



## MBARARA DISTRICT LOCAL GOVERNMENT

### Invitation to bid under open domestic bidding

Mbarara District Local Government has received funds from the Government of Uganda under various Programmes and intends to use part of the money to procure goods and works from eligible bidders and also tender applications are hereby invited from suitable qualified individuals or companies for tendering Revenue collection from Rutooma Daily Matooke Market in Bwizibwera-Rutooma Town Council in Mbarara District Local Government for the F/Y 2019/2020 as detailed below:-

S/N	Procurement Ref. No	Subject of procurement	Bid security	Reserve Price
01	MBAR 537/ Wrks/2019-2020/00009	Construction of staff house at Rubaya Health Centre III	2,000,328=	N/A
02	MBAR 537/ Srvcs/2019-2020/00001	Revenue Collection from Rutooma Daily Matooke Market in Bwizibwera- Rutooma Town Council in Mbarara District Local Government for the Financial Year 2019/2020 (Re-advertised)	2,000,000=	21,000,000=

**Non refundable fee:** for item no. 01 is UGX. 100,000= (One hundred thousand shillings) and for item no.2 is 50,000= (Fifty thousand shillings) deposited in Stanbic bank, Mbarara Branch on account "Mbarara District Local Government General fund" Account No. 9030013029198.

#### CONDITIONS OF TENDER FOR NO.2 (REVENUE COLLECTION)

1. Bidders must buy a clearly marked bid document which is stamped.
2. Bidders must pay a non-refundable commitment fee for the bid document
3. Interested Bidders **must read carefully** the bid document before filling the document.
4. All bidders **must** attach two (2) recent passport size photographs.
5. Bidders must show experience in related services i.e., attach copies of Agreements, payment receipts and award letters; etc.
6. Those who apply as a company, association or group must attach relevant legal documents as evidence for their Incorporation/Association.
7. The bidder **must** be able to identify him/her self with a national Identity Card
8. The bidders **must** attach a non-refundable fee receipt (Original), the absence of which will lead to automatic disqualification
9. Bidders **must** attach an original letter of recommendation from the Town clerk of Bwizibwera-Rutooma Town Council specifying previous performance of where they have ever worked in revenue collection and must be written within the bidding period.
10. Applications should be properly sealed in envelopes clearly marked "TENDER FOR Revenue Collection from Rutooma Daily Matooke Market in Bwizibwera- Rutooma Town Council for the Financial Year 2019/2020
11. Mbarara District Local Government Contracts Committee is not bound to accept the highest or any bid.
12. Bidders who have ever defaulted in revenue collection from Mbarara District Local Government **Must** not apply as they will be disqualified automatically.

More details shall be obtained from Procurement and Disposal Unit

#### Bid Closing & Opening

Bid closing will be on 11/10/2019 at 11: 00am followed by Bid Opening at 11:30am on the same day in Mbarara District PDU Offices

#### Activity schedule (subject to changes)

NO.	ACTIVITY	DATES
1	Publishing of the tender	20 <sup>th</sup> September 2019
2	Issue of Bidding documents	20 <sup>th</sup> September 2019
3	Bid closing and opening	11 <sup>th</sup> October 2019
4	Evaluation process	11 <sup>th</sup> -16 <sup>th</sup> October 2019
5	Contracts committee decision on award	17 <sup>th</sup> October 2019
6	Contract signing	31 <sup>st</sup> October 2019

CHIEF ADMINISTRATIVE OFFICER  
MBARARA DISTRICT LOCAL GOVERNMENT