



**Uganda Hotel and Tourism Training Institute**

**Bidding Document for the Procurement of Supplies  
Under Framework contracts**

**Subject of Procurement:** Procurement of supplies and Services under  
Framework contracts

**Proc Ref. Number:** **HTTI/SUPLS/WRKS/SVCS/23-24/00179**

**Procurement Method:** **OPEN DOMESTIC BIDDING**

**Date of Issue:** **May 2024**

# **Standard Bidding Document**

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## **Part 1**

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### **PART 1 – Bidding Procedures**

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**Section 1. Instructions to Bidders****A: General****1. Scope of Bid**

1.1 The Procuring and Disposing Entity indicated in the Bid Data Sheet (BDS), invites bids for the provision of Supplies and related Services incidental thereto as specified in Section 6, Statement of Requirements. Bids are invited for an estimated quantity of Supplies, as specified in Section 6, Statement of Requirements, under a framework contract arrangement. The Instructions to Bidders should be read in conjunction with the BDS. The subject and procurement reference number, and number of lots of this Bidding Document are provided in the BDS.

The bidding documents in English may be purchased by interested Bidders on the submission of a written application to the address below in No.5 (a) and upon payment of a non-refundable fee of UGX 80,000 per Lot to Uganda Hotel and Tourism Training Institute A/C NO. **30200407008** Bank Of Africa Jinja Branch and there after obtain a general receipt from Finance.

1.2 Throughout these Bidding Documents:

- 1.1 (a) the term “in writing” means communicated in written form with proof of receipt;
- 1.2 (b) if the context so requires, singular means plural and vice versa; and
- 1.3 (c) “day” means calendar day.

**2. Source of Funds**

- 2.1 The Procuring and Disposing Entity indicated in the BDS has an approved budget from Government funds towards the cost of the procurement named in the BDS. The Procuring and Disposing Entity intends to use these funds to place a contract for which these Bidding Documents are issued.
- 2.2 Payments will be made directly by the Procuring and Disposing Entity for each call-off order and will be subject in all respects to the terms and conditions of the resulting contract placed by the Procuring and Disposing Entity.

**3. Corrupt Practices**

- 3.1 It is the Government of Uganda’s policy to require that Procuring and Disposing Entities, as well as Bidders and Providers observe the highest standards of ethics during procurement and the execution of contracts. In pursuit of this policy, the Government of Uganda represented by the Public Procurement and Disposal of Public Assets Authority (herein referred to as the Authority);



- 1.4 (a) defines, for the purposes of this provision, the terms set forth below as follows:
- (i) (i) “corrupt practice” includes the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
  - (ii) (ii) “fraudulent practice” includes a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring and Disposing Entity, and includes collusive practices among Bidders prior to or after bid submission designed to establish bid prices at artificial, non competitive levels and to deprive the Procuring and Disposing Entity of the benefits of free and open competition;
- 1.5 (b) will reject a recommendation for award if it determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the Contract;
- 1.6 (c) will suspend a Provider from engaging in any public procurement proceeding for a stated period of time, if it at any time determines that the Provider has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government contract.

3.2 Furthermore, Bidders shall be aware of the provision stated in Sub-Clause 3.2 and Sub-Clause 35.1 (a)(iii) of the General Conditions of Contract.

3.3 In pursuit of the policy defined in Sub-Clause 3.1, the Procuring and Disposing Entity may terminate a contract for Supplies if it at any time determines that corrupt or fraudulent practices were engaged in by representatives of the Procuring and Disposing Entity or of a Bidder or Provider during the procurement or the execution of that contract, without the Procuring and Disposing Entity having taken timely and appropriate action satisfactory to the Government to remedy the situation.

3.4 In pursuit of the policy defined in Sub-clause 3.1, the Government of Uganda requires representatives of both the Procuring and Disposing Entities and of Bidders and Providers to adhere to the relevant codes of ethical conduct. The Code of Ethical Conduct for Bidders and Providers is available from the Authority and Bidders are required to indicate their acceptance of this Code through the declarations in the Bid Submission Sheet.

3.5 Any communications between a Bidder and the Procuring and Disposing Entity related to matters of alleged fraud or corruption must be made in writing and addressed to the Accounting Officer of the Procuring and Disposing Entity.

#### **4. Eligible Bidders**

- 4.1 A Bidder, and all parties constituting the Bidder, shall meet the following criteria to be eligible to participate in public procurement:
- (a) the bidder has the legal capacity to enter into a contract;
  - (b) the bidder is not:
    - (i) insolvent;
    - (ii) in receivership;
    - (iii) bankrupt; or
    - (iv) being wound up
  - (c) the bidder's business activities have not been suspended;
  - (d) the bidder is not the subject of legal proceedings for any of the circumstances in (b); and
  - (e) the bidder has fulfilled his or her obligations to pay taxes and social security contributions.
- 4.2 A Bidder may be a natural person, private entity, and government-owned entity, subject to ITB Sub-Clause 4.6, any combination of them with a formal intent to enter into an agreement or under an existing agreement in the form of a joint venture, consortium, or association. In the case of a joint venture, consortium, or association, unless otherwise specified in the BDS, all parties shall be jointly and severally liable.
- 4.3 A Bidder, and all parties constituting the Bidder including sub-contractors, shall have the nationality of an eligible country, in accordance with Section 5, Eligible Countries. A Bidder shall be deemed to have the nationality of a country if the Bidder is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors for any part of the Contract including related services.
- 4.4 A Bidder shall not have a conflict of interest. All Bidders found to be in conflict of interest shall be disqualified. A Bidder may be considered to have a conflict of interest with one or more parties in this bidding process, if they:
- 1.7 (a) have controlling shareholders in common; or
  - 1.8 (b) receive or have received any direct or indirect subsidy from any of them; or
  - 1.9 (c) have the same legal representative for purposes of this bid; or
  - 1.10 (d) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or

influence on the bid of another Bidder, or influence the decisions of the Procuring and Disposing Entity regarding this bidding process; or

1.11 (e) submit more than one bid in this bidding process, except for alternative offers permitted under ITB Clause 13. However, this does not limit the participation of subcontractors in more than one bid, or as Bidders and subcontractors simultaneously; or

1.12 (f) participated as a consultant in the preparation of the design or technical specifications of the Supplies and related services that are the subject of the bid.

4.5 A firm that is under a declaration of suspension by the Authority in accordance with ITB Clause 3.1 (c), at the date of the deadline for bid submission or thereafter, shall be disqualified.

4.6 Government-owned enterprises shall be eligible only if they can establish that they are legally and financially autonomous and operate under commercial law.

4.7 Bidders shall provide such evidence of their continued eligibility satisfactory to the Procuring and Disposing Entity, as the Procuring and Disposing Entity shall reasonably request.

## **5. Eligible Supplies and Related Services**

5.1 All Supplies and related Services to be supplied under the Contract shall have as their country of origin an eligible country in accordance with Section 5, Eligible Countries.

5.2 For purposes of this Clause, the term “Supplies” means goods, raw materials, products, equipment or objects of any kind and description in solid, liquid or gaseous form, or in the form of electricity, or intellectual and proprietary rights as well as works or services incidental to the provision of such supplies where the value of such works or services does not exceed the value of the supplies.

5.3 The term “country of origin” means the country where the Supplies have been mined, grown, cultivated, produced, manufactured, or processed, or through manufacture, processing, or assembly, another commercially recognised article results that differs substantially in its basic characteristics from its imported components.

5.4 The nationality of the Provider that produces, assembles, distributes, or sells the Supplies shall not determine their origin.

5.5 If so required in the BDS, the Bidder shall demonstrate that it has been duly authorised by the Manufacturer of the Supplies to supply, in the Republic of Uganda, the Supplies indicated in its bid.

## **B. Bidding Document**

**6. Contents of Bidding Document**

6.1 The Bidding Document consists of Parts 1, 2, and 3, which include all the Sections indicated below, and should be read in conjunction with any addenda issued in accordance with ITB Clause 8.

**PART 1 Bidding Procedures**

- Section 1. Instructions to Bidders (ITB)
- Section 2. Bid Data Sheet (BDS)
- Section 3. Evaluation Methodology and Criteria
- Section 4. Bidding Forms
- Section 5. Eligible Countries

**PART 2 Statement of Requirements**

- Section 6. Statement of Requirements

**PART 3 Contract**

- Section 7. General Conditions of Contract (GCC) for the Procurement of Supplies
- Section 8. Special Conditions of Contract (SCC)
- Section 9. Contract Forms

6.2 The Bid Notice or any Pre-qualification Notice is not part of the Bidding Document.

6.3 Bidders who did not obtain the Bidding Document directly from the Procuring and Disposing Entity will be rejected during evaluation. Where a Bidding Document is obtained from the Procuring and Disposing Entity on a Bidder's behalf, the Bidder's name must be registered with the Procuring and Disposing Entity at the time of sale and issue.

6.4 The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or documentation required by the Bidding Document may result in the rejection of the bid.

**7. Clarification of Bidding Document**

7.1 A prospective Bidder requiring any clarification of the Bidding Document shall contact the Procuring and Disposing Entity in writing at the Procuring and Disposing Entity's address indicated in the BDS. The Procuring and Disposing Entity will respond in writing to any request for clarification, provided that such request is received no later than the number of days prior to the deadline for submission of bids indicated in the BDS. The Procuring and Disposing Entity shall forward copies of its response to all Bidders who have acquired the Bidding Document directly from it, including a description of the inquiry but without identifying its source. Should the Procuring

and Disposing Entity deem it necessary to amend the Bidding Document as a result of a clarification, it shall do so following the procedure under ITB Clause 8 and Sub-Clause 24.2.

**8. Amendment of Bidding Document**

- 8.1 At any time prior to the deadline for submission of bids, the Procuring and Disposing Entity may amend the Bidding Document by issuing addenda.
- 8.2 Any addendum issued shall be part of the Bidding Document and shall be communicated in writing to all who have obtained the Bidding Document directly from the Procuring and Disposing Entity.
- 8.3 To give prospective Bidders reasonable time in which to take an addendum into account in preparing their bids, the Procuring and Disposing Entity may, at its discretion, extend the deadline for the submission of bids, pursuant to ITB Sub-Clause 24.2.

**C. Preparation of Bids****9. Cost of Bidding**

- 9.1 The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Procuring and Disposing Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

**10. Language of Bid and Communications**

- 10.1 The medium of communication shall be in writing unless otherwise specified in the BDS.
- 10.2 The bid, as well as all correspondence and documents relating to the bid exchanged by the Bidder and the Procuring and Disposing Entity, shall be written in English unless otherwise specified in the BDS.
- 10.3 Supporting documents and printed literature that are part of the bid may be in another language provided they are accompanied by an accurate translation of the relevant passages in English, in which case, for purposes of interpretation of the bid, such translation shall govern.

**11. Documents Comprising the Bid** 1.13

- 11.1 The bid shall comprise the following:
- 1.14 (a) the Bid Submission Sheet and the applicable Price Schedules, in accordance with ITB Clauses 12, 14, and 15;
- 1.15 (b) a Bid Security, in accordance with ITB Clause 21;
- 1.16 (c) written confirmation authorising the signatory of the bid to commit the Bidder, in accordance with ITB Clause 22;

- 1.17 (d) documentary evidence in accordance with ITB Clause 16 establishing the Bidder's eligibility to bid;
- 1.18 (e) documentary evidence in accordance with ITB Clause 17 establishing that the Supplies and Related Services to be supplied by the Bidder are of eligible origin;
- 1.19 (f) documentary evidence in accordance with ITB Clauses 18 and 30, that the Supplies and Related Services conform to the Bidding Documents;
- 1.20 (g) documentary evidence in accordance with ITB Clause 19 establishing the Bidder's qualifications to perform the contract if its bid is accepted; and
- 1.21 (h) any other document(s) required in the BDS.

**12. Bid Submission Sheet and Price Schedules**

12.1 The Bidder shall submit the Bid Submission Sheet using the form provided in Section 4, Bidding Forms. This form must be completed without any alterations to its format, and no substitutes shall be accepted. All blank spaces shall be filled in with the information requested, which includes:

- 1.22 (a) the reference of the Bidding Document and the number of each addenda received;
- 1.23 (b) a brief description of the Supplies and Related Services offered;
- 1.24 (c) the total bid price, based on the estimated quantities specified in Section 6, Statement of Requirements;
- 1.25 (d) any discounts offered and the methodology for their application;
- 1.26 (e) the period of validity of the bid ;
- 1.27 (f) a commitment to submit any Performance Security required and the amount;
- 1.28 (g) a declaration of nationality of the Bidder;
- 1.29 (h) a commitment to adhere to the Code of Ethical Conduct for Bidders and Providers;
- 1.30 (i) a declaration that the Bidder, including all parties comprising the Bidder, is not participating, as a Bidder, in more than one bid in this bidding process; except for alternative bids in accordance with ITB Clause 13;
- 1.31 (j) confirmation that the Bidder has not been suspended by the Authority;
- 1.32 (k) a declaration on gratuities and commissions; and
- 1.33 (l) an authorised signature.

- 12.2 The Bidder shall submit the Price Schedule for Supplies and Related Services, using the format provided in Section 4, Bidding Forms. The Price Schedule shall include, as appropriate:
- 1.34 (a) the item number;
  - 1.35 (b) a brief description of the Supplies or Related Services to be supplied;
  - 1.36 (c) their country of origin and percentage of Ugandan content;
  - 1.37 (d) the quantity, which shall be the estimated quantity specified in Section 6, Statement of Requirements;
  - 1.38 (e) the unit prices;
  - 1.39 (f) customs duties and all taxes paid or payable in Uganda;
  - 1.40 (g) the total price per item;
  - 1.41 (h) subtotals and totals per Price Schedule; and
  - 1.42 (i) an authorised signature.

**13. Alternative Bids**

- 13.1 Alternative bids shall not be considered unless otherwise indicated in the BDS.
- 13.2 Where permitted, alternative bids do not need to conform precisely to the Statement of Requirements, but must -
- (a) meet the objectives and/or performance requirements prescribed in the Statement of Requirements;
  - (b) be substantially within any delivery or completion schedule, budget or other performance parameters stated in the solicitation document; and
  - (c) clearly state the benefits of the alternative bid over any solution which conforms precisely to the Statement of Requirements, in terms of technical performance, price, operating costs or any other benefit.
- 13.3 A bidder may submit both a main bid which conforms precisely to the Statement of Requirements and an alternative bid.
- 13.4 Where a bidder submits more than one bid, each bid shall be submitted as a completely separate bid and shall conform to the instructions for preparation and submission of bids in its own right, without any reliance on any other bid. In particular, each bid shall be separately signed, authorised, sealed, labelled and submitted in accordance with the instructions for submission of bids and shall be

accompanied by a separate Bid Security, if so required. Such bids shall be labelled “Main Bid” and “Alternative Bid”.

- 13.5 The evaluation of alternative bids shall use the same methodology, criteria and weights as the evaluation of main bids, except that the detailed technical evaluation shall take into account only the objectives and/or performance requirements prescribed in the Statement of Requirements.

#### **14. Bid Prices and Discounts**

- 14.1 The prices and discounts quoted by the Bidder in the Bid Submission Sheet and in the Price Schedules shall conform to the requirements specified below.
- 14.2 All items in the Schedule of Supply must be listed and priced separately in the Price Schedules. Items not listed in the Price Schedule shall be assumed to be not included in the bid, and provided that the bid is substantially responsive, the corresponding adjustment shall be applied in accordance with ITB Sub-Clause 31.3.
- 14.3 The price to be quoted in the Bid Submission Sheet, in accordance with ITB Sub-Clause 12.1(c), shall be the total price of the bid, based on the estimated quantities specified, excluding any discounts offered.
- 14.4 The Bidder shall quote any unconditional and conditional discounts and the methodology for their application in the Bid Submission Sheet, in accordance with ITB Sub-Clause 12.1(d) and ITB Sub-Clause 14.8 respectively.
- 14.5 The terms EXW, CIF, CIP, and other similar terms shall be governed by the rules prescribed in the edition of Incoterms, published by The International Chamber of Commerce, as specified in the BDS.
- 14.6 Prices quoted on the Price Schedule for Supplies and Related Services, shall be disaggregated, when appropriate as indicated in this sub-clause. This disaggregation shall be solely for the purpose of facilitating the comparison of bids by the Procuring and Disposing Entity. This shall not in any way limit the Procuring and Disposing Entity’s right to contract on any of the terms offered:
- 1.43 (a) for Supplies;
- (iii) (i) the price of the Supplies, quoted CIP or other Incoterm as specified in the BDS;
- (iv) (ii) all custom duties, sales tax, and other taxes applicable in Uganda, paid or payable, on the Supplies or on the components and raw materials used in their manufacture or assembly, if the Contract is awarded to the Bidder; and
- (v) (iii) the total price for the item.



- 1.44 (b) for Related Services;
- (vi) (i) the price of the Related Services;
  - (vii) (ii) all custom duties, sales tax, and other taxes applicable in Uganda, paid or payable, on the Related Services, if the Contract is awarded to the Bidder; and
  - (viii) (iii) the total price for the item.
- 14.7 Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract and not subject to variation on any account, unless otherwise specified in the BDS. A bid submitted with an adjustable price quotation shall be treated as non responsive and shall be rejected, pursuant to ITB Clause 30. However, if in accordance with the BDS, prices quoted by the Bidder shall be subject to adjustment during the performance of the Contract, a bid submitted with a fixed price quotation shall not be rejected, but the price adjustment shall be treated as zero.
- 14.8 If so indicated in ITB Sub-Clause 1.1, bids are being invited for individual contracts (lots) or for any combination of contracts (packages). Bidders wishing to offer any price reduction for the award of more than one Contract shall specify in their bid the price reductions applicable to each package, or alternatively, to individual Contracts within the package. Price reductions or discounts shall be submitted in accordance with ITB Sub-Clause 14.4, provided the bids for all lots are submitted and opened at the same time.

## **15. Currencies of Bid**

- 15.1 Bid prices shall be quoted in the following currencies:
- 1.45 (a) for Supplies and Related Services originating in Uganda, the bid prices shall be quoted in the currency of Uganda, unless otherwise specified in the BDS; and
- 1.46 (b) for Supplies and Related Services originating outside Uganda, or for imported parts or components of Supplies and Related Services originating outside Uganda, the bid prices shall be quoted in the currency of the expense or in the currency of the Bidder's country unless otherwise specified in the BDS.
- 1.47 15.2 Alternatively, the Procuring and Disposing Entity may request that prices quoted be expressed in the currency specified in the BDS. If the Bidder wishes to be paid in a currency or a combination of currencies different from the one in which it was requested to express its quotation, it shall as part of its offer:
- (ix) (a) indicate its requirement to be paid in other currencies, including the amount in each currency or the percentage of the quoted price corresponding to each currency;

- (x) (b) justify, to the Procuring and Disposing Entity's satisfaction, the requirement to be paid in the currencies requested; and
- (xi) (c) utilize the rate of exchange specified by the Procuring and Disposing Entity to express its offer in the currency required by the Procuring and Disposing Entity. The source, date, and type of exchange rate to be used is indicated in the BDS, in accordance with ITB Clause 34, and shall not precede the bid submission deadline by less than twenty (20) days.

**16. Documents Establishing the Eligibility of the Bidder**

16.1 To establish their eligibility in accordance with ITB Clause 4, Bidders shall complete the eligibility declarations in the Bid Submission Sheet, included in Section 4, Bidding Forms and submit the documents required in Section 3 Evaluation Methodology and Criteria.

**17. Documents Establishing the Eligibility of Supplies**

17.1 To establish the eligibility of the Supplies and Related Services, in accordance with ITB Clause 5, Bidders shall complete the country of origin declarations in the Price Schedule included in Section 4, Bidding Forms.

**18. Documents Establishing the Conformity of the Supplies**

18.1 To establish the conformity of the Supplies and Related Services to the Bidding Documents, the Bidder shall provide as part of its bid the documentary evidence specified in Section 6, Statement of Requirements.

18.2 The documentary evidence may be in the form of literature, drawings or data, and shall consist of a detailed description of the essential technical and performance characteristics of the Supplies and Related Services, demonstrating substantial responsiveness of the Supplies and Related Services to those requirements, and if applicable, a statement of deviations and exceptions to the provisions of the Statement of Requirements.

18.3 Standards for workmanship, process, material, and equipment, as well as references to brand names or catalogue numbers specified by the Procuring and Disposing Entity in the Statement of Requirement, are intended to be descriptive only and not restrictive. The Bidder may offer other standards of quality, brand names, and/or catalogue numbers, provided that it demonstrates, to the Procuring and Disposing Entity's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Statement of Requirement.

**19. Documents Establishing the Qualifications of the Bidder**

- 19.1 To establish its qualifications to perform the Contract, the Bidder shall submit the evidence indicated for each qualification criteria specified in Section 3, Evaluation Methodology and Criteria.

**20. Period of Validity of Bids**

- 20.1 Bids shall remain valid for the period specified in the BDS after the date of the bid submission deadline prescribed by the Procuring and Disposing Entity. A bid valid for a shorter period shall be rejected by the Procuring and Disposing Entity as non-compliant.
- 20.2 In exceptional circumstances, prior to the expiration of the bid validity period, the Procuring and Disposing Entity may request Bidders to extend the period of validity of their bids. The request and the responses shall be made in writing. If a Bid Security is requested in accordance with ITB Clause 21, it shall also be extended for a corresponding period. A Bidder may refuse the request without forfeiting its Bid Security. A Bidder granting the request shall not be required or permitted to modify its bid.

**21. Bid Security**

- 21.1 Unless otherwise specified in the BDS, the Bidder shall furnish as part of its bid, a Bid Security in original form and in the amount and currency specified in the BDS.
- 21.2 The Bid Security shall be, at the Bidder's option, in any of the following forms:
- 1.48 (a) a demand guarantee;
  - 1.49 (b) an irrevocable letter of credit;
  - 1.50 (c) a cashier's or certified check; or
  - 1.51 (d) another security indicated in the BDS,
- from a reputable source from an eligible country. The Bid Security shall be submitted either using the Bid Security Form included in Section 4, Bidding Forms, or in another substantially similar format. In either case, the form must include the complete name of the Bidder. The Bid Security shall be valid for twenty eight days beyond the end of the validity period of the bid. This shall also apply if the period for bid validity is extended.
- 21.3 Any bid not accompanied by a substantially responsive Bid Security, if one is required in accordance with ITB Sub-Clause 21.1 shall be rejected by the Procuring and Disposing Entity as non-compliant.

- 21.4 The Bid Security of all Bidders shall be returned as promptly as possible once the successful Bidder has signed the Contract and provided any required Performance Security.
- 21.5 The Bid Security may be forfeited:
- 1.52 (a) if a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid Submission Sheet, except as provided in ITB Sub-Clause 20.2; or
- 1.53 (b) if the successful Bidder fails to:
- (xii) (i) Sign the Contract in accordance with ITB Clause 43;
- (xiii) (ii) furnish any Performance Security in accordance with ITB Clause 44; or
- (xiv) (iii) Accept the correction of its bid price pursuant to ITB Sub-Clause 31.5.

**22. Format and Signing of Bid**

- 22.1 The Bidder shall prepare one original of the documents comprising the bid as described in ITB Clause 11 and clearly mark it “ORIGINAL.” In addition, the Bidder shall submit copies of the bid, in the number specified in the BDS and clearly mark each of them “COPY.” In the event of any discrepancy between the original and the copies, the original shall prevail.
- 22.2 The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by a person duly authorised to sign on behalf of the Bidder. This authorisation shall consist of a written confirmation as specified in the BDS and shall be attached to the bid. The name and position held by each person signing the authorisation must be typed or printed below the signature. All pages of the bid, except for unamended printed literature, shall be signed or initialled by the person signing the bid.
- 22.3 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialled by the person signing the bid.

