



# HOIMA DISTRICT LOCAL GOVERNMENT

## INVITATION FOR PRE-QUALIFICATION FOR WORKS, SERVICES AND SUPPLIES FOR THE FINANCIAL YEAR 2016/2017

### PROCUREMENT NOTICE NO.1, 2016/2017 FY

Hoima District Local Government invites Applications / bids from competent firms, and Companies, to bid for pre-qualification for the provision of various works, services and supplies during the financial year 2016/2017

#### 1) SERVICES

- Repair and maintenance of motor vehicles/motorcycles
- Repair and servicing of computers, and general office equipments
- Photocopying and General secretarial services
- Legal services to the District
- Legal services to commissions and District Land board
- Hire of road construction machinery/equipment
- Consultancy services for survey and design of piped water systems
- Hotel and catering services
- Radio and communication services

#### 2) SUPPLIES

- Computers, printers, and their accessories
- Supply of spare parts for bore holes & shallow wells
- Supply of tyres, tubes and batteries
- Supply of school furniture
- Supply of printed stationery
- Assorted office stationery
- Petroleum products and lubricants
- Supply and installation of culverts & slabs
- Supply of office furniture & furnishings

- Supply of Agriculture inputs & equipments.
- Supply of improved seeds, fruits & tree seedlings
- Supply of spare parts for road equipment
- Supply of gravel & road maintenance materials
- Supply of road maintenance tools

#### 3) WORKS

- General construction of buildings
- Construction of VIP latrines
- Repair and renovation of District buildings
- Protection of springs
- Construction of hand dug shallow wells

Bid documents will be obtained from the District Procurement and Disposal Unit upper Floor , room no.1 by interested bidders upon payment of a non refundable fee of shs (100,000 = for works , and 50,000= for supplies and services) to Hoima District Local Government General Fund A/c 9030006387232 at Stanbic Bank- Hoima Branch. Submission of Bids for pre-qualification must be received in sealed envelopes clearly marked 'Application for pre-qualification for the particular works, supplies or services applied for in the FY 2016/2017' addressed to: **The Head, Procurement & Disposal Unit, Hoima District Local Government, P.O.Box 2, Hoima.**

Bid documents will be received in person and registered by the PDU staff on or before **Tuesday the 14th of June 2016 at 11:00am**, thereafter bids will be opened in the presence of bidders/ representatives who will choose to attend at **11:30 am**, in the Computer Room, Ground Floor at the District Headquarters.

Hoima District Local Government is not bound to prequalify any bidder.

**Note: For provision of revenue collection services you can check on the District / Sub-County Notice boards and the District website [www.hoima.go.ug](http://www.hoima.go.ug)**

#### Conditions for pre-qualification:

- Names of Directors and their passport size photographs
- Certificate of incorporation/registration or its equivalent where applicable
- Memorandum and Articles of Association or their equivalent
- Tax registration certificate or Transaction Certificate
- Contact address both physical and telephone, fax, e-mail
- Certified copy of current Trading license
- Tax clearance certificate for the year 2015 addressed to Hoima District Local Government.
- Powers of Attorney to the signatory of the pre-qualification document
- PPDA Registration Certificate
- General receipt evidencing payment of bid fees
- Audited books of accounts for the last 2(two) years 2014 and 2015.audited by only registered Audit firms.

**The planned procurement schedule (subject to changes) is as follow;**

S/N	Activity	Date
1	Publish Pre-qualification Notice	19-5-2016
2	Closing date for Bid submission	14-6-2016
3	Evaluation process	22-6-2016
4	Display of Pre-qualification List	27-6-2016

  
**Luke.L.L. Lokuda**  
**CHIEF ADMINISTRATIVE OFFICER -HOIMA**