



KIBAALE DISTRICT LOCAL GOVERNMENT

OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER
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PRE-QUALIFICATION AND REGISTRATION OF PROVIDERS FOR THE FY 2020/2021

Kibaale District Local Government invites applications/bids from competent firms/companies/individuals to tender for pre-qualification and registration to provide works, services and supplies to Kibaale District Local Government for the Financial Year 2020-2021.

a) Pre-qualification

Category: WORKS

Lot No 1: Construction/Protection of water sources (hand dug shallow wells, springs, boreholes, Ferro cement tanks including supply of plumbing/sanitary fittings and repair of sewerage and water systems and Supply and installation of water tanks, irrigation systems etc

Lot No 2: Construction works (VIP latrines, buildings, refuse bankers, renovation of buildings, Fencing of public premises etc)

Category: SUPPLIES

Lot No 3: Supply of generators and generator spare parts and supply of fridges and refrigerators

Lot No 4: Supply of photocopying machines, computers, Lap tops ,printers, Digital cameras, Public address systems and other related ICT accessories, GPS Machines etc

Lot No 5: Supply of Motor cycles and bicycles

Lot No 6: Supply of road tools and protective wears E.g boots, overalls helmets etc

Lot No 7: Supply of assorted office furniture and fittings (including executive office tables and chairs, and book shelves, classroom furniture (desks, benches, tables, chairs, cupboards, pews and black boards and plastic chairs), Supply of filing cabinets and metallic shelves

Lot No 8: Supply of uniforms, attires for councilors, gowns, curtains, carpets and flags etc

Lot No 9: Supply of farm inputs, entomology and nursery bed equipment, planting materials, livestock technologies, bee Vernon harvesting equipment, vaccines etc

Lot No 10: Supply of firefighting equipment and spares plus installation and servicing of fire extinguishers

Lot No 11: Supply of electrical equipment and their installation (e.g bulbs, Extension cables and installation of solar equipment, street lights etc)

Lot No 12: Supply of equipment like beds, mattresses, scanners etc to health centres.

Category: SERVICES

Lot No 13: Consultancy services for Siting and surveying of boreholes and drilling supervision , Production wells ,provision of feasibility study for piped water systems and any other siting and surveying activities

Lot No 14: Provision of fumigation services

Lot No 15: Provision of insurance Services

b) Registration: (For Registration, Bidders are Required to make Price Quotations)

Category: SUPPLIES

Lot No. 16: Supply of printed stationery (e.g general receipts, market due tickets, law books, marriage certificates/registers, bibles ,Financial regulations, vehicle log books, cash books etc)

Lot No. 17: Supply of general office stationery including computer consumables like computer cartridges, Computer backups, external drives etc

Lot No. 18: Supply of fuel, Oils, lubricants and Servicing of motor vehicles and motor cycles

Lot No. 19: Supply of construction and road works materials (e.g Concrete products, Gravel stone chippings, Aggregates, hard core, lime, cement, sand, stone dust, bricks, Supply of culverts etc)

Lot No. 20: Making, upgrading and erection of sign posts

Category: SERVICES

Lot No. 21: Cleaning/compound maintenance at Kibaale District Headquarters

Lot No. 22: Cleaning toilets at Kibaale District Headquarters

Lot No. 23: Provision of Legal Services to Kibaale District Local Government

Lot No. 24: Supply of Meals and hire Conference Halls

Lot No. 25: Cleaning toilets and Compound at Kibaale District Engineering Department

Lot No. 26: Management of Kibaale Hotel

Lot No. 27: Tree planting and maintenance

Lot No. 28: Supply of spare parts and servicing /Repair of road plants and general machinery (including motor cycles, motor vehicles tri-cycles, Generators and generator spare parts etc)

Lot No. 29: Management support services to Bujuni SNE Unit- (Matron – to cater for welfare of SNE Children and Cook – to prepare meals for SNE Children)

Lot No. 30: Engraving services

Lot No. 31: Hire of vehicles like lorries , buses, vans etc

Lot No. 32: Management of casting yard

Lot No. 33: Management of District Sources of revenue like markets, Loading and offloading fees ,CAIP Machines etc

The planned procurement schedule (subject to changes) is as follows;

S/No	Activity	Date
a	Publish bid notice	29 th June , 2020
b	Pre-bid meeting	13 th July, 2020
c	Bid closing date	17 th July, 2020
d	Evaluation process	20 th July, 2020
e	Display and communication of best evaluated bidder notice	24 th July, 2020
f	Award and signature	07 th August, 2020

CONDITIONS FOR PRE-QUALIFICATION / REGISTRATION

- Tax Identification Number
- Registration certificates for value added tax (VAT) for Value added taxable items and persons;
- Name and address of the business or individual (Postal address including telephone Numbers and other contact details);
- Business/personal bank account;
- List of owners and directors of the firm/business or name of owner in case of sole proprietorship.
- Current Trading License;
- Official email Address
- Certificate of Registration or incorporation for registered firms only;
- Memorandum and Articles of Association for registered firms only;
- Copies of current income tax clearance certificate;
- Company or Business profile with details of all staff, equipment, tools, machinery etc
- Companies for Supply of Fuel and Lubricants should submit an Environmental and Social Impact Assessment Certificate of approval from NEMA.
- A record of current and past contracts (where applicable)
- Financial status of the firm/company/individual (Bank statement);
- Latest Audited books of Accounts (for the last two years) from certified audit firms for registered firms/companies only. **Books of Accounts not audited by certified audit firms will not be accepted.**
- A recommendation letter from Local Council I and Sub County Authority for individuals only
- NITA Registration certificate for those interested in IT items like computers, printers, Laptops etc
- National Identity card for individuals
- Each Lot/Item should be applied for separately.
- Bidding will be conducted in accordance with the PPDA Act 2003 and the LG (PPDA) Regulations 2006
- Bidders should submit 2 (two) copies, one marked "original" and the other marked "copy"
- Applicants for registration are required to quote the related prices.
- Bidders are required to pay a nonrefundable fee per lot as follows:
 - Ushs. 50,000/=** for works, Supplies and services. On Kibaale District Local Government General Fund Account Number: 9030005733765, Stanbic Bank (Bwamiramira Branch).
 - Bidders are invited to inspect the bid document after which they will pay the nonrefundable fee indicated in the bank, proceed to the District Cashier-Kibaale District Headquarters and present the bank slip to obtain a General Receipt which should be presented to the Procurement and Disposal Unit for the bid document.
 - Also note that firms that are registered with the Public Procurement and Disposal of Public Assets Authority (firms that appear on the Register of Providers with PPDA) will have an added advantage.
 - Properly filled bid documents, clearly marked with the words "**Application for** " (Indicate the Lot Number and item/Description of works, supplies or services) addressed to the Head, Procurement and Disposal Unit should be hand delivered to **The Procurement and Disposal Unit, Kibaale District Headquarter, P. O. Box 2, Karuguuza on or before Friday, 17th July, 2020 at 12:00Noon (Local time).** On the same day, all bids/applications will be opened starting at **12:15pm** in the presence of bidders or their representatives who may choose to attend.
- Late bids/applications shall be rejected.
- Kibaale District Local Government is not bound by any bid.
- You can also get the information on the PPDA Portal and the District website (www.kibaale.go.ug)

CHIEF ADMINISTRATIVE OFFICER-KIBAALE