



## INVITATION FOR PRE-QUALIFICATION OF BIDDERS FOR 2024-2026 AND FRAMEWORK CONTRACTS FOR 2024 -2026.

- UGANET is a registered non- governmental organization working in Uganda whose mandate lies in promotion of Justice for Health, HIV and Gender equality.
- UGANET invites sealed bids from eligible bidders for the supply of various good and services for the financial years 2024-2026 to be provided but are not restricted in the table below;

### STATEMENT OF REQUIREMENTS

No	CATEGORY	CATEGORY DESCRIPTION
<b>A. SUPPLIES</b>		
1	UGANET/SUP/001	General Office Stationery.
2	UGANET/SUP/002	Supply of office Equipment i.e fire extinguishers,curtains, etc
3	UGANET/SUP/003	Supply of office computers,Tablets,Laptops,and other accessories
4	UGANET/SUP/004	Supply of kitchen Equipment and electrical appliances etc.
5	UGANET/SUP/005	Supply of furniture and fittings
6	UGANET/SUP/006	Supply of Tyres,Tubes,Batteries and motor vehicle Spares parts
7	UGANET/SUP/007	Supply of petroleum products and Lubricants
8	UGANET/SUP/008	Supply of Branded T-shirts, Pens, Handbooks, Banners, Teardrops, Bags, Jackets etc .
9	UGANET/SUP/009	Supply of Fabricated office containers
10	UGANET/SUP/010	Motorcycles, Motorcycles Spare Parts and accessories
<b>B SERVICES</b>		
1	UGANET/SVCS/2001	Provision of Media Services & Advertisements i.e Radios/Broadcasts,Tv Ads, and Print Media
2	UGANET/SVCS/2002	Provision of Computer and Printer repair/ maintenance
3	UGANET/SVCS/2003	Provision of Website Hosting Services and Maintenance
4	UGANET/SVCS/2004	Provision of Hotel Services (Conference Facilities, Accomodation and Recreation)
5	UGANET/SVCS/2005	Provision of Brass Band and Public address Systems, Tents for Hire etc during Community engagements.
6	UGANET/SVCS/2006	Provision of desipning and IEC Materials
7	UGANET/SVCS/2007	Provision of Security Services
8	UGANET/SVCS/2008	Insurance Services (Property, Workman's Compensation/GPA)
9	UGANET/SVCS/2009	Provision of Internet Services
10	UGANET/SVCS/2010	Provision of Filming/shorts Videos and Documentation
11	UGANET/SVCS/2011	Provision of Language Translation Services
12	UGANET/SVCS/2012	Security System Management (Installation and Maintenance)
13	UGANET/SVCS/2013	Provision of Human Resource Consultancy & Training Services.
14	UGANET/SVCS/2014	Provision of Courier Services
15	UGANET/SVCS/2015	Provision of General food Supplies for the Shelter home
<b>WORKS:</b>		
<b>CODE</b>		<b>ITEM</b>
Works/3001		Minor Civil works Plumbing.
Works/3002		Electrical works

### LOT C: FRAMEWORK CONTRACTS;

- Repair and servicing of Computers, Printers & Photocopiers
- Repair and maintenance of vehicles
- Catering services
- Media Influencers /Champions/personalities
- Engraving Services
- Vehicle Hire Services
- External digital Content Developers
- Skilling and empowering Women
- Medical & Counselling Services
- Fumigation
- Air Ticketing Services

### INVITATION TO PREQUALIFY

UGANET invites applications from eligible firms for prequalification to provide goods and non-consulting services for the period of 2024-2026.

Bidding will be conducted in accordance with open domestic bidding method procedures and is open to all bidders.

### ELIGIBLE SERVICE PROVIDERS

Prospective applicants should find more details about the eligibility criteria and prequalification process from UGANET website ([www.uganet.org](http://www.uganet.org))

**Tel:+256414574531, 0701788932 and 0705502251**

A non-refundable application fee of **UGX.100,000/=** One Hundred Thousand Shillings should be made Account No.3100022440 centenary Bank in the name of Uganda Network on Law, Ethics & HIV/AIDS. A screen shot or copy of the receipt should be submitted with the application forms as proof of Payment.

Please note that prequalification does not pre-ordain a contract.

UGANET mandates it's staff and suppliers to adhere to strictly to applicable codes of ethical conduct. Accordingly UGANET will decline to endorse a recommendation for award-If it finds that the recommended bidder has participated in corrupt or fraudulent activities during the contract competition.

### SUBMISSION OF APPLICATIONS

Application and accompanying requirements must be submitted by email only to [applications@uganet.org](mailto:applications@uganet.org) or address below not later than **18<sup>th</sup> April, 2024.**

UGANET will evaluate and shortlist from all eligible applicants (Service providers) for the provision of various goods/suppliers or Services. Once a firm has been shortlisted, it will be eligible for the periodic invitations to submit Quotations for supplies or proposals for services for some of the goods and Services.

Bids must be delivered to the address below before **10:00am on 18<sup>th</sup> April, 2024.** Late bids shall be rejected.

The Planned Procurement Schedule (subject to Changes) is as follows:

Activity	Date
1. Published Bid Notice	4th April 2024
2. Bid Closing Date	18th April 2024
3. Evaluation Process	22nd - 25th April , 2024
4. Display & communications of best evaluated Bidders' Notice	29th - 30th April, 2,024
5. Contract Signature	2nd May, 2024