**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 the following below:

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| --- | --- | --- | --- |
| ***No.*** | ***Procurement Reference Number*** | ***Subject matter of Procurement*** | ***Bid Securing Declaration*** |
| *01* | *MUBS/NCSVC/22-23/00092* | *Provision of Advertising Services for MUBS under Framework Contract.* | *Bid Securing Declaration* |
| *02* | *MUBS/SPLS/22-23/00043* | *Supply of Branded and Promotional Materials for MUBS under Framework Contract* | *Bid Securing Declaration* |

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 am** on **3rd January, 2023.**

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***

***Makerere University Business School (MUBS)***

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**November, 2022**

**Invitation to bid for the procurement of the following:**

**1. Advertising Services for MUBS: MUBS/NCSVC/22-23/00092**

**2. Printing and Supply of Branding and Promotional Materials for MUBS: MUBS/SPLS/22-23/00043**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1. The **Makerere University Business School** has allocated funds to be used for the **procurement of Advertisement Services, supply of Branded & promotional Items for 36 months** **under Framework Contract** **at MUBS:**   **1. Advertising Services for MUBS: MUBS/NCSVC/22-23/00092**  **2. Printing and Supply of Branding and Promotional Materials for MUBS: MUBS/SPLS/22-23/00043**  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 Domestic 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 50,000/= (Fifty 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), Rm 30, Block 1, a bidding document will be issued.  6. Bids must be delivered to the address below 8(c) at or before **11:00am on, 3rd January, 2023. All bids must be accompanied by a Bid Securing Declaration for each Lot applied for.** 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, 3rd January, 2023**.  There shall be NO pre– bid meeting.  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:   |  |  | | --- | --- | | **Activity** | **Date** | | Publish bid notice | 29th November, 2023 | | Pre-bid meeting/ Site visits where applicable | N/A | | Bid closing date | 3rd January, 2023 | | Evaluation process | (*Within 20 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 notice* *and SG’s approval*).). | |
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Disclaimer: **MUBS is under no obligation to award to the lowest or any bidder.**

Susan Kamazima

**Manager, PDU**