



Republic of Uganda

23rd May, 2022

Standard Invitation to Bidders BID NOTICE UNDER OPEN BIDDING

PROCUREMENT OF FUNERAL SERVICES FOR MINISTRY STAFF AND THEIR IMMEDIATE FAMILY MEMBERS FOR PERIOD OF THREE (3) YEARS.

Proc. No: MAAIF/NCONS/2021-2022/00092.

1. The Ministry of Agriculture, Animal Industry and Fisheries has allocated funds to be used for the Procurement of Funeral Services for Ministry staff and their Immediate Family members for period of Three (3) Years
2. The Entity invites sealed bids from eligible bidders for the provision of the above supplies.
3. Bidding will be conducted in accordance with the *open domestic bidding method* 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 7(a) from **8:00am-5:00pm**.
5. The Bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below at 8(a) and upon payment of a non-refundable fee of **UGX: 100,000/= (Uganda Shillings: One Hundred Thousand Only)**. The method of payment will through banks authorized to receive none taxable revenue.
6. Bids must be delivered to the address below at 8(a) at or before **11:00am on 17th June, 2022**. All bids must be accompanied by a bid security of **UGX: 2,000,000/= (Uganda Shillings: Two Million Only)**.
7. Bid securities must be valid until **10th January, 2023**. 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(a) at **11:30am on 17th June, 2022**.

8. (a) Documents may be inspected at:
Procurement and Disposal Unit Office,
Ministry of Agriculture, Animal Industry and Fisheries,
Former Library Premises, Main Office Building,
Plot 16-18, Lugard Avenue, Entebbe.
Tel: 0414-320981, Email; **procurement@agriculture.go.ug**

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

Activity	Date
a. Publish bid notice	23 rd May ,2022
b. Pre-bid meeting	N/A
c. Bid closing date	17 th June, 2022
d. Evaluation process	6 th July, 2022
e. Display and communication of best evaluated bidder notice	14 th July, 2022
f. Contract signature	27 th July, 2022

PERMANENT SECRETARY

