

## Standard Invitation to Bidders

### BID NOTICE UNDER OPEN BIDDING

19<sup>th</sup> September, 2018

#### Purchase of Motor Vehicles 5 Double Cabin Pick-Ups - MSC/SUPLS/18-19/00050

1. The Microfinance Support Centre Ltd has allocated to be used for the acquisition of **Purchase of Motor Vehicles 5 (Five) Double Cabin Pick- Supplies**.
2. The Entity invites sealed bids from eligible bidders for the provision of the above supplies.
3. Bidding will be conducted in accordance with the Open Domestic Bidding *method* contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents from **19<sup>th</sup> September, 2018** at the address given below 8(a) from **8:30am-4:50pm**.
5. The Bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below at 8(b) and upon payment of a non-refundable fee of **UGX 50,000**. The method of payment will be to the following;

**A/C No. 0103009931**

Account Title: The Microfinance Support Centre Ltd

Bank: UBA (United Bank for Africa) Ltd

Branch: Spear House, Plot 22, Jinja Road

6. Bids must be delivered to the address below at 8(c) at or before **11:00am on 22<sup>nd</sup> October, 2018**. All bids must be accompanied by a **Bid Security** of **UGX 10,000,000** (Uganda Shillings Ten Million). Bid securities must be valid until **22 March, 2019**. Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below at 8(d) at **11:30am on 22/10/2018**.
7. There shall be a **Pre – Bid Meeting** on **1<sup>st</sup> October, 2018** at **MSC Board Room at 10:00am**. (*Sees the dates indicated in the proposed schedule in this notice*).
8. (a) Documents may be inspected at: **MSC Head Office Plot 32, Nakasero Road Kampala** on 19/09/2018  
(b) Documents will be issued at MSC Head from 19/09/2018 as in above  
(c) Bids must be delivered to: **MSC Head Office Plot 32, Nakasero Road Kampala**  
(d) Address of bid opening: **MSC Head Office Plot 32, Nakasero Road; Kampala Boardroom**

9. The planned procurement schedule (subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Publish bid notice/Issue Date	<b>19/09/2018</b>
b. Pre-bid meeting shall be held	<b>01/10/2018 at 10:00am.</b> <i>(Within the first 7 working days of the bidding period)</i>
c. Bid closing date	<b>22/10/2018</b> <i>(Expected bid closing date)</i>
d. Evaluation process	<b>20/11/2018</b> <i>(Within 20 working days from bid closing date)</i>
e. Display and communication of best evaluated bidder notice	<b>03/12/2018</b> <i>(Within 5 working days from Contracts Committee award)</i>
f. Contract signature	<b>17/12/2018</b> <i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval).</i>

Signature:



Name: **Joan Tindimwebwa**

## BID NOTICE UNDER OPEN BIDDING

1

**19<sup>th</sup> September, 2018**

### **Purchase of Assorted Toners Supplies - MSC/SUPLS/18-19/00053**

1. The Microfinance Support Centre Ltd has allocated to be used for the acquisition of **Purchase of Assorted Toners**.
2. The Entity invites sealed bids from eligible bidders for the provision of the above supplies.
3. Bidding will be conducted in accordance with the Open Domestic Bidding *method* contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents from **19<sup>th</sup> September, 2018** at the address given below 8(a) from **8:30am-4:30pm**.
5. The Bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below at 8(b) and upon payment of a non-refundable fee of **UGX 50,000**. The method of payment will be to the following;

