



## Standard Invitation to Bidders

### BID NOTICE UNDER OPEN DOMESTIC BIDDING (Reserved for Ugandan Firms only)

30<sup>th</sup> April 2024

**INVITATION TO BID FOR PROVISION OF CONSULTANCY SERVICES FOR A FEASIBILITY  
STUDY FOR ICT REQUIREMENTS FOR KABALEGA INDUSTRIAL PARK (KIP):  
UNOC/CONS/23-24/00393**

1. The Uganda National Oil Company Limited (UNOC) has allocated funds to be used for the acquisition of Consultancy Services for a Feasibility Study for ICT requirements for Kabalega Industrial Park (KIP).
2. The Entity invites sealed proposals from eligible bidders for provision of the above 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 bidders (Ugandan Firms).
4. Interested eligible bidders/consultants may obtain further information and inspect the Request for Proposal (RFP) document at the address given below at 8(a) from 8am to 5pm.
5. The RFP document in English may be purchased by interested bidders on submission of a written application to the address in 8(b) below and upon payment of a non-refundable fee of UGX: 100,000 (Uganda Shillings: One Hundred Thousand only). Payment will be by deposit to the Uganda National Oil Company Limited Account: ***Stanbic Bank Uganda Ltd, 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](mailto:pl.unoc@unoc.co.ug) to obtain the bidding document.
6. Proposals must be delivered to the address in 8(a) below at or before ***10:00am on 21<sup>st</sup> May 2024***. All proposals must be accompanied by a **Proposal Securing Declaration**. The **Proposal Securing declaration** shall be valid until **31<sup>st</sup> October 2024**. Late bids

shall be rejected. Proposals shall be virtually opened in the presence of bidders' representatives who will choose to attend the online public proposal opening session using the UNOC Microsoft Teams Platform at **10:40am** on **21<sup>st</sup> May 2024**.

7. A pre-proposal meeting shall be held in Hoima (KIP) at **11:00am** on **8<sup>th</sup> May 2024** as indicated in the procurement schedule.

8. **(a)** Documents may be inspected at, issued from, and proposals delivered to:

The Head, Supply Chain  
Uganda National Oil Company Limited  
Plot 15 Yusuf Lule Road

**(b) Proposal opening: Virtual/Online opening using Microsoft Teams Platform**

*(Kindly send through the email addresses and contacts of personnel that shall be attending the online proposal opening for invitation purposes).*

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

Activity	Date
a. Publish bid notice	30 <sup>th</sup> April 2024
b. Pre-proposal meeting and site visit	8 <sup>th</sup> May 2024 at <b>11:00am</b> at the UNOC office in Hoima and site visit at KIP
c. Bid closing date/time	21 <sup>st</sup> May 2024 at <b>10:00am</b> (Local Time)
d. Bid opening date/time	21 <sup>st</sup> May 2024 at <b>10:30am</b> (Local Time) <b>Note:</b> UNOC uses the Microsoft Teams meeting platform, hence bidders shall be required to send emails and contacts of their representatives not later than 20 <sup>th</sup> May 2024 at 5:00pm to <a href="mailto:pl.unoc@unoc.co.ug">pl.unoc@unoc.co.ug</a>
e. Evaluation process	Within 20 days after Opening of the Technical proposals and within 3 days after Opening of the Financial Proposals
f. Display and communication of best evaluated bidder notice	Within 5 days after approval of the Financial Evaluation report by Contracts Committee
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>

**CHIEF EXECUTIVE OFFICER**