

15th September 2016

INVITATION TO BID FOR SUPPLIES

UNDER OPEN DOMESTIC BIDDING

No.	Procurement Reference Number	Procurement Subject	Pre-bid meetings	Bid Security
1.	KCCA/SUPLS/2016-17/00147	Procurement of Framework Contract for the Supply of Photocopying Papers A4	22 nd September 2016 at 12:00am	UGX 3,000,000/=

1. Kampala Capital City Authority has allocated funds from its budget to be used for the procurement indicated above
2. The Kampala Capital City Authority invites sealed bids from eligible bidders for the procurements indicated above
3. Bidding will be conducted in accordance with the Open Domestic Bidding Procedures contained in the Government of Uganda's Public Procurement and Disposal of Public Assets Act, 2003 and is open to all bidders.
4. More information regarding the said activities can be obtainable from the **Head Procurement and Disposal Unit** at Kampala Capital City Authority (City Hall) and also Solicitation Documents Inspection and issue will take place in **PDU Offices 1st floor wing B.**
5. A complete set of the Bid Documents in English may be acquired by interested bidders on the submission of a **written application** to **Head PDU** for the set of documents and upon payment of a non-refundable fee of UGX 150,000/=. The documents should be collected at the address given below in 7(a) from **08:00am to 05:00pm effective 16th September 2016.**
6. Bids must be delivered and registered by **10.00a.m on 17th October 2016 at the address in 7(a).** Late bids shall be rejected. Bids will be opened in the presence of bidders and/or their representatives that may choose to attend at **10:30a.m on 17th October 2016 at the address below.**
7. (a) The Head of Procurement and Disposal Unit,
Kampala Capital City Authority
P. O. Box 7010 Kampala – Uganda
City Hall
1st Floor Room B114A

Tel 0204660016

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

Activity	Date
a. Issue of bid document	16th September 2016
b. Pre-bid meeting where applicable	22nd September 2016
c. Bid closing date	17th October 2016
d. Evaluation process	(Within 20 working days from bid closing date)
e. Display and communication of best evaluated bidder notice	(Within 5 working days from Contracts Committee approval of evaluation report)
f. Contract signature	(After Attorney General's approval).

9. Bid document information can also be accessed on www.kcca.go.ug

**KAMPALA CAPITAL CITY AUTHORITY RESERVES THE RIGHT TO ACCEPT OR REJECT ANY BID
ACCOUNTING OFFICER.**