda
- Support: sales@gulawo.com

Screenshots in this guide were taken on the live app in October 2026. Buttons and labels may change slightly as the product improves.

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1. Getting started

1.1 Create an account

Go to <https://gulawo.online/register>.

 Gulawo

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Create your account

Join Gulawo to source or win more tenders.

I'm a contractor
Find and bid on tenders

I'm a buyer
Post and manage tenders

Company name

Email

Password

Country

Uganda

TIN (optional)

Create account

 Continue with Google

Already registered? [Log in](#)

1. Choose **I'm a contractor** (find and bid on tenders) or **I'm a buyer** (post and manage tenders).
2. Enter your **Company name**, **Email** and a **Password** (at least 8 characters).
3. Pick your **Country** (Uganda, Kenya, Tanzania or Rwanda).
4. Add your **TIN** if you have one (optional).
5. Click **Create account**.

You can also sign up with Google using **Continue with Google**.

1.2 Log in

If you already have an account, go to <https://gulawo.online/login>.

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Log in

Welcome back to your tender workspace.

Email

Password

Log in

 Continue with Google

New to Gulawo? [Create an account](#)

 Gulawo

Tender discovery, compliance and bid-workflow automation for East African contractors. Aggregating public procurement from Uganda, Kenya, Tanzania and Rwanda.

Gulawo is a product of Yee Technologies, a

TENDERS

[All tenders](#)
[Uganda tenders](#)
[Kenya tenders](#)
[Tanzania tenders](#)
[Rwanda tenders](#)

PRODUCT

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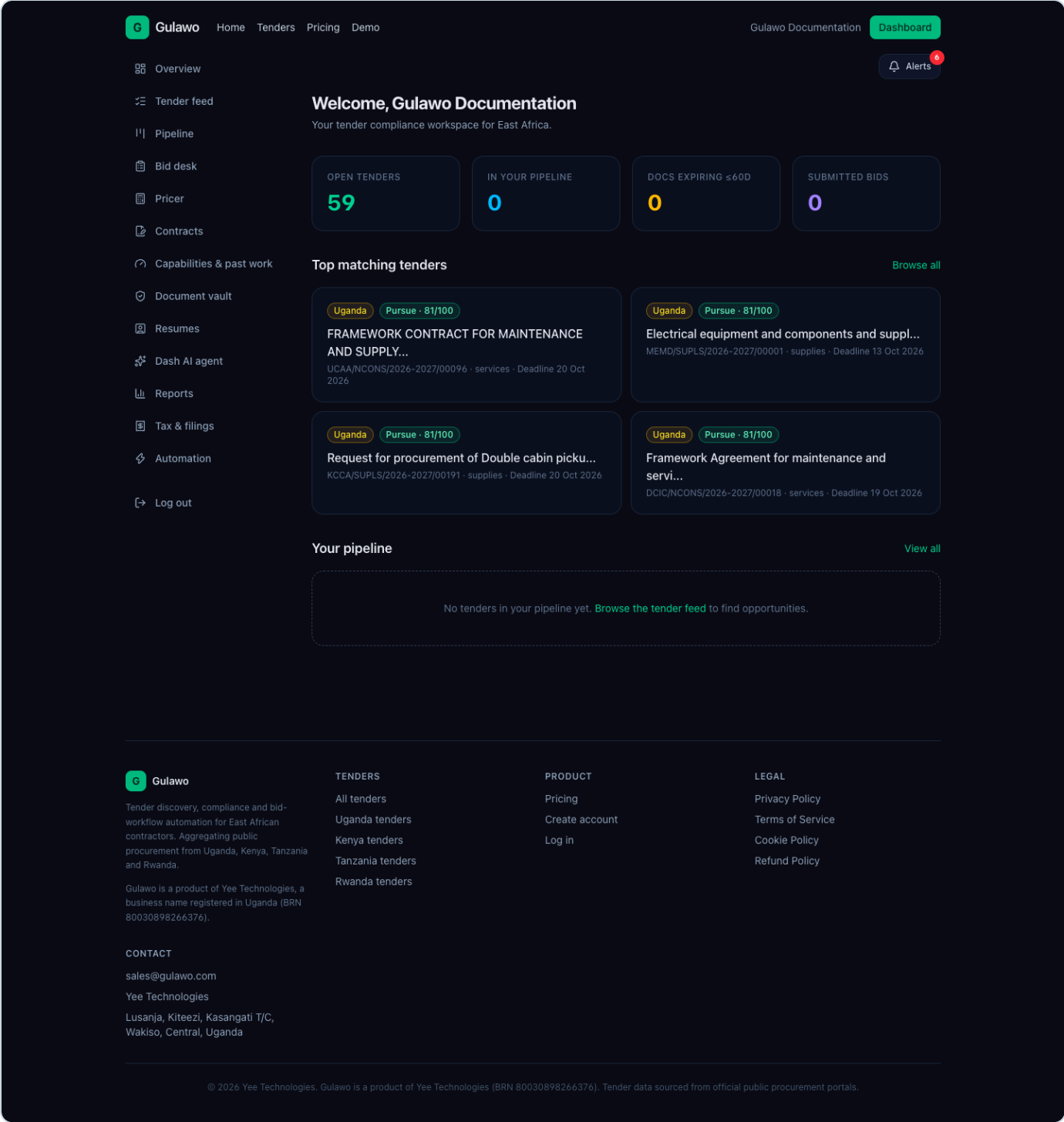
LEGAL

[Privacy Policy](#)
[Terms of Service](#)
[Cookie Policy](#)
[Refund Policy](#)

Enter your email and password and click **Log in**. You can also continue with Google.

2. The dashboard (Overview)

After logging in you land on **Overview** (`/dashboard`).



The left sidebar is your main navigation. From top to bottom:

Menu item	What it does
Overview	Your home screen: key numbers and top matches
Tender feed	All open tenders you can search and filter
Pipeline	Tenders you are pursuing, by stage
Bid desk	Prepare and assemble a submission
Pricer	Build priced bids (labor, materials, margins)
Contracts	Track awarded contracts and amendments
Capabilities & past work	Your company profile and evidence
Document vault	Certificates and documents with expiry alerts
Resumes	Key personnel CVs
Dash AI agent	Run AI tasks across your tenders
Reports	Win rate, pipeline value, funnel
Tax & filings	Tax deadlines and filings
Automation	Email delivery, alerts and recurring jobs

The Overview shows four headline cards:

- **Open tenders** - total matches currently in the feed.
- **In your pipeline** - tenders you have started pursuing.
- **Docs expiring ≤60 days** - certificates from your vault that need renewal soon.
- **Submitted bids** - bids you have marked as submitted.

Below the cards you get **Top matching tenders** (scored against your company profile) and **Your pipeline**.

Tip: a high fit score (for example 81/100) means the tender closely matches your sectors, value band and documents. Start with the highest scores.

3. Finding tenders

Click **Tender feed** in the sidebar, or visit <https://gulawo.online/tenders> (available without an account).

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Gulawo Documentation

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Overview

Tender feed

Pipeline

Bid desk

Pricer

Contracts

Capabilities & past work

Document vault

Resumes

Dash AI agent

Reports

Tax & fillings

Automation

Log out

Tender feed

Curated procurement opportunities across East Africa, scored against your company profile.

Search title, ref, entity...

AllUgandaKenyaTanzaniaRwanda

STATUS

LiveClosedAll

SOURCES

All sourcesNeST OCDS (1182)Uganda eGP (874)World Bank UG (49)World Bank TZ (39)CAF (39)World Bank RW (34)Corporate UG (30)World Bank KE (23)UG Agencies (11)Corporate (2)TED RW (1)TED KE (1)

Found a tender outside Gulawo?

Paste a link, upload a file, or drop in the notice and our AI adds it to your workspace and pipeline.

+ Add external tender

59 tenders · page 1 of 3

TENDER	COUNTRY	SOURCE	CATEGORY	VALUE	DEADLINE	SCORE
<div><div>CAF-RFP2026-573</div><div>CAF AWARD EVENT SET UP AGENCY</div><div>CAF-RFP2026-573 · Confédération Africaine de Football (CAF)</div></div>	<div>africa</div>	CAF	Services & Events	Not disclosed	Open13 Oct 2026	<div>Team · 50</div>
<div><div>CAF-RFP2026-572</div><div>CAF AWARD – EVENT DESIGN AND COORDINATION AGENCY</div><div>CAF-RFP2026-572 · Confédération Africaine de Football</div></div>	<div>africa</div>	CAF	Services & Events	Not disclosed	Open13 Oct 2026	<div>Team · 50</div>

- Use the **country** filters (Uganda, Kenya, Tanzania, Rwanda) and the search box.
- Each row shows the tender's **reference**, **title**, **category**, **estimated value**, **currency** and **deadline**.
- A **fit-score badge** shows how well each tender matches your profile.

Public country pages are also available at `/tenders/uganda` , `/tenders/kenya` , `/tenders/tanzania` and `/tenders/rwanda` .

If you are not logged in, the same feed is browsable:

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Tender feed

Curated procurement opportunities across East Africa, scored against your company profile.

Search title, ref, entity...

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All sourcesNeST OCDS (1182)Uganda eGP (874)World Bank UG (49)World Bank TZ (39)CAF (39)World Bank RW (34)Corporate UG (30)World Bank KE (23)UG Agencies (11)Corporate (2)TED RW (1)TED KE (1)

Want these scored against your capabilities?

Create a free profile to see pursue/pass recommendations on every tender.

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TENDER	COUNTRY	SOURCE	CATEGORY	VALUE	DEADLINE
<div><div></div><div>CAF-RFP2026-573 CAF AWARD EVENT SET UP AGENCY</div><div>CAF-RFP2026-573 · Confédération Africaine de Football (CAF)</div></div>	<div>africa</div>	CAF	Services & Events	Not disclosed	<div>Open</div> 13 Oct 2026
<div><div></div><div>CAF-RFP2026-572 CAF AWARD – EVENT DESIGN AND COORDINATION AGENCY</div><div>CAF-RFP2026-572 · Confédération Africaine de Football (CAF)</div></div>	<div>africa</div>	CAF	Services & Events	Not disclosed	<div>Open</div> 13 Oct 2026
<div><div></div><div>Electrical equipment and components and suppl...</div><div>MEMD/SUPLS/2026-2027/00001 · Ministry of Energy & Mineral Development</div></div>	<div>Uganda</div>	Uganda eGP	Supplies	Not disclosed	<div>Open</div> 13 Oct 2026

4. Reading a tender and checking compliance

Click any tender to open its detail page.

