



Republic of Uganda



## BID NOTICE UNDER OPEN BIDDING

6<sup>th</sup> December 2021

**Provision of Medical Insurance Services to UWEC Staff & their Dependents-  
UWEC/NCons/21-22/00011**

1. The Uganda Wildlife Conservation Education Centre has allocated funds to be used for the acquisition of Medical Insurance Services to UWEC Staff & their Dependents.
2. The Entity invites sealed bids from eligible bidders for the provision of the above non consultancy services.
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, and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from 8am to 5pm.
5. The Bidding Documents in English may be purchased by interested bidders on the submission of a written application to the address below at 8(b) and upon payment of a non-refundable fee of **UGX. 200,000** or Uganda shillings two hundred thousand only. The method of payment will be **cash**.
6. Bids must be delivered to the address below at 8(c) at or before **3.00pm on 4<sup>th</sup> January 2022**. All bids must be accompanied by a bid security of **UGX. 4,910,000**. Bid securities must be valid until **9<sup>th</sup> August 2022**. 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 **3.15pm on 4<sup>th</sup> January 2022**.
7. There shall not be a pre – bid meeting/ site visit.
8. (a) Documents may be inspected at: UWEC Procurement & Disposal Unit Office

(b) Documents will be issued from: UWEC Procurement & Disposal Unit Office

(c) Bids must be delivered to: UWEC Procurement & Disposal Unit Office

(d) Address of Bid Opening: UWEC Board Room

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

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	6 <sup>th</sup> December 2021
b. Pre-bid meeting/ Site visits where applicable	Not Applicable
c. Bid closing date	4 <sup>th</sup> January 2022
d. Evaluation process	<i>(Within 20 working days from bid closing date)</i>
e. Display and communication of best evaluated bidder notice	<i>(Within 5 working days from Contracts Committee award)</i>
f. Contract Signature	<i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and SG's approval).).</i>

Dr. James Musinguzi, PhD

**Accounting Officer**