**D Submission and Opening of Bids****23 Sealing and Marking of Bids**

- 23.1 The Bidder shall enclose the original and each copy of the bid, in separate sealed envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” These envelopes containing the original and the copies shall then be enclosed in one single plain envelope securely sealed in such a manner that opening and resealing cannot be achieved undetected.
- 23.2 The inner and outer envelopes shall:

- 1.54 (a) bear the name and address of the Bidder;
  - 1.55 (b) be addressed to the Procuring and Disposing Entity in accordance with ITB Sub-Clause 24.1;
  - 1.56 (c) bear the Procurement Reference number of this bidding process; and
  - 1.57 (d) bear a warning not to open before the time and date for bid opening, in accordance with ITB Sub-Clause 27.1.
- 23.3 If all envelopes are not sealed and marked as required, the Procuring and Disposing Entity will assume no responsibility for the misplacement or premature opening of the bid.

**24 Deadline for Submission of Bids**

- 24.1 Bids must be received by the Procuring and Disposing Entity at the address and no later than the date and time indicated in the BDS.
- 24.2 The Procuring and Disposing Entity may, at its discretion, extend the deadline for the submission of bids by amending the Bidding Documents in accordance with ITB Clause 8, in which case all rights and obligations of the Procuring and Disposing Entity and Bidders previously subject to the deadline shall thereafter be subject to the deadline as extended.

**25 Late Bids**

- 25.1 The Procuring and Disposing Entity shall not consider any bid that arrives after the deadline for submission of bids, in accordance with ITB Clause 24. Any bid received by the Procuring and Disposing Entity after the deadline for submission of bids shall be declared late, rejected, and returned unopened to the Bidder.

**26. Withdrawal and Replacement of Bids**

- 26.1 A Bidder may withdraw or replace its bid after it has been submitted at any time before the deadline for submission of bids by sending a written notice, duly signed by an authorised representative, which shall include a copy of the authorisation in accordance with ITB Sub-Clause 22.2. Any corresponding replacement of the bid must accompany the respective written notice. All notices must be:
- 1.58 (a) submitted in accordance with ITB Clauses 22 and 23 (except that withdrawals notices do not require copies), and in addition, the respective envelopes shall be clearly marked “WITHDRAWAL,” or “REPLACEMENT,” and
  - 1.59 (b) received by the Procuring and Disposing Entity prior to the deadline prescribed for submission of bids, in accordance with ITB Clause 24.
- 26.2 Bids requested to be withdrawn in accordance with ITB Sub-Clause 26.1 shall be returned unopened to the Bidder.

- 26.3 No bid may be withdrawn or replaced in the interval between the deadline for submission of bids and the expiration of the period of bid validity specified by the Bidder on the Bid Submission Sheet or any extension thereof.
- 26.4 Bids may only be modified by withdrawal of the original bid and submission of a replacement bid in accordance with ITB Sub-Clause 26.1. Modifications submitted in any other way shall not be taken into account in the evaluation of bids.

**27. Bid Opening**

- 27.1 The Procuring and Disposing Entity shall conduct the bid opening in the presence of Bidders` designated representatives who choose to attend, at the address, date and time specified in the BDS.
- 27.2 First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelope with the corresponding bid shall not be opened, but returned to the Bidder. No bid withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorisation to request the withdrawal and is read out at the bid opening.
- All other envelopes including those marked “REPLACEMENT” shall be opened and the relevant details read out. Replacement bids shall be recorded as such on the record of the bid opening.
- Only envelopes that are opened and read out at the bid opening shall be considered further.
- 27.3 All other envelopes shall be opened one at a time, reading out: the name of the Bidder; the bid price, per lot where applicable, including any discounts; the presence of a Bid Security, if required; and any other details that the Procuring and Disposing Entity may consider appropriate. Only discounts and alternative offers read out at the bid opening shall be considered for evaluation. No bid shall be rejected at the bid opening except for late bids, in accordance with ITB Sub-Clause 25.1.
- 27.4 The Procuring and Disposing Entity shall prepare a record of the bid opening that shall include, as a minimum: the name of the Bidder and whether there is a withdrawal and/or replacement; the bid price, per lot if applicable, including any discounts; and the presence or absence of a Bid Security, if one was required. The Bidders` representatives who are present shall be requested to sign the record. The omission of a Bidder`s signature on the record shall not invalidate the contents and effect of the record. A copy of the record shall be distributed to Bidders upon payment of a fee and displayed on the Procuring and Disposing Entity`s Notice Board within one working day from the date of the bid opening.

**E: Evaluation of Bids****28. Confidentiality**

- 28.1 Information relating to the examination, evaluation, comparison, and post-qualification of bids, and recommendation of contract award, shall not be disclosed to bidders or any other persons not officially concerned with such process until information detailing the Best Evaluated Bidder is communicated to all Bidders.
- 28.2 Any effort by a Bidder to influence the Procuring and Disposing Entity in the examination, evaluation, comparison, and post-qualification of the bids or contract award decisions may result in the rejection of its bid.
- 28.3 Notwithstanding ITB Sub-Clause 28.2, from the time of bid opening to the time of Contract award, if any Bidder wishes to contact the Procuring and Disposing Entity on any matter related to the bidding process, it should do so in writing.

**29. Clarification of Bids**

- 29.1 To assist in the examination, evaluation, comparison and post-qualification of the bids, the Procuring and Disposing Entity may, at its discretion, ask any Bidder for a clarification of its bid. Any clarification submitted by a Bidder that is not in response to a request by the Procuring and Disposing Entity shall not be considered. The Procuring and Disposing Entity's request for clarification and the response shall be in writing. No change in the prices or substance of the bid shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Procuring and Disposing Entity in the evaluation of the bids, in accordance with ITB Clause 31.4.

**30. Compliance and Responsiveness of Bids**

- 30.1 The Procuring and Disposing Entity's determination of a bid's compliance and responsiveness is to be based on the contents of the bid itself.
- 30.2 A substantially compliant and responsive bid is one that conforms to all the terms, conditions, and specifications of the Bidding Documents without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:
- 1.60 (a) affects in any substantial way the scope, quality, or performance of the Supplies and Related Services specified in the Contract; or
  - 1.61 (b) limits in any substantial way, inconsistent with the Bidding Document, the Procuring and Disposing Entity's rights or the Bidder's obligations under the Contract; or
  - 1.62 (c) if rectified would unfairly affect the competitive position of other Bidders presenting substantially compliant and responsive bids.
- 30.3 If a bid is not substantially compliant and responsive to the Bidding Document, it shall be rejected by the Procuring and Disposing Entity and may not subsequently be



made compliant and responsive by the Bidder by correction of the material deviation, reservation, or omission.

**31. Nonconformities, Errors, and Omissions**

- 31.1 Provided that a bid is substantially compliant and responsive, the Procuring and Disposing Entity may waive any non-conformity or omissions in the bid that does not constitute a material deviation.
- 31.2 Provided that a bid is substantially compliant and responsive, the Procuring and Disposing Entity may request that the Bidder submit the necessary information or documentation, within a reasonable period of time, to rectify nonmaterial nonconformities or omissions in the bid related to documentation requirements. Such omission shall not be related to any aspect of the price of the bid. Failure of the Bidder to comply with the request may result in the rejection of its bid.
- 31.3 Provided that a bid is substantially compliant and responsive, the Procuring and Disposing Entity shall rectify nonmaterial nonconformities or omissions. To this effect, the bid price shall be adjusted, for comparison purposes only, to reflect the price of the missing or non-conforming item or component. The cost of any missing items will be added to the bid price using the highest price from other Bids submitted.
- 31.4 Provided that the bid is substantially compliant and responsive, the Procuring and Disposing Entity shall correct arithmetic errors on the following basis:
- 1.63 (a) if there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail and the total price shall be corrected, unless in the opinion of the Procuring and Disposing Entity there is an obvious misplacement of the decimal point in the unit price, in which case the total price as quoted shall govern and the unit price shall be corrected;
- 1.64 (b) if there is an error in a total corresponding to the addition or subtraction of subtotals, the subtotals shall prevail and the total shall be corrected; and
- 1.65 (c) if there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail subject to (a) and (b) above.
- 31.5 If the Bidder that submitted the best evaluated bid does not accept the correction of errors, its bid shall be rejected and its Bid Security may be forfeited.

**32. Preliminary Examination of Bids – Eligibility and Administrative Compliance**



- 32.1 The Procuring and Disposing Entity shall examine the legal documentation and other information submitted by Bidders to verify the eligibility of Bidders and Supplies and related services in accordance with ITB Clauses 4 and 5.
- 32.2 If after the examination of eligibility, the Procuring and Disposing Entity determines that the Bidder, the Supplies and/or the related Services are not eligible, it shall reject the bid.
- 32.3 The Procuring and Disposing Entity shall examine the bids to confirm that all documents and technical documentation requested in ITB Clause 11 have been provided, and to determine the completeness of each document submitted.
- 32.4 The Procuring and Disposing Entity shall confirm that the following documents and information have been provided in the bid. If any of these documents or information is missing, the offer shall be rejected.
- 1.66 (a) the Bid Submission Sheet, including:
- (i) a brief description of the Supplies and Related Services offered;**
  - (ii) the price of the bid; and**
  - (iii) the period of validity of the bid;**
- 1.67 (b) the Price Schedule;
- 1.68 (c) written confirmation of authorisation to commit the Bidder; and
- 1.69 (d) a Bid Security, if applicable.

### **33. Detailed Commercial and Technical Evaluation**

- 33.1 The Procuring and Disposing Entity shall examine the bid to confirm that all terms and conditions specified in the GCC and the SCC have been accepted by the Bidder without any material deviation or reservation.
- 33.2 If, after the examination of the terms and conditions, the Procuring and Disposing Entity determines that the bid is not substantially responsive in accordance with ITB Clause 30, it shall reject the bid.
- 33.3 The Procuring and Disposing Entity shall evaluate the technical aspects of the bid submitted in accordance with ITB Clause 18, to confirm that all requirements specified in Section 6, Statement of Requirements of the Bidding Document have been met without any material deviation or reservation.
- 33.4 If, after the technical evaluation, the Procuring and Disposing Entity determines that the bid is not substantially compliant in accordance with ITB Clause 30, it shall reject the bid.

**34 Conversion to Single Currency**

34.1 For evaluation and comparison purposes, the Procuring and Disposing Entity shall convert all bid prices expressed in amounts in various currencies into a single currency, using the selling exchange rate established by the source and on the date specified in the BDS.

**35. Margin of Preference**

35.1 Unless otherwise specified in the BDS, a margin of preference shall not apply. Where a Margin of Preference applies, its application and detail shall be specified in Section 3, Evaluation Methodology and Criteria.

**36. Financial Comparison of Bids**

36.1 The Procuring and Disposing Entity shall financially evaluate each bid that has been determined, up to this stage of the evaluation, to be substantially compliant and responsive.

36.2 To financially evaluate a bid, the Procuring and Disposing Entity shall only use the criteria and methodologies defined in this Clause and in Section 3, Evaluation Methodology and Criteria. No other criteria or methodology shall be permitted.

36.3 The Procuring and Disposing Entity's financial comparison of bids may require the consideration of factors other than costs, in addition to the bid price quoted in accordance with ITB Clause 14. These factors may be related to the characteristics, performance, and terms and conditions of purchase of the Supplies and Related Services. The factors selected, if any, shall be expressed in monetary terms to facilitate comparison of bids, unless otherwise specified in Section 3, Evaluation Methodology and Criteria. The factors to be used and the methodology of application shall be indicated of Section 3, Evaluation Methodology and Criteria.

36.4 To financially compare bids, the Procuring and Disposing Entity shall:

1.70 (a) determine the bid price, taking into account the costs listed of Section 3, Evaluation Methodology and Criteria;

1.71 (b) correct any arithmetic errors in accordance with ITB Sub-Clause 31.4;

1.72 (c) apply any unconditional discounts offered in accordance with ITB Sub-Clause 12.1(d);

1.73 (d) make adjustments for any nonmaterial nonconformities and omissions in accordance with ITB Sub-Clause 31.3;

1.74 (e) apply any non-cost factors in accordance with ITB Sub-Clause 36.3;

- 1.75 (f) convert all bids to a single currency in accordance with ITB Clause 34;
- 1.76 (g) apply any margin of preference in accordance with ITB Clause 35;
- 1.77 (h) determine the total evaluated price of each bid.

**37. Determination of Best Evaluated Bid(s)**

37.1 The Procuring and Disposing Entity shall compare all substantially compliant and responsive bids to determine the best evaluated bid or bids, in accordance with Section 3, Evaluation Methodology and Criteria.

**38. Post-qualification of the Bidder**

38.1 The Procuring and Disposing Entity shall determine to its satisfaction whether the Bidder that is selected as having submitted the best evaluated bid is qualified to perform the Contract satisfactorily.

38.2 The determination shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder, pursuant to ITB Clause 19, to clarifications in accordance with ITB Clause 29 and the qualification criteria indicated in Section 3, Evaluation Methodology and Criteria. Factors not included in Section 3 shall not be used in the evaluation of the Bidder's qualification.

38.3 An affirmative determination shall be a prerequisite for award of the Contract to the Bidder. A negative determination shall result in disqualification of the bid, in which event the Procuring and Disposing Entity shall proceed to the next best evaluated bid to make a similar determination of that Bidder's capabilities to perform satisfactorily.

38.4 If pre-qualification has been conducted, no post-qualification will be conducted but pre-qualification information shall be verified.

**39. Procuring and Disposing Entity's Right to Accept or Reject Any or All Bids**

39.1 The Procuring and Disposing Entity reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

**F. Award of Contract****40. Award Procedure**

40.1 The Procuring Entity shall issue a Notice of Best Evaluated Bidder, place such Notice on public display for a prescribed period and copy the Notice to all Bidders prior to proceeding with contract award.

- 40.2 The Procuring and Disposing Entity shall award the Contract to the Bidder whose offer has been determined to be the best evaluated bid, provided that the Bidder is determined to be qualified to perform the Contract satisfactorily.
- 40.3 The Contract shall be a Framework Contract and shall not purchase the quantities specified, with the exception of any contract value specified as a minimum. Supplies shall be purchased through call-off orders, in accordance with the Contract.

**41. Procuring and Disposing Entity's Right to Vary Quantities at Time of Award**

- 41.1 At the time the Contract is awarded, the Procuring and Disposing Entity reserves the right to increase or decrease the estimated quantity or minimum value of Supplies and Related Services originally specified in Section 6, Statement of Requirements, provided this does not exceed the percentages indicated in the BDS, and without any change in the unit prices or other terms and conditions of the bid and the Bidding Document.

**42. Notification of Award and Letter of Bid Acceptance**

- 42.1 Prior to the expiration of the period of bid validity, the Procuring and Disposing Entity shall notify the successful Bidder, in writing, that its bid has been accepted by issue of a Letter of Bid Acceptance.
- 42.2 Until a formal contract is prepared and executed, the Letter of Bid Acceptance shall constitute a binding Contract.

**43. Signing of Contract**

- 43.1 Promptly after notification of contract award by the issue of a Letter of Bid Acceptance, the Procuring and Disposing Entity shall send the successful Bidder the Agreement and the Special Conditions of Contract.
- 43.2 Within twenty-eight (28) days of receipt of the Agreement, the successful Bidder shall sign, date, and return it to the Procuring and Disposing Entity.

**44. Performance Security**

- 44.1 Within twenty-eight (28) days of the receipt of the Letter of Bid Acceptance from the Procuring and Disposing Entity, the successful Bidder shall furnish any Performance Security required in accordance with the GCC, using for that purpose the Performance Security Form included in Section 9, Contract Forms, or another form acceptable to the Procuring and Disposing Entity.
- 44.2 Failure of the successful Bidder to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the contract award and forfeiture of the Bid Security. In that event, the Procuring and Disposing Entity may award the Contract to the next best evaluated Bidder who is

determined by the Procuring and Disposing Entity to be qualified to perform the Contract satisfactorily.

## Section 2 Bid Data Sheet

Instructions to Bidders Reference	Data relevant to the ITB
<b>A. General</b>	
<b>ITB 1.1</b>	The Procuring and Disposing Entity is: <b>Uganda Hotel and Tourism Training Institute-Jinja</b>
<b>ITB 1.1</b>	The subject of procurement is a framework contract for: Supplies and Consumables for a period of <b>18 Months</b>
<b>ITB 1.1</b>	The Procurement Reference number of the Bidding Document is: <b>HTTI/SUPLS/WRKS/SVCS/23-24/00179</b>

**ITB 1.1**

The number and identification of lots comprising this Bidding Document is:  
26 Lots i.e

**LOT 1:** Supply of Assorted stationery

**LOT 2:** Supply of Toners and Cartridges

**LOT 3:** Supply of vehicle parts, tyres, batteries and related accessories for motor vehicle

**LOT 4:** Supply of Cleaning materials, Tools and Detergents

**LOT 5:** Supply of Electrical Equipment

**LOT 6:** Supply of Assorted Beverages

**LOT 7:** Supply of Printed stationery

**LOT 8:** Supply of News Papers

**LOT 9:** Supply of Corporate wear, uniforms and gowns

**LOT 10:** Supply of Hotel services and outside catering

**LOT 11:** Supply of Gas and Accessories

**LOT 12:** Supply of Construction and building materials

**LOT 13:** Supply of Plumbing materials

**LOT 14:** Supply of Students dry ratio

**LOT 15:** Supply of Staff dry ratio

**LOT 16:** Supply of Students Perishable food stuff

**LOT 17:** Supply of Staff Perishable food stuff

**LOT 18:** Supply of Students' dry practical materials

**LOT 19:** Supply of Students' Perishable practical materials

**LOT 20:** Supply of Bakery ingredients and wood fuel

**LOT 21:** Servicing of Institute fleet

**LOT 22:** Provision of Engraving, branding services

**LOT 23:** Provision of Fumigation services

**LOT 24:** Provision of Safety shoes, Chopping boards and knives

**LOT 25:** Servicing of fire extinguishers

**LOT 26:** Supply of Medicine and other clinic materials

Instructions to Bidders Reference	Data relevant to the ITB
	The proportion of each Lot that a Bidder may bid for is: a <b>Complete Lot</b> The maximum number of Lots a Bidder may bid for is: <b>THREE Lots.</b>
<b>ITB 5.5</b>	The Bidders for <b>Lot 26</b> shall be required to include with its Bid, documentation from the National Drug Authority permitting the medical supplies, that it has been duly authorised to supply drugs and equipment, in Uganda, the Supplies indicated in its bid by submitting the Manufacturers Authorisation Form in Section 4 Bidding Forms. For <b>Lot 23</b> , the Bidders should provide safety certificate and environmental compliance before Authorisation
<b>B. Bidding Document</b>	
<b>ITB 7.1</b>	For <b>notices</b> , and the issue of call-off orders, the Procuring and Disposing Entity's address shall be: Attention: Principal Street Address: <b>Jackson Road</b> Floor/Room number: YMCA complex building Town/City: <b>Jinja</b> Postal Code/PO Box: <b>444</b> Country: Uganda Telephone: 0788213999 Facsimile number: Email address: <a href="mailto:fbagoole@gmail.com">fbagoole@gmail.com</a>
<b>ITB 7.1</b>	The Procuring and Disposing Entity will respond to any request for clarification provided that such request is received no later than 10 days prior to the deadline for submission of Bids.
<b>C. Preparation of Bids</b>	
<b>ITB 10.1</b>	The medium of communications shall be in writing.
<b>ITB 10.2</b>	The language for the bid is: <b>English.</b>



Instructions to Bidders Reference	Data relevant to the ITB
ITB 11.1(h)	<p>The Bidder shall submit with its bid the following additional documents:</p> <p>(a) All eligibility documents; Authorisation Documents; Audited Accounts for the last 02 years, certificates of completion for at least 3 similar assignments, bank recommendation/statement for the last 6months, Registered powers of attorney with URSB, current PPDA certificate, current income tax clearance certificate, trading license (2024), certified powers of attorney with URSB, certified Memorandum and articles of association.</p> <p>(b) <b>For Lot 25</b> the bidder must submit an operational license from National Drug Authority for the current period.</p> <p>(c) <b>For Lot 9.</b> Bidders must come and confirm the materials of the uniforms required before quoting between 9:00am-4:00pm. Servicing of fire extinguishers</p> <p>(d) <b>For Lot 21.</b> Bidders must have enough space that can accommodate at least 2 buses at the same time and demonstrate capacity to respond to emergencies within any part of the country.</p> <p><b>Note:</b> all bidders must provide a valid registered address for their offices</p>
ITB 13.1	Alternative Bids shall not be permitted
ITB 14.5	The Incoterms edition is: 2010 Version
ITB 14.6(a)(i)	For Supplies, the Bidder shall quote prices using the following Incoterms: <b>DDP: Uganda Hotel and Tourism Training Institute</b>
ITB 14.7	The prices quoted by the Bidder shall be: <b>Fixed for the period</b>
ITB 14.8	The price adjustment shall be: <b>after 3 months 15% upwards and 15% downwards on the prevailing circumstances on mutual agreement for lots 1-8.</b>
ITB 15.1(a)	For Supplies and Related Services originating in Uganda the currency of the bid shall be: <b>Uganda Shillings</b>
ITB 15.1(b)	For Supplies and Related Services originating outside of Uganda the currency of the bid shall be: <b>Uganda Shillings</b>
ITB 20.1	The bid validity period shall be <b>120 working days.</b>
ITB 21.1	A Bid Security <b>shall not</b> be required.

