



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 2026-2027

INVITATION TO BID UNDER OPEN DOMESTIC BIDDING FOR 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 2026/2027.

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/2026-2027/00001 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/=	12%
2	NANS725/SRVCS/ 2026-2027/00001 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 Nansana Division Gombe Division Busukuma Division	Ugx.50,000,000/= Ugx.59,000,000/= Ugx.35,000,000/= Ugx.16,325,000/=	N/A N/A N/A N/A
3	NANS 725/SRVCS/ 2026-2027/00001 LOT 3	Enforcement of revenue collection from property rates	Nansana division	Ugx.2,232,855,659/=	12%
4	NANS 725/SRVCS/ 2026-2027/00001 LOT 4	Enforcement of revenue collection from property rates	Nabweru division	Ugx.2,000,000,000/=	12%
5	NANS 725/SRVCS/ 2026-2027/00001 LOT 5	Enforcement of revenue collection from property rates	Busukuma division	Ugx.680,918,328/=	12%
6	NANS 725/SRVCS/ 2026-2027/00001 LOT 6	Enforcement of revenue collection from property rates	Gombe division	Ugx.914,663,752/=	12%
7	NANS 725/SRVCS/2026-2027/00001 LOT 7	Enforcement of revenue collection from Bill Boards, Advertisements and Publicity	Divisions of Gombe, Busukuma, Nansana & Nabweru	Ugx. 417,834,000	12%

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 MEDICAL EXAMINATION OF FOOD HANDLERS AND SALOON OPERATORS' FY2026-2027

ITEM	PROCUREMENT REFERENCE NUMBER	DESCRIPTION	LOCATION	RESERVE PRICE ANNUALLY	COMMISSION RATE
1	NANS 725/SRVCS/ 2026-2027/00002 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/ 2026-2027/00002 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/ 2026-2027/00002 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/ 2026-2027/00002 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 FY 2026-2027

B- (I) SUPPLIES

ITEM	PROCUREMENT REFERENCE NUMBER	DESCRIPTION OF THE PROCUREMENT
1	NANS725/SUPLS/2026-2027/00001	Supply of culverts, installation, back fill with gravel maximum 40 m3 and construction of end structures maximum 6m2
2	NANS725/SUPLS/2026-2027/00002	Supply and installation of culverts with encasing using concrete class 20 maximum 6m3

3	NANS725/SUPLS/2026-2027/00003	Supply of road bitumen, primer, asphalt and tar coat
4	NANS725/SUPLS/2026-2027/00004	Supply of petroleum products, batteries and lubricants
5	NANS725/SUPLS/2026-2027/00005	Supply of various spare parts for Grader and heavy equipment
6	NANS725/SUPLS/2026-2027/00006	Supply of road lime, stone chippings 10/14mm and 14/20mm, road aggregates, road gravel, sand, cement, fill materials, iron bars T10, T16, & T20 water, stone dust, road hardener, Asphalt, hard core, CRR aggregates and firewood
7	NANS725/SUPLS/2026-2027/00007	Supply of motor vehicle/ cycle tyres and tubes
9	NANS725/SUPLS/2026-2027/00008	Supply of printed/ assorted office stationery, certificates, Registers, staff identity cards & general office stationery and toner cartridge
10	NANS725/SUPLS/2026-2027/00009	Supply of culverts

B-(II) SERVICES

ITEM	PROCUREMENT REFERENCE NUMBER	DESCRIPTION OF THE PROCUREMENT
1	NANS725/SRVCS/2026-2027/00003	Provision of hire of road equipment and Service Vans
2	NANS725/SRVCS/2026-2027/00004	Provision of hotel, conferences, events management and outside catering 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 with.

CATEGORY (C) THE PREQUALIFIED BIDDERS FROM THE PREVIOUS FINANCIAL YEAR 2025-2026 SHOULD UPDATE THEIR COMPANY INFORMATION WITH THE ENTITY.

- Bidding shall be conducted in accordance with the procedure contained in the Public Procurement and Disposal of Public Assets Regulations, 2023.
- 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 by meeting the eligibility requirements as stated in the bid document.
- 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 5:00pm on official working days. Detailed advert can be accessed on **Nansana Municipal Council website / P.D.U Office/ Notice board**.
- 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;
 - Securing a payment advice form from finance department on the Mobile Number: 0772-914742
 - 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 D) as shall be stated on the (PAF).
 - Presentation of a general receipt from finance department.
- Bids must be delivered to the address below at 7(c) at or before 12:00pm on the 15th June, 2026. 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 12:30pm on the 15th June, 2026. Late Bids shall be rejected.
 - Address documents may be inspected at: **P.D.U- Nansana**
 - Address documents will be issued from: **P.D.U- Nansana**
 - Bids must be delivered to: **Head, P.D.U. on Administration Building- P.D.U offices**
 - Address of bid opening: **Nansana Municipal Council Building**
- The Planned Procurement activity schedule (subject to change) is as follows:

Activity	Date
a. Publish bid notice	21st May, 2026
b. Pre- bid meeting	10th June, 2026
c. Bid closing date	15th June, 2026
d. Evaluation process	17th June – 30th June, 2026
e. Display and communication of best evaluated bidders' notice	3rd July, 2026 – 16th July, 2026
f. Contract award and signature	After expiry of the best evaluated bidders' notice