G

Gulawo

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africa

Open

CAF

Services & Events

CAF

CAF-RFP2026-573 CAF AWARD EVENT SET UP AGENCY

CAF-RFP2026-573 · Confédération Africaine de Football (CAF)

Deadline: 13 Oct 2026

Bid opening: —

Bid security: 2%

Validity: 90d + 30d eval

ntinental confederations of FIFA and was established in 1957. CAF is pleased to request for proposals from established, experienced, and reputable service providers with the technical and operational capacity to deliver CAF AWARD EVENT SET UP AGENCY.

View SBD documents →

You're browsing as a guest. [Sign in](#) to score this tender against your profile, run deviation scans, track it in your pipeline and generate proposals.

Add to pipeline...

Add to pipeline

Fit score

Compliance matrix

Requirements extracted from the SBD, grouped by category.

Capability vs requirements

How your capability statements and past work map against this tender's requirements.

Loading capability mapping...

Guarantee calculator

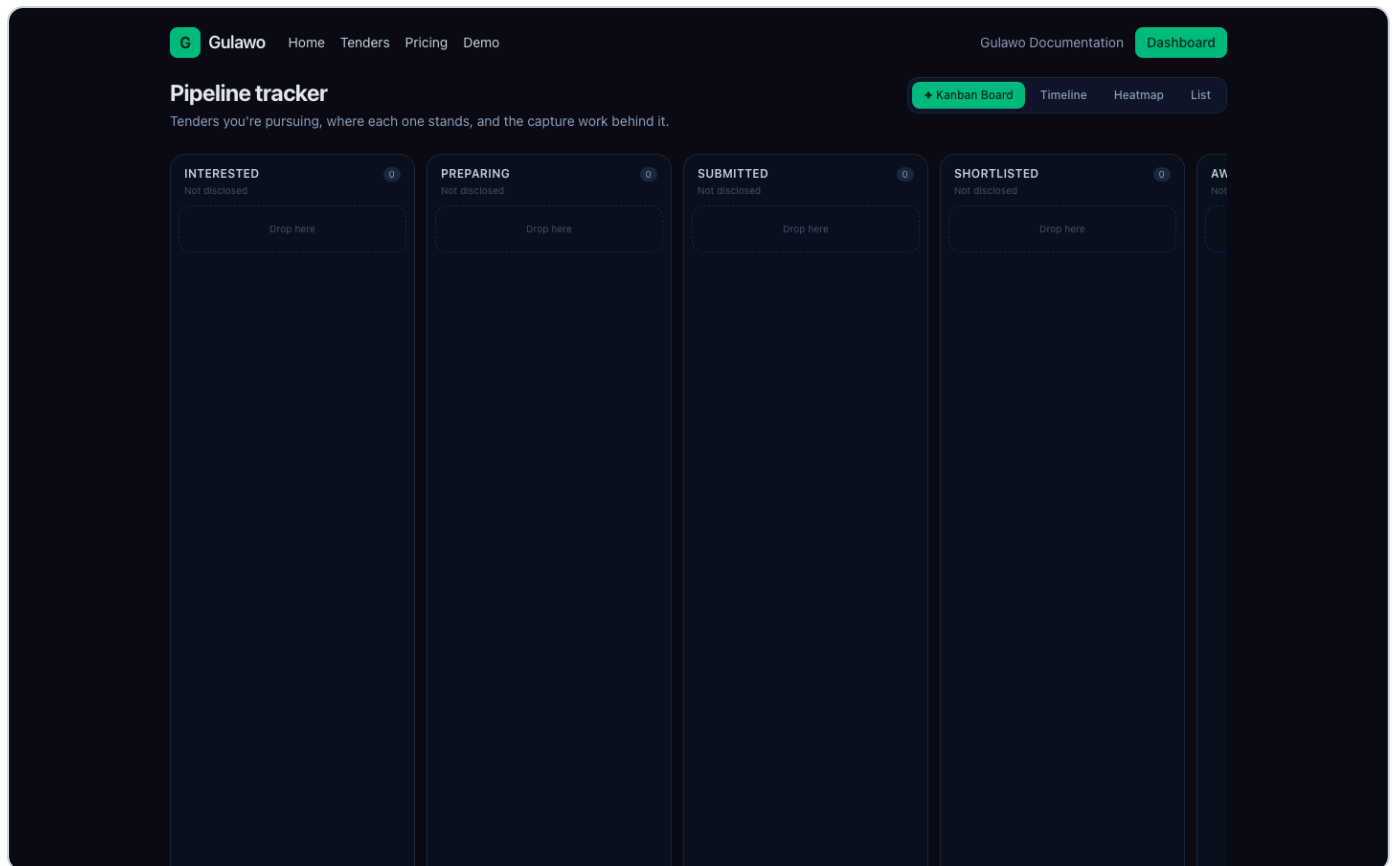
From here you can:

1. **Read the brief** - buyer, reference, category, deadlines and the full description.
2. **Review the compliance matrix** - every SBD requirement mapped into a structured checklist (bid security, validity, TIN, required documents, certifications, signatory).
3. **Run the deviation scanner** - enter your actual submission values (guarantee amount, validity dates, TIN, signatory, certificate expiries) and get a pass/fail scan that flags disqualifying mismatches before you submit.
4. **Use the guarantee calculator** - given the tender value, bid-security rate, bid-validity and evaluation periods, it computes the exact required guarantee amount and the expiry date the guarantee must carry.
5. **Generate a proposal** - draft the executive summary, technical approach, methodology, team and pricing tailored to this tender.
6. **Add to pipeline** - start pursuing the tender in one click.

Why this matters: most bids are lost to a missing certificate, a security short of the required percentage, or a validity date that expires before evaluation ends - not on price. The scanner catches these before you submit.

5. The Pipeline

Click **Pipeline** (`/pipeline`).



The pipeline is a stage board for the tenders you are pursuing. Stages run:

interested → **preparing** → **submitted** → **shortlisted** → **awarded / lost**

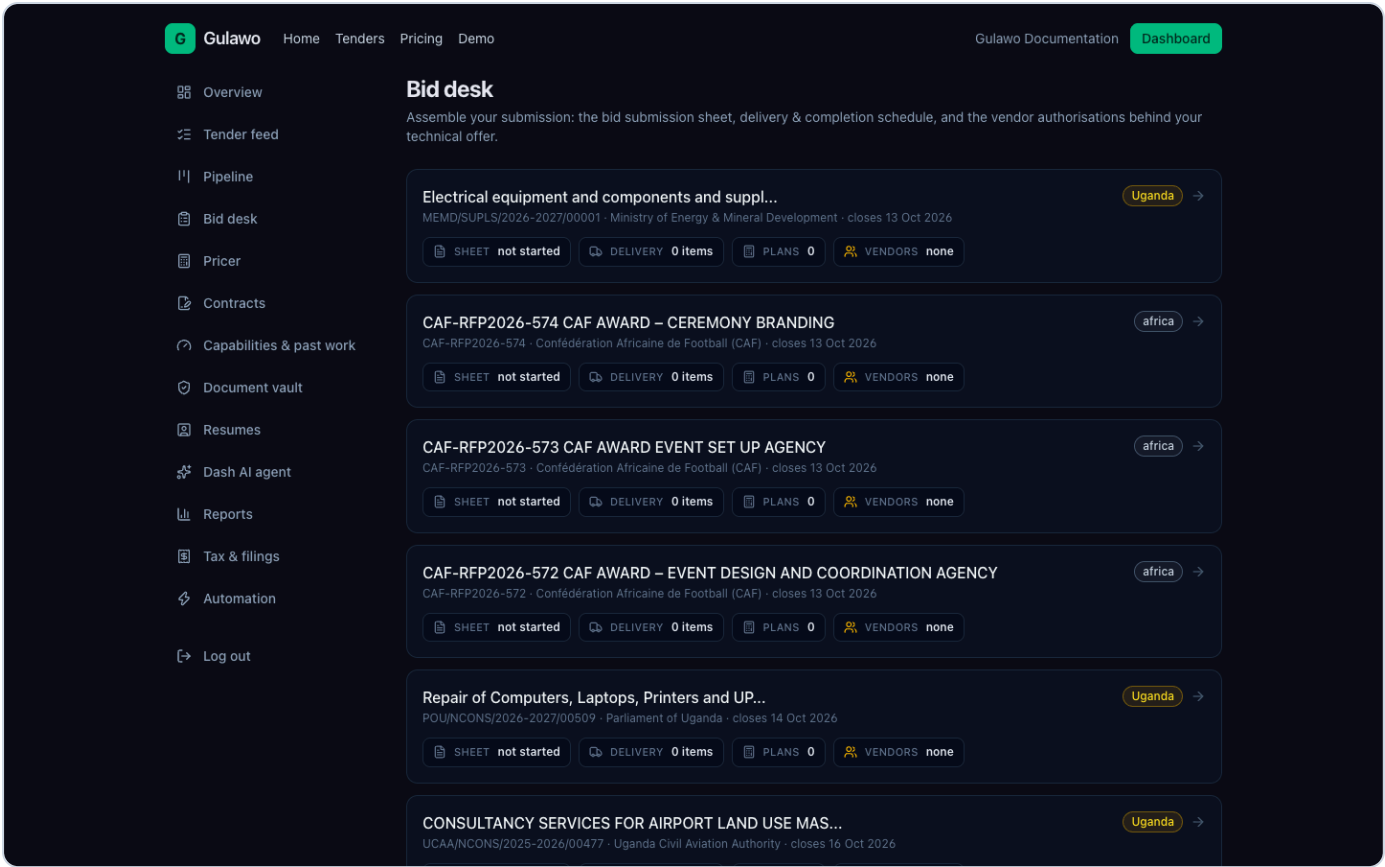
For each tender you can:

- **Change its stage** with the dropdown (changes are logged for reporting).
- Open the **capture panel** to add **tasks**, **win themes** and **gate reviews** (go/no-go, technical, review, colour team, final).

