**GULU CITY**

**OFFICE OF THE CITY TOWN CLERK**

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**INVITATION FOR TENDER FOR FY 2024/2025**

PROCUREMENT NOTICE REFERENCE NUMBER**: 603/2024-2025 00001** (OPEN DOMESTIC BIDDING).

Gulu City Council invites application and submission of interest from competence companies for the Supply, prequalification, annual framework contracts and revenues collection for financial year **2024/2025**.

**A. PRE-QUALIFICATION**

**WORKS**

General Building Construction

**B. ANNUAL FRAMEWORK CONTRACTS**

**(I) - SUPPLIES**

1. Gulu 603/Supls/2024-2025/00001 Fuel, lubricants and oils.

2. Gulu 603/Supls/2024-2025/00002 Supply of office stationary and office equipment.

3. Gulu 603/Supls/2024-2025/00003 Provision of hotel services, catering services and conference facilities.

4. Gulu 603/Supls/2024-2025/00004 Supply of printed materials (receipt books, business cards, IDs calendars, banners etc.)

5. Gulu 603/Supls/2024-2025/00005 Supply of assorted culverts, concrete beacons, and road Kerbs.

6. Gulu 603/Supls/2024-2025/00006 Supply of assorted office and school furniture.

7. Gulu 603/Supls/2024-2025/00007 Supply of computers, printers, binding machines, photocopiers, cameras, scanners, projectors etc.

8. Gulu 603/Supls/2024-2025/00008 Supply of motor vehicles and motorcycles Tyres, tubes and batteries.

9. Gulu 603/Supls/2024-2025/00009 Supply and planting of tree seedlings and seeds.

10. Gulu 603/Supls/2024-2025/00010 Supply of general hard wares, cements, wheel barrows, protective wares, angle bars, Iron bars (Y 12, Y 10 etc.), plumbing materials and fittings

11. Gulu 603/Supls/2024-2025/00011 Supply of aggregates, hard core, sand and gravel.

12. Gulu 603/Supls/2024-2025/00012 Supply of stones chippings, stone dust, lime, bitumen and primer.

13. Gulu 603/Supls/2024-2025/00013 Supply of materials, maintenance and installation of solar street light and security cameras.

14. Gulu 603/Supls/2024-2025/00014 Supply of medical equipment and related supplies

15. Gulu 603/Supls/2024-2025/00015 supply of electrical materials, installations and fittings

**(ii) SERVICE**

1. Gulu 603 /Srvcs/2024-2025/00001 Provision of security guard services

2. Gulu 603/Srvcs/2024-2025/00002 Supply of parts, repair and maintenance of motor vehicles or motorcycles.

3. Gulu 603/Srvcs/2024-2025/00003 Servicing and maintenance of office equipment (computers photocopier etc.).

4. Gulu 603/Srvcs/2024-2025/00004 Hire of roads equipment and trucks ,like excavators, bitumen sprayer, bitumen boiler, water bowser, low bed, bull dozer, grader, rollers etc.

5. Gulu 603/Srvcs/2024-2025/00005 Provision of Insurance services

6. Gulu 603/Srvcs/2024-2025/00006 Graphic design & Printing service, laminating, photocopying, binding, etc

7. Gulu 603/Srvcs/2024-2025/00043 Profiling of Gulu City Council

8. Gulu 603/Srvcs/2024-2025/00044 Hire of transport services (buses, mini buses, taxis etc.)

9. Gulu 603/Srvcs/2024-2025/00046 Provision of cleaning services and supply of cleaning materials e.g. detergents, brush etc.) Curtains, carpets etc.

10. Gulu 603/Srvcs/2024-2025/00046 and maintenance of fire extinguishers

**(iii) Revenues Collection services**

11. Gulu 603/Srvcs/2024-2025/00011 Collection of revenue from Gulu main market toilet user fees **Group B (**Lot **2, 3, 8, 11, 12)** Laroo Pece Ugx 300,000 per month.

12. Gulu 603/Srvcs/2024-2025/00012 Collection of revenue from Gulu main market toilet user fees **Group C** (**Lot 4, 6, 7, 13, 15)** Laroo Pece Ugx 800,000 per month.

