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**THE UNITED REPUBLIC OF TANZANIA**

**PRESIDENT’S OFFICE,**

**PUBLIC SERVICE MANAGEMENT AND GOOD GOVERNANCE**

**e-GOVERNMENT AUTHORITY**



**26th January, 2024**

**Head of Operations,**

**Ivo Solutions Limited,**

**P. O Box 45886,**

**3rd Floor, Office Suite 301,**

**Alfa Plaza, Ali Hassan Mwinyi Road,**

**DAR ES SALAAM**

Re: **Request for Sponsorship for the 4th e-Government Annual Meeting**

Please, make a reference to the above heading.

2. e-Government Authority is a public institution established under the e-Government Act, No. 10 of 2019 mandated to Co-ordinate, Oversee and Promote e-Government initiatives as well as enforce e-Government related Policies, Laws, Regulations, Standards and Guidelines in public institutions.

3. The e-Government Authority will host the 4th e-Government Annual Meeting, scheduled to take place from 6th to 8th February , 2024, at the Arusha International Conference Centre (AICC).

4. The 4th e-Government Annual Meeting is one of the biggest e-government initiatives’ events in Tanzania as it brings together over 1,000 e-government and ICT stakeholders, including public and private institutions as well as international delegates.

5. The Meeting will also involve extensive media coverage across all platforms where sponsors will have the opportunity to showcase their products/services. As it has always been done, the theme of the Meeting will be “***Ensuring Compliance to e-Government Policies, Standards and Guidelines for Secure Electronic Data Exchange”***

6. The prime activities to be undertaken during the meeting will consist of; -

1. *Presentations and Paper discussions;*
2. *Exhibitions of e-Government Authority Services*
3. *Exhibitions of ICT related services provided by various institutions*
4. *Feedback from eGovernment Stakeholders, and*
5. *Recognition and rewarding of the Meeting Sponsors*

7. Recognizing that your institution is one among our esteemed Stakeholders, the Authority kindly requests for your participation as a sponsor of this very important event under the category of your choice from the list attached to this letter. Deposits for sponsorship packages subscribed should be done through ***e-Government Authority Recurrent Account, No. 20110002338*** at the NMB Bank

8. We appreciate your continued support in advance and call for your positive response the soonest. For further clarifications, please do not hesitate to contact ***Ms.*** ***Subira Kaswaga* - (0715 33 96 96), *Ms. Josephine Kayuni (0739 40 29 30)* - (0735 00 06 96)** or ***Catherine Peter*** *- (***0737 48 85 78)**.

Yours faithfully,

**Eng. Benedict B. Ndomba**

**Director General**

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**SPONSORSHIP PACKAGES BENEFITS**

1. **Platinum Sponsor- Tshs (20,000,000.00 – 25,000,000.00)**

The following package will be offered to the Platinum sponsor:

1. A venue for booth to show case your products
2. 15 minutes presentation session during the meeting to explain about your services.
3. An opportunity to display two (2) banners, one on the Conference Hall and another at the congregation area.
4. During the meeting, a big banner for the event will also include your institution's logo
5. Certificate of appreciation
6. **Gold - Tshs (15,000,000.00 – 19,000,000,000.00)**

The following package will be offered to the Gold sponsor:

1. A venue for booth to show case your products
2. 10 minutes presentation session during the meeting to explain about your services
3. An opportunity to display one (1) banner at the congregation area.
4. During the meeting, a big banner for the event will also include your institution's logo
5. Certificate of appreciation
6. **Silver - Tshs (10,000,000.00 – 14,000,000.00)**

The following package will be offered to the Silver sponsor:

1. A venue for booth to show case your products
2. During the meeting, a big banner for the event will also include your institution's logo
3. Certificate of appreciation
4. **Bronze – Tshs (5,000,000.00 – 9,000,000.00)**

The following package will be offered to the Bronze sponsor:

1. Certificate of appreciation