Use it to see, at a glance, what is in play and what needs action next.

6. The Bid desk

Click **Bid desk** (`/bid`).



The Bid desk is where a submission comes together:

- Work through the **compliance checklist** for the tender.
- **Check deviations** (guarantee, validity, TIN, signatory) and fix failures.
- **Draft and store proposal sections** (executive summary, technical approach, methodology, team, pricing).
- **Export finished sections to Word** (`.docx`) for final sign-off.

Nothing is submitted automatically - the Bid desk prepares the bid, and a person reviews and approves.

7. Capabilities & past work

Click **Capabilities & past work** (`/capabilities`).

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Capabilities & past work

What you sell and what you have delivered. Used by tender matching and the AI proposal writer.

Company profile

Set the sectors, markets and value band you target. Tender matching scores opportunities against this.

Sectors you serve

Furniture

It

Medical

Construction

Consultancy

Transport

Catering

Security

Printing

Markets

Uganda

Kenya

Tanzania

Rwanda

Min value

Max value

Currency

10000000

900000000

UGX

Capability statement (used for matching)

Gulawo Documentation is a construction, supplies and services company based in uganda, bidding on public and private tenders across East Africa.

Save profile

Capabilities

Specific services and experience lines. These are embedded and retrieved when writing proposals.

Name (e.g. Office furniture supply)

Category

Years

Add capability

Description (e.g. End-to-end supply, delivery and installation with 36-month warranty...)

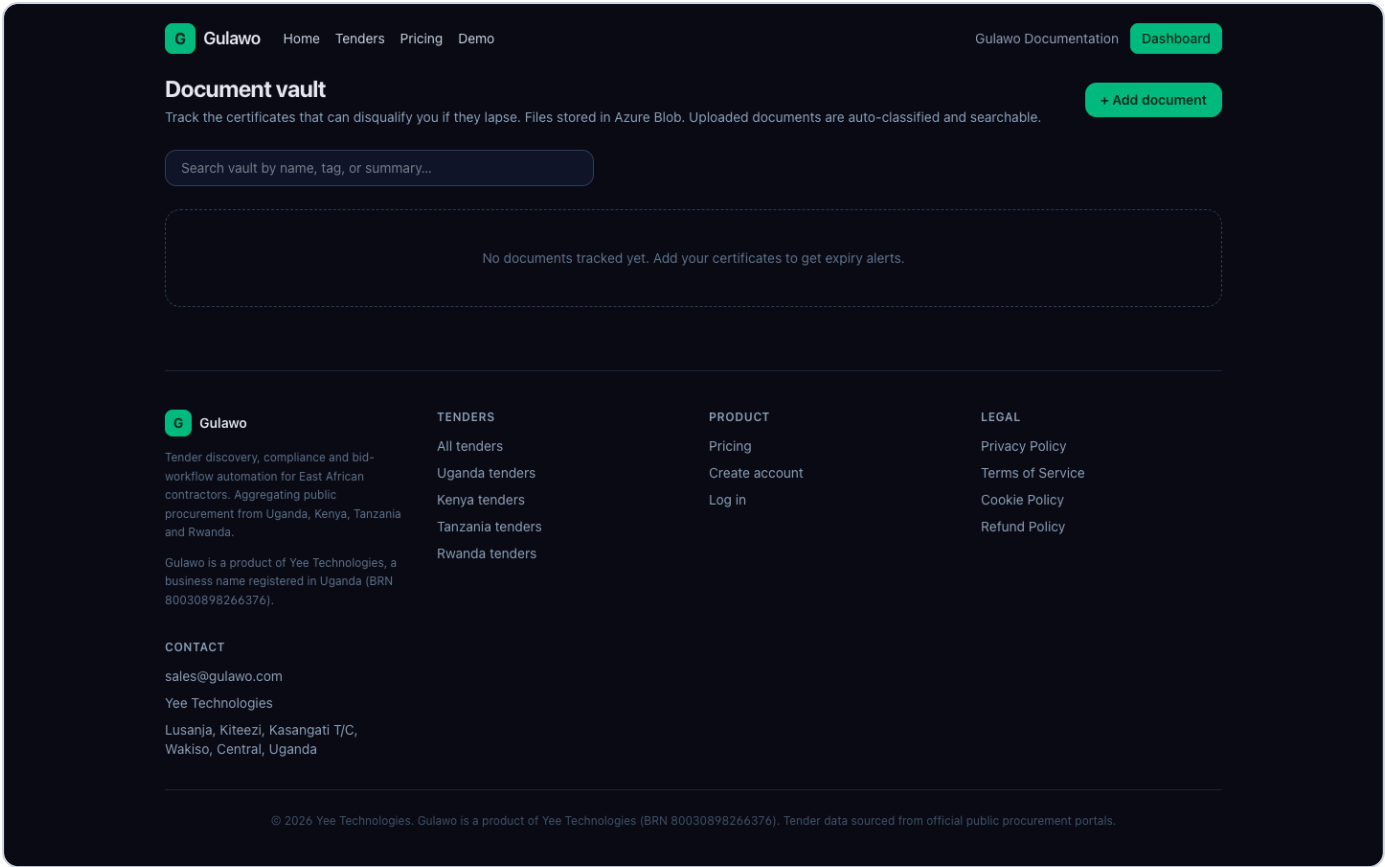
This is your company profile. Keep it accurate - it drives tender matching and the AI proposal writer.

- **Company profile:** description, sectors/categories, countries, and value band.
- **Capabilities:** individual capabilities with a category, description and years of experience.
- **Past performance:** past projects with title, client, country, value, outcome and description.

Tip: the more complete this section, the better your fit scores and the stronger your generated proposals.

8. Document vault

Click **Document vault** (`/vault`).



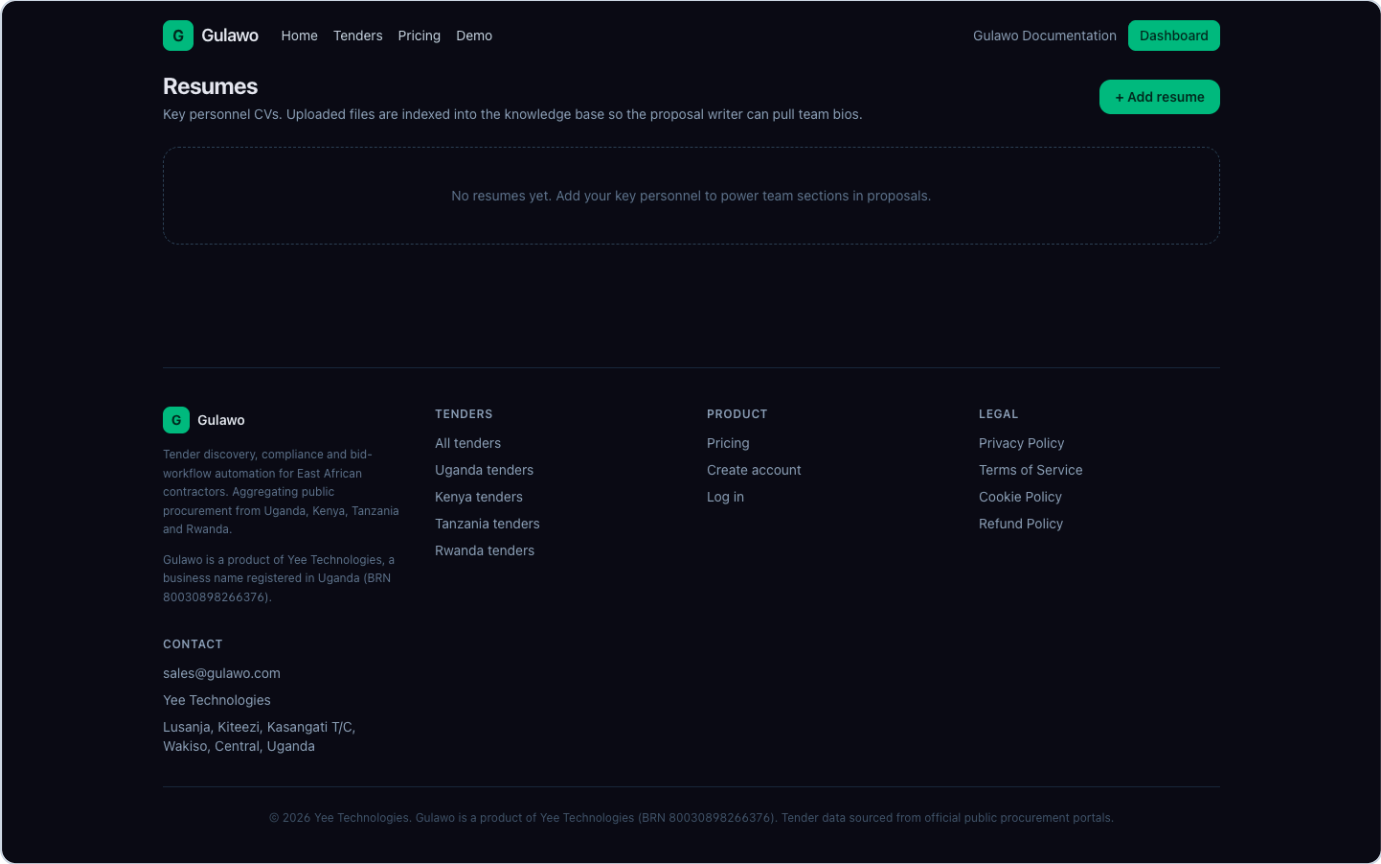
Store the certificates and documents you need to bid, and never miss an expiry again.

- Upload **tax clearance**, **PPDA registration**, **trading licence**, **certificates**, **contracts** and more.
- Each document can be **auto-classified with AI** (category, tags, summary).
- Track **expiry dates** with alerts for expired and expiring-soon documents (the Overview counts those expiring within 60 days).
- **Search** across names, tags and summaries, and filter by tag.