Instructions to Bidders Reference	Data relevant to the ITB
	Where a Bid Security is required, the amount and currency of the Bid Security shall be: <b>N/A</b>
<b>ITB 21.2 (d)</b>	Other types of acceptable securities are: <b>N/A</b>
<b>ITB 22.1</b>	In addition to the original of the Bid, the number of copies required is: <b>02 Copies</b>
<b>ITB 22.2</b>	The written confirmation of authorisation to sign on behalf of the Bidder shall consist of: <b>Notarised Powers of Attorney for bidders not registered in Uganda and Registered powers of attorney (registered and certified by URSB) for those registered in Uganda</b>
<b>D. Submission and Opening of Bids</b>	
<b>ITB 24.1</b>	For bid submission purposes only, the Procuring and Disposing Entity's address is : <b>The Head Procurement and Disposal Unit</b> Attention: <b>The Head Procurement and Disposal Unit</b> Street Address: <b>Jackson Road</b> Floor/Room number: YMCA complex building Town/City: <b>Jinja</b> Postal Code/PO Box: <b>444</b> Country: <b>Uganda</b> Telephone: 0788213999 Facsimile number: Email address <a href="mailto:fbagoole@gmail.com">fbagoole@gmail.com</a> <b>The deadline for bid submission is:</b> <b>Date: 18<sup>th</sup> June 2024</b> <b>Time (local time): 10:30am</b>
<b>ITB 27.1</b>	The bid opening shall take place at: <b>UHTTI, YMCA complex building</b> Street Address: <b>Plot 4-6 Jackson Crescent</b> Floor/Room number: <b>Conference Hall</b> Town/City : <b>Jinja</b> Country: <b>Uganda</b>

Instructions to Bidders Reference	Data relevant to the ITB
	<b>Date: 18<sup>th</sup> June 2024</b> <b>Time: 11:00am</b>
<b>E. Evaluation of Bids</b>	
<b>ITB 34.1</b>	The currency that shall be used for financial comparison purposes to convert all bid prices expressed in various currencies into a single currency is: <b>Uganda Shillings</b> The source of exchange rate shall be: <b>Bank of Uganda</b> The date for the exchange rate shall be: <b>Bid Opening date</b>
<b>ITB 35.1</b>	<b>A margin of preference shall not apply.</b> If a margin of preference applies, the application methodology and the level of margin shall be as stated in Section 3 Evaluation Methodology and Criteria.
<b>F. Award of Contract</b>	
<b>ITB 40.1</b>	An award of contract will not purchase the supplies specified in the bidding document but purchase will be through Call-Off orders for purposes of efficiency  <p style="text-align: center;"> <b>For LOT 1:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 2:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 3:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 4:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 5:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 6:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 7:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 8:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 9:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 10:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 11:</b> award will be to the Two (2) best evaluated firms  <b>For LOT 12:</b> award will be to the Two (2) best evaluated firms           </p>

Instructions to Bidders Reference	Data relevant to the ITB
	<p><b>For LOT 13:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 14:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 15:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 16:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 17:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 18:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 19:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 20:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 21:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 22:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 23</b> award will be to the Two (2) best evaluated firm Provision of Fumigation services</p> <p><b>For LOT 24:</b> award will be to the Two (2) best evaluated firms</p> <p><b>For LOT 25:</b> award will be to the Two (2) best evaluated firms</p>
<b>ITB 41.1</b>	<p>The percentage by which the estimated quantity or minimum value may be increased is: : <b>30%</b></p> <p>The percentage by which the estimated quantity or minimum value may be decreased is: <b>30%</b></p>

**Section 3: Evaluation Methodology and Criteria****Procurement Reference Number HTTI/SUPLS/WRKS/SVCS/23-24/00179****A Evaluation Methodology****1 Methodology Used**

1.1 The evaluation methodology to be used for the evaluation of bids received shall be the Technical Compliance Selection (TCS) methodology.

**2 Summary of Methodology**

2.1 The Technical Compliance Selection methodology recommends the lowest priced bid, which is eligible, compliant and substantially responsive to the technical and commercial requirements of the Bidding Document, provided that the Bidder is determined to be qualified to perform the contract satisfactorily.

2.2 The evaluation shall be conducted in three sequential stages –

- (a) a preliminary examination to determine the eligibility of bidders and the administrative compliance of bids received;
- (b) a detailed evaluation to determine the commercial and technical responsiveness of the eligible and compliant bids; and
- (c) a financial comparison to compare costs of the eligible, compliant, responsive bids received and determine the best evaluated bid.

2.3 Failure of a bid at any stage of the evaluation shall prevent further consideration at the next stage of evaluation. Substantial responsiveness shall be considered a pass.

**B Preliminary Examination Criteria****3 Eligibility Criteria**

3.1 The eligibility requirements shall be determined for:-

- (a) Eligible Bidders in accordance with ITB Clause 4; and
- (b) Eligible Supplies and Related Services in accordance with ITB Clause 5.

3.2 The documentation required to provide evidence of eligibility shall be:-

- (a) a copy of the Bidder's Trading licence (2024)
- (b) a copy of certified memorandum and articles of association by URSB
- (c) a Certified copy of the Bidder's Certificate of Registration certified by URSB
- (d) a copy of the Bidder's evidence of contribution to National Social Security Fund (NSSF) valid by the time of bid closure.
- (e) a copy of the Bidder's income tax clearance certificate for the current period addressed to Uganda Hotel and Tourism Training Institute

- (f) a copy of the Bidders Tax registration or Equivalent
- (g) a statement in the Bid Submission Sheet that the bidder meets the eligibility criteria stated in ITB 4.1;
- (g) a declaration in the Bid Submission Sheet of nationality of the Bidder;
- (h) a completed Price Schedule containing the declaration of the origin of the Supplies;
- (i) a statement in the Bid Submission Sheet that the Bidder has no conflict of interest;
- (j) a declaration in the Bid Submission Sheet that the Bidder is not under suspension by the Public Procurement and Disposal of Public Assets Authority evidenced by current PPDA registration certificate;
- (k) a copy of receipt as proof of payment of non-refundable fee of 80,000/=

**4 Administrative Compliance Criteria**

- 4.1 The evaluation of Administrative Compliance shall be conducted in accordance with ITB Sub-Clauses 32.3 and 32.4.

**C Detailed Evaluation Criteria****5. Commercial Criteria**

- 5.1 The commercial responsiveness of bids shall be evaluated in accordance with ITB Clause 33. The criteria shall be:
- (a) acceptance of the conditions of the proposed contract;
  - (b) acceptable response time to call-off orders;
  - (c) Bid validity

**6 Technical Criteria**

- 6.1 Technical responsiveness shall be evaluated in accordance with ITB Clause 33.3.
- 6.2 The Statement of Requirements details the minimum technical requirements. Responsiveness is determined by comparison of the specification offered to the specification required in Section 6 and the evaluation is conducted on a pass/fail basis. Substantial responsiveness shall be considered a pass.

**D Financial Comparison Criteria****7. Costs to be included in Bid Price**

- 7.1 The financial comparison shall be conducted in accordance with ITB Clause 36. The costs to be included in the bid price bid are:
- (a) the unit and total delivered price based on the delivery terms requested and the estimated quantity specified in Section 6;

(b) taxes, duties and levies;

**8 Non-cost Factors to be included in Evaluated Price**

8.1 The non-cost factors to be included in the evaluated price are:

**9 Margin of Preference**

Margin of Preference shall not be applicable

**10 Determination of Best Evaluated Bid or Bids**

10.1 The bid with the lowest evaluated price, from among those which are eligible, compliant and substantially responsive shall be the best evaluated bid. If this Bidding Document includes more than one lot, the best evaluated bid shall be determined separately for each lot.

10.2 Notwithstanding paragraph 10.1, if this Bidding Document allows Bidders to quote different prices for single lots and for the award to a single Bidder of multiple lots, the Procuring and Disposing Entity shall conduct a further financial comparison to apply any conditional discounts. The bid or bids offering the lowest priced combination of all the lots shall be the best evaluated bid or bids.

**E Post-qualification Criteria**

**Section 4: Bidding Forms**

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*[This Bid Submission Sheet should be on the letterhead of the Bidder and should be signed by a person with the proper authority to sign documents that are binding on the Bidder]*

**Bid Submission Sheet**

Date: *[insert date (as day, month and year) of bid submission]*

Procurement Reference No: *[insert Procurement Reference number]*

To: *[insert complete name of Procuring and Disposing Entity]*

We, the undersigned, declare that:

- (a) We have examined and have no reservations to the Bidding Document, including Addenda No.: *[insert the number and issue date of each Addenda]*;
- (b) We offer to supply in conformity with the Bidding Document and in accordance with the response times specified in the Statement of Requirements the following Supplies and Related Services under a framework contract arrangement *[insert a brief description of the Supplies and Related Services. Amend wording and attach relevant details if alternative response times are is proposed]*;
- (c) We understand that any resulting contract will be a framework contract, with estimated quantities, and that you will not be bound to purchase any Supplies, with the exception of any guaranteed minimum value;
- (d) The total price of our Bid, excluding any discounts offered in item (d) below, is: *[insert the total bid price in words and figures, indicating the various amounts and the respective currencies]*;
- (e) The discounts offered and the methodologies for their application are:  
Unconditional discounts. If our bid is accepted, the following discounts shall apply.  
*[Specify in detail each discount offered (eg amount/percentage) and the specific item of the Statement of Requirements to which it applies.]*  
Methodology of application of the unconditional discounts. The discounts shall be applied using the following method: *[Specify precisely the method that shall be used to apply the discounts]*;  
Conditional discounts. If our bids for more than one lot are accepted, the following discounts shall apply. *[Specify precisely each discount offered (eg amount/percentage) and the conditions of the discount.]*  
Methodology of application of the conditional discounts. The discounts shall be applied using the following method: *[Specify in detail the method that shall be used to apply the discounts]*;
- (f) Our bid shall be valid for a period of *[specify the number of calendar days]* calendar days from the date fixed for the bid submission deadline in accordance with the Bidding

Document, and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

- (g) We, including any subcontractors or providers for any part of the contract resulting from this procurement process, are eligible to participate in public procurement in accordance with ITB Clause 4.1
- (h) If our bid is accepted, we commit to obtain a Performance Security in accordance with the Bidding Document in the amount of *[insert amount and currency in words and figures of the performance security]* for the due performance of the Contract;
- (i) We, including any subcontractors or Providers for any part of the contract, have nationals from the following eligible countries *[insert the nationality of the Bidder, including that of all parties that comprise the Bidder, if the Bidder is a Joint Venture consortium or association, and the nationality of each subcontractor]*;
- (j) We undertake to abide by the Code of Ethical Conduct for Bidders and Providers during the procurement process and the execution of any resulting contract;
- (k) We are not participating, as Bidders, in more than one bid in this bidding process, other than alternative bids in accordance with the Bidding Document;
- (l) We do not have any conflict of interest and have not participated in the preparation of the original Statement of Requirements for the Procuring and Disposing Entity;
- (m) We, our affiliates or subsidiaries, including any subcontractors or Providers for any part of the contract, have not been suspended by the Public Procurement and Disposal of Public Assets Authority in Uganda from participating in public procurement;
- (n) The following commissions, gratuities, or fees have been paid or are to be paid with respect to the bidding process or execution of the Contract: *[insert complete name of each Recipient, their full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity. If none has been paid or is to be paid, indicate "none." ] ]*

Name of Recipient	Address	Reason	Amount & Currency
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

- (l) We understand that this bid, together with your written acceptance thereof included in your Letter of Bid Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;

(m) We understand that you are not bound to accept the lowest bid or any other bid that you may receive.

Signed: *[signature of person whose name and capacity are shown below]*

Name: *[insert complete name of person signing the bid]*

In the capacity of *[insert legal capacity of person signing the bid]*

Duly authorised to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

*[This Price Schedule should be signed by a person with the proper authority to sign documents for the Bidder. It should be included by the Bidder in its bid. The Bidder may reproduce this in landscape format but is responsible for its accurate reproduction].*

**Price Schedule for Supplies and Related Services**

Date: *[insert date (as day, month and year) of bid submission]*

Procurement Reference No: *[insert Procurement Reference number]*

Name of Bidder: *[Insert the name of the Bidder]*

<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<b>Item No.</b>	<b>Supplies or Related Services</b>	<b>Country of origin</b>	<b>Percent of Uganda origin <sup>1</sup></b>	<b>Estimated Quantity (No. of units)</b>	<b>Unit price <sup>2</sup></b>	<b>Import Duties, Sales and other taxes per unit <sup>2</sup></b>	<b>Total Price</b>
<i>[insert number of item corresponding to Statement of Requirements]</i>	<i>[insert brief description of Supplies or Related Services]</i>	<i>[insert country of origin of the item]</i>	<i>[if the margin of preference applies, insert percentage of Ugandan origin for this item]</i>	<i>[insert estimated number of units of this item to be purchased]</i>	<i>[insert the unit price of this item, including delivery in accordance with the terms (Incoterms) stated, but excluding all import duties and taxes, paid or</i>	<i>[insert all import duties, taxes paid or payable in Uganda on this item]</i>	<i>[insert the total price for this item, which should equate to columns 5x(6+7)]</i>

<sup>1</sup> In accordance with margin of preference ITB Clause 35, if applicable

<sup>2</sup> In accordance with ITB Clauses 14 and 15

**Part 1: Section 1**

**Instructions To Bidders**

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					<i>payable in Uganda]</i>		

Signed: *[signature of person whose name and capacity are shown below ]*

Name: *[insert complete name of person signing the bid]*

In the capacity of *[insert legal capacity of person signing the bid]*

Duly authorised to sign the bid for and on behalf of: *[insert complete name of Bidder]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

*[This Bid Security should be on the letterhead of the issuing Financial Institution and should be signed by a person with the proper authority to sign the Bid Security. It should be included by the Bidder in its bid, if so indicated in the BDS].*

**Bid Security**

Date: [insert date (as day, month and year) of bid submission]

Procurement Reference No.: [insert Procurement Reference number]

To: *[insert complete name of Procuring and Disposing Entity]*

Whereas *[insert complete name of Bidder]* (hereinafter “the Bidder”) has submitted its bid dated *[insert date (as day, month and year) of bid submission]* for Procurement Reference number *[insert Procurement Reference number]* for the supply of *[insert brief description of the Supplies and Related Services]*, hereinafter called “the bid .”

KNOW ALL PEOPLE by these presents that WE *[insert complete name of institution issuing the Bid Security]*, of *[insert city of domicile and country of nationality]* having our registered office at *[insert full address of the issuing institution]* (hereinafter “the Guarantor”), are bound unto *[insert complete name of the Procuring and Disposing Entity]* (hereinafter “the Procuring and Disposing Entity”) in the sum of *[specify in words and figures the amount and currency of the bid security]*, for which payment well and truly to be made to the aforementioned Procuring and Disposing Entity, the Guarantor binds itself, its successors or assignees by these presents. Sealed with the Common Seal of this Guarantor this *[insert day in numbers]* day of *[insert month]*, *[insert year]*.

THE CONDITIONS of this obligation are the following:

1. If the Bidder withdraws its bid during the period of bid validity specified by the Bidder in the Bid Submission Sheet, except as provided in ITB Sub-Clause 20.2; or
2. If the Bidder, having been notified of the acceptance of its bid by the Procuring and Disposing Entity, during the period of bid validity, fails or refuses to:
  - (a) sign the Contract in accordance with ITB Clause 43; or
  - (b) furnish the Performance Security, in accordance with the ITB Clause 44; or
  - (c) accept the correction of its bid by the Procuring Entity, pursuant to ITB Clause 31; we undertake to pay the Procuring and Disposing Entity up to the above amount upon receipt of its first written demand, without the Procuring and Disposing Entity having to substantiate its demand, provided that in its demand the Procuring and Disposing Entity states that the amount claimed by it is due to it, owing to the occurrence of one or more of the above conditions, specifying the occurred conditions.

This security shall remain in force up to and including twenty-eight (28) days after the period of bid validity, and any demand in respect thereof should be received by the Guarantor no later than the above date.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458.

Signed: *[insert signature of person whose name and capacity are shown below]*

Name: *[insert complete name of person signing the Security]* In the capacity of *[insert legal capacity of person signing the Security]* Duly authorised to sign the Security for and

on behalf of: *[insert complete name of the Financial Institution]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

*[This Authorisation should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign such an Authorisation. It should be included by the Bidder in its bid, if so indicated in the BDS].*

**Manufacturer's Authorisation**

Date: *[insert date (as day, month and year) of bid submission]*

Procurement Reference No.: *[insert Procurement Reference Number]*

To: *[insert complete name of Procuring and Disposing Entity]*

WHEREAS *[insert complete name of Manufacturer]*, who are official manufacturers of *[insert type of supplies manufactured]*, having factories at *[insert full address of Manufacturer]*, do hereby authorise *[insert complete name of Bidder]* to submit a bid in relation to the Bidding Document indicated above, the purpose of which is to provide the following Supplies, manufactured by us *[insert name or brief description of the Supplies]*, and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with Clause 28 of the General Conditions of Contract, with respect to the Supplies offered by the above firm in reply to the Invitation for Bids.

Signed: *[signature of person whose name and capacity are shown below]*

Name: *[insert complete name of person signing the Manufacturer's Authorisation]*

In the capacity of *[insert legal capacity of person signing the Manufacturer's Authorisation]*

Duly authorised to sign the Manufacturer's Authorisation for and on behalf of: *[insert complete name of Manufacturer]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*



**Section 5: Eligible Countries**

**Procurement Reference Number: HTTI/SUPLS/WRKS/SVCS/23-24/00179**

All countries are eligible except countries subject to the following provisions.

A country shall not be eligible if:

- 1.78(a) as a matter of law or official regulation, the Government of Uganda prohibits commercial relations with that country, provided that the Government of Uganda is satisfied that such exclusion does not preclude effective competition for the provision of supplies or related services required; or
- (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Government of Uganda prohibits any import of Supplies from that country or any payments to persons or entities in that country.

**Section 6. Statement of Requirements**

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**1. List of Supplies and Related Services****Procurement Reference Number:** HTTI/SUPLS/WRKS/SVCS/23-24/00179

The quantity shown below is the estimated quantity which will be purchased under the contract. Supplies or Services will be purchased by call-off orders in accordance with the contract.

Item No.	Brief Description of Supplies and Related Services		Estimated Quantity	Unit of Measure	Unit Cost
<b>LOT 1: STATIONERY</b>					
1.	Photocopy Papers	Size A4 (80gms)	1	Reams	
2.	Photocopy Papers	Size A3	1	Reams	
3.	Colored papers	Size A4 (80gms) multicolor	1	Reams	
4.	Envelopes Kaki Plain	(Small-9x4)Self Adhesive	1	Pkt	
		(A4) Self Adhesive	1	Pkt	
		A5 Self Adhesive	1	Pkt	
		A3 Self Adhesive	1	Pkt	
5.	Envelopes Kaki Printed	(Small-9x4)Self Adhesive	1	Pkt	
		(A4) Self Adhesive	1	Pkt	
		A5 Self Adhesive	1	Pkt	

**Part 1: Section 1**

**Instructions To Bidders**

<b>Item No.</b>	<b>Brief Description of Supplies and Related Services</b>	<b>Estimated Quantity</b>	<b>Unit of Measure</b>	<b>Unit Cost</b>
		A3 Self Adhesive	1	Pkt
6.	Counter Books	4Quire(bond 80 paper)	1	Pcs
		3 Quire(bond 80paper)	1	Pcs
		2 Quire(bond 80paper)	1	Pcs
		Manuscript	1	Pcs
7.	Stickers Assorted colours	2x3mm	1	Pkt
		3x3mm	1	Pkt
		3x5mm	1	Pkt
		3x4mm	1	Pkts
		7.6 cm	1	Pkts
8.	Punching Machines	Heavy Duty	1	Pc
		Ordinary	1	Pc
9.	Stapling Machines	Heavy Duty	1	Pc
		Ordinary	1	Pc
10.	Shorthand Note Books	A5	1	Pc
		A4	1	Pcs
11.	Pens	Gel pens	1	Boxes

**Part 1: Section 1**

**Instructions To Bidders**

<b>Item No.</b>	<b>Brief Description of Supplies and Related Services</b>		<b>Estimated Quantity</b>	<b>Unit of Measure</b>	<b>Unit Cost</b>
		Bic pens (multicolor)	1	Boxes	
		Gel pens	1	Boxes	
		Executive Roller pens	1	Boxes	
12.	Pen holders	Executive	1	Pcs	
13.	Pencils	HB	1	Dozen	
14.	Highlighters	Assorted Colours	1	Pkt	
15.	Permanent Markers	Assorted Colours	1	Box	
16.	Desk Organizers	Standard	1	Pcs	
17.	Staple Wires (Kangaroo)	26/6 (small)	1	Pkt	
		66/14(big)	1	Pkt	
18.	Paper Clips	Large	1	Pkt	
		Standard	1	Pkt	
19.	Office Pins	Standard	1	Pkt	
20.	White Wash	20mls(correction fluid & solvent)	1	Pkt	
21.	Business card holders	A4 (100cards)	1	Pcs	
22.	Pen holders	Standard	1	Pcs	

**Part 1: Section 1****Instructions To Bidders**

<b>Item No.</b>	<b>Brief Description of Supplies and Related Services</b>	<b>Estimated Quantity</b>	<b>Unit of Measure</b>	<b>Unit Cost</b>
23.	Transparent plastic file (assorted colours)	Standard	1	pcs
24.	Paper Folders	Standard	1	Dzn
25.	File covers (printed) 300gms	300gms	1	Pcs
26.	File folders with fastener (hard cover)	Standard	1	Pc
27.	File separators	Standard	1	Pcs
28.	Spring Files	Standard	1	Pc
29.	Box Files	Standard	1	Pc
30.	Staple Remover	Large wires	1	Pc
		Small Wire	1	Pc
31.	Office trays	2 deck	1	Pc
		3 deck	1	Pc
		Executive File Trays	1	Pcs
32.	Masking Tapes	Big size	1	Pc
33.	Cello tape	Big size	1	Pc
34.	Glue Sticks	medium size	1	Pc
35.	Office Glue	90g	1	Pc
36.	Delivery Book	A5	1	Pcs

**Part 1: Section 1**

**Instructions To Bidders**

<b>Item No.</b>	<b>Brief Description of Supplies and Related Services</b>		<b>Estimated Quantity</b>	<b>Unit of Measure</b>	<b>Unit Cost</b>
37.	Carbon Paper	Blue and Black	1	Pkt	
38.	Binding Rings/spirals	6mm	1	Boxes	
		8mm	1	Boxes	
		10mm	1	Boxes	
		12 mm	1	Boxes	
		14mm	1	Boxes	
		16mm	1	Boxes	
		18mm	1	Boxes	
		20mm	1	Boxes	
		22mm	1	Boxes	
		24mm	1	Boxes	
		32mm	1	Boxes	
39.	Binding covers	Transparent	1	Packets	
		Back cover (Assorted colors)	1	Packets	
40.	Rulers	30cm colorless	1	Pc	
41.	Shredder	90 cubic meters	1	Pc	
42.	Paper Trimmer	Size A3	1	Pcs	
43.	Binding machine	300pp capacity	1	Pc	
44.	Calculators	office 12 digit calculator	1	Pc	

**Part 1: Section 1**

**Instructions To Bidders**

Item No.	Brief Description of Supplies and Related Services		Estimated Quantity	Unit of Measure	Unit Cost
		office 14 digit calculator	1	Pc	
45.	Manila Paper Assorted Colours	Standard size	1	Pc	
46.	Scissors	Medium Size	1	Pcs	
		Large size	1	Pcs	
47.	Flip Charts	8 pages	1	Pcs	
		12 pages	1	pcs	
		<b>SUB TOTAL</b>			
		<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>			

<b>LOT 2: TONERS AND CARTRIDGES</b>					
		35A	6	Pcs	
		HP 528DW	11	Pcs	
		RICOH 3054	10	Pcs	
		49A	16	Pcs	
		HP 528DW CYAN MAGNETA BLACK YELLOW	10	Pcs	
		TOSHIBA 5015 CYAN MAGNETA BLACK YELLOW	10	Pcs	



**Part 1: Section 1**

**Instructions To Bidders**

		80A	5	Pcs	
		85A	6	Pcs	
		55A	6	Pcs	
	<b>SUB TOTAL</b>				
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>				
<b>LOT 11: REPAIR AND SERVICING (Twice a year)</b>					
1.	COMPUTER S	Antivirus File cleanup Disk fragmentation	80	Pcs	
2.	PRINTERS	5015 Toshiba E-studio 1 Ricoh 3054 1 528dw colored 1 528dw Black 3 HP 1320 7 HP 1100& 1500 5 HP MFB MFB M521DN 1 HP 400 M401DNE 1	20		
	<b>SUB TOTAL</b>				
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>				

## Supplies

Item number	Brief Description of Supplies or Services	Unit of Measure	Estimated Quantity	UNIT COST	AMOUNT
	<b>Tires and tubes - LOT 3</b>				
1	265/70/R16	265/70/R16			
2	315/80/R22.5	315/80/R22.5			
3	195/R15	195/R15			
4	750/R16	750/R16			
5	245/70/R17	245/70/R17			
6	185/R14	185/R14			
7	3.00-17	3.00-17			
8	2.75-172.75-17	2.75-172.75-17			
	<b>SUB TOTAL</b>				
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>				

The attached commodity specific conditions will form an integral part of any resulting contract.

