****NATIONAL WATER & SEWERAGE CORPORATION

BID NOTICE UNDER OPEN DOMESTIC BIDDING

SUPPLY OF ASSORTED STATIONERY UNDER FRAMEWORK CONTRACT FOR A PERIOD OF 18 MONTHS.

## Procurement Reference Number: NWSC-HQ/SUPLS/23-24/180835

1. National Water & Sewerage Corporation (NWSC) has allocated funds from its annual

budget for the financial year 2023/2024 to be used for the acquisition of assorted stationery under framework contract for a period of 18 months.

1. The NWSC therefore invites sealed bids from eligible bidders for the supply of assorted stationery under framework contract for a period of 18 months as follows;
* LOT 1: ASSORTED STATIONERY
* LOT 2: ASSORTED PHOTOCOPYING PAPERS
* LOT 3: ASSORTED OFFICE SUPPLIES
* LOT 4: ASSORTED TONERS

3. Bidding will be conducted in accordance with the Open Domestic Bidding procedures contained in the Public Procurement and Disposal of Public Assets Act, 2003 (as amended) and is open to all eligible bidders*.*

4. Interested eligible bidders may obtain further information from and inspect the bidding documents at the address given below at 8 (a) from 8:00 a.m. to 5:00 p.m. on working days.

5. A complete set of Bidding Documents in English may be purchased by interested bidders on the submission of a written application and obtaining a payment advice slip from the address below at 8(b) and upon payment of a non-refundable fee of **UGX 100,000** in cash to a Local Bank. The document should be collected by the prospective bidder or his representative. No liability will be accepted for loss or late delivery.

6. Pre – bid meeting shall be held on **February 7, 2024** at the address 8 (c) below at 10:00 AM.

7. Bids must be delivered to the address below at 8(c) at or before 10:30 AM East African Time on **March 13*,* 2024**. All bids must be accompanied by a bid security amounting to;

* Lot 1: UGX 5,000,000 (Uganda shillings; Five million only).
* Lot 2: UGX 4,000,000 (Uganda shillings; Four million only).
* Lot 3: UGX 2,000,000 (Uganda shillings; Two million only).
* Lot 4: UGX 18,000,000 (Uganda shillings; Eighteen million only) or its equivalent in a freely convertible currency.

 **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(d) at 11:00am East African Time on **March 15, 2024.**

8. (a) Documents may be inspected at:

National Water and Sewerage Corporation.

Plot No. 18/20, 6th Street, Industrial Area, Kampala

P.O. Box 7053 Kampala, Uganda

Tel: 256-313-315484/256-313-315801

Email: nwscbid@nwscic.co.ug

 (b) Documents will be issued from: same as 8(a) above.

 (c) Bids must be delivered to:

National Water and Sewerage Corporation.

Plot No. 43/49, 6th Street, Industrial Area, Kampala

P.O. Box 7053 Kampala, Uganda

Tel: 256-313-315864/256-313-315801

Email: nwscbid@nwscic.co.ug

 (d) Address of bid opening: same as 8(c) above.

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

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| **Activity** | **Date** |
| 1. Publish bid notice
 | January 23, 2024 |
| 1. Pre-Bid meeting
 | February 7, 2024 at 10:00 AM |
| 1. Bid closing date
 | March 15, 2024 |
| 1. Evaluation process
 | April 2, 2024 |
| 1. Display and communication of best evaluated bidder notice
 | April 17, 2024  |
| 1. Contract signature
 | After Solicitor General’s Clearance |

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