Files are stored securely in **Azure Blob Storage** and downloaded through time-limited links.

9. Resumes

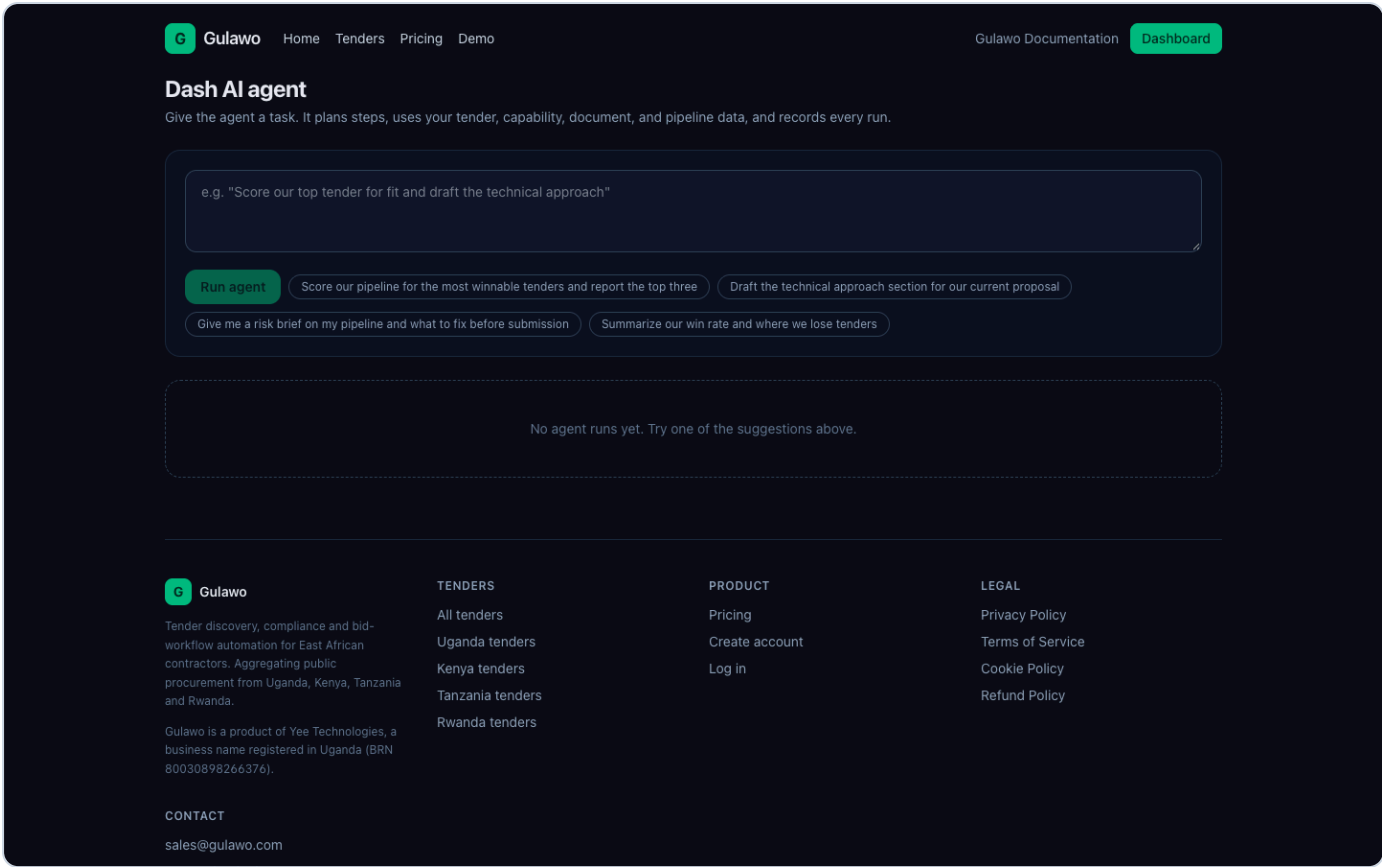
Click **Resumes** (`/resumes`).



Add your **key personnel CVs** with name, role and skills. Uploaded CVs are used by the proposal writer when it drafts the team and experience sections.

10. Dash AI agent

Click **Dash AI agent** (`/agents`).



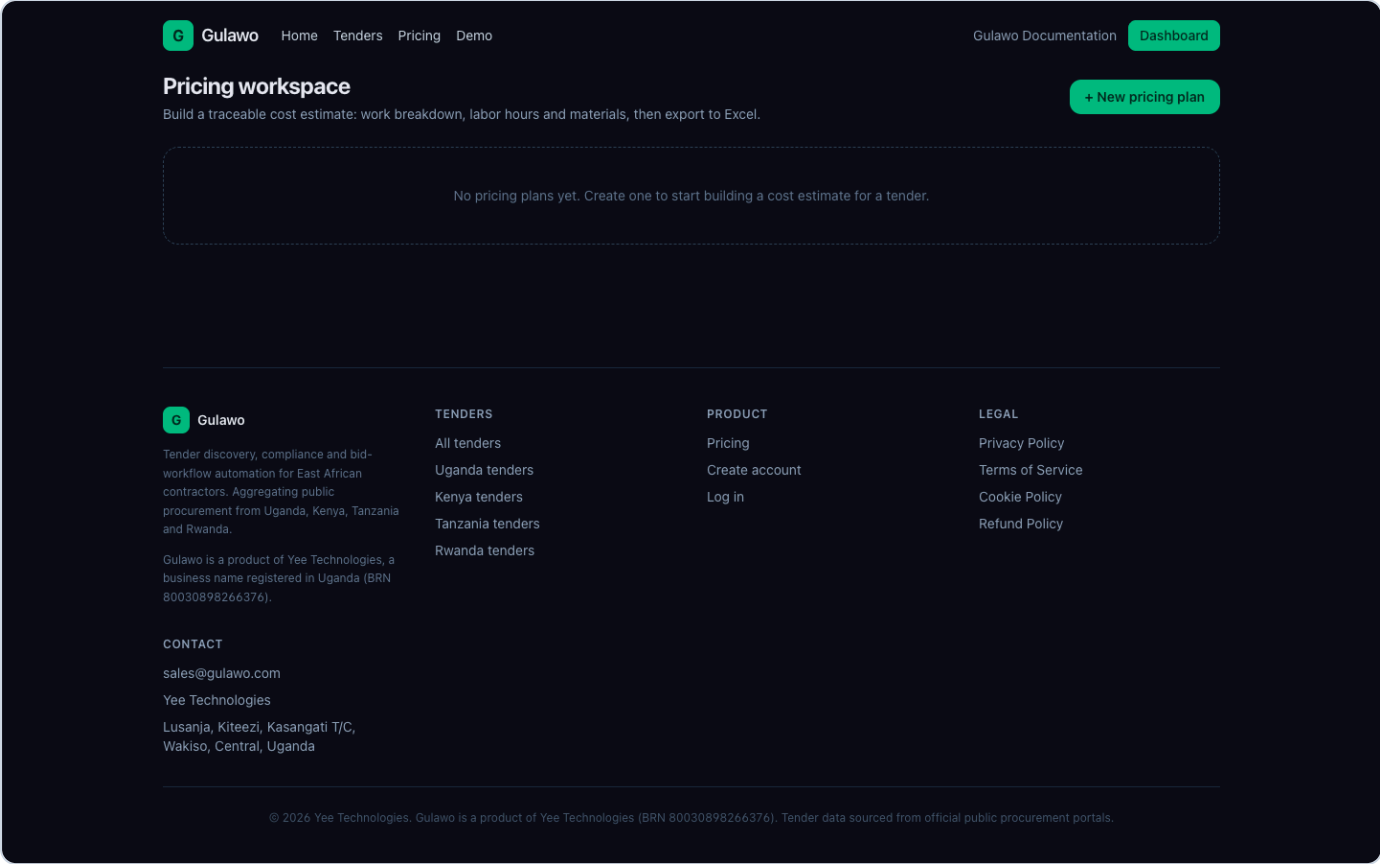
Describe a task and Dash plans and runs it across your tenders using built-in tools such as:

- **Score** a tender against your profile
- **Outline** and **draft sections** for a proposal
- **Risk brief** combining the deviation scan with an advisory
- **Extract compliance** requirements from SBD text
- **Report** on your pipeline
- **Create a pipeline** entry

Every run is recorded with its steps and outputs so you can review what it did.

11. Pricer

Click **Pricer** (`/pricing`).

