

BID NOTICE UNDER OPEN BIDDING



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INVITATION TO BID UNDER OPEN DOMESTIC BIDDING

1. Busitema University has allocated funds to be used for the **Supply and delivery of assorted Equipment and standard materials for Energy Storage Innovation Centre (MESIC) at Faculty of Science and Education, Nagongera Campus - Tororo District** under Open Domestic Bidding.
2. The Entity invites sealed bids from eligible bidders for the Supply of the above equipment and assorted standard materials for Energy Storage Innovation Centre (**MESIC**) under STI.
3. Bidding will be conducted in accordance with the Open Domestic Bidding a procedure contained in the Public Procurement and Disposal of Public Assets Act, 2003, as amended 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 to 5:00pm during working days.
5. The Bidding Documents in English may be purchased by interested bidders on the submission of a written application and obtaining a bank payment advice form from the procurement and disposal unit to the address below at 8(b) and upon payment of a non-refundable fee of Ugx. 150,000/= (Uganda shillings One Hundred fifty thousand only). No liability will be accepted for loss or late.

The method of payment of non-refundable fee.

Log into any web browser to access <http://zeepay.busitema.ac.ug> to generate an invoice (e.g. Google chrome)

Enter your name in UPPER CASE (Company name), email and telephone number and proceed.

In the displayed table, choose code **270 - TENDER FEES**.

Click continue to print form to obtain reference which you will take to the bank to make payment.

The amount generated excludes bank charge/s

Attach evidence of this payment to your bid

6. Bids must be delivered to the address below at 8(c) at or before **11:00am on 16th January, 2024**. All bids must be accompanied by bid securities of **UGX.11, 000,000/=** valid until **28th June 2024**. 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 16th January, 2024**
7. There shall not be a pre – bid meeting.
8. (a) Documents may be inspected at:
The Procurement & Disposal Unit,
Busitema University,
The Head Procurement & Disposal Unit,

Street Address: **Jinja – Malaba Highway, Busitema Campus, Busitema University.**

Floor/Room number: **Procurement and Disposal Unit**

Town/District: **Busia.** Country: **Uganda**

Telephone: **+256 454-448823 / +256 454-448813**

E-mail; pdubusitemauniversity@gmail.com or joshuaomella96@gmail.com

(b) Documents will be issued from:

The Head Procurement & Disposal Unit,

Street Address: **Jinja – Malaba Highway, Busitema Campus, Busitema University.**

Floor/Room number: **Procurement and Disposal Unit**

Town/District: **Busia**

Country: **Uganda**

Telephone: **+256 454-448823 / +256 454-448813**

E-mail; pdubusitemauniversity@gmail.com or joshuaomella96@gmail.com

(c) Bids must be delivered to:

The Head Procurement & Disposal Unit,

Street Address: **Jinja – Malaba Highway, Busitema Campus, Busitema University.**

Floor/Room number: **Procurement and Disposal Unit**

Town/District: **Busia**

Country: **Uganda**

Telephone: **+256 454-448823 / +256 454-448813**

E-mail; pdubusitemauniversity@gmail.com or joshuaomella96@gmail.com

(d) Address of Bid Opening:

The Head Procurement & Disposal Unit,

Street Address: **Jinja – Malaba Highway, Busitema Campus, Busitema University.**

Floor/Room number: **Procurement and Disposal Unit**

Town/District: **Busia**

Country: **Uganda**

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

Activity	Date
a. Publish bid notice	14 th December, 2023
b. Pre-bid meeting where applicable	N/A
c. Bid closing date	16 th January, 2024

d. Evaluation process	17 th January, 2024 to 13 th February, 2024 (Within 20 working days from bid closing date)
e. Display and communication of best evaluated bidder notice	Latest 14 th February, 2024 to 27 th February, 2024 (<i>Within 10 working days from Contracts Committee award</i>)
f. Contract signature	<i>After display of the best evaluated bidder notice and Attorney General's approval</i>

Signature:

Name:

Position of Authorised Official: