

## Standard Invitation to Consultants



### BID NOTICE UNDER OPEN INTERNATIONAL BIDDING

3<sup>rd</sup> September 2022

**Provision of Consultancy Services for Technical & Commercial Advisory for Implementation of the UNOC Crude Oil Trading Strategy & Roadmap under Framework arrangement – UNOC/CONS/22-23/00001**

1. The Uganda National Oil Company Limited has allocated funds to be used for the acquisition of Consultancy Services for Technical & Commercial Advisory for Implementation of the UNOC Crude Oil Trading Strategy & Roadmap under Framework arrangement.
2. The Entity invites sealed proposals from eligible bidders and or Consultants for the provision of the above services.
3. Bidding will be conducted in accordance with the ***Open International Bidding*** method contained in the Public Procurement and Disposal of Public Assets Act, 2021 (as amended) and is open to all bidders.
4. Interested bidders and or Consultants may obtain further information and inspect the Request for Proposal (RFP) document at the address given at 8(a) below from 8am to 5pm.
5. The Request for Proposal (RFP) document in English may be requested by interested bidders on submission of a written application to: [pl.unoc@unoc.co.ug](mailto:pl.unoc@unoc.co.ug) to obtain the RFP document.
6. Proposals must be delivered to the address below at 8(a) at or before **10:00am on 18<sup>th</sup> October 2022**. All Proposals must be accompanied by a **Bid Securing Declaration** using the form indicated in the Proposal forms. The Bid Securing Declaration must be valid until **30<sup>th</sup> April, 2023**. Late Proposals **shall be** rejected. Proposals shall be virtually opened in the presence of bidders' representatives who choose to attend the online public proposal opening session using the UNOC Microsoft Teams Platform at **10:30am on 18<sup>th</sup> October 2022**.
7. There shall be an online/virtual pre-proposal meeting at **10:00am on 22<sup>nd</sup> September 2022** using the UNOC Microsoft Teams Platform.
8. (a) The Request for Proposal document may be inspected at;  
The Procurement and Logistics Unit  
Uganda National Oil Company Limited  
Plot 15 Yusuf Lule Road.

Email: [pl.unoc@unoc.co.ug](mailto:pl.unoc@unoc.co.ug)

(b) Documents will be issued by UNOC using email

(c) Proposals must be delivered to:

The Procurement and Logistics Unit  
Uganda National Oil Company Limited  
Reception  
Uganda National Oil Company Limited  
Plot 15 Yusuf Lule Road

(d) Address of Proposal opening: Online public proposal opening via Microsoft Teams Platform

9. Please inform us, upon receipt, whether you will submit a proposal alone or in association.

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

| Activity                                                     | Date                                                                                                                                                                                                                                                                                                                |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a. Publish Bid notice and                                    | 3 <sup>rd</sup> September 2022                                                                                                                                                                                                                                                                                      |
| b. Issue of Request for Proposal document                    | 5 <sup>th</sup> September 2022                                                                                                                                                                                                                                                                                      |
| c. Pre-proposal meeting                                      | 22 <sup>nd</sup> September 2022 starting <b>10:00am</b>                                                                                                                                                                                                                                                             |
| d. Proposal closing date & time                              | 18 <sup>th</sup> October 2022 at <b>10:00am</b>                                                                                                                                                                                                                                                                     |
| e. Proposal opening date & time                              | 18 <sup>th</sup> October 2022 at <b>10:30am</b><br><b>Note:</b> UNOC Uses Microsoft Teams Meeting Platform, hence bidders shall be required to send email and contact of their representatives not later than 13 <sup>th</sup> October 2022 at 5:00pm to <a href="mailto:pl.unoc@unoc.co.ug">pl.unoc@unoc.co.ug</a> |
| f. Evaluation of Proposals                                   | Within 30 working days from the technical proposal closing date for technical evaluation and 7 working days from opening of financial proposals for financial evaluation in the case of two stage submission.                                                                                                       |
| g. Display and communication of best evaluated bidder notice | Within 5 working days from Contracts Committee approval of the Evaluation report                                                                                                                                                                                                                                    |
| h. Contract signature                                        | After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval.                                                                                                                                                                                          |

**CHIEF EXECUTIVE OFFICER**