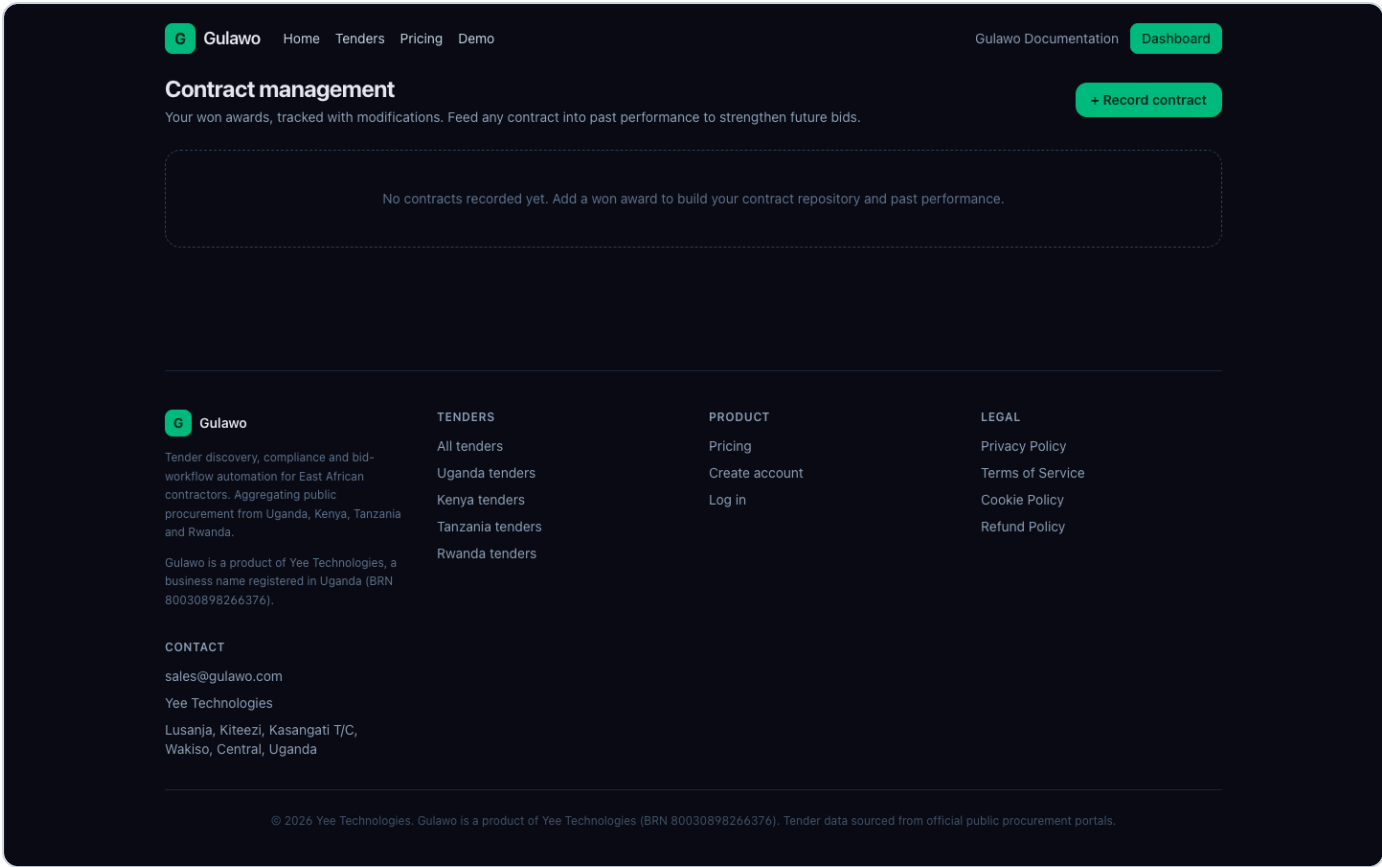


Build a priced bid from scratch:

- Add **line items** (labor, material, other) with quantities and unit rates.
- Organise by **work packages** and categories, and apply **wrap rates**.
- See the **cost to government**, **profit margin** and **bid price** calculated for you.
- **Export to Excel** for review and sign-off.

12. Contracts

Click **Contracts** (`/contracts`).

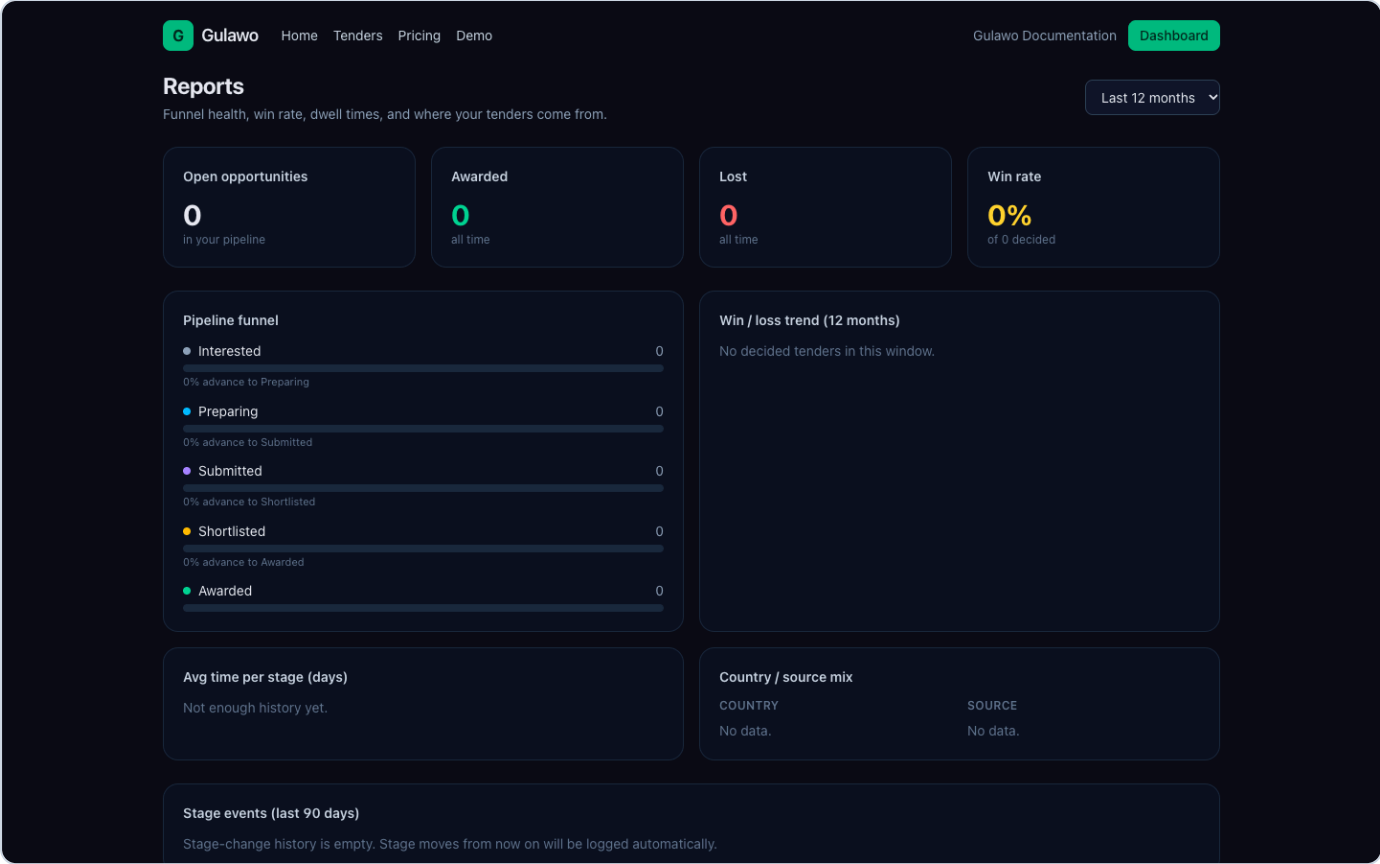


Track the contracts you win:

- Register a **contract** (title, reference, client, country, currency, award value, dates, status).
- Log **amendments / mods** (mod number, description, funding change, effective date). You can paste amendment text and let AI extract the fields.
- **Copy a contract to past performance** in one click - it then feeds your profile and proposals.

13. Reports

Click **Reports** (`/reports`).



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Tax & filings

East African tax reference: East Africa's revenue authorities, filing calendars and the components each body needs.

Uganda URA

Kenya KRA

Tanzania TRA

Rwanda RRA

Uganda overview · Uganda Revenue Authority

Portal

URA e-Tax (etax.ura.go.ug)

Registration

TPIN (Tax Payer Identification Number)

VAT

18% — mandatory above UGX 150M annual taxable turnover

Corporate / business income tax

30% — resident companies; individual business income uses progressive annual bands (0%/10%/20%/30%) with a 10% surcharge above UGX 120M

PAYE

monthly: nil to 235,000; 10% on 235,001-335,000; 20% on 335,001-410,000; 30% above 410,000 plus an extra 10% of the amount above 10M/month

Quick calculator

Enter the employee's monthly chargeable (gross taxable) income.

PAYE (monthly)

VAT

Corporation / business income tax

Withholding tax (WHT)

Rental income tax

Turnover tax (Kenya)

Monthly income (UGX)

0

Compute

Tax obligations

Key taxes for a business in Uganda

VAT

18% standard; 0% zero-rated exports

Businesses above UGX 150M annual taxable turnover

PAYE

Nil to 235,000/month, then 10%/20%, 30% above 410,000

Employers

Withholding tax

6% professional/management fees; 15% final on dividends & interest

Payers of professional fees, dividends, interest, rent, royalties

Corporation / business income

Annual bands to 2,820,000 tax-free, then 10% (20%/30%)