The attached commodity specific conditions will form an integral part of any resulting contract

Item number	Brief Description of Supplies or Services	Unit of Measure	Estimated Quantity	UNIT COST	AMOUNT
	<b>LOT 4 CLEANING MATERIALS</b>				
1.	Toilet Paper -modern	Carton			
2.	Toilet Paper- soft-silk	Carton			
3.	Sta soft 750ml- Blue	Carton			
4.	Liquid Harpic- 500ml Green pine	Carton			

**Part 1: Section 1****Instructions To Bidders**

5.	Insecticide –odorless -600ml	Dozen			
6.	Pledge natural furniture Polish - 300ml-multipurpose	Dozen			
7.	Star mix	Carton			
8.	Toilet Balls -200mg-odonil	Carton			
9.	Floor Polish clear wax- 1kg	Carton			
10.	Powder soap- 500gm	Carton			
11.	Jik- White -750ml	Carton			
12.	Jik- Colored -750ml	Carton			
13.	Liquid Soap(Thick)- 20Ltr	Jerrican			
14.	Axion -500g	Carton			
15.	Air Fresher spray ( Green Apple)- 300ml	Carton			
16.	Superbrite	Box			
17.	Metallic rake	Piece			
18.	Plastic rate	Piece			
19.	Brasso- 200ml	Carton			
20.	Vim- lemon fresh-500gm	Carton			
21.	Rubber squeezers-strong	Piece			
22.	Hand gloves-multi-colored	Packet			
23.	Scrubbing brushes- strong	Piece			
24.	Soft brooms	Piece			
25.	Hand towels	Piece			
26.	Bucket -20ltr	Piece			
	Bucket-75ltr	Piece			

**Part 1: Section 1****Instructions To Bidders**

27.	Buckets -10ltr	Piece			
28.	Compound brooms	Piece			
29.	Steel rolls	Piece			
30.	Slasher	Piece			
31.	Dust pan -big	Piece			
32.	Thread sponges-big	Piece			
33.	Plastic cobweb broom	Piece			
34.	Washing soap-1kg 20 bars	Box			
35.	Star booster plus	Litre			
36.	Oxybrite	Litre			
37.	Bio flush	Litre			
38.	Star flash	Litre			
39.	Dry cleaning detergent	Litre			
40.	Ironer shoe pad	Piece			
41.	Softener	Piece			
42.	Thinner	Piece			
43.	Laundry bags	Piece			
44.	T-cut	Tin			
45.	Floor rugs (second hand towels)	Piece			
46.	Toilet brushes	Piece			
47.	Basins	Piece			
48.	Magic powder	Carton			
49.	Sanitizer -20ltre	jerry can			
50.	Plastic hangers	Dozen			

**Part 1: Section 1**

**Instructions To Bidders**

51.	Metallic hangers	Dozen			
52.	Rust off	Tin			
53.	Scrappers	Piece			
54.	Steel wool	Roll			
55.	Super 100- 20 litre	Jerrycan			
	<b>SUB TOTAL</b>				
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>				

**LOT 5**

Supplies

Item number	Brief Description of Supplies or Services	Estimated Quantity	Unit of Measure	UNIT COST	AMOUNT
<b>Item No.</b>	<b>Brief description of Supplies or services</b>	<b>Estimated quantity (No. of units)</b>	<b>Unit of Measure</b>	<b>UNIT COST</b>	<b>AMOUNT</b>
	<b>Accessories</b>				
1	Tower clips 1.5 mm <sup>2</sup>	1	box/100pcs		
2	Tower clips 2.5 mm <sup>2</sup>	1	box/100pcs		
3	Tower clips 4 mm <sup>2</sup>	1	box/100pcs		
4	Tower clips 6 mm <sup>2</sup>	1	box/100pcs		
5	Tower clips 10 mm <sup>2</sup>	1	box/100pcs		
6	Wire Connectors	1	piece		
7	Ceiling roses complete with pin lamp holders	1	piece		
8	Copper Earth mat	1	piece		
9	Copper Earth electrode	1	piece		
10	Copper plate	1	piece		
11	Heavy duty electrical Insulating tape, Black/Blue/Brown/Green/Red/ Yellow	1	bundle/10 pieces		

**Part 1: Section 1**

**Instructions To Bidders**

12	Junction boxes, 30A 250VAC	1	piece		
13	Junction boxes, 60A 250VAC	1	piece		
14	Lamp holders, angled/straight, screw/pin	1	piece		
15	Termination Boxes, single moulded plastic	1	piece		
16	Termination Boxes, double moulded plastic	1	piece		
	<b>Appliances</b>				
17	Cordless electric kettle with 360° base, water level indicator, safety lid, automatic switch off, 1500- 3000W, 240VAC	1	piece		
	<b>Batteries</b>				
18	Alkaline MN1604 9V Duracell Battery 6LP3146	1	piece		
19	Heavy duty leakproof long life batteries 1.5V, size C	1	pair		
20	Heavy duty Leakproof long life Duracell batteries 1.5V, size AA	1	pair		
21	Heavy duty Leakproof long life Duracell batteries 1.5V, size AAA	1	pair		
22	Lead acid battery 12V 70AH	1	piece		
23	Sealed lead acid rechargeable battery, 12V 200AH/20HR	1	piece		
24	Sealed Lead-acid Rechargeable battery 12V 100AH/20HR	1	piece		
25	Sealed Lead-acid Rechargeable battery 12V 70AH/20HR	1	piece		
26	Sealed Lead-acid Rechargeable battery 12V 7AH/20HR	1	piece		

**Part 1: Section 1**

**Instructions To Bidders**

27	Sealed Lead-acid Rechargeable battery GH633, 6V 3.3AH	1	piece		
	<b>Bulbs</b>				
28	Fluorescent tubes, 1.5 ft	1	piece		
29	Fluorescent tubes, 2 ft	1	piece		
30	Fluorescent tubes, 4 ft 36W 2500lm	1	piece		
31	Fluorescent tubes, 5 ft	1	piece		
32	FSL screw bulb 125W 220V 50Hz	1	piece		
33	LED pin bulb, 9W 6000K 100-240V 50/60Hz 810lm	1	piece		
34	LED pin emergency light 12W, 100mA 6500K 1080Lm 170-240V 50/60HZ	1	piece		
35	LED screw bulb, 9W 6000K 100-240V 50/60Hz 810lm	1	piece		
36	LED screw emergency light 12W, 100mA 6500K 1080Lm 170-240V 50/60HZ	1	piece		
37	LED T8 glass tube 18W 1650lm, 4ft	1	piece		
38	LED tubes 240V, 1.5ft	1	piece		
39	LED tubes 240V, 2ft	1	piece		
40	LED tubes 240V, 5ft	1	piece		
	<b>Cables</b>				
41	Flexible PVC insulated cable, 2 core 1.5mm <sup>2</sup>	1	metre		
42	Flexible PVC insulated cable, 2 core 2.5mm <sup>2</sup>	1	metre		
43	Flexible PVC insulated cable, 3 core 1.5mm <sup>2</sup>	1	metre		
44	Flexible PVC insulated cable, 3 core 2.5mm <sup>2</sup>	1	metre		
45	Flexible PVC insulated cable, 3 core 4mm <sup>2</sup>	1	metre		
46	Flexible PVC insulated cable, 4 core 1.5mm <sup>2</sup>	1	metre		

**Part 1: Section 1****Instructions To Bidders**

47	Flexible PVC insulated cable, 4 core 10mm <sup>2</sup>	1	metre		
48	Flexible PVC insulated cable, 4 core 2.5mm <sup>2</sup>	1	metre		
49	Flexible PVC insulated cable, 4 core 4mm <sup>2</sup>	1	metre		
50	Flexible PVC insulated cable, 4 core 6mm <sup>2</sup>	1	metre		
51	Power cord with fused 13A top plug 3-pin, BS1363	1	piece		
52	Standard PVC insulated cables, single core 1.5mm <sup>2</sup>	1	roll/100m		
53	Standard PVC insulated cables, single core 10mm <sup>2</sup>	1	roll/100m		
54	Standard PVC insulated cables, single core 16mm <sup>2</sup>	1	roll/100m		
55	Standard PVC insulated cables, single core 2.5mm <sup>2</sup>	1	roll/100m		
56	Standard PVC insulated cables, single core 4.0mm <sup>2</sup>	1	roll/100m		
57	Standard PVC insulated cables, single core 6.0mm <sup>2</sup>	1	roll/100m		
58	Standard PVC insulated cables, twin with earth 1.5mm <sup>2</sup>	1	roll/100m		
59	Standard PVC insulated cables, twin with earth 10mm <sup>2</sup>	1	roll/100m		
60	Standard PVC insulated cables, twin with earth 16mm <sup>2</sup>	1	roll/100m		
61	Standard PVC insulated cables, twin with earth 2.5mm <sup>2</sup>	1	roll/100m		
62	Standard PVC insulated cables, twin with earth 4mm <sup>2</sup>	1	roll/100m		
63	Standard PVC insulated cables, twin with earth 6mm <sup>2</sup>	1	roll/100m		
64	Standard Underground cable armoured, 4-core 1.5mm <sup>2</sup>	1	metre		



65	Standard Underground cable armoured, 4-core 10mm <sup>2</sup>	1	metre		
66	Standard Underground cable armoured, 4-core 16mm <sup>2</sup>	1	metre		
67	Standard Underground cable armoured, 4-core 2.5mm <sup>2</sup>	1	metre		
68	Standard Underground cable armoured, 4-core 25mm <sup>2</sup>	1	metre		
69	Standard Underground cable armoured, 4-core 35mm <sup>2</sup>	1	metre		
70	Standard Underground cable armoured, 4-core 4mm <sup>2</sup>	1	metre		
71	Standard Underground cable armoured, 4-core 50mm <sup>2</sup>	1	metre		
72	Standard Underground cable armoured, 4-core 6mm <sup>2</sup>	1	metre		
73	Standard Underground cable armoured, 4-core 70mm <sup>2</sup>	1	metre		
	<b>Circuit Breakers</b>				
74	1P 6A MCB 230/400 VAC	1	piece		
75	1P 10A MCB 230/400 VAC	1	piece		
76	1P 16A MCB 230/400 VAC	1	piece		
77	1P 20A MCB 230/400 VAC	1	piece		
78	1P 25A MCB 230/400 VAC	1	piece		
79	1P 32A MCB 230/400 VAC	1	piece		
80	2P 16A MCB 400 VAC	1	piece		
81	2P 20A MCB 400 VAC	1	piece		
82	2P 32A MCB 400 VAC	1	piece		

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**Instructions To Bidders**

83	2P 63A MCB 400 VAC	1	piece		
84	3P 63A MCB Incomer kit	1	piece		
85	3P 80A-125A MCB Incomer kit	1	piece		
86	3P 125A MCB + RCCB	1	piece		
87	3P 125/160A MCCB/MCS Incomer kit	1	piece		
88	3P 200/250A MCCB/MCS Incomer kit	1	piece		
89	3P 320A MCB Incomer kit	1	piece		
90	3P 400A MCB Incomer kit	1	piece		
91	3P 630A MCB Incomer kit	1	piece		
92	4P 125/160A MCCB/MCS Incomer kit	1	piece		
93	4P 200/250A MCCB/MCS Incomer kit	1	piece		
	<b>Conduits</b>				
94	2-way conduit junction box 20mm	1	piece		
95	2-way conduit junction box 25mm	1	piece		
96	PVC Conduit 20mm	1	piece		
97	PVC Conduit 25mm	1	piece		
98	PVC Conduit 32mm	1	piece		
99	PVC Conduit 40mm	1	piece		
100	PVC Conduit 50mm	1	piece		
101	PVC conduit bush 20mm	1	piece		
102	PVC conduit bush 25mm	1	piece		
103	PVC Coupler 20mm	1	piece		
104	PVC Coupler 25mm	1	piece		
105	PVC Coupler 32mm	1	piece		
106	PVC Coupler 40mm	1	piece		
107	PVC Coupler 50mm	1	piece		
108	PVC elbow 20mm	1	piece		
109	PVC elbow 25mm	1	piece		
110	PVC solvent cement	1	tin		
111	Saddles 20mm	1	piece		
112	Saddles 25mm	1	piece		

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**Instructions To Bidders**

113	T-piece conduit fitting 20mm	1	piece		
114	T-piece conduit fitting 25mm	1	piece		
	<b>Contactors</b>				
115	Contactor, 50A	1	pieces		
	<b>Crimping heads</b>				
116	Butt Connector Crimping heads	1	box/50 pcs		
117	Fully Insulated Female Spade Crimping heads	1	box/50 pcs		
118	Female Spade Crimping heads	1	box/50 pcs		
119	Male Spade Crimping heads	1	box/50 pcs		
120	Male Bullet Crimping heads	1	box/50 pcs		
121	Female Bullet Crimping heads	1	box/50 pcs		
122	Fork Connector Crimping heads	1	box/50 pcs		
123	Ring Connector Crimping heads	1	box/50 pcs		
124	Heat Shrink Butt Crimping heads	1	box/50 pcs		
	<b>Electronic parts</b>				
127	Microswitch KW4-3Z-3, 5A 125V/250VAC, 3A 250VAC	1	piece		
128	Rocker switch KCDI-101, 6A 250V AC, 10A 125VAC	1	piece		
129	Varistors	1	piece		
	<b>Fittings</b>				
130	AC/DC Adapter, Model 3610 POWER SUPPLY, Input: 100-240V~, 50/60Hz, 0.5A. Output: 12VDc, 1.0A	1	piece		
131	AC/DC Adapter, Type FW74010/09, Input: 100- 240V~, 50/60Hz, 310mA. Output: 9VDc, 1.2A	1	piece		

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**Instructions To Bidders**

132	Automatic voltage switcher AVS30 microprocessor controlled 230VAC, 30A, 50/60Hz	1	piece		
133	Ballast chokes, 18-20W	1	piece		
134	Ballast chokes, 36-40W	1	piece		
135	Bulk head fitting	1	piece		
136	Ceramic 13A Top plugs, BS1363	1	piece		
137	Extension cable, 4 Ports	1	piece		
138	Extension cable, 6 Ports	1	piece		
139	Fridge Guard, 240V, 5A	1	piece		
140	Phase monitors	1	piece		
141	Photocell 220-240VAC, 50/60Hz, Protection class II, Ambient temp -20°C to +40°C, Lux setting 5-50, 10A	1	piece		
142	Single Phase Isolator	1	piece		
143	Starters S10, 4-65W, 220- 240V	1	box		
144	Step down transformer 240/120 V	1	piece		
145	Three Phase Isolator	1	piece		
146	Time Switch	1	piece		
147	Voltage Stabilizer	1	piece		
	<b>Fuses</b>				
148	Fuse 500mA	1	pack/... pieces		
149	Fuse 600mA	1	pack/... pieces		
150	Fuse 800mA	1	pack/... pieces		
151	Fuse 1A	1	pack/... pieces		
152	Fuse 2A	1	pack/... pieces		
153	Fuse 3A	1	pack/... pieces		
154	Fuse 4A	1	pack/... pieces		

**Part 1: Section 1**

**Instructions To Bidders**

155	Fuse 5A	1	pack/... pieces		
156	Fuse 8A	1	pack/... pieces		
157	Fuse 10A	1	pack/... pieces		
158	Fuse 13A	1	pack/... pieces		
	<b>Main Switches</b>				
159	Single phase Main Switch, 2-Way	1	piece		
160	Single phase Main Switch, 4-Way	1	piece		
161	Single phase Main Switch, 6-Way	1	piece		
162	Single phase Main Switch, 8-Way	1	piece		
163	Single phase Main Switch, 9-Way	1	piece		
164	Single phase Main Switch, 12-Way	1	piece		
165	125A TP&N Type B Distribution Board 4 Way	1	piece		
166	125A TP&N Type B Distribution Board 6 Way	1	piece		
167	125A TP&N Type B Distribution Board 8 Way	1	piece		
168	125A TP&N Type B Distribution Board 10 Way	1	piece		
169	125A TP&N Type B Distribution Board 12 Way	1	piece		
170	125A TP&N Type B Distribution Board 14 Way	1	piece		
171	125A TP&N Type B Distribution Board 16 Way	1	piece		
172	125A TP&N Type B Distribution Board 18 Way	1	piece		
173	125A TP&N Type B Distribution Board 24 Way	1	piece		
174	250A TP&N Type B Distribution Board 4 Way	1	piece		
175	250A TP&N Type B Distribution Board 6 Way	1	piece		

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**Instructions To Bidders**

176	250A TP&N Type B Distribution Board 8 Way	1	piece		
177	250A TP&N Type B Distribution Board 10 Way	1	piece		
178	250A TP&N Type B Distribution Board 12 Way	1	piece		
179	250A TP&N Type B Distribution Board 14 Way	1	piece		
180	250A TP&N Type B Distribution Board 16 Way	1	piece		
181	250A TP&N Type B Distribution Board 18 Way	1	piece		
182	250A TP&N Type B Distribution Board 24 Way	1	piece		
	<b>Sockets</b>				
183	1 Gang Plug Socket, 1 Pole, 13A, BS1363, USB	1	piece		
184	1 Gang Plug Socket, 1 Pole, 13A, BS1363	1	piece		
185	2 Gang Plug Socket, 2 Poles, 13A, BS1363, USB	1	piece		
186	2 Gang Plug Socket, 2 Poles, 13A, BS1363	1	piece		
187	45A 250V~ Double Pole Cooker Control + 13A Socket, BS4177	1	piece		
	<b>Switches</b>				
188	1-gang 1-way switch, 10A 250VAC	1	piece		
189	1-gang 2-way switch, 10A 250VAC	1	piece		
190	1-gang double pole switch, 20A 250VAC	1	piece		
191	1-gang double pole switch, 45A 250VAC	1	piece		
192	2-gang 1-way switch,10A 250VAC	1	piece		
193	2-gang 2-way switch, 10A 250VAC	1	piece		
194	3-gang 1-way switch, 10A 250VAC	1	piece		

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**Instructions To Bidders**

195	3-gang 2-way switch, 10A 250VAC	1	piece		
196	4-gang 1-way switch, 10A 250VAC	1	piece		
197	4-gang 2-way switch, 10A 250VAC	1	piece		
198	6-gang 1-way switch, 10A 250VAC	1	piece		
199	6-gang 2-way switch, 10A 250VAC	1	piece		
200	Intermediate switch, 10A 250VAC	1	piece		
	<b>Uninterruptable Power Supply</b>				
201	Smart-UPS 750 VAC, 120/230V	1	piece		
202	Smart-UPS 1000 VAC, 120/230V	1	piece		
203	Smart-UPS 1500 VAC, 120/230V	1	piece		
204	Smart-UPS 2200 VAC, 120/230V	1	piece		
205	Smart-UPS 3000 VAC, 120/230V	1	piece		
206	Electric kettle 2lts	1	piece		
207	Office fan	1	piece		
	<b>SUB TOTAL</b>				
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>				

The attached commodity specific conditions will form an integral part of any resulting contract.

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>QUANTITY</b>	<b>Unit price</b>
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<b>LOT 6 BEVARAGES</b>				
1.	Namaqua 5ltr	Box	1	
2.	Namaqua 3ltr	Box	1	
	Red label 1ltr	Btl	1	
3.	Black label 1ltr	Btl	1	
4.	Black label ¼ (24 btls)	Box	1	
	Red label ¼ (24)	Box	1	
5.	Heineken	Box	1	
6.	4 <sup>th</sup> street 5ltr	Box	1	
7.	4 <sup>th</sup> street 3ltr	Box	1	
8.	Budweiser	Box	1	
9.	Smirnoff ¼	Btl	1	
10.	UG ¼	Box	1	
11.	Bond 7 ¼	Box	1	
12.	Club	Crate	1	
13.	Nile special	Crate	1	
14.	Tusker lite	Crate	1	
15	Tursker malt	Crate	1	
16	Tursker lager	Crate	1	
17	Bell	Crate	1	
18	Guinness	Crate	1	
19	Castle lite	Crate	1	



**Part 1: Section 1**

**Instructions To Bidders**

20	Nile stout	Crate	1	
21	Smirnoff	Crate	1	
	<b>SUBTOTAL</b>			
	VAT 18%			
	<b>GRAND TOTAL</b>			

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
<b>LOT 7 PRINTED STATIONERY (ALL FULL COLOR)</b>			
1.	CABONATED BOOKS FULL COLOR TRIPLICATE (50PAGES)	PC	
2.	A5	PC	
	A4	PC	
	A3	PC	
3.	CALENDARS FULL COLOR WITH GRAPHICS A2 STANDARD PAPER	PC	
4.	A4 ENVELOPES	PC	
5.	A5 ENVELOPES	PC	
6.	A3 ENVELOPES	PC	
7.	X RAY ENVELOPES	PC	

**Part 1: Section 1**

**Instructions To Bidders**

8.	ANSWER BOOKLETS (8PAGES)	BOOKLET	
9.	MANILAR FILES 300GM	PC	
10.	HEADED PAPERS ROYAL EXECUTIVE 80GM	REAM	
	SUB TOTAL		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 8 SUPPLY OF NEWS APAERS**

Item number	Brief Description of Supplies or Services	Unit of Measure	Unit price
<b>LOT 8 NEWS PAPERS</b>			
11.	NEW VISION	COPY	
12.	DAILY MONITOR	COPY	
13.	EAST AFRICA PAPER	COPY	
	SUB TOTAL		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 10 SUPPLY OF CORPORATE WEAR, UNIFORMS AND GOWNS**

	<b>LOT 09 STUDENTS UNIFORMS</b>	QUANTIT Y	UOM	UNIT COST
	<b>CLASSROOM UNIFORMS- Gentlemen</b>			
1.	Trousers	1	Pc	
2.	Long sleeved white shirt	1	Pc	

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**Instructions To Bidders**

3.	Waist coats	1	Pc	
4.	Neck ties	1	Pc	
5.	Sweater	1	Pc	
	<b>-Ladies</b>			
1.	Skirts	1	Pc	
2.	Long sleeved white shirt	1	Pc	
3.	Waist coats	1	Pc	
4.	Scarfs	1	Pc	
5.	Sweater	1	Pc	
	<b>PRACTICAL UNIFORMS- Gentlemen</b>			
1.	Chefs Attire (Trousers, jacket, aprons, Hat, touch ons, scarfs)	1	Pc	
2.	Tourism Trousers	1	Pc	
3.	Tourism Tops(shirts)	1	Pc	
4.	Tourism Caps	1	Pc	
5.	Housekeeping Tops (shirts)	1	Pc	
	<b>Ladies</b>			
1.	Chefs Attire (Trousers, jacket, aprons, Hat, touch ons, scarfs)	1	Pc	
2.	Tourism Trousers	1	Pc	
3.	Tourism Tops(shirts)	1	Pc	
4.	Tourism Caps	1	Pc	
5.	Housekeeping Tops (shirts)	1	Pc	
6.	Graduation Gowns complete set	1	set	
	<b>Uniforms and T-shirts- LOT 5</b>			
1	Branded T-shirts with a Logo	1	Pc	
2	Branded Caps with a Logo	1	Pc	
3	Shirt/Brouse- branded with a Logo	1	Pc	
4	Trouser	1	Pc	
5	Skirt	1	Pc	
6	Protective wears	1	Pc	
7	Overcoat	1	Pc	
8	Overcoat branded with a Logo	1	Pc	
9	Protective Gloves	1	Pc	
10	Refractor jackets	1	Pc	
11	Driving /riding boats/shoes	1	Pc	

	<b>SUB TOTAL</b>			
	<b>GRAND TOTAL</b>			

**LOT 10 HOTEL SERVICES AND OUTSIDE CATERING**

## Supplies

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Estimated Quantity</b>	<b>Unit of Measure</b>	<b>AMOUNT</b>
<b>Lot 10</b>	<b>Outside Catering</b>			
(a)	Outside Catering Lunch/Dinner with soda/water		/= per person	
(b)	Full English Breakfast		/=per person	
(c)	Morning/Evening break teas-both with assorted bites		/= per person	
(d)	Mineral water 500ml		/= per person	
	BBQ		/= per person	
NOTE	<p><b>Minimum Requirements for Lunch Menu for outside catering and Hotel Catering Menu shall include;</b></p> <p><i>Food</i></p> <p>Matooke, Chapati/Posho Vegetable Rice/Brown/white, Irish and Sweet Potatoes</p> <p><i>Sauce or Accompaniment</i></p> <p>Beef, Fish, Groundnuts, Peas Stew Grilled Chicken/ Grilled Goats Meat/Beef</p>			

Item number	Brief Description of Supplies or Services	Estimated Quantity	Unit of Measure	AMOUNT
	Traditional Vegetables Vegetable Salad Assorted Fruits			
	<b>OPTIONAL</b> <b>CONFERENCE FACILITIES</b>  <ul style="list-style-type: none"> <li>• 1-20 people</li> <li>• 21-50 people</li> <li>• 51-80 people</li> <li>• 81-100 people</li> </ul> <b>Beers@</b>			

The attached commodity specific conditions will form an integral part of any resulting contract.

