

BID NOTICE UNDER OPEN BIDDING

December, 2024

Supply and delivery of 77 laptops under Lot 1, Lot 2 and Lot 3- NSSF/SUPLS/2024-2025/00072/73/80.

The *National Social Security Fund* has allocated to be used for the acquisition of 77 laptops under Lot 1, Lot 2 and Lot 3.

2. The Entity invites sealed bids from eligible bidders for the provision of the above supplies.
3. Bidding will be conducted in accordance with the open bidding method 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 7(a) from 8:00 am to 5:00 pm.
5. The Bidding documents in English may be purchased by interested bidders on the submission of a written application to the address below at 7(b) and upon payment of a non-refundable fee of UGX 100,000. The method of payment will be by Bank to National Social Security Fund Account Number 9030005950790 at STANBIC BANK UGANDA LTD. The bidders shall then submit a deposit slip to the NSSF Cashier on 14th Floor Southern Wing, Worker's House or email the receipt to anasuru@nssfug.org copy procurement@nssfug.org. The bidder shall be given an e-receipt on confirmation that funds have been transmitted into the specified account. The soft copy document will then be sent to the bidders or their representative (s) from NSSF Procurement and Disposal Unit.
6. Bids must be delivered to the address below at 7(c) at or before 15th January 2025. All bids must be accompanied by a bid security of UGX 5,000,000. Bid securities must be valid until 31ST July 2025. 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 7(d) at 12:30 pm on 15th January 2025
7. (a) Documents may be inspected at: NSSF Office on 14th Floor Workers
(b) Documents will be issued from: NSSF Office on 14th Floor Workers
(c) Bids must be delivered to: NSSF Office on 14th Floor Workers
(d) Address of bid opening: NSSF Office on 14th Floor Workers

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

Activity	Date
a. Publish bid notice	19 th December 2024
b. Bid closing date	15 th January 2025
c. Evaluation process	07 th February 2025
d. Display and communication of best evaluated bidder notice	14 th February 2025
e. Contract signature	28 th February 2025

Signature:

Name: Rhona Kyomuhendo

Position of Authorised Official: Ag. Head Procurement and Disposal Unit