



Standard Invitation to Bidders

BID NOTICE UNDER OPEN DOMESTIC BIDDING

18th October 2022

Supply of IT Consumables under Framework arrangement; UNOC/SUPLS/22-23/00079

1. The Uganda National Oil Company Limited (UNOC) has allocated funds to be used for the acquisition of *IT Consumables under Framework arrangement*.
2. The Entity invites sealed bids from eligible bidders for provision of the above supplies.
3. Bidding will be conducted in accordance with the *Open Domestic Bidding* procedures contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding document at the address given below at 8 from 8am to 5pm.
5. The bidding document in English may be purchased by interested bidders on submission of a written application and upon payment of a non-refundable fee of **Uganda Shillings: One hundred thousand only (100,000/=)** to the **Uganda National Oil Company Limited Account in Stanbic Bank Uganda Limited, Corporate Branch, Crested Towers on A/C No. 9030011896005**. Bidders should send an application letter and payment confirmation/receipt to: pl.unoc@unoc.co.ug to obtain the Bidding document.
6. Bids must be delivered to the address in 8 below at or before **10:00am on 16th November 2022**. All bids must be accompanied by a **Bid Security of Ugx: 3,000,000 (Uganda shillings Three million only)**. The **Bid Security** shall be valid until **30th June 2023**. Late bids shall be rejected. Bids shall be virtually opened in the presence of bidders' representatives who will choose to attend the virtual/online public bid opening session using the UNOC Microsoft Teams Platform at **10:40am on 16th November 2022**.
7. An online/virtual pre-bid meeting shall be held at **10:00am on 28th October 2022** using the UNOC Microsoft Teams Platform.

8. Documents may be inspected at, issued from, and Bids delivered to:

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

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

Activity	Date
a. Publish bid notice	18 th October 2022
b. Pre-bid meeting date/time	28 th October 2022 at 10:00am Note: UNOC uses the Microsoft Teams Platform, hence bidders shall be required to send emails and contacts of their representatives not later than one day to the meeting: pl.unoc@unoc.co.ug
c. Bid closing date/time	16 th November 2022 at 10:00am
d. Bid opening date/time	16 th November 2022 at 10:40am
e. Evaluation process	Between 16 th November to 9 th December 2022
f. Display and communication of best evaluated bidder notice	Between 16 th & 30 th December 2022
g. Contract signature	<i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval)</i>

ACCOUNTING OFFICER