



**THE OFFICE OF THE PRESIDENT**

**BID NOTICE UNDER OPEN DOMESTIC BIDDING**

1. The Government of Uganda through **Office of the President** has allocated funds to be used for **Supply and Delivery of Computers and Accessories**.
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, as amended and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding document at the address given below at 7 (a) from **9:00 am to 4:00 pm during official working hours**.
5. The Bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below at 7 (a) and upon payment of a non-refundable fee of UGX 100,000/= (**Uganda Shillings One Hundred Thousand Only**). The method of payment will be by Bank Advise Form obtained from the Office of the President Accounts Section or Uganda Revenue Authority website/offices. Payment can be made in any Bank and the payment details presented to the Procurement and Disposal Unit before obtaining a copy of the bidding document, cash will not be acceptable.
6. Bids must be delivered to the address below at 7 (a) at or before **10:00 am on 17<sup>th</sup> January, 2022**. All bids must be accompanied by a Bid Security in Form of a Bank Guarantee of UGX 10,000,000/= (**Uganda Shillings Ten Million Only**). Bid securities must be valid until **15<sup>th</sup> August, 2022**. 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 7 (a) **10:30 am on 17<sup>th</sup> January, 2022**.
7. (a) Documents will be inspected, issued, delivered and opened at

**Procurement and Disposal Unit,  
Office of the President, New Office Building, Second Floor, Room 1212,  
Apollo Kaggwa Road, Plot 9-11  
P.O. Box 7168, Kampala**

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

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	<b>16<sup>th</sup> December, 2021</b>
b. Bid closing date	<b>17<sup>th</sup> January, 2022</b>
c. Evaluation process	<b>2<sup>nd</sup> February, 2022</b>
d. Display and communication of best evaluated bidder notice	<b>10 Days after award of Contract</b>
e. Contract signature	<b>After clearance from Solicitor General</b>

**SECRETARY, OFFICE OF THE PRESIDENT**