

BID NOTICE UNDER OPEN DOMESTIC BIDDING

LEASING PHOTOCOPYING MACHINES FOR A PERIOD OF THREE YEARS. PBU/NCONS/2020/00137

1. PostBank (U) Ltd has allocated funds to be used for the acquisition of Leasing Photocopying Machines for a Period of Three Years.
2. The Entity invites sealed bids from eligible bidders for the provision of the above non consultancy services.
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 potential bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from **8:00hrs to 5:00hrs**.
5. The Bidding documents in English may be purchased by interested bidders on submission of a written application on the firm's letterhead to the address below at 8(a) and upon payment of a non-refundable fee of **UGX 100,000**.

The method of payment will be by depositing money on a miscellaneous account **No 9800018001069** at any of the bank's branches across the country and submitting the slip to PDU for the receipt. The document will be issued by hand. No liability will be accepted for loss or late delivery.

2. Bids must be delivered to the address below at 8(a) at or before 10:00am local time on **31/07/2020**. All bids must be accompanied by a bid security of **UGX: 40,000,000. (Uganda Shillings: Forty Million Only)**

Bid securities must be valid until **31/11/2020**. 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(b) at 10:15am local time on **31/07/2020**.

7. There shall not be a pre – bid meeting.
8. (a) Documents may be inspected, issued and delivered at
The Procurement and Disposal Unit Office, PostBank Uganda Limited, Plot 4/6 Nkrumah Rd,

(b) Address of bid opening:

The Procurement and Disposal Unit Office, PostBank Uganda Limited, Plot 4/6 Nkrumah Rd

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

Activity	Date
a. Publish bid notice	03/07/2020
b. Pre-bid meeting	N/A
c. Bid closing date	31/07/2020
d. Evaluation process	03-05/08/2020
e. Display and communication of best evaluated bidder notice	07/08/2020
f. Contract signature	After Solicitor General Clearance

MANAGING DIRECTOR

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