#### LOT 11 SUPPLY OF GAS AND ACCESSORIES

Item number	Brief Description of Supplies or Services	Unit of Measure	Unit price
<b>LOT 11 GAS AND ACCESSORIES</b>			
1.	GAS CYLINDER 45KG	PC	
2.	CYLINDER 12.5KG	PC	
3.	REGULATOR	PC	
	SUB TOTAL		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 12 SUPPLY OF CONSTRUCTION AND BUILDING MATERIALS**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>UNIT PRICE</b>
	<b>LOT 12 SUPPLY OF HARDWARE</b>		
	Galvanized stainless steel reinforcement bars, ribbed bar, tensile strength 500Mpa	piece	
1	8mm	Piece	
2	10mm	Piece	
3	12mm	Piece	
4	16mm	Piece	
5	Plain steel wire mesh US ISO 6935-3 2.6mmx2x2"x4x8ft	Piece	
6	Ribbed wire mesh 2.6mmX4x4"X4x8ft	Piece	
7	Stainless steel woven wire mesh 200 micron 4x8ft	Piece	
8	Binding wire (Hot dipped galvanized iron wire) 1mm diameter thickness	Piece	
	<b>Angle Steel Bars</b>	Piece	
9	25x25x3mm	Piece	
10	40x40x4mm	Piece	
11	50x50x4mm	Piece	
12	60x60x4mm	Piece	
13	Welding Electrodes J38-12 E6013	Piece	
14	Cutting Discs A 30 S BF, 100mm diameter, 2.5mm thickness	Piece	
15	Universal Cutting Disc 115mmx1.6mmx22.2mm	Piece	
16	Grinding disc A24P BF, 125mm diameter, 6mm thickness	Piece	
17	Galvanized chain link wire G10 4x8ft 18m long	Piece	
	Galvanized plain wire G10	Piece	
18	Reinforced precast concrete poles	Piece	
19	Barbed wire G12	Piece	
20	U-nails	Piece	
21	Round treated poles 6 inch diameter 7ft long	Piece	
	<b>BLOCKS</b>	Piece	

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**Instructions To Bidders**

22	200X400mm concrete block	Piece	
23	150x400mm concrete block	Piece	
24	150x230mm red brick burnt clay	Piece	
	<b>AGGREGATES</b>	Piece	
25	Coarse aggregates 10mm machine crushed	Piece	
26	Coarse aggregates 18mm machine crushed	Piece	
27	Coarse aggregates 10mm hand crushed	Piece	
28	Coarse aggregates 18mm hand crushed	Piece	
29	Fine aggregates (washed lake sand)	Piece	
30	Fine aggregate (plaster sand)	Piece	
31	Stone dust	piece	
32	Murrum at borrow pit	piece	
33	Murrum delivered to site (5km)	piece	
34	Murrum delivered to site (15km)	piece	
	<b>CEMENT</b>	piece	
35	Ordinary portland cement 50kg	piece	
36	Portland cement(pozzolana) 50kg	piece	
37	Water proof cement	piece	
	<b>TILING</b>	piece	
	Tiles Adhesive	piece	
38	Thin set adhesive	piece	
39	Epoxy adhesive	piece	
	<b>Floor tiles ceramic as approved design</b>	piece	
40	450X450	piece	
41	300X300	piece	
42	200X200	piece	
444	150X150	piece	
	<b>Wall tiles ceramic as approved design</b>	piece	
44	450X450	piece	
45	300X300	piece	
46	200X200	piece	
47	150X150	piece	
48	Tile separator	piece	
	<b>PAINT</b>	piece	
50	Ceiling emulsion paint	piece	
51	Undercoat emulsion paint	piece	

**Part 1: Section 1**

**Instructions To Bidders**

52	Vinyl silk emulsion paint	piece	
53	Weather guard paint	piece	
54	Budget emulsion	piece	
55	Undercoat gloss paint	piece	
56	High gloss paint	piece	
57	Red oxide gloss paint	piece	
58	Roller brushes with handles	piece	
59	String brushes	piece	
60	2"	piece	
61	3"	piece	
63	4"	piece	
	<b>GLAZING</b>	piece	
64	4mm clear glass sheet	piece	
65	4mm glazing plastic sheet	piece	
66	Glazing putty	piece	
67	Roof cover	piece	
68	Corrugated prepainted iron sheets G28	piece	
	<b>Treated well seasoned timber</b>	piece	
69	4x2	piece	
70	3x2	piece	
71	6x2	piece	
72	Well seasoned hard wood facia Board 9x1	piece	
73	Well seasoned hard wood facia Board 12x1	piece	
74	Well seasoned hard wood facia Board 10x1	piece	
75	Ridges G28 2m long	piece	
76	Valleys G28 2m long	piece	
	<b>NAILS</b>	piece	
77	Roofing nails	piece	
78	Rubber washers	piece	
79	1"	piece	
80	2"	piece	
81	3"	piece	
82	4"	piece	
83	5"	piece	
84	6"	piece	
	<b>EXPANDED METAL LATHE</b>	piece	
85	2X6ft	piece	
86	2x8ft	piece	
87	Hoop iron	piece	



**Part 1: Section 1**

**Instructions To Bidders**

	<b>LOCKS</b>	piece	
88	Mortise door lock	piece	
89	45mm	piece	
90	50mm	piece	
91	65mm	piece	
92	75mm	piece	
93	Windows Fastners	piece	
94	Windows stays	piece	
95	Door Hinges 4"	piece	
96	Door Hinges 2-way opening	piece	
	<b>Padlocks Tri-circle Original with 3 keys</b>	piece	
97	266 50mm	piece	
98	265 44mm	piece	
99	264 38mm	piece	
100	263 32mm	piece	
101	262 26mm	piece	
102	261 20mm	piece	
	<b>TOOLS</b>	piece	
103	Claw Hammer	piece	
104	Masionary hammer	piece	
105	Spades(Shovel/square) steel	piece	
106	Hoes with handles	piece	
107	Pick axe with handle	piece	
108	Wheel barrow	piece	
109	Glass cutter	piece	
110	Trowel	piece	
111	Heavy duty gloves (Rubber)	piece	
112	Water level	piece	
113	Spirit level	piece	
114	Bow saw	piece	
115	Bow saw Blade	piece	
116	Soft wood 12x1	piece	
117	Axe saw	piece	
118	Axe saw Blade	piece	
119	Panga	piece	
120	Strings(approved size)	piece	
121	Electricity Pole 9m height <ul style="list-style-type: none"> <li>• Treated wooden utility pole</li> <li>• Concrete utility pole</li> </ul>	piece	
122	DPM polythene membrane 1000G		
	<b>Subtotal</b>		

**Part 1: Section 1**

**Instructions To Bidders**

	<b>Grand total inclusive 18% and other costs</b>		
		<b>Grand total</b>	

The attached commodity specific conditions will form an integral part of any resulting contract.

**LOT 13 SUPPLY OF PLUMBING MATERIALS**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
<b>LOT 7 PRINTED STATIONERY (ALL FULL COLOR)</b>			
	HDPE Pipe PN10	2''	
	HDPE Pipe PN10	1 ½''	
	HDPE Pipe PN10	1 ¼''	
	HDPE Pipe PN10	1''	
	HDPE Pipe PN10	¾''	
	HDPE Pipe PN10	½''	
	<b>TYPES OF TAPS</b>		
	Bib tap	½''	
	Bib tap	¾''	
	Pillar tap	½''	

Pillar tap	3/4"		
Sink tap	1/2"		
Elbow tap	1/2"		
Lockable tap (BT,Sanwa)	1/2"		
Lockable tap	3/4"		
Mixer tap	1/2"		
MIXER Elbow	1/2"		
<b>TYPES OF VALVES</b>			
Stop cock	1/2"		
Gate valve	1/2"		
Gate valve	3/4"		
Gate valve	1"		
Gate valve	1/2"		
Gate valve	3/4"		
Gate valve	1"		
Gate valve	1 1/4"		
Gate valve	1 1/2"		
Gate valve	2"		
Ball Valve (high pressure)	1/2"		
Ball Valve (high pressure)	3/4"		
Ball Valve (high pressure)	1"		
Ball Valve (high pressure)	2"		
Non-return valve	1/2"		
Non-return valve	3/4"		
Non-return valve	1"		
Non-return valve	1 1/4"		
Non-return valve	1 1/2"		
Non-return valve	2"		
Non-return valve			
<b>TYPES OF SYPHONES</b>			
Low level syphon			
High level syphon			
<b>TYPES OF BOTTLE TRAPS</b>			
Flexible bottle trap	1 1/4"		

**Part 1: Section 1**

**Instructions To Bidders**

	Flexible bottle trap	1 ½’’		
	Ordinary bottle trap	1 ¼ ‘’		
	Ordinary bottle trap	1 ½ ‘’		
	Flexible tube ½’’x3/8’’ (for mixer tap)	1 ½’’		
	Flexible tube ½’’	1ft		
	Flexible tube ½’’	1 ½’’ ft		
	Flexible tube ½’’	2ft		
	Flexible tube ¾’’	1 ½ ft		
	Flexible tube ¾’’	2ft		
	<b>HDPE FITTINGS</b>			
	Male adapter (push push)	½ ‘’		
	Male adapter (push push)	¾’’		
	Male adapter (push push)	1’’		
	Male adapter (push push)	1 ¼’’		
	Male adapter (push push)	1 ½’’		
	Male adapter (push push)	2’’		
	Male adapter (push push)	2 ½’’		
	Male adapter(pushpush)	3’’		
	Female adapter(push)			
	Female adapter (push)	½’’		
	Female adapter (push)	¾’’		
	Female adapter (push)	1’’		
	Female adapter (push)	1 ¼’’		
	Female adapter (push)	1 ½’’		
	Female adapter (push)	2’’		
	Female adapter (push)	2 ½’’		
	Tee adapter	½’’		
	Tee adapter	¾’’		
	Tee adapter	1’’		
	Tee adapter	1 ¼’’		
	Tee adapter	1 ½’’		

**Part 1: Section 1**

**Instructions To Bidders**

	Tee adapter	2''		
	Tee female	1/2''		
	Tee female	3/4''		
	Tee female	1''		
	Tee female	1 1/4''		
	Tee female	1 1/2''		
	Tee female	2''		
	Tee female	2 1/4''		
	Tee female	2 1/2''		
	Tee female	3''		
	Straight coupling adapter	1/2''		
	Straight coupling adapter	3/4''		
	Straight coupling adapter	1''		
	Straight coupling adapter	1 1/4''		
	Straight coupling adapter	1 1/2''		
	Straight coupling adapter	2''		
	Straight coupling adapter	2 1/2''		
	Elbow adapter male	1/2''		
	Elbow adapter male	3/4''		
	Elbow adapter male	1''		
	Elbow adapter male	1 1/4''		
	Elbow adapter male	1 1/2''		
	Elbow adapter male	2''		
	Elbow adapter male	2 1/2''		
	Elbow adapter male	1/2''		
	Elbow adapter male	3/4''		
	Elbow adapter male	1''		
	Elbow adapter male			
	Elbow adapter male			
	Female adapter	1/2''		
	Female adapter	3/4''		
	Female adapter	1''		
	Female adapter	2''		

**Part 1: Section 1**

**Instructions To Bidders**

	Globe valve	1/2"		
	Globe valve	3/4"		
	Long screw	1/2"		
	Long screw	3/4"		
	Long screw	1"		
	Long screw	1 1/4"		
	Long screw	1 1/2"		
	Long screw	2"		
	<b>GI (METAL) FITTINGS</b>			
	Elbow	2"		
	Elbow	1 1/2"		
	Elbow	1 1/4"		
	Elbow	1"		
	Elbow	3/4"		
	Elbow	1/2"		
	Socket nipple	1/2"		
	Socket nipple	3/4"		
	Socket	1"		
	Socket	3/4"		
	Socket	1/2"		
	Bend	2"		
	Bend	1"		
	Bend	3/4"		
	Bend	1/2"		
	Nipple	2"		
	Nipple	1 1/2"		
	Nipple	1 1/4"		
	Nipple	1"		
	Nipple	3/4"		
	Nipple	1/2"		

**Part 1: Section 1**

**Instructions To Bidders**

	Plug	1/2"		
	Plug	3/4"		
	Back nut	1/2"		
	Back nut	3/4"		
	Back nut	1"		
	Socket nipple	1/2"		
	Long screw	1/2"		
	Long screw	3/4"		
	Long screw	1 1/4"		
	Long screw	1 1/2"		
	Long screw	2"		
	Tee	1/2"		
	Tee	3/4"		
	Tee	1"		
	Tee	1 1/4"		
	Tee	1 1/2"		
	Tee	2"		
	Reducing bush	1/2"		
	Reducing bush	3/4"		
	Reducing bush	1"		
	Reducing bush	1 1/4"		
	Reducing socket	1/2"		
	Reducing socket	3/4"		
	Reducing socket	1"		
	<b>PPR FITTINGS</b>			
	Plain elbow	2"		
	Plain elbow	1"		
	Plain elbow	3/4"		
	Plain elbow	1/2"		
	Plain socket	2"		

**Part 1: Section 1****Instructions To Bidders**

	Plain socket	1''		
	Plain socket	3/4''		
	Plain socket	1/2''		
	Plain tee	2''		
	Plain tee	1''		
	Plain tee	3/4''		
	Plain tee	1/2''		
	Adapter tree	2''		
	Adapter tree	1''		
	Adapter tree	3/4''		
	Adapter tree	1/2''		
	Elbow adapter	2''		
	Elbow adapter	1''		
	Elbow adapter	3/4''		
	Elbow adapter	1/2''		
	Socket adapter	2''		
	Socket adapter	1''		
	Socket adapter	3/4''		
	Socket adapter	1/2''		
	Shower liner	3/4''		
	Shower liner	1/2''		
	Cross over bend	2''		
	Cross over bend	1''		
	Cross over bend	3/4''		
	Cross over bend	1/2''		
	Union	2''		
	Union	1''		
	Union	3/4''		
	Union	1/2''		
	Globe valve	2''		
	Globe valve	1''		



**Part 1: Section 1**

**Instructions To Bidders**

	Globe valve	3/4"		
	Globe valve	1/2"		
	Shower valve	3/4"		
	Shower valve	1/2"		
	<b>PVC FITTINGS</b>			
	Elbow			
	Socket			
	Union			
	Reducing			
	<b>SHOWER TYPES</b>			
	Telephone shower			
	Sunflower shower head			
	Mixer shower with rose			
	<b>SEWER PIPES (UPVC)</b>			
	Heavy duty (PN 6)	4" (2.7) mm)		
	Medium PN4 (3.2mm)	6"		
	White down pipe 80mm	3"		
	Waste pipes (82mm)	3"		
	Waste pipes	2"		
	Waste pipes	1 1/2"		
	Waste pipes	1 1/4"		
	<b>DRAINAGE FITTINGS</b>			
	Inspection bend	4"		
	Inspection bend	6"		
	Inspection tee	3"		
	Inspection tee	6"		
	Inspection tee	4"		
	Plain bend	4"		
	Plain bend	2"		
	Plain bend	1 1/2"		
	Plain bend	1 1/4"		
	Plain bend	3"		
	Plain tee	4"		
	Plain tee	2"		

**Part 1: Section 1**

**Instructions To Bidders**

	Plain tee	1 ½’’		
	Plain tee	1 ¼’’		
	Vent cup	4’’		
	PVC R/Bush	4x2’’		
	PVC R/Bush	4x1 ½’’		
	PVC R/Bush	4x1 ¼’’		
	PVC R/Bush	2x1 ½’’		
	PVC R/Bush	2x1 ¼’’		
	PVC R/Bush	1x1 ½’’		
	PVC R/Bush	1x1 ¼’’		
	45-degree bend	4’’		
	45-degree bend	6’’		
	45-degree bend	3’’		
	45-degree bend	2’’		
	45-degree bend	1 ½’’		
	45-degree bend	1 ¼’’		
	Gully trap	4’’		
	Gully trap	2’’		
	Pan connector flexible	4’’		
	Cross tee	2’’		
	Cross tee	4’’		
	Plug	½’’		
	Plug	¾’’		
	Plug	4’’		
	Plug	2’’		
	Plug	1 ½’’		
	Plug	1 ¼’’		
	Plug	3’’		
	4 way floor trap comp			
	2 way floor trap			
	Gully grating pvc	4’’		
	Greeting square			
	Greeting round			

**Part 1: Section 1**

**Instructions To Bidders**

	Saddle (reducer)	4x2''		
	Saddle (reducer)	2x1 ¼''		
	Saddle (reducer)	2x1 ¼''		
	Saddle (reducer)	4x1 ½''		
	Saddle (reducer)	4x1 ¼''		
	<b>APPLIANCES</b>			
	Sitting (p) pan toilet			
	Sitting (S) pan toilet			
	Ceramic Cistern			
	Flushing cistern high level			
	Toilet sit cover	Maat		
	Combination sit toilet			
	Squatting p pan toilet			
	Wash hand basin	Large		
	Wash hand basin	Medium		
	Wash hand basin	Small		
	Pedestal stand			
	Urinal bowl			
	Dressing mirror			
	Hang rail			
	Hand sanitizer			
	TP holder			
	Hand dryer			
	Soap dish			
	Flushing handle (low)			
	Flushing handle (high)			
	Clips	4''		
	Clips	2''		
	Clips	1''		
	Clips	¾''		
	Clips	½''		
	Thread seal tape	Big size		
	Thread seal tape	Small size		

**Part 1: Section 1**

**Instructions To Bidders**

	<b>PUMPS</b>	Plunger		
	“	Sub massive		
	<b>WATER TANK GENTEX</b>			
	Tank	10,000ltrs		
	Tank	80,000ltrs		
	Tank	5,000ltrs		
	Tank	4,000ltrs		
	Tank	3000ltrs		
	Tank	2500ltrs		
	Tank	2,000ltrs		
	Tank	1500ltrs		
	Tank	1,000ltrs		
	Tank	500ltrs		
	<b>GUTTERS AND FITTINGS IN 4”</b>			
	Gutter joint Bracket	4”		
	Gutter support Bracket	4”		
	Gutter outlet	4”		
	Gutter universal Angle	4”		
	End cup	4”		
	Gutter Elbow 90 degrees	3”		
	Gutter Elbow 45 degrees	3”		
	Down pipe tee	3”		
	Down pipe clip	3”		
	Valley Box	4”		
	PVC Down pipe 3”	3”		
	PVC gutter 6m	4”		
	<b>GUTTERS AND FITTINGS IN 6”</b>			
	PVC Gutter 6m	6”		
	PVC Fascia board	6”		
	Gutter joint Bracket	6”		
	Gutter Support Bracket	6”		
	Gutter Outlet	6”		
	Gutter Universal Angle	6”		
	End cup	6”		
	Gutter Elbow 90 degrees	3”		
	Gutter Elbow 45 degrees	3”		

**Part 1: Section 1****Instructions To Bidders**

	Down pipe tee	3''		
	Down pipe clip	3''		
	Valley Box	6''		
	PVC down pipe	3''		
	<b>SUBTOTAL</b>			
	<b>GRAND TOTAL INCLUDING TAXES</b>			

**LOT 14 SUPPLY OF STUDENTS DRY FOOD STUFF**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
<b>LOT 14 STUDENTS DRY RATIO</b>			
1.	Posho -No. 1	Kg	
2.	Rice -without dirt and husks	Kg	
3.	Dry Beans -free of bean weevils, dust / dirt	Kg	
4.	Sugar -50kg	Bag	
5.	Vegetable cooking -20 Litre	Jerrican	
6.	Cooking Salt-500g	Ctn	
7.	<i>Tea</i> leaves	Kg	

**Part 1: Section 1****Instructions To Bidders**

8.	Baking flour -2kg	Pkt	
9.	Royco-500g	Ctn	
10.	Curry powder -500g	Ctn	
11.	Split yellow peas- without dirt	Kg	
	<b>SUB TOTAL</b>		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 15 SUPPLY OF STAFF DRY FOOD**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
<b>LOT 15 STAFF DRY RATIO</b>			
1.	Posho (No. 1)	Kg	
2.	Rice (without dirt and husks )	Kg	
3.	Beans -free of bean weevils, dust / dirt	Kg	
4.	Sugar -50kg	Bag	
5.	Cooking oil- vegetable	Ltr	
6.	Cooking Salt-500g	Ctn	
7.	Tea leaves	Kg	
8.	Baking flour -2kg	Pkt	
9.	Royco-500g	Ctn	
10.	Curry powder -500g	Ctn	
11.	Fresh Ground nut seeds- without dirt	Kg	

12.	Tomato paste 400g	Ctn	
	<b>SUB TOTAL</b>		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 16 SUPPLY OF STUDENTS PERISHABLE FOOD**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
	<b>LOT 16 STUDENTS PERISHABLE FOOD</b>		
1.	Matooke - big size	Bch	
2.	Beef	Kg	
3.	Fresh fish 1.2-1.5kg	Pc	
4.	Sweet potatoes –big fresh	Kg	
5.	G.nut powder - without dirt	Kg	
6.	Tomatoes-big	Kg	
7.	Onions –big	Kg	
8.	Fresh Ginger	Kg	
9.	Fresh milk	Ltr	
10.	Fresh Egg plants	Kg	

**Part 1: Section 1****Instructions To Bidders**

11.	Fresh Sukuma wiiki	Kg	
12.	Cabbage – 1.5kg	Hd	
13.	Banana leaves	Pc	
	<b>SUB TOTAL</b>		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 17 SUPPLY OF STAFF PERISHABLE FOOD**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
<b>LOT 17 STAFF PERISHABLE FOOD</b>			
1.	Matooke - big size	Bch	
2.	Beef	Kg	
3.	Fresh fish 1.2-1.5kg	Pc	
4.	Sweet potatoes –big fresh	Kg	
5.	G.nut paste - without dirt	Kg	
6.	Tomatoes-big	Kg	
7.	Onions –big	Kg	
8.	Ginger	Kg	
9.	Fresh Milk	Ltr	



