



SOROTI UNIVERSITY

P.O. Box 211 Soroti; Tel: +256 (0)454 461 605

www.sun.ac.ug

Standard Invitation to Bidders

BID NOTICE UNDER OPEN BIDDING

Supply of Consumables, Equipment, Glass ware & Chemicals for Physiology and Biochemistry Laboratories.

PROCUREMENT REFERENCE NO. SUN/SUPLS/2017-18/00171

1. Soroti University has allocated funds from its annual budget to be used for the acquisition of consumables, equipment, glassware and Chemicals for physiology and biochemistry Laboratories.
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 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 8:00am to 5:00pm.
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 **Ug. Shs 200,000**. The method of payment will be by Bank to **Soroti University General Fund Collection Account No. 4512300006, at Centenary Bank Soroti Branch**. *The document should be collected by the prospective bidder or his representative. 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 **10:00am, August 10, 2018**.

All bids must be accompanied by a bid security amounting to **UGX 12,000,000/=** or an equivalent amount in a freely convertible currency. Bid securities must be valid until **February 28, 2019**. Late bids shall be rejected. Bids shall be opened in the presence of the bidders' representatives who choose to attend at the address below at 8(d) at **10:30am August 10, 2018**.

There shall be a Pre-bid meeting on **July 19, 2018 at 10:30am at the address below at 8 (a)**

8. (a) Documents may be inspected at:
The Procurement & Disposal Unit
Soroti University,
Multi-Purpose Building
3rd Floor, Room 7

P.O.Box 211 Soroti, Uganda

- (b) Documents will be issued from: as in 8 (a) above
- (c) Bids must be delivered to: as in 8 (a) above
- (d) Address of bid opening: as in 8 (a) above

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

Activity	Date
a. Publish bid notice	July 05, 2018
b. Pre-bid meeting	July 19, 2018
c. Bid closing date	August 10, 2018
d. Evaluation process	September 10, 2018
e. Display and communication of best evaluated bidder notice	September 21, 2018
f. Contract signature	After SG Approval.