Filing calendar

Standard deadlines from the tax body

VAT return + payment

Monthly

Due by the 15th of the following month

Next: 15 Oct 2026 · in 3 days

PAYE return + payment

Monthly

Due by the 15th of the following month

Next: 15 Oct 2026 · in 3 days

WHT return + payment

Monthly

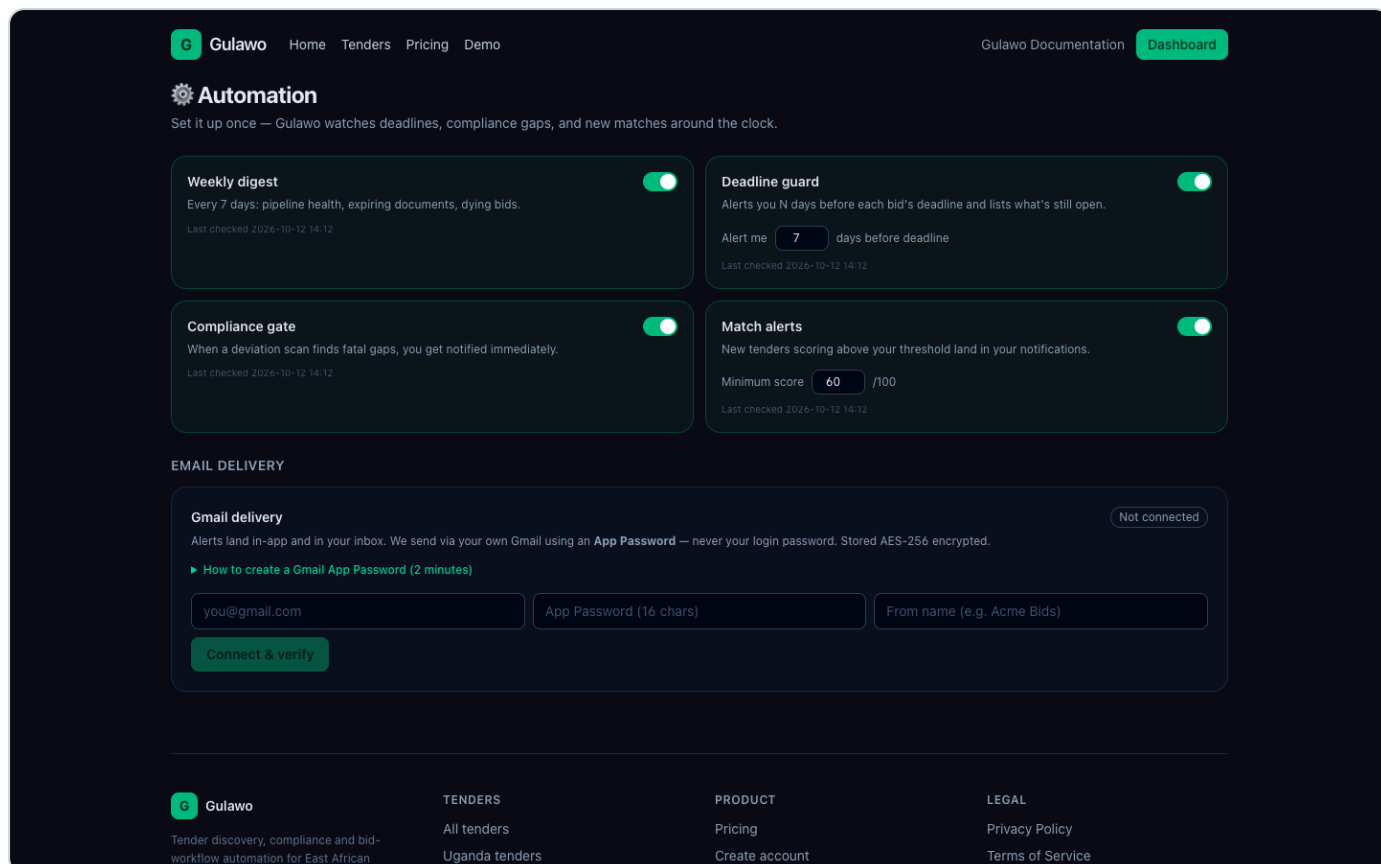
Due by the 15th of the following month

Keep on top of tax deadlines and filings that affect your eligibility to bid (for example TIN and tax clearance). Use the checklist and the tax agent to track what is due.

Note: Gulawo helps you organise and track filings; it is not a substitute for professional tax advice.

15. Automation

Click **Automation** (/settings).



Set up the things that run in the background:

- **Email delivery** - connect your sending email so Gulawo can send tender alerts and notifications on your behalf.
- **Alerts** - decide what you get notified about (new matching tenders, expiring documents, deadlines).
- Recurring jobs so you don't have to check manually.

16. Plans and pricing

Visit <https://gulawo.online/plans>.

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Simple pricing

Start free. Upgrade when you are bidding to win. Pay in USD — cancel anytime.

Free

For suppliers discovering opportunities.

\$0 forever

- ✓ Browse 1,000+ live tenders
- ✓ Country & source filters
- ✓ 1 company profile
- ✓ Weekly email digest
- ✓ Guarantee calculator

Create free account

Most popular

Pro

For serious bidders who want to win.

\$29 per month

- ✓ Everything in Free
- ✓ AI match scoring on every tender
- ✓ Compliance deviation scanner
- ✓ 5 AI proposal drafts / month
- ✓ Daily tender alerts
- ✓ Pipeline & capture tracking

Start Pro

Business

For teams bidding at volume.

\$79 per month

- ✓ Everything in Pro
- ✓ Unlimited AI proposals & briefings
- ✓ Document vault with expiry alerts
- ✓ RAG knowledge index (your files)
- ✓ Pricing & cost build-ups
- ✓ Priority support

Start Business

Post a Tender

For buyers sourcing from verified suppliers.

- ✓ Reach qualified SME contractors in 4 countries
- ✓ Suppliers matched against your requirements
- ✓ Structured listings with deadlines & values
- ✓ Featured placement available on request

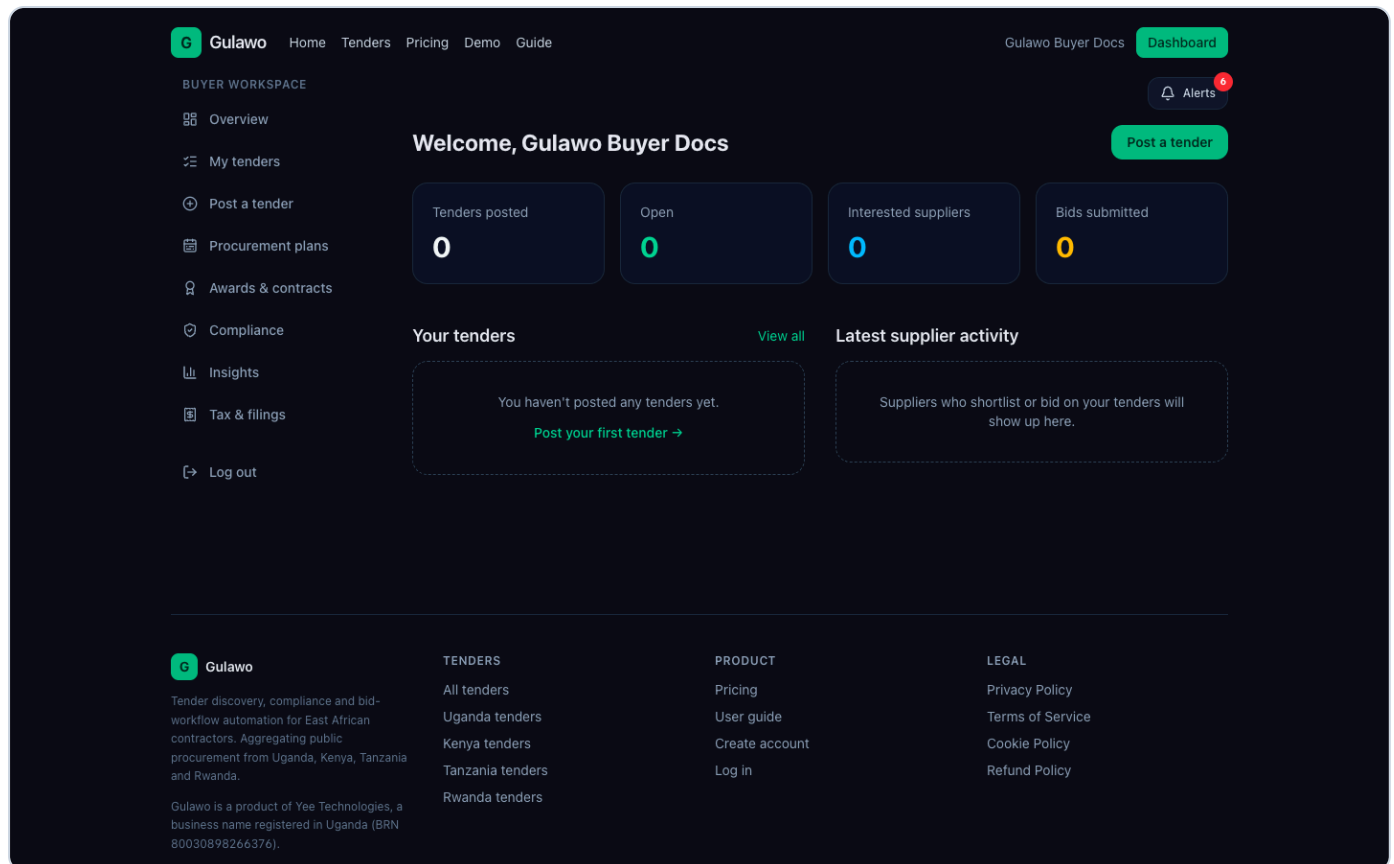
Free first listing

List your tender

Browse East African tenders for free. Upgrade for AI proposals, compliance scanning and match scoring. See the plans page for current tiers and annual invoicing options.

17. Buyer workspace

If you signed up as a **buyer** ("I'm a buyer"), you get a separate buyer workspace at `/company` for posting and managing tenders.



The buyer sidebar has: **Overview, My tenders, Post a tender, Procurement plans, Awards & contracts, Compliance, Insights** and **Tax & filings**. The Overview shows tenders posted, open tenders, interested suppliers and bids submitted.

17.1 Post a tender

Go to **Post a tender** (`/company/tenders/new`).

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BUYER WORKSPACE

Overview

My tenders

Post a tender

Procurement plans

Awards & contracts

Compliance

Insights

Tax & fillings

Log out

Alerts

← Post a tender

Your listing appears in the public feed and is matched against supplier profiles.

Tender details

Title *

Supply of office furniture

Reference number *

PPDA/2026-27/001

Country * 🇺🇬

Uganda

Procuring entity

Your organisation

Category

e.g. IT equipment, construction

Description

Scope, deliverables, evaluation criteria...

