

Standard Invitation to Bidders
BID NOTICE UNDER OPEN BIDDING

**PROVISION OF CANTEEN AND CATERING SERVICES AT CITY HALL AND
LUBAGA DIVISION KCCA/NCONS/17-18/00016**

1. Kampala Capital City Authority has allocated/received funds from Government of Uganda to be used for the acquisition of **Canteen and Catering services at City Hall and Lubaga Division**
2. The Entity invites sealed bids from eligible bidders for the provision of **Canteen and Catering services at City Hall and Lubaga Division**.
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 documents at the address given below at 8(a) from 8:00am to 5:00pm Monday to Friday, except public holidays.
5. The Bidding Documents in English may be obtained by interested bidders upon the submission of a written application to the address below and ***upon payment of a non-refundable fee of UGX 150,000=.***
6. Bids must be delivered to the address below at

The Head, Procurement & Disposal Unit

Kampala Capital City Authority

P.O Box 7010 Kampala

1st Floor, Room B114

Telephone:0020466016

Before **30th August 2017 at 10:00am.**

*All bids must be accompanied by a **Bid security of UGX 1,000,000=.** Bid security must be valid up to **30th March 2018.** Bid validity is **20th February 2018.** 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(d) at **10:30am***

7. There shall be a pre – bid meeting on **16th August 2017 at 11:00am** at the Procurement Board Room
8. (a) Documents may be inspected at: Procurement & Disposal Unit
(b) Documents will be issued from: 8:00am to 5:00am
(c) Bids must be delivered to: Head Procurement & Disposal Unit
(d) Address of Bid Opening: Procurement & Disposal Board Room

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

Activity	Date
a. Publish bid notice	02 nd August 2017
b. Pre-bid meeting/ Site visits where applicable	16 th August 2017 at 11:00 am in PDU Boardroom.

c. Bid closing date	30 th August, 2017
d. Evaluation process	<i>(Within 20 working days from bid closing date)</i>
e. Display and communication of best evaluated bidder notice	<i>(Within 10 working days from Contracts Committee approval of evaluation report)</i>
f. Contract Signature	<i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and SG's approval)</i>

Signature:

Name:

Position of Authorised Official: