



NANSANA MUNICIPAL COUNCIL



OFFICE OF THE TOWN CLERK

P.O. Box 7218, Kampala Uganda , Tel: +256-782-408022

Email : nansanamc@gmail.com / Website: www.nansanamc.go.ug

PROCUREMENT NOTICE No. 001 NMC/PROC/01/FY 2024-2025

INVITATION TO BID UNDER OPEN DOMESTIC BIDDING FOR PREQUALIFICATION OF SERVICE PROVIDERS FOR PROVISION OF VARIOUS WORKS, SUPPLIES AND SERVICES

1. Nansana Municipal Council invites sealed bids from eligible firms, companies, cooperatives, Associations and individuals to bid for the following works/supplies/services in the Municipality for the financial year 2024/2025

CATEGORY (A 1) PROVISION OF MANAGEMENT SERVICES OF REVENUE COLLECTION FROM VARIOUS SOURCES

ITEM	PROCUREMENT REFERENCE NUMBER	DESCRIPTION	LOCATION	RESERVE PRICE ANNUALLY	COMMISSION RATE
1	Nans725/SRVCS/2024-2025/00001 Lot 1	Enforcement of revenue collection from local service tax from people residing in the municipality and its various divisions but employed by organizations in other Local Governments	All divisions of Nansana Municipal Council	Ugx. 310,000,000/=	15%
2	Nans725/SRVCS/2024-2025/00001 Lot 2	Enforcement of revenue collection from parking fees from trucks, pickups, vans, Lorries, trailers and mobile vendors involving both vehicles and commercial cyclists.	Nabweru division	Ugx.50,000,000/=	N/A
			Nansana Division	Ugx.59,000,000/=	N/A
			Gombe Division	Ugx.35,000,000/=	N/A
			Busukuma Division	Ugx.16,325,000/=	N/A
3	Nans 725/SRVCS/2024-2025/00001 Lot 3	Enforcement of revenue collection from property rates	Nansana division	Ugx.1,669,864,343/=	12%
4	Nans 725/SRVCS/2024-2025/00001 Lot 4	Enforcement of revenue collection from property rates	Nabweru division	Ugx.1,480,498,958/=	12%
5	Nans 725/SRVCS/2024-2025/00001 Lot 5	Enforcement of revenue collection from property rates	Busukuma division	Ugx.649,030,254/=	12%
6	Nans 725/SRVCS/2024-2025/00001	Enforcement of revenue collection from property rates	Gombe division	Ugx.830,017,634/=	12%

Lot 6				
-------	--	--	--	--

Note: (i) bidders may apply for any/all revenue management services provided he/she pays for each Revenue source in category A separately but shall be considered for management of 2(two) Revenue sources utmost.

CATEGORY (A 2) PROVISION OF MANAGEMENT SERVICES OF MANAGEMENT SERVICES OF MEDICAL EXAMINATION OF FOOD HANDLERS AND SALOON OPERATORS'

ITEM	PROCUREMENT REFERENCE NUMBER	DESCRIPTION	LOCATION	RESERVE PRICE ANNUALLY	COMMISSION RATE
1	Nans 725/srvcs/2024-2025/00002 Lot 1	Provision of management services of medical examination of food handlers and saloon operators'	Nabweru division	Ugx.40,000,000/=	professional fee of Ugx. 8,000/= for each client examined
2	Nans 725/srvcs/2024-2025/00002 Lot 2	Provision of management services of medical examination of food handlers and saloon operators'	Gombe division	Ugx.30,000,000/=	professional fee of Ugx. 8,000/= for each client examined
3	Nans 725/srvcs/2024-2025/00002 Lot 3	Provision of management services of medical examination of food handlers and saloon operators'	Nansana division	Ugx.50,000,000/=	professional fee of Ugx. 8,000/= for each client examined
4	Nans 725/srvcs/2024-2025/00002 Lot 4	Provision of management services of medical examination of food handlers and saloon operators'	Busukuma division	Ugx.15,750,000/=	professional fee of Ugx. 8,000/= for each client examined

Note: (ii) bidders may apply for any/all management services of medical examination of food handlers and saloon operators' provided he/she pays for each separately but shall be considered for management of only 1(one) service

CATEGORY (B) PROVISION OF VARIOUS WORKS, SERVICES AND SUPPLIES UNDER FRAMEWORK ARRANGEMENT/CONTRACT

B- (I) SUPPLIES

ITEM	PROCUREMENT REFERENCE NUMBER	DESCRIPTION OF THE PROCUREMENT
1	Nans 725/supls/2024-2025/00001	Supply of culverts, installation, back fill with gravel maximum 40 m ³ and construction of end structures maximum 6m ²
2	Nans 725/supls/2024-2025/00002	Supply and installation of culverts with encasing using concrete class 20 maximum 6m ³