**Part 1: Section 1****Instructions To Bidders**

10.	Fresh Egg plants	Kg	
11.	Fresh Sukuma wiiki	Kg	
12.	Cabbage – 1.5kg	Hd	
13.	Banana leaves	Pc	
14.	Dodo	Kg	
	<b>SUB TOTAL</b>		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 18 SUPPLY OF STUDENTS DRY PRACTICAL MATERIALS/SUPERMARKET ITEMS**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measu re</b>		<b>Unit price</b>
	<b>LOT 18 STUDENTS PRACTICAL MATERIALS DRY</b>			
<b>1.</b>	Baking flour – 2kg	Carton		
<b>2.</b>	Sugar – 50kg	Bag		
<b>3.</b>	Margarine (prestige) -10kg	Box		

**Part 1: Section 1****Instructions To Bidders**

4.	Baking powder – 100g	Dozen		
5.	Cooking Salt – 500g	Carton		
6.	Milk (UHT) -500ml	Litre		
7.	Mixed spices – 100g	Dozen		
8.	Ginger powder – 100g	Dozen		
9.	Vegetable cooking oil – 12ltr	Box		
10.	Cling film – big 45cm x 150cm	Box		
11.	Aluminum foil – big 45cm x 150cm	Box		
12.	Flavors (vanilla, strawberry, lemon, pineapple, passion and chocolate ) – 50ml	Box		
13.	Red Wine Donatello	Bottle		
14.	Whisk	Carton		
15.	Icing sugar – 500g	Carton		
16.	Dry fruits ( raisins, sultans )	Kg		
17.	Gold drip colour	Carton		
18.	Cake boards- full Bajaj	Box		
19.	Maimum Food color (liquid/gel) black, red, brown- 75oz /21g	Btl		
20.	Cinnamon – 100g	Dozen		
21.	Cocoa powder – 200g	Dozen		
22.	Chocolate powder 2 in 1- 225g	Dozen		
23.	Brown sugar - 1kg	Packet		
24.	Corn flour – 500g	Dozen		
25.	CMC (Sodium Carboxy Methyl Cellulose)	Kg		

**Part 1: Section 1****Instructions To Bidders**

26.	Sorbet	Kg		
27.	Gelatin	Kg		
28.	Glucose syrup	Litre		
29.	Glycerin	Litre		
30.	Caster sugar – 500g	Packet		
31.	Milk powder – 500g	Tin		
32.	double cream (fresh) – 500ml	Litre		
33.	Instant dry yeast 2 in 1 – 500g	Packet		
34.	White candy melts 14oz / 397g	Packet		
35.	Tomato paste – 400g	Carton		
36.	Red Cherries – 1 kg	Tin		
37.	Caramel-	Litre		
38.	Chocolate block ( dark compound) -500g	Box		
39.	Breadcrumbs 15oz/425g	Tin		
40.	Baking paper 45cm x 150cm	Roll		
41.	Ribbons (green, purple) big size	Roll		
42.	Silver balls - 1 kg	Tin		
43.	Unsalted butter – 250g	Packet		
44.	Sand winch Baking cake Tins of 8” inch round	Piece		
45.	Sand winch Baking cake Tins of 8”inch Square	Tin		
46.	Chocolate mold flower trays- 21.7 x10.5 x 1.7cm (rectangle shape)	Piece		
47.	Spatulas (rubber)	Set		

**Part 1: Section 1****Instructions To Bidders**

48.	Chocolate chips – 200g	Packet		
49.	Nescafe black coffee – 200g	Carton		
50.	Palate knives	Set		
51.	Cookie cutters ( round, square, triangle ,flower,)	Set		
52.	Fondant smoother	Piece		
53.	Pizza cutters	Set		
54.	Mozzarella Cheese – 500g	Carton		
55.	Desiccated coconut -1 kg	Carton		
56.	Whisks /egg beater (steel)	Piece		
57.	Disposable piping bags	Piece		
58.	Decorating nozzles	Set		
59.	Decorating turning tables – medium	Piece		
60.	Sprinkles (hopper 100s & 1000's) – 150g	Tin		
61.	Honey – 500ml	Carton		
62.	Ground nut seeds (dry& clean)	Kg		
63.	White chocolate bar – 500g	Pc		
64.	Soy flour	Kg		
65.	Pizza plate baking /pan	Set		
66.	Potatoe flour	Kg		
67.	Baking soda – 100g	Packet		
68.	Beef sausage	Kg		
69.	Chicken masala – 100g	Carton		
70.	Soya sauce dark – 500ml	Bottle		
71.	Aromat – 200g	Carton		

**Part 1: Section 1****Instructions To Bidders**

72.	Mayonnaise – 887g	Carton		
73.	Rice flour	Kg		
74.	Royco (500g)	Carton		
75.	Pillao masala	Carton		
76.	Rolled oat – 500g	Packet		
77.	English mustard -250g	Carton		
78.	Black olives – 250g	Tin		
79.	Croma - 10kg	Box		
80.	Paper napkins	Carton		
81.	Red jam – 500g	Carton		
82.	White paper – 100g	Carton		
83.	Custard powder – 500g	Carton		
84.	Bacon – 200g	Packet		
85.	Basmati rice	Kg		
86.	Apricot jam – 500g	Tin		
87.	Turmeric powder – 100g	Tin		
88.	Cumin seeds – 200g	Packet		
89.	Nutmeg – 100g	Tin		
90.	Brown flour /Atta flour 2 kg	Packet		
91.	Red chili powder – 200g	Packet		
92.	Garam masala 100g	Tin		
93.	Yogurt (500g )	Tin		
94.	Gram flour – 1kg	Packet		
95.	Rose Mary – 100g	Tin		

96.	Skewers (long & medium size )	Carton		
97.	Blue band – 1kg	Carton		
98.	Lard/ Kimbo - 500g	Carton		
99.	Whipped cream – 473g	Pint		
100.	Paprika – 45g	Carton		
101.	Tooth pick	Carton		
102.	Minced meat – 1kg	Packet		
103.	Minced chicken – 1kg	Packet		
104.	White Queen cake cups	Dozen		
105.	Colored Queen cake cups	Dozen		
106.	Caster sugar – 500g	Packet		
107.	Disposable glass (small size )	Dozen		
108.	Disposable glass (medium size )	Dozen		
109.	Fruits disposable plates (medium size)	Dozen		
110.	White polythene bags – ½ kg	Packet		
111.	Olive oil – 1ltr	Carton		
112.	Black treacle / black jar	Litre		
113.	Golden syrup – 454g	Tin		
114.	Grater – big size	Piece		
115.	Whole natural Almonds/ground – 1kg	Packet		
116.	Simsim seeds (clean) – 1kg	Packet		
117.	Peanut butter – 1kg	Tin		
118.	Natural Vinegar apple cider – 1Ltr	Carton		
119.	Maize flour – 1kg	Packet		

120.	Sun seed oil	Litre		
121.	Chopping boards ( red, green, brown, yellow, white)	Piece		
122.	Scissors (big size)	Pair		
123.	Measuring spoons	Set		
124.	Measuring cups	Set		
125.	Pastry brush (medium size)	Piece		
126.	Sealer machine (medium size)	Piece		
127.	Food thermometer	Piece		
128.	Bread knife (long medium size)	Piece		
129.	Cook knife (medium)	Piece		
130.	Chopping knife (big)	Piece		
131.	Lemon squeezer (big)	Piece		
132.	Doughnut cutters (medium)	Dozen		
133.	Potato crisps slicer (medium)	Piece		
134.	Cookies press	Piece		
135.	Measuring jugs	Set		
136.	Flour sieve (medium)	Piece		
137.	Table spoons (big)	Dozen		
138.	Tea spoons (small)	Dozen		
139.	Cheddar cheese – 1kg	Piece		
140.	Cake decorating embossed rolling pins	Set		
141.	White vinegar – 1Ltr	Bottle		
142.	Stainless steel long spatula	Piece		
143.	Loyal straight spatula	Piece		

**Part 1: Section 1****Instructions To Bidders**

144.	Wooden spatula	Set		
145.	Walnut halves - 454g	Packet		
146.	Milk flavor – 1kg	Packet		
147.	Fresh strawberries – 500g	Tin		
148.	Fresh blueberries – 500g	Tin		
149.	Raspberry jam – 500g	Tin		
150.	Casserole bowl round (small size)	Dozen		
151.	Casserole dishes 11 x 8 inch	Dozen		
152.	Flower Muffin tin	Dozen		
153.	Baking tins -6 inch	Dozen		
154.	Baking tin – 8 inch	Dozen		
155.	Baking tin – 10 inch	Dozen		
156.	Fondant mold	Piece		
157.	Fondant mat	Piece		
158.	Small flower sprinkles	Tin		
159.	Dotted ribbons	Roll		
160.	Plain colour with gold ribbon	Roll		
161.	Modeling balls	Set		
162.	Basket tin	Piece		
163.	Car tin	Piece		
164.	Hut tin	Piece		
165.	Orange flavor	Litre		
166.	Tutti fruit flavor	Tin		
167.	Bubble gum	Litre		



**Part 1: Section 1****Instructions To Bidders**

<b>168.</b>	Modeling tool	Set		
<b>169.</b>	Sunflower cutter	Set		
<b>170.</b>	Doughnut cutter – small size	Dozen		
<b>171.</b>	Round strainer-stainless steel	Set		
<b>172.</b>	Egg yellow – 500g	Tin		
<b>173.</b>	Baby shower cutter	Set		
<b>174.</b>	Push mini lowercase alphabet cutter	Set		
<b>175.</b>	Star /Heart plunger cutter	Set		
<b>176.</b>	Air brush manual	Gun		
<b>177.</b>	Air brush manual colors	Tin		
<b>178.</b>	Stem mold	Piece		
<b>179.</b>	Hand mixer	Piece		
<b>180.</b>	Flower cutter	Set		
<b>181.</b>	Sour cream	Litre		
<b>182.</b>	Poppy seeds	Kg		
<b>183.</b>	Dried sage	Kg		
<b>184.</b>	Rye flour	Carton		
<b>185.</b>	Black treacle	Litre		
<b>186.</b>	Whole meal flour	Carton		
<b>187.</b>	Rosemary	Carton		
<b>188.</b>	Oregano	Carton		
<b>189.</b>	Basil	Tin		
<b>190.</b>	Unsweetened plain yoghurt	Tin		
<b>191.</b>	Bun spice	Bottle		

192.	Sugar nibs	Kg		
193.	Currants	Kg		
194.	Whipping cream	Litre		
195.	Fresh Strawberries	Kg		
196.	Fresh Raspberries	Kg		
197.	Pastry cream	Litre		
198.	Double cream	Litre		
199.	Apricot glaze	Carton		
200.	Demerara sugar	Kg		
201.	Self-rising flour	Packet		
202.	Weetabix	Carton		
203.	Tooth picks	Tin		
204.	Chili sauce	Carton		
205.	Four cousins (red/white)	Carton		
206.	Curry powder	Carton		
207.	Frying pan	Piece		
208.	Cashew nuts	Packet		
209.	Cumin seeds	Packet		
210.	Cumin powder	Packet		
211.	Atta flour	Kg		
212.	Rye flour	Kg		
213.	Oyster sauce	Tin		
214.	Sweet corn	Packet		
215.	Drinking chocolate 100g	Carton		

216.	Batton Mushroom –	Carton		
217.	Tomato ketchup	Carton		
218.	Tea bag	Carton		
219.	Tea leaves	Packet		
220.	Coffee powder (masaba)	Packet		
221.	Coffee seeds (roasted/dark)	Packet		
222.	Gonad cheese	Packet		
223.	Ground nut seeds	Kg		
224.	Vegetable slicer	Piece		
225.	Cookies push/machine	Piece		
226.	Potato flour	Kg		
227.	Dough nut cutters	Dozen		
228.	Sole tape-big size	Piece		
229.	Hand mixers-medium size	Piece		
230.	Mixing bowels	Set		
231.	Curry powder 500g	Carton		
1.	Pastry flour	Pkt		
2.	Cake flour	Pkt		
3.	Bread flour	Pkt		
4.	Bran flour	Pkt		
5.	Rye flour	Pkt		
6.	Oat flour	Pkt		
7.	Rolled oats	Pkt		

**Part 1: Section 1****Instructions To Bidders**

8.	Fondant/dehydrated sugar	Kg		
9.	Molasses	Kg		
10.	Corn syrup	Ltr		
11.	Dextrose sugar	Kg		
12.	Fructose sugar	Kg		
13.	Invert sugar syrup	Kg		
14.	Malt syrup	Btl		
15.	Maple syrup	Btl		
16.	Evaporated milk	Tin		
17.	Condensed milk	Tin		
18.	Baker's cheese	Pc		
19.	Cream cheese	Ltr		
20.	Pectin	Tin		
21.	Brazil nut	Kg		
22.	Pecan nut	Kg		
23.	Pistachios nut	Kg		
24.	Hazelnuts	Kg		
25.	Pine nut	Kg		
26.	Macadamia nut	Kg		
27.	Almond powder	Kg		
28.	Macaroon paste	Tin		
29.	Marzipan	Pkt		

**Part 1: Section 1****Instructions To Bidders**

<b>30.</b>	Praline paste	Tin		
<b>31.</b>	Vanilla beans	Pc		
<b>32.</b>	Crème fraiche	Tin		
<b>33.</b>	Nonfat milk	Pkt		
<b>34.</b>	Low fat milk	Pkt		
<b>35.</b>	Skim milk	Pkt		
<b>36.</b>	Malt flour	Pkt		
<b>37.</b>	Wood peel	Pc		
<b>38.</b>	Rye flavor	Ltr		
<b>39.</b>	Barley flour	Pkt		
<b>40.</b>	Corn meal	Pkt		
<b>41.</b>	Flax seed	Kg		
<b>42.</b>	Whole wheat flour	Pkt		
<b>43.</b>	Sour cream	Ltr		
<b>44.</b>	Dried figs	Kg		
<b>45.</b>	Mixed candied peel	Tin		
<b>46.</b>	Rum	Ltr		
<b>47.</b>	Poppy seeds	Kg		
<b>48.</b>	Small table model mixer	Pc		
<b>49.</b>	Sugar grooves	Pair		
<b>50.</b>	Food grooves	Pkt		
<b>51.</b>	Bakers balance scale	Pc		

**Part 1: Section 1****Instructions To Bidders**

52.	Digital professional kitchen scale	Pc		
53.	Cranberry	Tin		
54.	Butter milk	Pkt		
55.	Semisweet chocolate	Block		
56.	Mace	Pkt		
57.	Brandy	Btl		
58.	Heavy cream	Ltr		
59.	Powdered saffron	Pkt		
60.	Rice powder	Kg		
61.	Red bean /lotus paste	Tin		
62.	Waffle maker – non stick	Pc		
63.	American Pancake maker – non stick	Pc		
64.	Candied orange zest	Tin		
65.	Cookie press gun	Pc		
66.	Lecithin powder	Pkt		
67.	Fresh peaches	Kg		
68.	Pumpkin puree	Pkt		
69.	Unsweetened chocolate	Block		
70.	Pie dish	Pc		
71.	Powdered hazelnuts	Pkt		
72.	Green pistachio	Pkt		
73.	Pastry cream	Ltr		

**Part 1: Section 1****Instructions To Bidders**

<b>74.</b>	Pizza maker	Pc		
<b>75.</b>	Cream of tartar	Ltr		
<b>76.</b>	Serrated knife	Pc		
<b>77.</b>	Icing screen	Pc		
<b>78.</b>	Sugar dredger	Pc		
<b>79.</b>	Pastry bag tips	Set		
<b>80.</b>	Stencil	Pc		
<b>81.</b>	Ring mold	Pc		
<b>82.</b>	Coffee rum syrup	Btl		
<b>83.</b>	Mascarpone	Tin		
<b>84.</b>	Fruit Hydrator	Pc		
<b>85.</b>	Macaroon paste	Tin		
<b>86.</b>	Dates fruits	Pkt		
<b>87.</b>	Beef suet	Kg		
<b>88.</b>	Dark raisins	Kg		
<b>89.</b>	Light raisins	Kg		
<b>90.</b>	Candied lemon peel	Tin		
<b>91.</b>	Coconut milk	Tin		
<b>92.</b>	Canned apricot	Tin		
<b>93.</b>	Cranberries	Tin		
<b>94.</b>	White currants	Tin		
<b>95.</b>	Grape fruit	Tin		

**Part 1: Section 1****Instructions To Bidders**

<b>96.</b>	Black figs	Tin		
<b>97.</b>	Calimyrna figs	Tin		
<b>98.</b>	Nectarines	Kg		
<b>99.</b>	Mandarins	Kg		
<b>100.</b>	1 Blood oranges	Kg		
<b>101.</b>	Guava	Kg		
<b>102.</b>	Sour soup	Hd		
<b>103.</b>	Red plum	Kg		
<b>104.</b>	Star fruit	Kg		
<b>105.</b>	Pear	Kg		
<b>106.</b>	Craft Knife	Pc		
<b>107.</b>	Fondant Cutter	Pc		
<b>108.</b>	Silicone Piping Bag	Pc		
<b>109.</b>	Baking Cup Mold	Dz		
<b>110.</b>	Acetate Sheet	Roll		
<b>111.</b>	Cake Lifter	Pc		
<b>112.</b>	Fondant and Gum Paste Carving Tools	Set		
<b>113.</b>	Crimpers	Set		
<b>114.</b>	Fondant Decorator Brush	Set		
<b>115.</b>	Fondant Imprint Mat	Pc		
<b>116.</b>	Fondant Cutter	Pc		
<b>117.</b>	Professional chef's shoe	Pair		



**Part 1: Section 1****Instructions To Bidders**

<b>118.</b>	Wire sealing binding	Roll		
<b>119.</b>	Cake boards	Pc		
<b>120.</b>	Cake boxes	Pc		
<b>121.</b>	Cake display stand	Set		
<b>122.</b>	Electric air brush machine	Pc		
<b>123.</b>	Electric air brush food colors	Btl		
<b>124.</b>	Cake decorating tool box	Set		
<b>125.</b>	Tangerines	Kg		
<b>126.</b>	Baba mold	Pc		
<b>127.</b>	Banneton	Pc		
<b>128.</b>	Barquette mold	Pc		
<b>129.</b>	Brioche mold	Pc		
<b>130.</b>	Chocolate molds	Pc		
<b>131.</b>	Disposable piping bags	Pc		
<b>132.</b>	Paper chef's hut	Pc		
<b>133.</b>	White Chef's net	Pkt		
<b>134.</b>	Fruit packs	Dz		
<b>135.</b>	CD poly bags	Pkt		
<b>136.</b>	Cake wrapper	Roll		
<b>137.</b>	Corn stick pan	Set		
<b>138.</b>	Pullman pan	Set		
<b>139.</b>	Madeleine pan	Set		

**Part 1: Section 1****Instructions To Bidders**

<b>140.</b>	Savarin mold	Set		
<b>141.</b>	Sheet pan	Set		
<b>142.</b>	Spring form	Set		
<b>143.</b>	Tart pan	Set		
<b>144.</b>	Tube pan	Set		
<b>145.</b>	Blowtorch	Pc		
<b>146.</b>	Conical strainer	Set		
<b>147.</b>	Icing comb	Set		
<b>148.</b>	Croissant Roller cutter	Pc		
<b>149.</b>	Pastry decorating bag	Set		
<b>150.</b>	Cookie cutter	Set		
<b>151.</b>	Pastry cutters	Set		
<b>152.</b>	Charlotte mold	Set		
<b>153.</b>	Bombe mold	Set		
<b>154.</b>	Charlotte ring	Set		
<b>155.</b>	Bench scraper	Pc		
<b>156.</b>	Whips	Set		
<b>157.</b>	Bowl scraper	Set		
<b>158.</b>	Ball bearing rolling pin	Pc		
<b>159.</b>	Texture rolling pin	Pc		
<b>160.</b>	Hydrometer	Pc		
<b>161.</b>	Sugar thermometer	Pc		

**Part 1: Section 1****Instructions To Bidders**

<b>162.</b>	Chocolate thermometer	Pc		
<b>163.</b>	Silicone mat	Pc		
<b>164.</b>	Popsicle Ice cream bar machine	Pc		
<b>165.</b>	Ice cream freezer	Pc		
<b>166.</b>	Professional blender	Pc		
<b>167.</b>	Food processor	Pc		
<b>168.</b>	Roller docker	Pc		
<b>169.</b>	Convection oven	Pc		
<b>170.</b>	Revolving oven	Pc		
<b>171.</b>	Rack oven	Pc		
<b>172.</b>	Deck oven	Pc		
<b>173.</b>	Dough sheeter	Pc		
<b>174.</b>	Proofer	Pc		
<b>175.</b>	Molder	Pc		
<b>176.</b>	Hibiscus	Kg		
<b>177.</b>	3 tier cake cooling rack	Pc		
<b>178.</b>	Pectin powder	Pkt		
<b>179.</b>	Bread basket	Pc		
<b>180.</b>	Paint Brushes	Set		
<b>181.</b>	Loaf pan	Set		
<b>182.</b>	Fancy shape pan	Set		
<b>183.</b>	Pot tin	Pc		

**Part 1: Section 1****Instructions To Bidders**

184.	Silicone mold – different shapes	Set		
185.	Cake toppers	Pc		
186.	Self-raising flour	Pkt		
187.	Tartaric Acid			
188.	Cheese Gouda	Kg		
<b>SUB TOTAL</b>				
<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>				

**LOT 19 SUPPLY OF STUDENTS DRY PRACTICAL MATERIALS/SUPERMARKET ITEMS**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
01	Beef with bones	kg	
02	Rump steak	kg	
03	Beef fillet steak	kg	
04	Sirloin steak	kg	
05	Ox. Liver	kg	
06	Goats meat	kg	
07	Goat ribs	kg	
08	Lamb	kg	
09	Lamb chops	kg	
10	Kidney	pcs	
11	Local chicken -2kg	birds	
12	Broilers-chicken -1.2-1.5kg	birds	
13	Off-layers chicken 1.5kg	birds	
14	Eggs	trays	
15	Onions	kg	

**Part 1: Section 1****Instructions To Bidders**

16	Tomatoes	kg	
17	Green pepper	kg	
18	Yellow pepper	kg	
19	Red pepper	kg	
20	Cucumber	kg	
21	Baby marrow	kg	
22	Carrots	kg	
23	Cabbages white -2-3kg	hds	
24	Cabbages red 2-3kg	hds	
25	Chinese cabbages	hds	
26	French beans	kg	
27	Fresh peas	kg	
28	Fresh beans	kg	
29	Dry Beans-Masavu,yellow	kg	
30	Groundnuts paste	kg	
31	Groundnuts seeds	kg	
32	Matooke	bunches	
33	Bogoya	clusters	
34	Sweet bananas	clusters	
35	Gonja	clusters	
36	Garlic	kg	
37	Ginger	kg	
38	Parsley fresh	bundles	
39	Coriander	bundles	
40	Leeks	bundles	
41	Celery	bundles	
42	Banana leaves	bundles	
43	Mpombo leaves	pcs	
44	Sukuma wiki	bundles	
45	Spinach	bundles	
46	Dodo	bundles	
47	Ebbo	bundles	
48	Malewa	bundles	
49	Malakwang	bundles	
50	Oddi	kg/tins	
51	Sweet potatoes	heaps/kg	
52	Yams-Mayuni	heaps	
53	Cassava	heaps	
54	Balugu	pcs	
55	Maize flour	kg	
56	Pineapples	heads	
57	Water melon	heads	

