



## BID NOTICE UNDER OPEN DOMESTIC BIDDING

12<sup>TH</sup> MARCH 2026

### **INVITATION TO BID FOR SUPPLY OF ASSORTED STAFF WELFARE ITEMS UNDER FRAMEWORK ARRANGEMENT: UNOC/SUPLS/25-26/00660.**

1. The Uganda National Oil Company Limited (UNOC) has allocated funds to be used for the Supply of assorted staff welfare items under Framework arrangement as indicated in the table below;

<b><i>Procurement Reference No.</i></b>	<b><i>Subject of Procurement</i></b>	<b><i>Bid Security</i></b>	<b><i>Pre-bid meeting (Date &amp; time)</i></b>	<b><i>Bid closing (Date &amp; time)</i></b>
UNOC/SUPLS/25-26/00660	Supply of Assorted Staff welfare items under Framework arrangement (Kitchen Supplies, Refreshments & Sanitary Supplies)	<b>UGX:</b> 6,000,000/=	18 <sup>th</sup> March 2026 <b>(10:00am)</b> Virtual/Online	30 <sup>th</sup> March 2026 <b>(10:00am)</b>

2. The Entity invites sealed bids from eligible bidders for Supply of assorted staff welfare items under Framework arrangement as described in the table above.
3. Bidding will be conducted in accordance with the ***Open Domestic Bidding*** method contained in the Public Procurement and Disposal of Public Assets Act Cap 205 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(a) from **8:00am to 5:00pm**.
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 (UGX: 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.com](mailto:pl.unoc@unoc.com) to obtain the Bidding document which shall be issued on email.

6. Bids must be delivered to the address below at 8(a) at or before **10:00am** on **30<sup>th</sup> March 2026**. All bids must be accompanied by a **Bid Security of Ugx: 6,000,000/=** using the form indicated in the bidding forms. The Bid Security must be valid until **9<sup>th</sup> September 2026**. Electronic bidding will not be permitted. Late bids shall be rejected. Bids shall be virtually opened in the presence of bidders' representatives who choose to attend the online/virtual public opening session via Microsoft Teams Platform at **10:30am** on **30<sup>th</sup> March 2026**. Bidders will be required to share email addresses of their representatives to attend the online/virtual public bid opening session prior to bid submission.
7. There shall be a virtual/online pre-bid meeting at **10:00am** on **18<sup>th</sup> March 2026** using the Microsoft Teams Platform. All interested eligible bidders are advised to include their email addresses in the Application letter (in 5 above) which UNOC will use to contact and invite them for the virtual online meeting.
8. (a) Bids shall be submitted to the address indicated below:  
 The Head, Supply Chain  
 Uganda National Oil Company Limited  
 Plot 15 Yusuf Lule Road  
 P. O. Box 36316, Kampala  
**Email:** [pl.unoc@unoc.com](mailto:pl.unoc@unoc.com)  
 Telephone: 256 (0) 312-444 600

(b) Address of bid opening: Online public bid opening via Microsoft Teams Platform.

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

<b>Activity</b>	<b>Date</b>
a. Publish of Bid notice and issue of the Bidding document	12 <sup>th</sup> March 2026
b. Pre-bid meeting date & time	18 <sup>th</sup> March 2026 at <b>10:00am</b>
c. Bid closing date & time	30 <sup>th</sup> March 2026 at <b>10:00am</b>
d. Bid opening date & time	30 <sup>th</sup> March 2026 at <b>10:30am</b> <b>Note:</b> UNOC uses Microsoft Teams meeting platform, hence bidders shall be required to send emails and contacts of their representatives not later than one day to the bid closing date to <a href="mailto:pl.unoc@unoc.com">pl.unoc@unoc.com</a>
e. Evaluation process	Between 31 <sup>st</sup> March 2026 to 15 <sup>th</sup> April 2026
f. Display and communication of best evaluated bidder notice	Between 29 <sup>th</sup> April 2026 and 6 <sup>th</sup> May 2026
g. Contract signature	<i>(After expiry of the best evaluated bidder notice and Upon Attorney General's clearance)</i>

**CHIEF EXECUTIVE OFFICER**