

PRE-QUALIFICATION NOTICE UNDER OPEN BIDDING

- The Uganda Coffee Development Authority (UCDA) is in the process of prequalifying providers for supplies, services and works for the Financial Years **2021/2022, 2022/2023 & 2023/2024**. Providers who will be pre-qualified will be invited to bid for requirements from time to time.
- The Authority now invites suitably qualified firms/providers to submit sealed prequalification submissions for:

A. SUPPLIES

CODE	ITEM
SUP/01	Supply and Installation of Computer software, supply of IT Assorted Equipment eg computers and accessories, Network switches, Routers, servers, printers, scanners, shredders, LCD Projectors, UPS and binding machines
SUP/02	Supply of office printers, photocopiers scanners and binding machines .
SUP/03	Supply of Motor vehicles, Motorcycles ,tyres and tubes.
SUP/04	Supply of corporate office furniture and fittings
SUP/05	Supply of assorted office stationery, toners cartridges and consumables
SUP/06	Supply and Installation of solar Equipment.
SUP/07	Supply of electrical accessories and equipment.
SUP/08	Supply of Generators.
SUP/09	Supply of firefighting equipment and spare parts.
SUP/10	Supply of Assorted cleaning materials.
SUP/11	Supply and Installation of solar equipment
SUP/12	Supply of biometric systems, CCTV, Cameras, Security Gadgets and metal detectives
UP/13	Supply of assorted kitchen Equipment, Utensils and espresso
SUP/14	Supply of Global positioning system equipment (GPS).
SUP/15	Supply of uniforms, curtains, protective wear, carpets, sanitary bins
SUP/16	Supply of coffee seed packaging bags, poly pots and polythene bags
SUP/17	Supply of Assorted Veterinary drugs and Vaccines
SUP/18	Supply of Security Gadgets
SUP/19	Supply of Assorted Agro-chemicals and Pesticides
SUP/20	Supply of Improved Agricultural seeds and seedlings
SUP/21	Supply of Assorted Agricultural farm tools, spray pumps and equipment
SUP/22	Supply of Laboratory equipment and reagents
SUP/23	Supply of building materials, plumbing materials, pipes and fittings.
SUP/24	Supply of soil testing kits.

SUP/25	Supply of fuel and oil lubricants.
SUP/26	Supply of plumbing materials.
SUP/27	Supply of security seals.
SUP/28	Supply of liquoring cups and brewing equipment.
SUP/29	Supply of drying try, solar driers and storage racks.
SUP/30	Supply of ceremonial awards (trophies and prizes).
SUP/31	Supply of banana suckers.
SUP/32	Supply of coffee shade nets.
SUP33	Supply of hand/motorized pulpers.
SUP/34	Supply of tarpaulins.
SUP/35	Supply of disposable of groceries (cups, disposable spoons, sugar, milk).

B. SERVICES

CODE	ITEM
SVCS/01	Advertising and Media (Newspapers and Magazine)
SVCS/02	Provision of Air Ticketing, transport, tours and travel
SVCS/03	Provision of outside catering services
SVCS/04	Office Cleaning services, furniture, fumigation, fabrics services, garbage Collection and compound maintenance
SVCS/05	Maintenance of Computer, printer repair and server & other ICT Equipment Services
SVCS/06	Provision of Radio, media, TV talk shows and spot messages
SVCS/07	Secretarial printing, Art and design and photocopying services, signage/billboards/banners/booths for shows etc
SVCS/08	Garage services for Motor vehicle/cycles
SVCS/09	Servicing of firefighting equipment
SVCS/10	Engraving and tagging of assets
SVCS/11	Hotel, leisure garden and conference facilities
SVCS/12	Events Management and Provision of services for public address system
SVCS/13	Maintenance and repair of furniture and fittings
SVCS/14	Provision of air conditioners services.
SVCS/15	Office security services
SVCS/16	Provision of Insurance and Insurance brokerage services
SVCS/17	Legal consultancy services
SVCS/18	Accounting, Auditing and book keeping services
SVCS/19	Surveying services
SVCS/20	Provision of Auctioning Services
SVCS/21	Provision of Medical Insurance services
SVCS/22	Business Management Consultancy Services
SVCS/23	Consultancy services for Recruitment, salary/staff surveys, job evaluation and grading, organizational reviews/ restructuring/organizational health and safety/motivational and inspiration
SVCS/24	Provision of Courier services

