



UGANDA BUREAU OF STATISTICS

Plot 9, Colville Street
Kampala



THE REPUBLIC OF UGANDA

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Date: 10th September, 2018

Standard Invitation to Bidders BID NOTICE UNDER OPEN DOMESTIC BIDDING

PROVISION OF LEASING SERVICES OF PHOTOCOPYING AND PRINTING.

UBOS-DIT/SRVCS/18-19/00179

1. The Uganda Bureau of Statistics (UBOS) has allocated/received funds to be used for the leasing of photocopying and printing services.
 2. UBOS invites sealed bids from eligible bidders for the provision of the above services
 3. Bidding will be conducted in accordance with the Open Domestic Bidding (ODB) method contained in the Government of Uganda's Public Procurement and Disposal of Public Assets (PPDA) Act, 2003, and is open to all bidders.
 4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from **8:00am-4:30 pm** on Working Days.
 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 **Uganda Shillings One Hundred Thousand UGX 100,000/=**. The method of payment will be by Banking through a Bank Advise Form (BAF) obtainable from the Uganda Revenue Authority (URA) website.
 6. Bids must be delivered to the address below at 8(c) at or before **11:00am, on 8th October, 2018**. All bids must be accompanied by a bid security of **UGX 6,000,000** in form of a bank guarantee in the format attached in this document. Bid securities must be valid until **15th May, 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 **11:10am, on 8th October, 2018**
7. There shall be a Pre-Bid Meeting/Site Visit at Statistics House, 1st Floor, Room 1.1 on the dates indicated in the proposed schedule in this notice.
 8. (a) Documents may be inspected at:

The Procurement and Disposal Unit,

1st Floor Room 1.1
Uganda Bureau of Statistics
Plot 9, Colville Street,
P.O. Box 7186, Kampala

- (b) Documents will be issued from: As in 8(a)
- (c) Bids must be delivered to: As in 8(a)
- (d) Address of bid opening: As in 8(a)

9. The Planned Procurement Schedule (subject to changes) is as follows:

Activity	Date
a. Publish bid notice	10th September, 2018
b. Pre-bid meeting/ Site visits where applicable	19th September, 2018
c. Bid closing date	8th October , 2018
d. Evaluation process	10th -12th October , 2018
e. Display and communication of best evaluated bidder notice	15th -26th October,2018
f. Contract signature	5th November, 2018