



# INVITATION FOR BIDS

PROCUREMENT REFERENCE NO: UCC/SUPLS/21-22/00043

## SUPPLY, DELIVERY, AND INSTALLATION OF EQUIPMENT FOR ESTABLISHMENT OF MSME ICT RESOURCE CENTRES AT HOIMA & SOROTI

1. The Uganda Communications Commission (UCC) has allocated funds to be used for acquisition of equipment for digital literacy, innovation, and private sector development.
2. The Uganda Communications Commission invites sealed bids from eligible bidders for Supply, delivery, and installation of equipment for establishment of MSME ICT resource centers at Hoima & Soroti.
3. Bidding will be conducted in accordance with the Open Domestic Bidding a procedure contained in the Government of Uganda's Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested bidders may obtain further information and inspect bidding documents from Uganda Communications Commission at the address given below at 8(a) from 8.30 hours to 17.00 hours during working days.
5. The Bidding Documents in English Language 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.Shs.100, 000 (Uganda Shillings one Hundred Thousand only)**. The method of payment will be to a bank account of Uganda Communications Commission at Stanbic Bank Uganda Ltd, Corporate Branch, Crested Towers, Kampala as follows: Ug.Shs A/C No. 9030005759004.
6. Bids must be delivered to the physical address below at 8(c) at or before **Tuesday, 11<sup>th</sup> January 2022 at 10.00am**. Bids shall be accompanied by a bid security of Shs 5, 000,000 (Shillings five million). 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 **10.15 am on 11<sup>th</sup> January 2022**.
7. There shall be a pre-bid meeting (virtual) on **22<sup>nd</sup> December 2021, 11.00am**. A link will be shared on 21<sup>st</sup> December 2021 with bidders that will have expressed interest to participate in the tender.
8. (a) **Documents may be inspected at:**  
Procurement and Disposal Unit;  
Uganda Communications Commission, 1<sup>st</sup> Floor, UCC House,  
Plot 42-44 Spring Road, Bugolobi, P.O. Box 7376,  
Kampala, Uganda  
Tel: 256-41-4339000, Fax: 256-41-4348832,  
Email: [procurement@ucc.co.ug](mailto:procurement@ucc.co.ug)  
(b) **Documents will be issued from:**  
Procurement and Disposal Unit;  
Uganda Communications Commission, 1<sup>st</sup> Floor, UCC House,  
Plot 42-44 Spring Road, Bugolobi, Kampala, Uganda  
(c) **Bids must be delivered to:**  
Procurement and Disposal Unit;  
Uganda Communications Commission, 1<sup>st</sup> Floor, UCC House,  
Plot 42-44 Spring Road, Bugolobi, Kampala, Uganda  
(d) **Address of Bid Opening:**  
The Meeting Room,  
Uganda Communications Commission,  
First Floor, UCC House,  
Plot 42-44 Spring Road, Bugolobi, Kampala, Uganda
9. The planned procurement schedule is as follows:

Activity	Date
a) Publish bid notice	7 <sup>th</sup> December 2021
b) Pre-bid meeting	22 <sup>nd</sup> December 2021
c) Bid closing date	11 <sup>th</sup> January 2022
d) Evaluation process	8 <sup>th</sup> February 2022
e) Display of Best Evaluated Bidder Notice	14 <sup>th</sup> February 2022
f) Contract Award & signature	After clearance by Solicitor General