SVCS/25	Clearing and forwarding services
SVCS/26	Taxation consultancy services
SVCS/27	Fumigation services
SVCS/28	Architectural Consultancy Services
SERVS/29	Engineering Consultancy Services
SRVCS/30	Surveying Consultancy Services
SRVCS/31	Auditing Consultancy Services
SRVCS/32	Impact Assessment Consultancy Services
SRVCS/33	Environmental Studies/Evaluation Consultancy Services
SRVCS/34	Monitoring & Evaluation Consultancy Services
SRVS/ 35	Strategic Planning Consultancy Services
SRVS/ 36	Feasibility Study Consultancy Services
SRVCS/37	Irrigation Consultancy services
SRVCS/38	Capacity building consultancy services
SRVCS/39	Board Training, Development and Evaluation Services
SRVCS/40	Public relations/media management
SRVCS/41	Property Management Services
SRVCS/42	ICT Consultancy Services: - Server Management, Network Infrastructure, web design, ERP Support and maintenance, hosting services, managed cloud, disaster recovery, application specification and development and information security services.
SRVCS/43	Quality and Regulatory Studies :- standards development and reviews, coffee profiling, laboratory accreditation and certification, traceability and GIS, Coffee consumption surveys and data analysis, quality trends, coffee and health, coffee promotion and development of protocols etc
SRVCS/ 44	Installation and maintenance of CCTV Equipment & System Consultancy Services.

C. WORKS

Wks/01	Plumbing works
Wks/02	civil works
Wks/03	Electrical works

FRAMEWORK CONTRACTS

UCDA/SUPLS/00024	Office newspapers
UCDA/SRVCS/00046	Preventive, maintenance, services of computers, servers network points and photocopiers.
UCDA/SRVCS/00049	Maintenance, service and repair of motor vehicles
UCDA/SRVCS/00043	Services for fire extinguishers
UCDA/SRVCS/00044	Services and repair of generators
UCDA/SUPLS/00023	Tyres and batteries
UCDA/SUPLS/00036	Supply of fuel oil gas & other lubricants
UCDA/SRVCS/00078/1	Procurement of air on Radio

UCDA/SRVCS/00078/2	Procurement of print media adverts.
UCDA/SRVCS/00078/3	Procurement of air on Television (TV).

- Bidding will be conducted in accordance with the PPDA Regulations, 2014 and is open to all applicants.
- Applications will be assessed for eligibility and evaluated on the basis of their responsiveness to specific evaluation criteria for each category. Pre- qualification is open to all eligible bidders.
- Interested eligible applicants may obtain further information and inspect the bidding documents at the address given below at 9(a) from 9:00am- 5:00pm on working days during the bidding period or visit our website: www.ugandacoffee.go.ug.
- The Bidding documents in English may be purchased by interested applicants on the submission of a written application to the address below at 9(a) and upon payment of a non-refundable fee of UGX: 50,000 PER ITEM APPLIED FOR. The method of payment will be cash deposit on the URA Account and Uganda Coffee Development Authority TIN 1000055626.
- Bidders after paying must present or submit to the Procurement and Disposal Unit email address: pdu@ugandacoffee.go.ug.
- (a) Documents may be inspected at: **Procurement and Disposal Unit or on the website of UCDA Uganda Coffee Development Authority Plot 35, Jinja Road. Email: pdu@ugandacoffee.go.ug**
- (b) Documents will be issued from and delivered to: **Location 9(a) above.**
- (c) Address of bid opening: **Boardroom Uganda Coffee Development Authority Plot 35, Jinja Road**
- The planned pre-qualification schedule (subject to changes) is as follows:

Activity	Date
Publish bid notice	22nd September, 2021
Bid closing date	20th October, 2021
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)
Issue of letters to successful applicants	(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval).

MANAGING DIRECTOR