**A/C No. 0103009931**

Account Title: The Microfinance Support Centre Ltd

Bank: UBA (United Bank for Africa) Ltd

Branch: Spear House, Plot 22, Jinja Road

6. Bids must be delivered to the address below at 8(c) at or before **11:00am on 22<sup>nd</sup> October, 2018**. If appropriate, include the following: The bids must be accompanied by a **Bid Security of UGX 2,000,000** (Uganda Shillings Two Million). Bid securities must be valid until **22<sup>nd</sup> March, 2019**. Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below at 8(d) on **22<sup>nd</sup> October, 2018 at 9:30am**
7. There shall be a **pre – bid meeting** on **1<sup>st</sup> October, 2018 at 11:30am** at MSC Board Room.
8. (a) Documents may be inspected at: **MSC Head Office Plot 32, Nakasero Road** Kampala on 19/09/2018  
(b) Documents will be issued at MSC Head office from **19/09/2018** as in above  
(c) Bids must be delivered to: **MSC Head Office Plot 32, Nakasero Road Kampala**  
(d) Address of bid opening: **MSC Head Office Plot 32, Nakasero Road; Kampala Boardroom**
9. The planned procurement schedule (subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Publish bid notice/Issue Date	<b>19/09/2018</b>
b. Pre-bid meeting shall be held.	<b>01/10/2018 at 11: 30am</b> ( <i>Within the first 7 working days of the bidding period</i> )

c. Bid closing date	<b>22/10/2018</b> ( <i>Expected bid closing date</i> )
d. Evaluation process	<b>20/11/2018</b> ( <i>Within 20 working days from bid closing date</i> )
e. Display and communication of best evaluated bidder notice	<b>03/12/2018</b> ( <i>Within 5 working days from Contracts Committee award</i> )
f. Contract signature	<b>17/12/2018</b> ( <i>After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval</i> ).

Signature:



Name: **Joan Tindimwebwa**

Position of Authorised Official: **Procurement & Disposal Officer**

## Standard Invitation to Bidders

### BID NOTICE UNDER OPEN BIDDING

**19<sup>th</sup> September, 2018**

#### **Purchase of Assorted Office Stationery - MSC/SUPLS/18-19/00054**

1. The Microfinance Support Centre Ltd has allocated to be used for the acquisition of **Purchase of Assorted Office Stationery**.
2. The Entity invites sealed bids from eligible bidders for the provision of the above supplies.
3. Bidding will be conducted in accordance with the Open Domestic Bidding *method* contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents from **19<sup>th</sup> September, 2018** at the address given below 8(a) from **8:30am-4:30pm**.
5. The Bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below at 8(b) and upon payment of a non-refundable fee of **UGX 50,000**. The method of payment will be to the following;

**A/C No. 0103009931**

Account Title: The Microfinance Support Centre Ltd

Bank: UBA (United Bank for Africa) Ltd

Branch: Spear House, Plot 22, Jinja Road

6. Bids must be delivered to the address below at 8(c) at or before **11:00am on 22<sup>nd</sup> October, 2018**. If appropriate, include the following: All bids must be accompanied by a **bid security** of (UGX 2,000,000(Uganda Shillings Two Million) for Assorted Office Stationery. Bid securities must be valid until **22March, 2019**. Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below at 8(d) at [insert time and date]
7. There shall be a **pre – bid meeting** on **1<sup>st</sup> October, 2018 at MSC Board Room at 11:30am** on the dates indicated in the proposed schedule in this notice.
8. (a) Documents may be inspected at: **MSC Head Office Plot 32, Nakasero Road Kampala** on 19/09/2018  
(b) Documents will be issued at MSC Head from 19/09/2018 as in above  
(c) Bids must be delivered to: **MSC Head Office Plot 32, Nakasero Road Kampala**  
(d) Address of bid opening: **MSC Head Office Plot 32, Nakasero Road; Kampala Boardroom**
9. The planned procurement schedule (subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Publish bid notice/Issue Date	<b>19/09/2018</b>
b. Pre-bid meeting where applicable	<b>01/10/2018 - 11.30am</b> ( <i>Within the first 7 working days of the bidding period</i> )
c. Bid closing date	<b>22/10/2018</b> ( <i>Expected bid closing date</i> )
d. Evaluation process	<b>20/11/2018</b> ( <i>Within 20 working days from bid closing date</i> )
e. Display and communication of best evaluated bidder notice	<b>03/12/2018</b> ( <i>Within 5 working days from Contracts Committee award</i> )
f. Contract signature	<b>17/12/2018</b> ( <i>After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval</i> ).).

Signature:



Name: **Joan Tindimwebwa**

Position of Authorised Official: **Procurement & Disposal Officer**