

INVITATION TO BID

Procurement Reference No: NRC/UG/002/2020

Norwegian Refugee Council (NRC) with funding from UNICEF to procure scholastic Materials implement an Accelerated Education Program for the Refugees in West Nile in the districts of Arua and Yumbe. The Norwegian Refugee Council Uganda Office invites applications from eligible & competent firms to provide firm quotations for the below tender.

Supply of Scholastic Materials to Yumbe.

Lot 1	UG NRC-2020-TND-FWA-SUPP-01	Supply of Scholastic materials to NRC Yumbe Office.
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Bidders are advised to send their requests for bid documents from NRC using this email address ug.logistics@nrc.no starting on the **1st May 2020 to 14th of May 2020**.

During submission of Tenders, Bidders should:

- Have registration with the relevant authorities, including possession of a valid operating license to undertake to supply scholastic materials in the country and compliance with all other statutory requirements.
- Have undertaken supply of similar nature over the last 5 years and to satisfactory completion.
- Possesses the necessary resources (human, equipment and material) or the ability to organize them at short notice, to undertake this level of supply.

Completed tender documents must be emailed to UG.bids@nrc.no, **marked with the tender name and reference number** as per the ITB document

by **18th May 2020, 10.00 am** as per planned procurement schedule below.

Due to COVID 19 there is no option of hardcopy deliveries. The tender process will be done with email submitted documents. That is in case if the lockdown is not lifted. NB. Late bids will be rejected

Bidders are welcome to witness the tender opening session on the date indicated in the schedule. Norwegian Refugee Council reserves the Right to Accept or reject any tender application and is not bound to give reasons for this decision thereof.

Technical Enquiries can only be sent by email to: lucy.acan@nrc.no, draku.aziz@nrc.no and copy frank.ssensamba@nrc.no from **4th May 2020 to 14th May 2020**.

To request for bid documents send your requests to ug.logistics@nrc.no

The planned Procurement Schedule is as follows:

Activity	Date
Publish bid notice	30 th April 2020
Issuing of Bid documents	From 1 st .May. – 14 th .May 2020
Last date of receiving Questions about Tender	13 th .May 2020 at 1200hrs
Last Answers to the Questions received to be shared on	14 th May 2020 at 1500hrs
Bid closing 10:00hrs	18 th May 2020
Bid opening 11:00hrs (NRC Kampala Office)	18 th May 2020