13. Gulu 603/Srvcs/2024-2025/00013 Renting former Pece division Office -administration unit only at Bus Park Laroo Pece Ugx 200,000 per month

14. Gulu 603/Srvcs/2024-2025/00014 Renting former enforcement block at Bus Park Laroo Pece Ugx 700,000 per month

15. Gulu 603/Srvcs/2024-2025/00015 Renting Big eating house in the bus park Laroo Pece Ugx 450,000 per month

16. Gulu 603/Srvcs/2024-2025/00016 Collection of revenue from animals slaughtering fees at Unyama in Laroo Pece Division 2,000,000 per month.

17. Gulu 603/Srvcs/2024-2025/00017 Collection of revenue from animals slaughtering fees at Twon Okun in Laroo Pece Division 2,000,000 per month.

18. Gulu 603/Srvcs/2024-2025/00018 Collection of revenue from Layibi Central Market in Laroo Pece Division 200,000 per month.

19. Gulu 603/Srvcs/2024-2025/00019 Collection of revenue from Wilobo Market in Laroo Pece Division 150,000 per month.

20. Gulu 603/Srvcs/2024-2025/00020 Collection of revenue from Laliya Market in Laroo Pece Division 400,000 per month.

21. Gulu 603/Srvcs/2024-2025/00021 Collection of revenue from Unyama Market in Laroo Pece Division 200,000 per month.

22. Gulu 603/Srvcs/2024-2025/00022 Collection of revenue from pigs slaughter fees in Laroo Pece Division Ugx 600,000 per month.

23. Gulu 603/Srvcs/2024-2025/00023 Collection of revenue from Mobile Chicken sellers in Bardege Layibi Division Ugx 350,000 per month.

24. Gulu 603/Srvcs/2024-2025/00024 Collection of revenue from animals slaughter fees in Bardege Layibi Division Ugx 14, 500,000 per month.

25. Gulu 603/Srvcs/2024-2025/00025 Collection of revenue from Lacor stage Tuk Tuk . Ugx 400,000 per month.

26. Gulu 603/Srvcs/2024-2025/00026 Collection of revenue from Custom Corner taxi stage Bardege Layibi Division Ugx 250,000 per month.

27. Gulu 603/Srvcs/2024-2025/00027 Collection of revenue from Lorry Park Kaunda ground Ugx 600,000 per month.

28. Gulu 603/Srvcs/2024-2025/00028 Collection of revenue from materials (river sand, aggregates, stone dust, eucalyptus poles, Bamboo and Palm poles ) loading/sales in Gulu City including Kaunda ground Ugx 500,000 per month.

29. Gulu 603/Srvcs/2024-2025/00029 Collection of revenue from Oloya Tourist Lorry Park ground Ugx 600,000 per month.

30. Gulu 603/Srvcs/2024-2025/00030 Collection of revenue from Wilobo Johnson Market Bardege Layibi Ugx 200,000 per month.

31. Gulu 603/Srvce/2024-2025/00031 Collection of revenue from Trycles points Bardege Layibi Ugx 200,000 per month.

32. Gulu 603/Srvce/2024-2025/00032 Collection of revenue from Kabedopong Market Toilet Bardege Layibi Ugx 300,000 per month.

33. Gulu 603/srvcs/2024-2025/00033 Collection of revenue from Kaunda Ground Toilet Bardege Layibi Ugx 253,500 per month.

34. Gulu 603/srvcs/2024-2025/00034 Collection of revenue from Olayo ilong market Toilet Bardege Layibi Ugx 300,000 per month.

35. Gulu 603/Srvcs/2024-2025/00035 Collection of revenue from pigs slaughter fees in Bardege Layibi Division Ugx 630,000 per month

36. Gulu 603/Srvcs/2024-2025/00036 Collection of revenue from Olailong market Bardege Layibi Ugx 3,600,000 per month.

37. Gulu 603/Srvcs/2024-2025/00037 Collection of revenue from Olailong market Annex Bardege Layibi Ugx 500,000 per month.