**Part 1: Section 1****Instructions To Bidders**

58	Pawpaw	heads	
59	Mangoes	pcs	
60	Apples-green, purple	pcs	
61	Oranges-local	pcs	
62	Oranges-yellow	pcs	
63	Lemon	heaps/kg	
64	Passion fruits	kg	
65	Irish potatoes	kg	
66	Mint fresh	bundles	
67	Jack fruit	heads	
68	Bread loaves	loaves	
69	Lettuce	heads	
70	Cauli flower	heads	
71	Broccoli	heads	
72	Bok choy	bundles	
73	Kiwi fruits	pcs	
74	Rose berry	kg	
76	Ejooby	bundles	
77	Whole fish(tilapia)	heads	
78	Fish fillet (Nile perch)	kg	
79	Pork chops	kg	
80	Pork ribs	kg	
81	Bacon	pkts	
82	Grapes	tins	
83	spring onions	bundles	
84	Fish fillets tilapia	kg	
85	Milk fresh	Lts	
86	Ghee local	kg	
87	Kalo –millet mixed with cassava	kg	
88	sorghum flour	kg	
89	Cassava flour	kg	
90	Local mushrooms	pkts	
91	Green chilli	kg	
92	cooking cream	Lit	
93	Dry fish tilapia/Nile perch	hd	
94	Katunkuma	hp/kg	
95	Ntula fresh	hp/kg	
97	Egg plants	kg	
98	Mulokonyi	pc-ekigere	
99	Straw berry 500g	pack	
100	Lime fresh	kg	
101	Horse radish	kg	

**Part 1: Section 1****Instructions To Bidders**

102	Beet root	kg	
103	Avocados	pcs	
104	Yogurt plain 500g	tin	
105	Ice cream 500g	tin	
106	Cherry tomatoes	kg	
107	SHARROTS-Local onions	kg	
108	Okra	kg	
109	sweet melon	hd	
110	Bay leaves	bundle	
111	Kivuvu	clust	
112	Yams local-bukopa	hps	
113	Local salt	kg	
114	Basil leaves	Bundles	
115	Blue berry	kg	
116	Charcoal	bag	
117	Firewood	bundle	
	<b>SUB TOTAL</b>		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 20 SUPPLY OF BAKERY INGREDIENTS**

	<b>LOT 20 BAKERY INGREDIENTS &amp; WOOD FUEL</b>		
1.	Charcoal-Ofwono	Bag	
2.	Split dry Firewood- Canter truck	Trip	
3.	Sugar (50kg)	Bag	
4.	Baking flour (50kg)	Bag	
5.	Prestige (10kg)	Box	

**Part 1: Section 1**

**Instructions To Bidders**

6.	Yeast -500g (golden speed) carton	Carton	
7.	Calcium (preservative)	Kg	
8.	Bread improver (tin pull		
	Pull man	Tin	
	Excel	Sacket	
	Alphermat	Tin	
9.	Salt	Carton	
10.	Eggs	Tray	
11.	Milk – UHT-500g	Carton	
12.	Vanilla flavor -1liter	Carton	
13.	Milk flavor	Kg	
14.	Packaging bags		
	500g	Packet	
	1kg	Packet	
15.	Black jar	Liter	
16.	Dried fruits (sultans)	Kg	
17.	Cooking oil – 20 litres	Jerrycan	
18.	Orange flavor – colorless	Litre	
19.	Soda bicarbonate – 100g	Carton	
20.	Tamu (vegetable fat) 10kg	Carton	
21.	Anti-mold (preservative) 100g	Carton	
	<b>SUB TOTAL</b>		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		



**LOT 21 SERVICING OF INSTITUTE FLEET**

<b>Item number</b>	<b>Brief Description of Supplies or Services</b>	<b>Unit of Measure</b>	<b>Unit price</b>
<b>LOT 21 SERVICING OF INSTITUTE FLEET</b>			
1.	BUS SCANIA	PC	
2.	BUS ISUZU	PC	
3.	INSTITUTE VAN	PC	
4.	DOUBLE CABINE FORD	PC	
5.	DOUBLE CABINE TOYOTA HILLUX	PC	

6.	SINGLE CABINE PICKUP 1200	PC	
	SUB TOTAL		
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>		

**LOT 22 PROVISION OF ENGRAVING, BRANDING SERVICES**

Item number	Brief Description of Supplies or Services	Estimated Quantity	Unit of Measure
ITEM NO.	Brief description of Supplies and Services	Estimated Qty	Unit of Measure
	<b>Rotary Engraving 1mm-100mm High upto 0.15mm depth, bits 0.025mm to 3.15mm (20-90 degrees);</b>		
1	Plastic	1	Letter
2	Glass	1	Letter

**Part 1: Section 1**

**Instructions To Bidders**

3	Aluminium	1	Letter
4	Steel	1	Letter
5	Cast Iron	V1	Letter
6	Soft Board	1	Letter
7	Ceramic	1	Letter
8	Hardwood	1	Letter
9	SoftWood	1	Letter
10	Polished Concrete/Terazzo	1	Letter
11	Graphite/Marble	1	Letter
	<b>Laser Engraving 1mm-100mm High upto 0.15mm depth; 600dpi</b>		
12	Plastic	1	Letter
13	Glass	1	Letter
14	Aluminium	1	Letter
15	Steel	1	Letter
16	Cast Iron	1	Letter
17	Soft Board	1	Letter
18	Ceramic	1	Letter
19	Hardwood	1	Letter
20	SoftWood	1	Letter
21	Polished Concrete/Terazzo	1	Letter
22	Graphite/Marble	1	Letter
23	Acrylic		
24	Leather		
	<b>Laser Engraving 1mm-100mm High upto 0.15mm depth; 600dpi</b>		
25	Plastic	1	Logo
26	Glass	1	Logo
27	Aluminum	1	Logo
28	Steel	1	Logo
29	Cast Iron	1	Logo

**Part 1: Section 1****Instructions To Bidders**

30	Soft Board	1	Logo
31	Ceramic	1	Logo
32	Hardwood	1	Logo
33	SoftWood	1	Logo
34	Polished Concrete/Terazzo	1	Logo
35	Graphite/Marble	1	Logo
36	Acrylic	1	Logo
37	Leather	1	Logo
<b>SUB TOTAL</b>			
<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>			

The attached commodity specific conditions will form an integral part of any resulting contract.

LOT 23 FUMIGATION SERVICES

**LOT 23 FUMIGATION SERVICES****TERMS OF REFERENCE FOR DISINFECTION (PEST CONTROL) ON QUARTERLY BASIS OF INSTITUTE PREMISES****3.0 SCOPE**

The provider shall disinfect and fumigate all office premises, hostels located at both main girls and boys (white house and Kololo) The following is the estimated office area at these premises;

S/N	LOCATION
1.	Main Girls' Hostel (3900M <sup>2</sup> )
2.	Boys hostels (1800x2) M <sup>2</sup>
3.	Institute premises YMCA 4200M <sup>2</sup>

**4.0 METHODOLOGIES OF DISINFECTION AND FUMIGATION****4.1 DISINFECTION**

1. The provider will be required to disinfect all office premises including office facilities and equipment for each location, the disinfection shall be done on either in evening hours, Saturday or Sunday and/or during public holidays.
2. The provider shall provide a schedule to be applied during execution of the contract showing the personnel and days for undertaking the task at all office premises.
3. The provider shall use disinfection materials that are effective against bacteria and viruses. The disinfection material shall contain ingredients such as Deltamethrin (pyrethroid ester insecticide), Troban (organophosphate insecticides), Pyrinex (organophosphate insecticides), dudutox power, Ant killer, lava, Bromadiolone (rodenticise), quikphos (rodenticide) Stormcide (rodenticide) glue traps, Chlorine Chloride including alky dimethyl, Ethyl Benzyl and Ammonium Chloride and chlorine compounds, Formaldehyde, Glutaraldehyde, Hydrogen peroxide, Benzalkonium Iodophors, Ortho-phthalaldehyde (OPA), Peracetic acid, and ethyl benzyl and ammonium or any other effective chemical and must be approved for use at the MoES office premises by the Contract Manager.

4. The provider shall propose the materials and methodology for disinfecting computers, telephones and other electronic equipment that does not disrupt their functionality.
5. As the disinfection operations are being undertaken, the provider shall not interrupt the working hours of staff of the UHTTI. In addition, the provider shall maintain the shape and organization in the wards and offices while executing this work. There is need to ensure that the disinfection process does not cause damage to any of the assets in the wards and office premises but mostly safety of the patients, clients and staff of the Institute
  - 5.1 Monitor the Level of Concentration above which It Is Not Safe to Subject Workers to danger.
  - 5.2 While Handling and Applying Fumigants;
    - i. Avoid lone working of his crew to avoid risks associated with operation.
    - ii. Ensure the premises fumigated are properly ventilated and cleaned before being used by the staff; and
    - iii. Ensure that fumigation remnants are not left at sites - post-fumigation.
    - iv. Take caution in the areas of food handling and handling of pharmaceuticals
    - v. Liaise with Institute Administration in order to avoid disruption of services
    - vi. Use chemicals that do not damage Institute Equipment.

#### **5.0 STAFFING AND EQUIPMENT**

The provider shall designate a representative who shall be responsible for on-site supervision of the provider's workforce. This supervisor shall be the focal point for the provider and shall be the point of contact with UHTTI personnel.

The provider shall ensure that all his staff have National Identity cards and undergo a medical fitness examination.

For most of the hard or non-porous surfaces, it is recommended that they are disinfected by pouring the approved cleaning chemical solution gently into a cleaning cloth or use disinfectant wipes and wipe down the surfaces. Thereafter, the surface should be allowed to dry completely.

#### **6.0 MEASURE OF PERFORMANCE**

The contractor shall be assessed basing on the:

- Quality of chemicals and materials used;
- Adherence to the health, safety and environmental plan;
- Visual inspection of the office premises during and after every cleaning;

- Organization and arrangement of the office premises; and
- Functionality of all office equipment to ensure everything is operating as it has been found.
- Bugs, rodents, pests and ants free office environment.

**7.0 PAYMENT**

The service provider shall be paid upon execution of contract after presentation of Invoices and certification of works by the Contract Manager.

**8.0 HEALTH, SAFETY AND ENVIRONMENT MANAGEMENT**

The provider shall ensure prudent Health, Safety and Environment (HSE) management during the execution of this task. The main priority shall be to ensure safety of personnel including staff doing the cleaning, Institute staff and other stakeholders from the general public.

All chemicals to be used must have material safety datasheets and that must be submitted to the Contract Manager.

The contractor shall ensure that all cleaning personnel have appropriate personal protection equipment such as 3-layer non-woven face masks, arm length cleaning gloves, safety shoes or boots, respirators and appropriate coveralls for the task.

In addition, the contractor shall provide signage to warn other people of the hazards related to the disinfection tasks in progress. Before, execution of the task, the contractor shall submit an HSE plan to be implemented during execution of the contract to the Contract Manager for approval.

**9.0 REQUIRED EXPERTISE AND MINIMUM QUALIFICATION**

The contractor shall have the following as minimum requirements:

- 1) Company registration certificate;
- 2) Certificate for pest application from Public Health from Ministry of Health or
- 3) Certificate in safe pesticide handling and application from college of Agriculture and Environmental Sciences Makerere Agricultural School.
- 4) Registered on EGP
- 5) Evidence of professional experience Minimum of Two years in Government with a minimum turnover of UGX 35 Million Quarterly for Newly registered firms since 2023

**Part 1: Section 1****Instructions To Bidders**

are exempted of experience but the professional staff should have indicate personal experience of minimum of 3 (Three) years

- 6) Competent employees with expertise in safe pesticide handling, application, fumigation, warehousing and occupational health and safety.
- 7) Personal protective equipment (PPE) for all staff involved in the operation;
- 8) List of chemicals/Pesticides to be used for disinfection and Pest control operations; and Management.
- 9) List of equipment to be used for the operations with evidence.
- 10) Similar assignment for at Least Three Sites.

The attached commodity specific conditions will form an integral part of any resulting contract.

**LOT 25 SUPPLY OF SAFETY SHOES, CHOPPING BOARDS, AND KNIVES**

	<b>LOT 25</b>	<b>QUANTIT Y</b>	<b>UOM</b>	<b>UNIT COST</b>
	<b>SAFETY SHOES</b>			
1.	GUMBOOTS	1	Pr	
2.	Crocs	1	Pr	
3.	Shoes	1	Pr	
4.	Chopping boards	1	Pc	
5.	Knives	1	Pr	
	<b>SUB TOTAL</b>			
	<b>GRAND TOTAL</b>			



**LOT 26 MECINE AND OTHER CLINICAL MATERIALS**

<b>LOT 26: MEDICINE AND OTHER CLINIC MATERIALS</b>				
1.	Amoxicillin 100 cap	1	Boxes	
2.	Ampiclox 100 cap	1	Pkts	
3.	Ascorbic acid tab 1000	1	Boxes	
4.	Ciproflaxacidin 100 tabs	1	Boxes	
5.	Cetrisen tab 100	1	Boxes	
6.	Tetracycline eye ointment	1	Tubes	
7.	Syringes 10ml 100	1	Box	
8.	Coartem tab 24	1	Strips	
9.	Diclofenac tab 100	1	Boxes	
10.	Coldafex tab 200	1	Boxes	
11.	Metronidazole tab 100	1	Boxes	
12.	Water for inj 10mls	1	Boxes	
13.	Mefanemic acid 100 tabs	1	Pkts	
14.	B complex tab	1	Boxes	
15.	Mineral water (18.7 ltrs)	1	Boxes	
16.	Cotrimaxazole 100 tabs	1	Boxes	
17.	Menthoxyl lozenges 100 tabs	1	Boxes	
18.	Painol tab 100	1	Boxes	
19.	Paracetamol tab 100	1	Boxes	
20.	Hydrocortisone inj	1	Vials	
21.	Mag.trislicate tab 100	1	Boxes	

**Part 1: Section 1****Instructions To Bidders**

22.	Syringes 5ml 100	1	Boxes	
23.	Cough linctus 20mls	1	Bottles	
24.	Dextrose 5% iv 500mls	1	Bottles	
25.	Gentamycin inj	1	Vials	
26.	Quinine inj	1	Boxes	
27.	Mist magnesium 200mls	1	Bottles	
28.	Mist cough expectorate. (kabuti)	1	Bottles	
29.	Juice splash(mango) 250ml	1	Cartons	
30.	Iv Giving set	1	Pkts	
31.	Canula blue	1	Pcs	
32.	Contrimazole tubes	1	Tubes	
33.	Plastic cups	1	Pcs	
34.	Diclofenac inj. 75mg	1	Vials	
35.	Pregnancy test strips (HCG)	1	Strips	
36.	Diclofenac gel	1	Tubes	
37.	White field skin ointment	1	Tubes	
38.	Dexamethasone tabs	1	Pkts	
39.	Paper packing packets, small size	1	Pkts	
40.	Safety boxes	1	Boxes	
41.	Omeprazole cap 100	1	Boxes	
42.	Hifenac 100mg 100s	1	Pkts	
43.	Dynapar tabs	1	Pkts	
44.	Hydrocortisone E/D	1	Vials	
45.	Gentamycin E/D	1	Vials	
46.	Curamol tabs	1	Pkts	
47.	Nystatin pess	1	Pkts	
48.	Cannula yellow	1	Box	
49.	Albendazole tabs	1	Pkts	
50.	Cofta tabs	1	Pkts	
51.	Clotrimazole skin creme	1	Tubes	
52.	Betamethasone skin ointment	1	Tubes	
53.	Examination gloves	1	Boxes	
54.	Zygel 200gm	1	Pkts	

**Part 1: Section 1****Instructions To Bidders**

55.	Calcium tabs	1	Pkts	
56.	Iodine tincture	1	Bottles	
57.	Savlon 200 ml	1	Bottles	
58.	Plaster 7.5cm	1	Rolls	
59.	Finger Plaster	1	Boxes	
60.	Cotton gauze big size	1	Roll	
61.	Cotton wool 500g		Roll	
62.	Crepe bandages 4	11	Rolls	
63.	Ampiciline inj.		Vials	
64.	Inj. X-pen	11	Vials	
65.	Dexamethasone inj.	1	Vials	
66.	Ceftriaxone inj. 1g	1	Vials	
67.	Aminophylline Inj. iv	1	Amp	
68.	Artemether inj.	1	Amps	
69.	Prednisone tabs	1	Pkts	
70.	Piroxicam cap 100	1	Pkts	
71.	Penicillin v tab 250mg 100	1	Pkts	
72.	cefalexine caps	1	Pkts	
73.	Ibuprofen tab 100	1	Boxes	
74.	Grovit tab 30	1	Pkts	
75.	Metronidazole iv	1	Bottles	
76.	Folic acid tab 100	1	Boxes	
77.	Cloxacillin 100 caps	1	Boxes	
78.	Flurid tab 200	1	Boxes	
79.	Imodium capsules	1	Boxes	
80.	Benzathine inj 2.4mega	1	Vials	
81.	Duocertxin 9 tabs	1	Boxes	

**Part 1: Section 1****Instructions To Bidders**

82.	Grisole flavine	1	Pkts	
83.	Sinurest tabs	1	Boxes	
84.	Oral rehydration salts	1	Sackets	
85.	Injection ranitidine	1	Amps	
86.	Antisunate (60ml gms)	1	Vials	
87.	Syphilis rapid tests RPR	1	Strips	
88.	Lucin ointment	1	Tubes	
89.	Silverkant creme	1	Tubes	
90.	Paper packing medium	1	Pkts	
91.	Syrup Delease	1	Bottles	
92.	Syrup Cadiphen (60mls)	1	Bottles	
93.	Syrup coff off	1	Bottles	
94.	Syrup Zecuf	1	Bottles	
95.	Linement onitment	1	Bottles	
96.	Malaria rapid test kits	1	Boxes	
97.	Glycerine borax	1	Bottles	
98.	Methelated spirit	1	Bottles	
99.	Bin liners	1	Pcs	
100.	Chlorophenical (caps)	1	Pkts	
101.	Normal saline (9%)	1	Bottles	
102.	IV Ringers lactate	1	Bottles	
103.	R/L I. V	1	Bottles	
104.	Surgical gloves	1	Box	
105.	MCG Cream	1	Tubes	
106.	Neo Medrol Acne Lotion 25mls	1	Tubes	
107.	Head aid (tabs)	1	Pkts	
108.	Piriton (tabs)	1	Pkt	
109.	Ketconazole (tabs)	1	Pkts	
110.	Plasil (tabs)	1	Pkts	
111.	Diazpam tabs	1	Pkts	

**Part 1: Section 1****Instructions To Bidders**

112.	Phenoberbiton	1	Pkts	
113.	Carbamazapine tabs	1	Pkts	
114.	Diazepam injection	1	Amps	
115.	Vitaglobin Syrup	1	Bottles	
116.	Agovit Syrup	1	Bottles	
117.	Pacolator	1	Pcs	
118.	Syrup relcer	1	Bottles	
119.	Medivine Cream	1	Tubes	
120.	Propanale tabs	1	Pkts	
121.	Nefidipine tabs	1	Pkts	
122.	My Coff tabs	1	Pkts	
123.	Ampiclox inj	1	Vials	
124.	Fluconazole tabs	1	Pkts	
125.	Syrup Heamoforte 100mls	1	Bottles	
	<b>SUB TOTAL</b>			
	<b>GRAND TOTAL INCLUSIVE OF VAT WHERE APPLICABLE</b>			

The Prices should be valid for at least 2 Years

The attached commodity specific conditions will form an integral part of any resulting contract.

## 2. Delivery and Completion Schedule

**Procurement Reference Number: HTTI/SUPLS/WRKS/SVCS/23-24/00179**

**The response time shall commence from the date of each call-off order. The Provider shall meet the response times for any call-off order, subject to the limitations in the contract.**

<b>Item number</b>	<b>Brief Description of Supplies or Related Services</b>	<b>Response Time (days/wks/mths)</b>	<b>Delivery Point/ Site</b>
1.	<b>LOT 1:</b> Supply of Assorted stationery	3 Working days	UHTTI/Stores

**Part 1: Section 1**

**Instructions To Bidders**

<b>Item number</b>	<b>Brief Description of Supplies or Related Services</b>	<b>Response Time (days/wks/mths)</b>	<b>Delivery Point/ Site</b>
2.	<b>LOT 2:</b> Supply of Toners and Cartridges	3 Working days	UHTTI/Stores
3.	<b>LOT 3:</b> Supply of vehicle parts, tyres, batteries and related accessories for motor vehicle	2 Working days	UHTTI/Stores
4.	<b>LOT 4:</b> Supply of Cleaning materials, Tools and Detergents	2 Working days	UHTTI/Stores
5.	<b>LOT 5:</b> Supply of Electrical Equipment	2 Working days	HTTI/Stores
6.	<b>LOT 6:</b> Supply of Assorted Beverages	2 Working days	HTTI/Stores
7.	<b>LOT 7:</b> Supply of Printed stationery	3 Working days	HTTI/Stores
8.	<b>LOT 8:</b> Supply of News Papers	Daily	HTTI/Stores
9.	<b>LOT 9:</b> Supply of Corporate wear, uniforms and gowns	5 Working days	HTTI/Stores
10.	<b>LOT 10:</b> Supply of Hotel services and outside catering	2 Working days	As shall be directed by officer in charge
11.	<b>LOT 11:</b> Supply of Gas and Accessories	2 Working days	HTTI/Stores
12.	<b>LOT 12:</b> Supply of Construction and building materials	5 Working days	HTTI/Stores
13.	<b>LOT 13:</b> Supply of Plumbing materials	3 working days	HTTI/Stores
14.	<b>LOT 14:</b> Supply of Students dry ratio	3 working days	HTTI/Stores
15.	<b>LOT 15:</b> Supply of Staff dry ratio	3 working days	HTTI/Stores
16.	<b>LOT 16:</b> Supply of Students Perishable food stuff	3 working days	HTTI/Stores
17.	<b>LOT 17:</b> Supply of Staff Perishable food stuff	3 working days	HTTI/Stores

**Part 1: Section 1****Instructions To Bidders**

<b>Item number</b>	<b>Brief Description of Supplies or Related Services</b>	<b>Response Time (days/wks/mths)</b>	<b>Delivery Point/ Site</b>
18.	<b>LOT 18:</b> Supply of Students' dry practical materials	3 working days	HTTI/Stores
19.	<b>LOT 19:</b> Supply of Students' Perishable practical materials	3 working days	HTTI/Stores
20.	<b>LOT 20:</b> Supply of Bakery ingredients and wood fuel	3 working days	HTTI/Stores
21.	<b>LOT 21:</b> Servicing of Institute fleet	1 working day	As shall be directed by estate
22.	<b>LOT 22:</b> Provision of Engraving, branding services	2 working days	HTTI/Stores
23.	<b>LOT 23</b> Provision of Fumigation services	2 working days	Institute as per the listed places
24.	<b>LOT 24:</b> Provision of Safety shoes, Chopping boards and knives	5working days	HTTI/Stores
25.	<b>LOT 25:</b> Servicing of fire extinguishers	2 working days	HTTI premises
26.	<b>LOT 26:</b> Supply of Medicine and other clinic materials	3 working days	HTTI/Stores

