**ABRIDGED BID NOTICE UNDER OPEN BIDDING**

**(SUPPLIES, WORKS AND NON CONSULTANCY SERVICES)**

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**Makerere University Business School**

**BID NOTICE**

1. **Makerere University Business School** invites sealed bids from eligible bidders for:

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| ***No.*** | ***Procurement Reference Number*** | ***Subject matter of Procurement***  | ***Bid Security*** |
| *01* | *MUBS/SPLS/19-20/00047* | *Supply, Installation and Commissioning of* *A Heavy Duty Printer for MUBS.* | *UGX. 1,000,000/=* |
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2. The Bidding document(s) shall be inspected and issued at **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda.**

3**.** The deadline for bid submission shall be at **11:00 am25th November, 2019.**

4. The detailed bid notice is available at the Entity’s website at www.mubs.ac.ug and at [www.ppda.go.ug](http://www.ppda.go.ug)

Accounting Officer.

**October, 2019**

**Invitation to bid for Supply, Installation and Commissioning of a Heavy Duty Printer: MUBS/SPLS/19-20/00047.**

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| 1. The **Makerere University Business School** has allocated funds to be used for the **Supply, Installation and Commissioning of a Heavy Duty Printer:**

2. The Entity invites sealed bids from eligible bidders for the provision of the above non consultancy service.3. Bidding will be conducted in accordance with the **Open Bidding** procedures contained in the Public Procurement and Disposal of Public Assets Act, 2003, and below are the shortlisted bidders:4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from **8:00am to 5:00pm**.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 100,000/= (One hundred thousand shillings)**. The method of payment will be by obtaining a **bank reference number** from the **MUBS Accounts Office**. Upon presentation of the payment receipt to the MUBS Procurement and Disposal Unit Office (PDU), Block 1/Bursar’s Block Room 30, a bidding document will be issued. 6. Bids must be delivered to the address below 8(c) at or before **11:00am on, 25th November, 2019. All bids must be accompanied by a bid security of UGX. 1,000,000/= (One Million Shillings).** 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**11:30 am on, 25th November, 2019**. There shall be a pre– bid meeting on **7th November, 2019** at **11:00 am** in the **School Council room,MUBS, Plot 21A, Port bell Road, B**lock 1/ Bursars Office on the dates indicated in the proposed schedule in this notice.8.(a) Documents may be inspected at: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda** (b) Documents will be issued from: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda** (c) Bids must be delivered to: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda** (d) Address of bid opening: **Council room,MUBS, Plot 21A Port bell Road**9.The planned procurement schedule (subject to changes) is as follows:

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| **Activity** | **Date** |
| Publish bid notice | 29th October, 2019 |
| Pre-bid meeting/ Site visits where applicable | 7th November, 2019 |
| Bid closing date | 25th November, 2019 |
| Evaluation process | (*Within 30 working days from bid closing date*) |
| Display and communication of best evaluated bidder notice | (*Within 5 working days from Contracts Committee award*) |
| Contract Signature | (*After expiry of at least 10 working days from display of the best evaluated bidder noticeand SG’s approval*).).  |

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Disclaimer: **MUBS is under no obligation to award to the lowest or any bidder.**

Rodney Twagarukaho

**Ag. Manager**