38. Gulu 603/Srvcs/2024-2025/00038 Collection of revenue from Lacor market Layibi Side Ugx 400,000 per month.

39. Gulu 603/Srvcs/2024-2025/00039 Collection of revenue from Kabedopong market Bardege Layibi Ugx 300,000 per month.

40. Gulu 603/Srvcs/2024-2025/00040 Collection of revenue from Layibi railway crossing Ugx 300,000 per month.

41. Gulu 603/Srvcs/2024-2025/00041 Collection of revenue from Lorry park fees Odur min odyek Ugx 300,000 per month.

42. Gulu 603/Srvcs/2024-2025/000042 Street parking/ vehicle /Produce loading and offloading fees in Bardege Layibi Division Ugx 18,200,000 per month.

43. Gulu 603/Srvcs/2024-2025/00007 Revenue collection from Property tax Bardege Layibi Division Maximum 10% Commission.

44. Gulu 603/Srvcs/2024-2025/00008 Revenue collection from Property tax Laroo Pece Division Maximum 10% Commission.

45. Gulu 603/Srvcs/2024-2025/00009 Collection of revenue from Gulu main bus park toilet user fees Laroo Pece Ugx 2,130,000 per month.

46. Gulu 603/Srvcs/2024-2025/00010 Collection of revenue from Gulu main market toilet user fees Group **A** **(Lot 1, 5, 9, 10, 14)** Laroo Pece Ugx 600,000 per month.

**TERMS AND CONDITIONS**.

Solicitation and Pre-qualification documents shall be obtained from the Procurement and Disposal Unit Office Gulu City in the yard upon banking of non-refundable fees of **Ugx** **100,000** to be paid on **IRAS.** General receipt will be issued from the cashier’s Office after presenting a Bank deposit slip.

1. **The bidders should attach the following:**
2. Original copy of general receipt for purchase of bidding document.
3. Certificate of incorporation/registration.
4. Contact addresses ( physical location, postal address and telephone number both fixed and mobile)
5. Valid trading license 2024.
6. Income tax clearance 2023-2024 addressed to Gulu City Council.
7. Bank statement for the past three Months (March, April & May 2024).
8. Registered or a Notarized Power of attorney where applicable.
9. Each item should be applied for separately.
10. Bidders for Revenue collection services who have unpaid arrears with Gulu City must not apply or else their bids will be rejected.
11. Best evaluated bidders for revenue collection will be required to pay 3 months in advance within 5 calendar days of receipt of the Bid acceptance letter, failure of which the next best evaluated bidder will be considered to make the payment and sign the contract.
12. Eligible bidders for street parking/loading/offloading should demonstrate capacity to automate the revenue collection processes.
13. Contractors with records of past or current poor performance must also not apply.
14. All bids must be sealed by envelops and in three copies (3) clearly marked “tender for pre-qualification or tender for ………………….addressed to the Head Procurement & Disposal Unit P.O.BOX, 140 Gulu City.
15. Registration forms must be signed by the applicants or by their Agents on submission of the Bids. Bids must be submitted not later than **Thursday** **11th July 2024** at **10:30am** and thereafter, the bid shall be opened at **11:00am** in the presence of bidders or their Agents who choose to attend.
16. Late bids shall be marked late and rejected.
17. The method of procurement shall be governed by the PPDA acts 2003 and PPDA regulations of 2023.
18. Gulu City SHALL NOT be bound by any highest or lowest bid.
19. *Bidders who intend to apply for items under framework contract are further advised to attach various prices accordingly taking care of taxes like VAT in to consideration.*
20. **The planned procurement schedule ( subject to changes) is as follows:**

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| **Activity** | **Date** |
| 1. Publish bid notice | Thursday **20 June 2024** |
| 1. Pre-bid meeting | N/A |
| 1. Bid closing date and opening | **Friday 12th July** Time:**10:30am** Opening Time: **11:00 am** |
| 1. Evaluation | In 5 days |
| 1. Display and communication of best evaluated bidder notice | Within 5 working days from the contract committee approval of evaluation report |
| 1. Contract award and signature | After expiry of 10 days of the best evaluated bidder notice and solicitor general approval where applicable |

Innocent Ahimbisibwe - **Town Clerk**