Value & terms

Estimated value

180000000

Currency

UGX

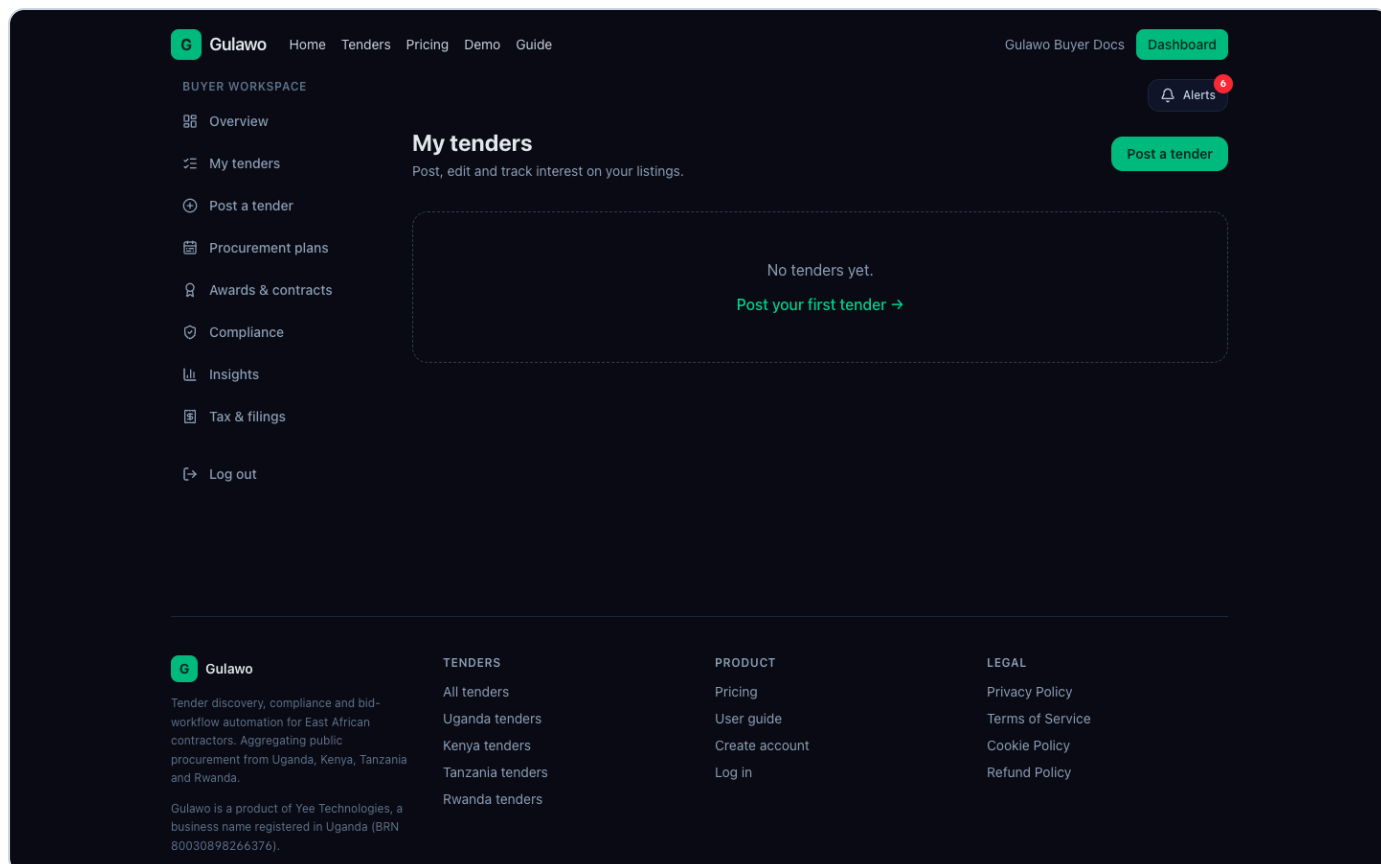
Bid security rate (%)

2

Enter the tender details - title, reference, category, budget, deadlines and the document/compliance requirements - and publish it so suppliers can find and bid.

17.2 My tenders and evaluating bids

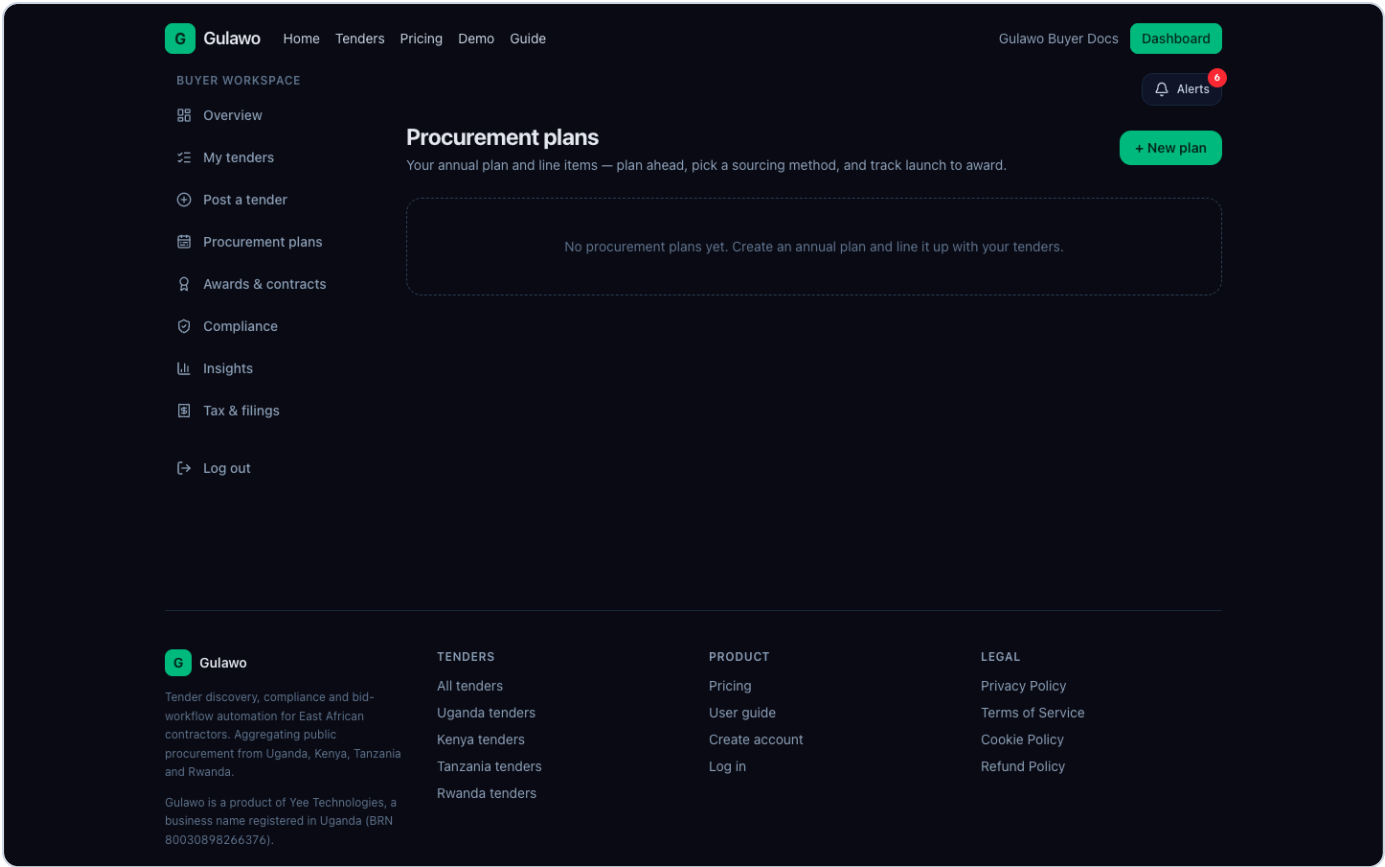
Go to **My tenders** (`/company/tenders`).



- See all your posted tenders and their status.
- Open a tender to **evaluate bids**: review each supplier's submission, compare them and score them.
- Shortlist, award or close the tender.

17.3 Procurement plans

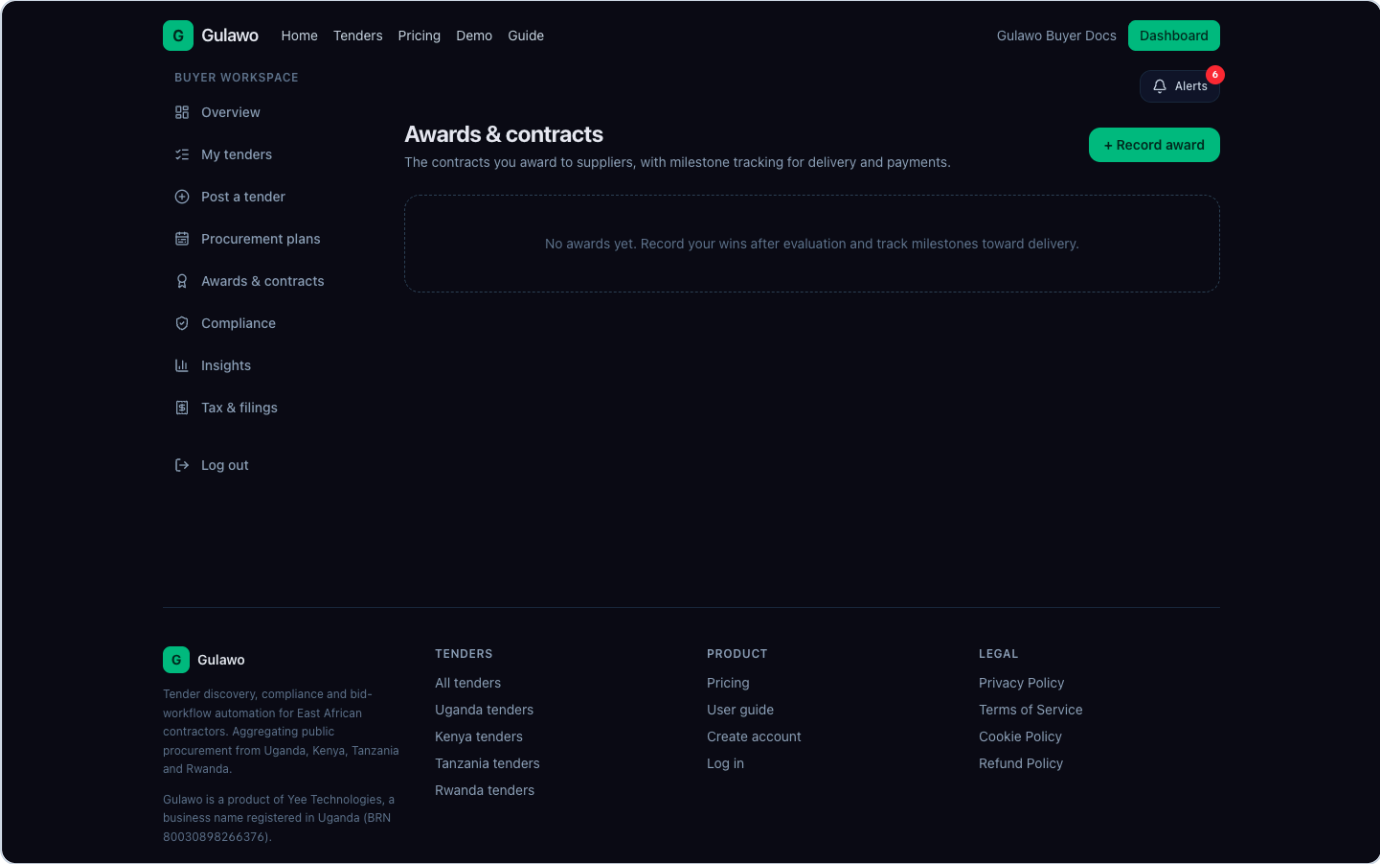
Go to **Procurement plans** (`/company/plans`).



