



UNITED REPUBLIC OF TANZANIA
MINISTRY OF FINANCE



PROCUREMENT AND SUPPLIES PROFESSIONALS AND TECHNICIANS BOARD

In reply please quote:

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Date: 20th November, 2025

Accounting Officers of Ministries and Public Institutions,
Heads of Independent Departments,
Chief Executives of Government Authorities/Agencies,
Executive Directors of City, Town and District Councils,
Directors of Institutions and Private Organizations,

TANZANIA.

Dear Sir/Madam,

**RE: INVITATION TO THE 16TH PROCUREMENT AND SUPPLY PROFESSIONALS
ANNUAL CONFERENCE**

Kindly refer to the above subject matter.

2. The Board is proud to announce that will be hosting the 16th Procurement and Supply Professionals Annual Conference from **19th to 21st December, 2025** at AICC in Arusha. The conference will bring together all stakeholders in procurement and supply chain management from public and private sector across the country as well as outside the country to discuss and deliberate professional issues based on the theme ***"Building Professionals for The Future Supply Chain Management: Leadership Skills and Innovation"***.

3. Therefore, the Board requests you as an employer and important stakeholder in Procurement and Supply Chain Management to sponsor your procurement and supply practitioners, tender board members, user departments from different professionals and other decision-makers involved in the procurement and supply chain management to attend this vital conference to share their knowledge, skills and experiences based on digital epoch in procurement and supply chain management. It is the expectation of the Board that, the delegates will be able to improve individual professional practice and

organizational performance in achieving value for money in public and private sectors. Ultimately, professionals will be **accredited 24 hours of Continued Professional Development (CPD hrs.)** to fulfill their professional obligation requirements.

4. Registered professionals shall be required to register in this conference via their online accounts and for non-registered delegates shall register their participation via this link <https://registration.psptb.go.tz/>. Participation fees are analyzed in the table below:

Category	Participation Fees
PSPTB Registered Professionals	TZS. 600,000/=
Non-registered Delegates	TZS. 750,000/=
Non-employed Students	TZS. 350,000/=
Delegates from outside of Tanzania	TZS. 1,000,000/=
Online Participants	TZS. 400,000/=

5. The participation fees will cover paper preparation and presentation, conference materials, breakfast and lunch only. Kindly, take note that no participants shall be allowed to attend this conference without payment of the above-mentioned participation fees. Deadline for payment of participation fees is **30th November, 2025**.

6. We thank you for your cooperation in embracing professionalism for National development.

7. Yours faithfully,

Godfred B. Mbanyi
EXECUTIVE DIRECTOR

GBM/pgm.