



APAC MUNICIPAL COUNCIL

OFFICE OF THE TOWN CLERK

BID NOTICE NO. 1 OF FY 2020-2021.

INVITATION TO BID FOR PRE-QUALIFICATION AND OPEN DOMESTIC BIDDING.

Apac Municipal Council has received funding from the government of Uganda & development partners of which it intends to use for procurement of goods and services, works in financial year 2020/2021

Apac Municipal Council Local Government would like to invite eligible and competent bidders to apply for Prequalification and Open Domestic Bidding for the FY 2020/2021 for the provision of various goods, supplies, services/ consultancy and works as categorized below:

PREQUALIFICATION.

CATEGORY A: SERVICES.

1. Hosting Workshops and Seminars, Hire of venue and assorted materials and entertainment /welfare.
2. Provision of legal services.
3. Provision of Transport Services. (Logistics Services).

CATEGORY B: COLLECTION OF REVENUE;

1. Collection of revenue from Market Fees from all the 4 Divisions (Akere, Atik, Arocha and Agulu) priority shall be given to registered market vendor Associations or vendor Cooperative Societies i.e. SACCO's as per Government policy.
2. Collection of revenue from Bus/Taxi Park targeted bidders shall be registered Taxi Owners /Bus Operators Associations or Taxi owners /Bus Operators Cooperative Societies or SACCO's as per Government policy.

Other Revenue Sources such as:

- a). Loading fees, Off-loading fees, produce exit, b). Public Convenience c). billboards and sing post, d). Hotel tax e). Abattoir.

CATEGORY C: WORKS;

1. installation of electrical systems (Including solar works).
2. Construction, Renovation and Maintenance of Building.

OPEN DOMESTIC BIDDING.

a) CIVIL WORK.

1. **Apac793/Wrks/20-21/00004** - Construction of an Office Block at Apac Municipal Council Head Quarters Phase II.

b) SERVICES.

1. **Apac793/Srvcs/20-21/00003**- Consultancy Services for Surveying and Tinting of Land in Arocha Division, Atik Division, Agulu Division. and Akere Division.
1. **Apac793/Supls/20-21/00020**- Supply of Hard core and Cement for road works.
2. **Apac793/Supls/20-21/00023**- Supply of Stone Gravel/Marram on site and at borrow pit for road works.
3. **Apac793/Supls/20-21/00022**- Supply of Culverts and Slabs for road works.
4. **Apac793/Supls/20-21/00017**- Supply of Fuel, Oil and Lubricants.
5. **Apac793/Supls/20-21/00005**- Supply of assorted Office Furniture.
6. **Apac793/Supls/20-21/00019**- Supply of General Office Stationery, Toner and Office Equipment Printing and Receiving Media and production of staff identification cards and National Legislation Books.

c) FRAMEWORK CONTRACTS.

7. **Apac793/Supls/20-21/00025**- Supply of Motor Vehicle Spares and Repair and Motorcycle Spares Parts, Tube, Tyres and Batteries etc. and Parts and Maintenance of Motor Vehicle and Motorcycle.
8. **Apac793/Supls/20-21/00002**- Supply of computers and its accessories.
9. **Apac793/Supls/20-21/00008**- Supply of three seater desk at Apac Primary School, Awiri Primary School, Ollili Primary School and Atudu Annex Primary School.
10. **Apac793/Supls/20-21/00009**- Supply of Motorcycles to Apac Municipal Council.
11. **Apac793/Supls/20-21/00007**- Supply of Goats to Agulu Division, Akere Division, Atik Division and Arocha Division.

12. **Apac793/Supls/20-21/00016**- Supply of Maize Mill and Maize Huller to Production Department.
13. **Apac793/Supls/20-21/00010**- Supply of Bicycles to Atik Division and Agulu Division.
14. **Apac793/Supls/20-21/00024** - Supply of piglets and assorted drugs for treatment Production Department.

TERMS AND CONDITION

1. Interested firms/ companies may inspect and obtain the relevant Standard Bid Documents(SBD) for Prequalification and Open Domestic Bidding from the Procurement and Disposal Unit upon payments of non-refundable fee to Apac Municipal Council General Fund Account No. 9030012339223 with Stanbic Bank – Apac Branch.
2. The structure of the non-refundable bid fee for Pre-qualification is UGX 70,000/= VAT Inclusive and Bank Charges.
3. The structure of the non-refundable bid fee for Open Domestic Bidding is UGX 100,000/= VAT Inclusive and Bank Charges.
4. Bidders should enclose current and valid 1 original and 2 copies of the following: -
 - i). Certificate of Incorporation/ Registration, Articles and Memorandum of Association and TIN registration certificate, VAT Registration Certificate Where Applicable, PPDA Certificate, Valid Trading License, General Receipt (Original) acknowledging payment of bid fee or /Bank payment slip. Evidence of key staff, detailed company profile location and address of the firm i.e. Email address, Telephone Contacts and other information deemed useful, other terms and conditions are clearly stipulated in the respective bidding documents.
 - ii). Sealed applications will be Registered at Apac Municipal Council Procurement and Disposal Unit and deposited in the bid box located in PDU. The closing date for receiving bids shall be the 5th of **October, 2020** at 11:00am local time late submissions shall be rejected.

NOTE:

i.

Due to Covid 19 (Pandemic) bidders are required to uphold the directives of Ministry of Health and PPDA Circular of 24th March 2020 i.e. send evidence of payment (Bank Slip) to the email address below abongbigar@gmail.com or apacmunicipalouncil@gmail.com, for more information call Head PDU on Tel. +256788240221.

ii.

Sealed bids in triplicates marked "Bids for prequalification for the subject of procurement applied for or the project applied for under Open Domestic Bidding for FY 2020/2021" should be addressed to: The Head Procurement and Disposal Unit Apac Municipal Council, P.O Box 4, Apac.

PLANNED PROCUREMENT SCHEDULE (SUBJECT TO CHANGES) IS AS FOLLOWS.

ACTIVITY	DATE
Publish Bid Notice	15 th September ,2020
Pre – bid meeting	25 th September ,2020 (pending consultation with PPDA as per Ref PPDA Circular of 24 th March ,2020)
Bid Closing and Opening	5 th October ,2020
Evaluation and Approval by Contracts Committee	12 th October ,2020
Display of BEB	13 th October ,2020

TOWN CLERK, APAC MUNICIPAL COUNCIL