



BID NOTICE UNDER OPEN BIDDING

SUPPLY AND INSTALLATION OF NETWORK EQUIPMENT FOR UPGRADE OF LOCAL AREA NETWORK (EC/SUPLS/20-21/00269)

1. The Electoral Commission has allocated funds to be used for the acquisition of Supply and Installation of Network Equipment for Upgrade of Local Area Network.
2. The Entity invites sealed bids from eligible bidders for the provision of the above Procurement.
3. Bidding will be conducted in accordance with the Open Domestic 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 8(a) from 8:30a.m to 12.30 pm and 2.30pm to 4.30pm.
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 **UGX 200,000**. The method of payment will be by Bank in-slip obtained from cashiers office and Deposited in Diamond Trust Bank Kampala Road branch. The document will be delivered by hand. No liability will be accepted for loss or late delivery.
6. Bids must be delivered to the address below at 8(c) at or before **11.00am 24th November, 2020**. All bids must be accompanied by a bid security of

UGX 4,000,000/= (Four million only). Bid securities must be valid until **6th May, 2021**. 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 **11.15am 24th November, 2020**

7. There shall be no pre – bid meeting.
8. (a) Documents may be inspected at:
Procurement Unit Room 9
(b) Documents will be issued from:
Procurement Unit Room 9
(c) Bids must be delivered to:
Procurement Unit Room 9
(d) Address of bid opening:
Boardroom, Room No. 15
9. The planned procurement schedule (*subject to changes*) is as follows:

	ACTIVITY	DATE
a.	Publish bid notice	28th October, 2020
b.	Bid closing date	24th November, 2020
c.	Evaluation process	By 18th December, 2020
d.	Display and communication of best evaluated bidder notice	21st December-3rd January October, 2020
e.	Contract signature	15th January, 2020

Yours sincerely,
Secretary Electoral Commission