3	Nans 725/supls/2024-2025/00003	Supply of road bitumen, primer, asphalt and tar coat
4	Nans 725/supls/2024-2025/00004	Supply of petroleum products, batteries and lubricants
5	Nans 725/supls/2024-2025/00005	Supply of various spare parts for Grader and heavy equipment
6	Nans 725/supls/2024-2025/00006	Supply of road lime, stone chippings 10/14mm and 14/20mm, road aggregates, road gravel, sand, cement, fill materials, iron bars T ₁₀ , T ₁₆ , & T ₂₀ water, stone dust, road hardener, Asphalt, hard core, CRR aggregates and firewood
7	Nans 725/supls/2024-2025/00007	Supply of motor vehicle/ cycle tyres and tubes
8	Nans 725/supls/2024-2025/00008	Supply of assorted office stationery
9	Nans 725/supls/2024-2025/00009	Supply of printed/ assorted office stationery, certificates, Registers, & staff identity cards
10	Nans 725/supls/2024-2025/00010	Supply of culverts

CATEGORY (B) PROVISION OF VARIOUS WORKS, SERVICES AND SUPPLIES UNDER FRAMEWORK ARRANGEMENT/CONTRACT

B-(II) SERVICES

ITEM	PROCUREMENT REFERENCE NUMBER	DESCRIPTION OF THE PROCUREMENT
1	Nans 725/srvcs/2024-2025/00003	Provision of hire of road equipment and Service Vans
2	Nans 725/srvcs/2024-2025/00004	Provision of hotel, conferences, events management and outside services

Note: (iii) bidders may apply for any/all the above projects provided he/she pays for each project in a category B separately and shall be awarded to any that he/she is compliant

CATEGORY (C) PREQUALIFICATION OF VARIOUS SERVICE PROVIDERS FOR THE PROVISION OF VARIOUS WORKS, SUPPLIES OR SERVICES UNDER RESTRICTIVE BIDDING

C (I)-WORKS

ITEM	DESCRIPTION OF THE PROCUREMENT
C 1.1	Supply& Installation of H.D.P.E Tanks, waste bins and hand washing facilities
C 1.2	Construction and renovation of Buildings and Latrines
C 1.3	Construction of box culverts on various roads
C1.4	Electrical and Mechanical Works

C (2)- SUPPLIES

ITEM	DESCRIPTION OF THE PROCUREMENT
C 1.5	Supply of computer sets , photocopiers, printers accessories and consumables
C 1.6	Supply of various office and school equipment and furniture

C (3)- SERVICES

ITEM	DESCRIPTION OF THE PROCUREMENT
C 1.7	Consultancy Services for Architectural and engineering works
C 1.8	Consultancy for Physical Planning services
C 1.9	Provision of Insurance Services
C 2.0	Consultancy Services for road designs
C 2.1	Consultancy services for project preparation and design
C 2.2	Maintenance/servicing & repair of motor vehicles, motorcycles and road equipment
C 2.3	Provision of Computer Software and Website services

Note: (iv) bidders may apply for any/all the above projects in category (C) provided he/she pays for each project separately and shall be awarded to any that he/she is compliant

Note: (v) all those bidders that were shortlisted by Nansana Municipal Council in the Financial Year 2023/2024 under Category C need not apply however they MUST all update their documents with the entity before Friday 25th June,2024

2. Bidding shall be conducted in accordance with the procedure contained in the public procurement and disposal of public assets regulations, 2006
3. Interested companies/ firms, individuals and associations may apply in writing seeking to **provide revenue management services, various works, supplies or services under framework arrangement/Contract or Restricted bidding** by meeting the eligibility requirements as stated in the bid document.
4. Interested eligible bidders may obtain further information in respect to each category/project as stated in the bidding document(s) before payment from the address below between 9:00am to 4:00pm on official working days. Detailed advert can be accessed on **Nansana Municipal Council website/P.D. U Office/ Notice board**
5. A complete set of bidding documents in **English** may be purchased by interested bidders on the submission of a written application to the address below and upon;
(a) Securing a payment advice form from finance department on the Mobile Number: 0772-914742
(b) Payment of a non - refundable fee of Uganda Shillings 118,000/= (one hundred eighteen thousand shillings only) taxes inclusive for each item in each category (Category A to C) as shall be stated on the (PAF)
(c) Presentation of a general receipt from finance department
6. Bids must be delivered to the address below at 7(c) at or before **11.00am** on the **25th June, 2024**. 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(d) at **11.30 am** on the **25th June, 2024**. Late Bids shall be rejected.
- 7 (a) Address documents may be inspected at: **P.D.U- Nansana**
(b) Address documents will be issued from: **P.D.U- Nansana**
(c) Bids must be delivered to: **Head, P.D.U, on Administration Building- P.D.U offices**
(d) Address of bid opening: **Nansana Municipal Council Building**
8. The Planned Procurement activity schedule (subject to change) is as follows:

Activity	Date
a. Publish bid notice	4th June, 2024
b. Pre- bid meeting	N/A

c. Bid closing date	25th June, 2024
d. Evaluation process	26th June– 11th July, 2024
e. Display and communication of best evaluated bidders' notice	12th July, 2024
f. Contract award and signature	After expiry of the best evaluated bidders' notice

TANDEKA FESTO
Town Clerk- NANSANA MUNICIPAL COUNCIL