

# Standard Invitation to Bidders

## BID NOTICE UNDER OPEN BIDDING

Telephone: 565100/565119

Fax:256 41 565121

E-mail: ps.mod@defence.go.ug

defenceps@utlonline.co.ug



Ministry of Defence & Veteran  
Affairs

P.O. Box 3798

Kampala

Uganda.

In any correspondence on  
this subject please quote No

.....

### THE REPUBLIC OF UGANDA

#### **PROCUREMENT OF PRINTED ACCOUNTING DOCUMENTS-(MD/SUPLS/2017-2018/00003).**

1. The Ministry of Defence and Veteran Affairs has allocated funds to be used for the acquisition of Printed Accounting Documents.
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 as amended 2014 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 8:30am – 5:00pm.
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(a) and upon payment of a non-refundable fee of **Ushs.100, 000/= [Uganda shillings One Hundred Thousand Shillings Only]**. The method of payment will be cash payment to the bank upon which the bidder shall be issued a general receipt at Ministry of Defence, Mbuya.
6. Bids must be delivered to the address below at 8(a) at or before **11:00AM on 28<sup>th</sup> September, 2017**. All bids must be accompanied by a bid security of: **Ushs.3,000,000/= (Uganda Shilling Three million only)** in form of a bank guarantee.  
  
Bid securities must be valid until **5<sup>th</sup> February, 2018**. 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(a) at **11:30 AM, 28<sup>th</sup> September, 2017**.
7. There shall not be pre – bid meeting.
8. (a) Documents may be inspected at: Procurement and Disposal Unit Offices  
Ministry of Defence Headquarters

P.O. Box 3798, Mbuya Hill,  
Kampala, Uganda.

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

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

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	31 <sup>st</sup> August,2017
b. Pre-bid meeting where applicable	N/A
c. Bid closing date	28 <sup>th</sup> September, 2017
d. Evaluation process	Within 20 working days from bid closing date
e. Display and communication of best evaluated bidder notice	After Contracts Committee Approval
f. Contractsignature	After Solicitor General's Clearance

PERMANENT SECRETARY:  
MINISTRY OF DEFENCE AND VETERAN AFFAIRS