Plan your upcoming procurement - a forward schedule of what you intend to buy - so suppliers can prepare and you stay compliant with procurement rules.

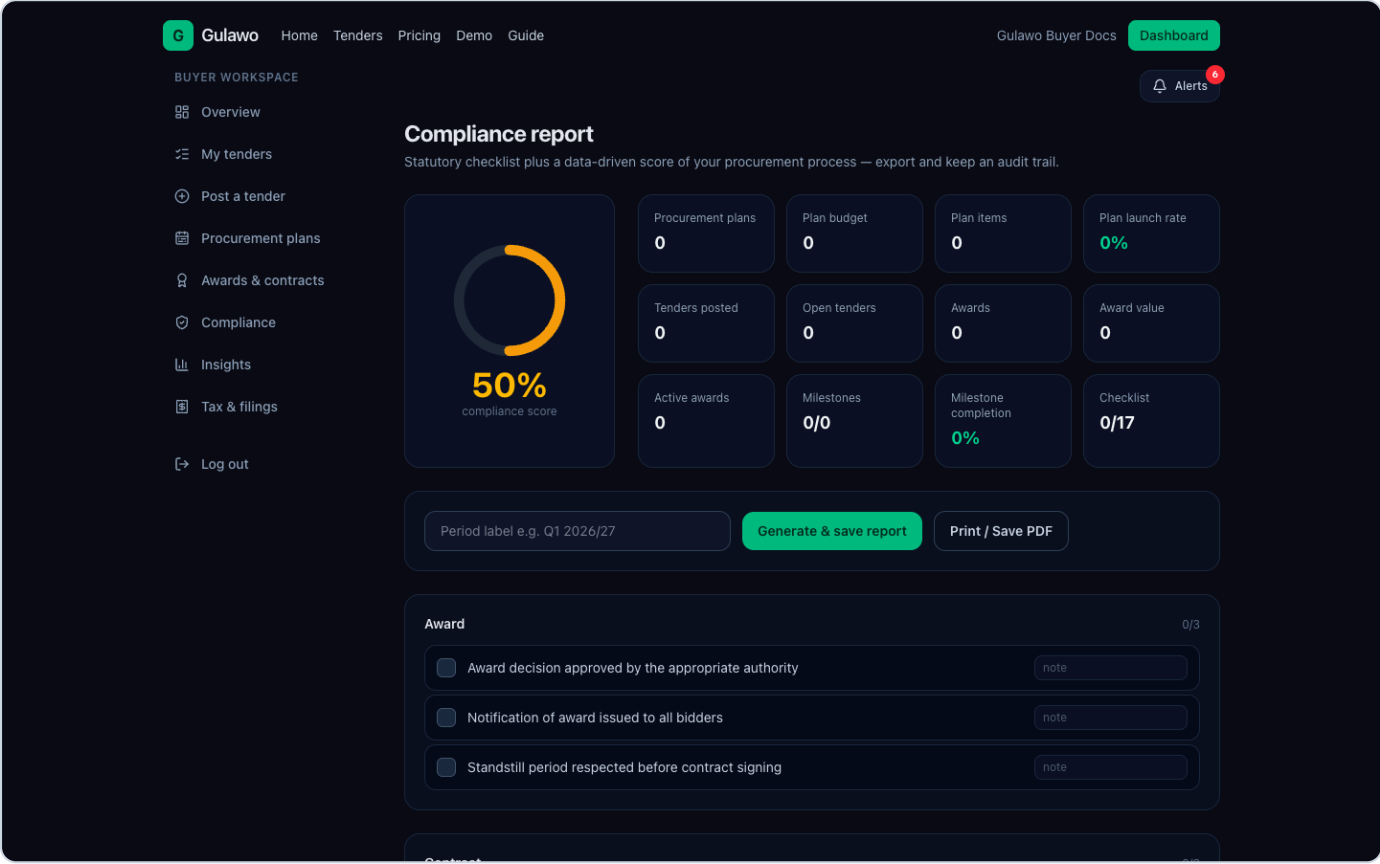
17.4 Awards & contracts

Go to **Awards & contracts** (`/company/awards`).

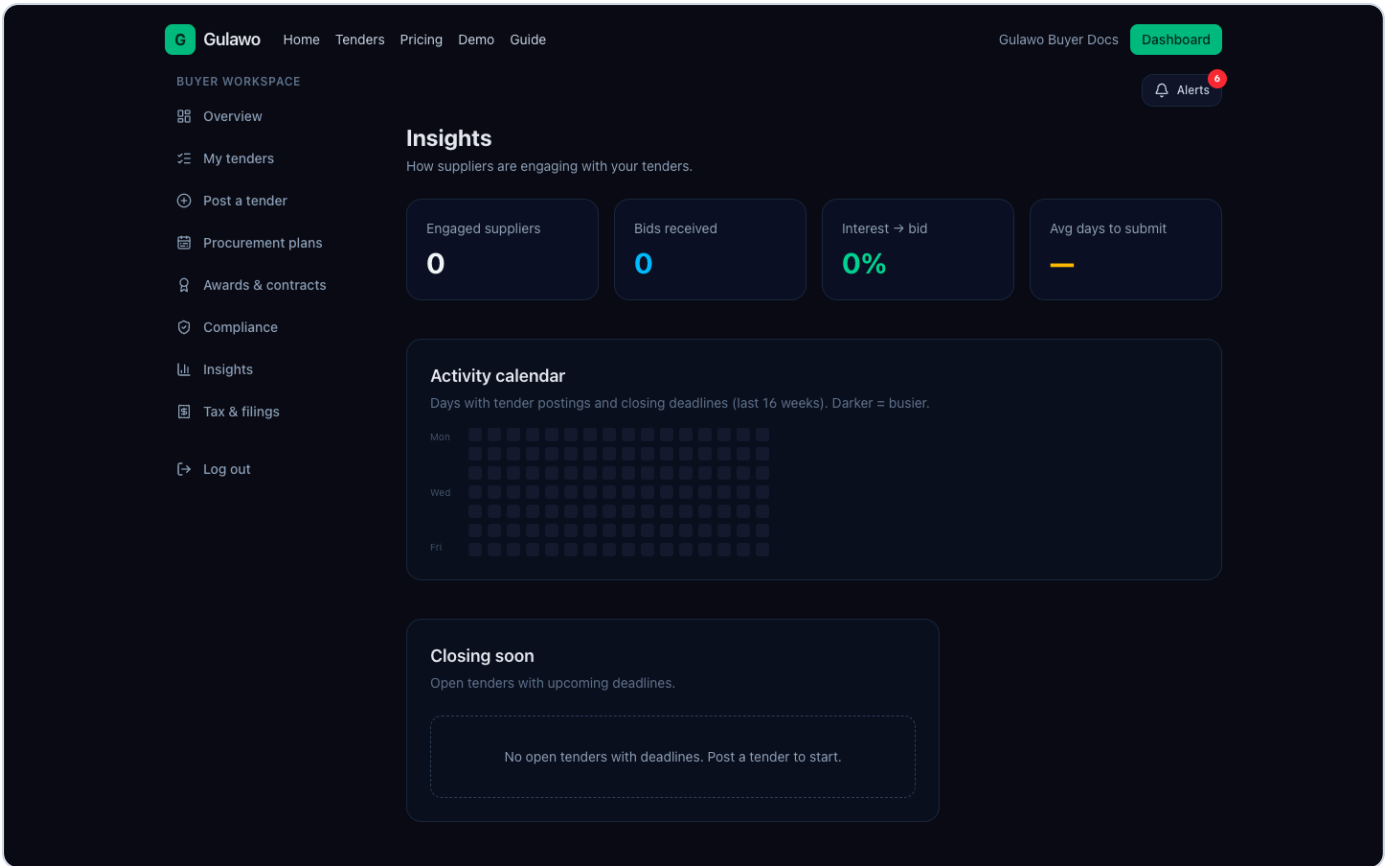


Record awards and track the resulting contracts and milestones.

17.5 Compliance and insights



Compliance (`/company/reports`) helps you keep the audit trail. **Insights** (`/company/insights`) shows analytics across your tenders and suppliers.



18. Tips and FAQ

Where do the tenders come from? Gulawo aggregates publicly available procurement notices (PPDA and e-GP Uganda, Kenya, Tanzania NeST, Rwanda RPPA, plus World Bank, EU TED and donor-funded opportunities) and some private-sector opportunities.

Why is my fit score low? Fill in **Capabilities & past work** and add your documents to the **vault**. Matching uses your sectors, countries, value band, document readiness and past performance.

Do I still need to check the tender myself? Yes. Gulawo makes it fast and reduces errors, but you remain responsible for verifying requirements, deadlines and eligibility before submitting. Tender data comes from third-party public sources and is provided "as is".

What is a deviation scan? It compares your actual submission values (guarantee amount, validity dates, TIN, signatory, certificate expiries) against the tender's requirements and flags any mismatch that could disqualify you.

Can I export my work? Yes - proposals export to Word (`.docx`) and pricing plans export to Excel.

Need help? Email sales@gulawo.com.