### 3. Specification and Compliance Sheet

**Procurement Reference Number: HTTI/SUPLS/WRKS/SVCS/23-24/00179**

*Column b states the minimum technical specification of the item(s) required by the Procuring and Disposing Entity.*

*The Bidder is to complete column c with the technical specification of the item(s) offered and to state “comply” or “not comply” and give details.*

<b>Item No.</b>	<b>Technical Specification required including applicable standards</b>	<b>Compliance of specification offered</b>
<i>A</i>	<i>B</i>	<i>c</i>
1.	<b>LOT 1:</b> Supply of Assorted stationery	
2.	<b>LOT 2:</b> Supply of Toners and Cartridges	
3.	<b>LOT 3:</b> Supply of vehicle parts, tyres, batteries and related accessories for motor vehicle	
4.	<b>LOT 4:</b> Supply of Cleaning materials, Tools and Detergents	
5.	<b>LOT 5:</b> Supply of Electrical Equipment	
6.	<b>LOT 6:</b> Supply of Assorted Beverages	
7.	<b>LOT 7:</b> Supply of Printed stationery	
8.	<b>LOT 8:</b> Supply of News Papers	
9.	<b>LOT 9:</b> Supply of Corporate wear, uniforms and gowns	
10.	<b>LOT 10:</b> Supply of Hotel services and outside catering	
11.	<b>LOT 11:</b> Supply of Gas and Accessories	
12.	<b>LOT 12:</b> Supply of Construction and building materials	
13.	<b>LOT 13:</b> Supply of Plumbing materials	
14.	<b>LOT 14:</b> Supply of Students dry ratio	



Item No.	Technical Specification required including applicable standards	Compliance of specification offered
15.	<b>LOT 15:</b> Supply of Staff dry ratio	
16.	<b>LOT 16:</b> Supply of Students Perishable food stuff	
17.	<b>LOT 17:</b> Supply of Staff Perishable food stuff	
18.	<b>LOT 18:</b> Supply of Students' dry practical materials	
19.	<b>LOT 19:</b> Supply of Students' Perishable practical materials	
20.	<b>LOT 20:</b> Supply of Bakery ingredients and wood fuel	
21.	<b>LOT 21:</b> Servicing of Institute fleet	
22.	<b>LOT 22:</b> Provision of Engraving, branding services	
23.	<b>LOT 23</b> Provision of Fumigation services	
24.	<b>LOT 24:</b> Provision of Safety shoes, Chopping boards and knives	
25.	<b>LOT 25:</b> Servicing of fire extinguishers	
26.	<b>LOT 26:</b> Supply of Medicine and other clinic materials	

	<p><b>1. SHIRTS AND BLOUSES (Long sleeved with a pocket on the left hand side)</b></p> <p>I. Colour: White</p> <p>II. Materials: Tetrone</p> <p>III. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large</p>	
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Item No.	Technical Specification required including applicable standards	Compliance of specification offered
	<p><b>2. TROUSERS (Flat without pleats and turn up, sole length not pipe (tube))</b></p> <p>I. Colour: magenta</p> <p>II. Materials: Gentleman</p> <p>III. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large</p>	
	<p><b>3. SKIRTS :( Knee high, boxed pleats A shaped with two pockets)</b></p> <p>I. Colour: White</p> <p>II. Materials: Tetrone</p> <p>III. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large</p>	
	<p><b>4. WASTE COAT :( Four buttons)</b></p> <p>I. Colour: magenta</p> <p>II. Material: gentleman</p> <p>III. Collared</p>	
	<p><b>5. SCARFS AND TIES (For class 40cm long)</b></p> <p>I. Material: Satin</p> <p>II. Colour: Gold</p>	
	<p><b>6. CHEFS UNIFORMS (Double breast jacket with a pocket on the left arm for knives, white buttons with standing half collar)</b></p> <p>1. Colour: White</p> <p>2. Materials: kijana</p> <p>3. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large.</p>	
	<p><b>7. BOTTOM</b></p> <p>I. Colour: Checked black and white</p> <p>II. Materials: Gentleman</p> <p>III. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large</p>	

Item No.	Technical Specification required including applicable standards	Compliance of specification offered
	<b>8. CHEFS CAP (81/2 inch high with a hard lining and net on the top)</b>	
	<b>9. TOUCH ON-TOWEL MATERIAL</b>	
	<b>10. APRON (Full length with a strip on the neck)</b> I. Colour: White II. Materials: PV/cotton	
	<b>11. TOURISM UNIFORM (Collar same colour with trousers)</b>  I. Colour: Cream kaki II. Materials: PV III. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large	
	<b>12. BOTTOM (TOUR TROUSERS WITH TWO POCKETS)</b>  I. Colour: Forest green II. Materials: PV III. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large	
	<b>13. HOUSEKEEPING UNIFORMS (CHINESE COLLAR, TWO POCKETS)</b>  I. Colour: Light blue II. Materials: Gentleman III. Size/ Qty: Size 32/ Small Size 34/ Medium Size 36/ Large	

Item No.	Technical Specification required including applicable standards	Compliance of specification offered
	<p><b>14. HAT (UHTTI style)</b></p> <p>I. Colour: Forest green</p> <p>II. Materials: Minimart</p> <p>iii. Round with strings</p>	

The detailed technical evaluation will examine the technical specification of the items offered in column c and determine whether this meets the minimum specification in column b. Bidders must complete column c or the bid will be rejected. **Bidders are required to include technical literature to support the details provided in column c.**

**4. Drawings**

**Procurement Reference Number: HTTI/SUPLS/WRKS/SVCS/23-24/00179**

List of related Drawings		
Drawing number	Drawing name	Purpose
N/A	N/A	N/A

**5. Inspections and Tests**

**Procurement Reference Number: HTTI/SUPLS/24-25/00179**

<b>List of Inspections and Tests</b>	
Items subject to Inspection and Tests;	
Type of inspection or tests and the standards to be met;	
Location of the inspection or tests;	
Inspection agency;	
Timing of the inspection;	
Notifications or documentation required from the provider;	
Provision of any samples for inspection;	
Cost of the inspection;	
Arrangements and costs for any re-inspection required;	
Any other relevant details.	

**Section 7. General Conditions of Contract for the Procurement of Supplies**

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**Section. 7 General Conditions of Contract  
For the Procurement of Supplies****(a) Definitions**

1.1 The following words and expressions shall have the meanings hereby assigned to them:

- 1.79 (a) “Completion” means the fulfilment of the Related Services by the Provider in accordance with the terms and conditions set forth in the Contract.
- 1.80 (b) “Contract” means the Agreement entered into between the Procuring and Disposing Entity and the Provider, together with the Contract Documents referred to therein, including all attachments, appendices, and all documents incorporated by reference therein.
- 1.81 (c) “Contract Documents” means the documents listed in the Agreement, including any amendments thereto.
- 1.82 (d) “Contract Price” means the price payable to the Provider as specified in the Agreement, subject to such additions and adjustments thereto or deductions therefrom, as may be made pursuant to the Contract.
- 1.83 (e) “Day” means calendar day.
- 1.84 (f) “Delivery” means the transfer of the Supplies from the Provider to the Procuring and Disposing Entity in accordance with the terms and conditions set forth in the Contract.
- 1.85 (g) “Eligible Countries” means the countries and territories eligible as listed in the SCC.
- 1.86 (h) “GCC” means the General Conditions of Contract.
- 1.87 (i) “Procuring and Disposing Entity” means the entity purchasing the Supplies and Related Services, as specified in the Agreement.
- 1.88 (j) “Provider” means the natural person, private or government entity, or a combination of the above, whose bid to perform the Contract has been accepted by the Procuring and Disposing Entity and is named as such in the Agreement, and includes the legal successors or permitted assigns of the Provider.
- 1.89 (k) “Related Services” means the services incidental to the provision of Supplies, such as insurance, installation, training and initial maintenance and other similar obligations of the Provider under the Contract.
- 1.90 (l) “SCC” means the Special Conditions of Contract.
- 1.91 (m) “Subcontractor” means any natural person, private or government entity, or a combination of the above, including its legal successors or permitted assigns, to whom any part of the Supplies to be provided or execution of any part of the Related Services is subcontracted by the Provider.
- 1.92 (n) “Supplies” means goods, raw materials, products, equipment or objects of any kind and description in solid, liquid or gaseous form, or in the form of electricity,



or intellectual and proprietary rights as well as works or services incidental to the provision of such supplies where the value of such works or services does not exceed the value of the supplies.

1.93 (o) “The Site,” where applicable, means the place named in the SCC.

1.94

**(a) Contract Documents**

The documents forming the Contract shall be interpreted in the following order of priority:

- (a) Agreement,
- (b) any Letter of Bid Acceptance,
- (c) The Provider’s Bid, as amended by any clarifications,
- (d) Special Conditions of Contract,
- (e) General Conditions of Contract,
- (f) Statement of Requirements,
- (g) any other document listed in the SCC as forming part of the Contract.

2.2 Subject to the order of precedence set forth in Sub-Clause 2.1, all documents forming the Contract (and all parts thereof) are intended to be correlative, complementary, and mutually explanatory.

**(b) Corrupt Practices**

3.1 It is the Government of Uganda’s policy to require that Procuring and Disposing Entities, as well as Bidders and Providers under Government financed contracts, observe the highest standard of ethics during the procurement and execution of such contracts. In pursuit of this policy, the Government of Uganda:

1.95 (a) defines, for the purposes of this provision, the terms set forth below as follows:

- (i) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
- (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring and Disposing Entity, and includes collusive practices among Bidders (prior to or after bid submission) designed to establish bid prices at artificial, non-competitive levels and to deprive the Procuring and Disposing Entity of the benefits of free and open competition;

1.96 (b) will suspend a firm, either indefinitely or for a stated period of time, from being awarded a Government funded contract if it at any time determines that the firm has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government funded Contract.

3.2 The Provider shall permit the Government of Uganda to inspect the Provider's accounts and records relating to the performance of the Provider and to have them audited by auditors appointed by the Government of Uganda, if so required by the Government.

3.3 In pursuit of the policy defined in Sub-Clause 3.1, the Procuring and Disposing Entity may terminate a Contract for Supplies if it at any time determines that corrupt or fraudulent practices were engaged in by representatives of the Procuring and Disposing Entity or of a Provider, during the procurement or the execution of that contract, without the Procuring and Disposing Entity having taken timely and appropriate action satisfactory to the Government of Uganda to remedy the situation.

**(a) Interpretation**

4.1 If the context so requires it, singular means plural and vice versa.

**4.2 Incoterms**

(a) (a) Unless otherwise specified in the SCC, the meaning of any trade term and the rights and obligations of parties there under shall be as prescribed by Incoterms.

1.97 (b) EXW, CIF, CIP, and other similar terms, shall be governed by the rules prescribed in the edition of Incoterms, published by the International Chamber of Commerce as specified in the SCC.

**4.3 Entire Agreement**

The Contract constitutes the entire agreement between the Procuring and Disposing Entity and the Provider and supersedes all communications, negotiations and agreements (whether written or oral) of parties with respect thereto made prior to the date of Contract.

**4.4 Amendment**

No amendment or other variation of the Contract shall be valid unless it is in writing, is dated, expressly refers to the Contract, and is signed by a duly authorised representative of each party thereto.

**4.5 Nonwaiver**

1.98 (a) Subject to GCC Sub-Clause 4.5(b) below, no relaxation, forbearance, delay, or indulgence by either party in enforcing any of the terms and conditions of the Contract or the granting of time by either party to the other shall prejudice, affect, or restrict the rights of that party under the Contract, neither shall any waiver by either party of any breach of Contract operate as waiver of any subsequent or continuing breach of Contract.

1.99 (b) Any waiver of a party's rights, powers, or remedies under the Contract must be in writing, dated, and signed by an authorised representative of the party granting such waiver, and must specify the right and the extent to which it is being waived.

**4.6 Severability**

If any provision or condition of the Contract is prohibited or rendered invalid or unenforceable, such prohibition, invalidity or unenforceability shall not affect the validity or enforceability of any other provisions and conditions of the Contract.

**(a) Language**

5.1 The Contract as well as all correspondence and documents relating to the Contract exchanged by the Provider and the Procuring and Disposing Entity, shall be written in English unless specified otherwise in the SCC. Supporting documents and printed literature that are part of the Contract may be in another language provided they are accompanied by an accurate translation of the relevant passages in the language specified, in which case, for purposes of interpretation of the Contract, this translation shall govern.

5.2 The Provider shall bear all costs of translation to the governing language and all risks of the accuracy of such translation.

**(b) Joint Venture, Consortium or Association**

6.1 Unless otherwise specified in the SCC, if the Provider is a joint venture, consortium, or association, all of the parties shall be jointly and severally liable to the Procuring and Disposing Entity for the fulfilment of the provisions of the Contract and shall designate one party to act as a leader with authority to bind the joint venture, consortium, or association. The composition or the constitution of the joint venture, consortium, or association shall not be altered without the prior consent of the Procuring and Disposing Entity.

**(c) Eligibility**

7.1 The Provider and its Subcontractors shall have the nationality of an eligible country. A Provider or Subcontractor shall be deemed to have the nationality of a country if it is a citizen or constituted, incorporated, or registered, and operates in conformity with the provisions of the laws of that country.

7.2 All Supplies and Related Services to be supplied under the Contract shall have their origin in Eligible Countries. For the purpose of this Clause, origin means the country where the Supplies have been grown, mined, cultivated, produced, manufactured, or processed, or through manufacture, processing, or assembly, another commercially recognised article results that differs substantially in its basic characteristics from its imported components.

**(d) Notices**

8.1 Any notice given by one party to the other pursuant to the Contract shall be in writing to the address specified in the SCC. The term “in writing” means communicated in written form with proof of receipt.

8.2 A notice shall be effective when delivered or on the notice's effective date, whichever is later.

(e) **Governing Law**

9.1 The Contract shall be governed by and interpreted in accordance with the laws of Uganda unless otherwise specified in the SCC.

(f) **Settlement of Disputes**

10.1 The Procuring and Disposing Entity and the Provider shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract.

10.2 If the parties fail to resolve such a dispute or difference by mutual consultation within twenty-eight (28) days from the commencement of such consultation, either party may require that the dispute be referred for resolution under the Arbitration law of Uganda or such other formal mechanism specified in the SCC.

(g) **Scope of Supply**

11.1 The Supplies and Related Services to be provided shall be as specified in the Statement of Requirements.

11.2 The Supply shall include all such items not specifically mentioned in the Contract but that can be reasonably inferred from the Contract as being required for attaining Delivery and Completion of the Supplies and Related Services as if such items were expressly mentioned in the Contract.

(h) **Delivery and Documents**

12.1 Subject to GCC Sub-Clause 33.1, the Delivery of the Supplies and Completion of the Related Services shall be in accordance with the Delivery and Completion Schedule specified in the Statement of Requirements. The details of shipping and other documents to be furnished by the Provider are specified in the SCC.

(i) **Provider's Responsibilities**

13.1 The Provider shall provide all the Supplies and Related Services included in the Scope of Supply in accordance with GCC Clause 11, and the Delivery and Completion Schedule, as per GCC Clause 12.

(j) **Procuring and Disposing Entity's Responsibilities**

14.1 Whenever the provision of Supplies and Related Services requires that the Provider obtain permits, approvals, and import and other licenses from local public authorities in Uganda, the Procuring and Disposing Entity shall, if so required by the Provider, make its best effort to assist the Provider in complying with such requirements in a timely and expeditious manner.

14.2 The Procuring and Disposing Entity shall pay all costs involved in the performance of its responsibilities, in accordance with GCC Sub-Clause 14.1.

**(k) Contract Price**

- 15.1 The Contract Price shall be as specified in the Agreement subject to any additions and adjustments thereto, or deductions there from, as may be made pursuant to the Contract.
- 15.2 Prices charged by the Provider for the Supplies delivered and the Related Services performed under the Contract shall not vary from the prices quoted by the Provider in its bid, with the exception of any price adjustments authorised in the SCC.

**(l) Terms of Payment**

- 16.1 The Contract Price shall be paid as specified in the SCC.
- 16.2 The Provider's request for payment shall be made to the Procuring and Disposing Entity in writing, accompanied by invoices describing, as appropriate, the Supplies delivered and Related Services performed, and by the documents submitted pursuant to GCC Clause 12 and upon fulfilment of all the obligations stipulated in the Contract.
- 16.3 Unless otherwise specified in the SCC, payments shall be made promptly by the Procuring and Disposing Entity, no later than thirty (30) days after submission of an invoice or request for payment by the Provider, and its certification by the Procuring and Disposing Entity. The Procuring and Disposing Entity shall certify or reject such invoices or payment requests within five (5) days from receipt. Where such invoices or payment requests are rejected, the Procuring and Disposing Entity shall advise the Provider of the reasons for rejection.
- 16.4 The currency or currencies in which payments shall be made to the Provider under this Contract shall be specified in the SCC.

**(m) Taxes and Duties**

- 17.1 Except as otherwise specifically provided in the SCC, the Provider shall bear and pay all taxes, import duties, and levies imposed on the Provider, by all municipal, state or national government authorities, both within and outside Uganda, in connection with the Supplies and Related Services to be supplied under the Contract.
- 17.2 Notwithstanding GCC Sub-Clause 17.1, and unless otherwise specified in the SCC, the Procuring and Disposing Entity shall bear and promptly pay all taxes, import duties, and levies imposed by law in Uganda on the Supplies and Related Services when such Supplies and Related Services are supplied from and delivered or completed outside Uganda.
- 17.3 If any tax exemptions, reductions, allowances or privileges may be available to the Provider in Uganda, the Procuring and Disposing Entity shall use its best efforts to enable the Provider to benefit from any such tax savings to the maximum allowable extent.
- 17.4 For the purpose of the Contract, it is agreed that the Contract Price specified in the Agreement is based on the taxes, duties, levies, and charges prevailing at the date twenty-eight (28) days prior to the date of bid submission in Uganda (called "tax" in this sub-clause). If any tax rates are increased or decreased, a new tax is introduced, an

existing tax is abolished, or any change in interpretation or application of any tax occurs in the course of the performance of the Contract, which was or will be assessed on the Provider, its Subcontractors, or their employees in connection with performance of the Contract, an equitable adjustment to the Contract Price shall be made to fully take into account any such change by addition to or reduction from the Contract Price, as the case may be.

(n) **Performance Security**

- 18.1 If so stated in the SCC, the Provider shall, within twenty-eight (28) days of the notification of contract award, provide a Performance Security for the due performance of the Contract in the amount and currency specified in the SCC or in a freely convertible currency acceptable to the Procuring and Disposing Entity.
- 18.2 The proceeds of the Performance Security shall be payable to the Procuring and Disposing Entity as compensation for any loss resulting from the Provider's failure to complete its obligations under the Contract.
- 18.3 The Performance Security shall be in one of the forms stipulated by the Procuring and Disposing Entity in the SCC, or in another form acceptable to the Procuring and Disposing Entity.
- 18.4 The Performance Security shall be discharged by the Procuring and Disposing Entity and returned to the Provider not later than twenty-eight (28) days following the date of completion of the Provider's performance obligations under the Contract, including any warranty obligations, unless specified otherwise in the SCC.

(o) **Copyright**

- 19.1 The copyright in all drawings, documents, and other materials containing data and information furnished to the Procuring and Disposing Entity by the Provider herein shall remain vested in the Provider, or, if they are furnished to the Procuring and Disposing Entity directly or through the Provider by any third party, including Providers of materials, the copyright in such materials shall remain vested in such third party.

(p) **Confidential Information**

- 20.1 The Procuring and Disposing Entity and the Provider shall keep confidential and shall not, without the written consent of the other party hereto, divulge to any third party any documents, data, or other information furnished directly or indirectly by the other party hereto in connection with the Contract, whether such information has been furnished prior to, during or following completion or termination of the Contract. Notwithstanding the above, the Provider may furnish to its Subcontractor such documents, data, and other information it receives from the Procuring and Disposing Entity to the extent required for the Subcontractor to perform its work under the Contract, in which event the Provider shall obtain from such Subcontractor an undertaking of confidentiality similar to that imposed on the Provider under GCC Clause 20.

- 20.2 The Procuring and Disposing Entity shall not use such documents, data, and other information received from the Provider for any purposes unrelated to the contract. Similarly, the Provider shall not use such documents, data, and other information received from the Procuring and Disposing Entity for any purpose other than the design, procurement, or other work and services required for the performance of the Contract.
- 20.3 The obligation of a party under GCC Sub-Clauses 20.1 and 20.2 above, however, shall not apply to information that:
- 1.100(a) the Procuring and Disposing Entity or Provider need to share with any institution participating in the financing of the Contract;
  - 1.101(b) now or hereafter enters the public domain through no fault of that party;
  - 1.102(c) can be proven to have been possessed by that party at the time of disclosure and which was not previously obtained, directly or indirectly, from the other party; or
  - 1.103(d) otherwise lawfully becomes available to that party from a third party that has no obligation of confidentiality.
- 20.4 The above provisions of GCC Clause 20 shall not in any way modify any undertaking of confidentiality given by either of the parties hereto prior to the date of the Contract in respect of the Supply or any part thereof.
- 20.5 The provisions of GCC Clause 20 shall survive completion or termination, for whatever reason, of the Contract.

(a) **Subcontracting**

- 21.1 The Provider shall notify the Procuring and Disposing Entity in writing of all subcontracts awarded under the Contract if not already specified in the bid. Subcontracting shall in no event relieve the Provider from any of its obligations, duties, responsibilities, or liability under the Contract.
- 21.2 Subcontracts shall comply with the provisions of GCC Clauses 3 and 7.

(b) **Specifications and Standards**

22.1 **Technical Specifications and Drawings**

- 1.104(a) The Provider shall ensure that the Supplies and Related Services comply with the technical specifications and other provisions of the Contract.
- 1.105(b) The Provider shall be entitled to disclaim responsibility for any design, data, drawing, specification or other document, or any modification thereof provided or designed by or on behalf of the Procuring and Disposing Entity, by giving a notice of such disclaimer to the Procuring and Disposing Entity.
- 1.106(c) The Supplies and Related Services supplied under this Contract shall conform to the standards mentioned in the Statement of Requirements and, when no applicable standard is mentioned, the standard shall be equivalent or superior to the



official standards whose application is appropriate to the country of origin of the Supplies.

- 22.2 Wherever references are made in the Contract to codes and standards in accordance with which it shall be executed, the edition or the revised version of such codes and standards shall be those specified in the Statement of Requirements. During Contract execution, any changes in any such codes and standards shall be applied only after approval by the Procuring and Disposing Entity and shall be treated in accordance with GCC Clause 33.

**(a) Packing and Documents**

- 23.1 The Provider shall provide such packing of the Supplies as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract. During transit, the packing shall be sufficient to withstand, without limitation, rough handling and exposure to extreme temperatures, salt and precipitation, and open storage. Packing case size and weights shall take into consideration, where appropriate, the remoteness of the Supplies' final destination and the absence of heavy handling facilities at all points in transit.

- 23.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified in the SCC, and in any other instructions ordered by the Procuring and Disposing Entity.

**(b) Insurance**

- 24.1 Unless otherwise specified in the SCC, the Supplies provided under the Contract shall be fully insured, in a freely convertible currency from an eligible country, against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery, in accordance with the applicable Incoterm or in the manner specified in the SCC.

**(c) Transportation**

- 25.1 Responsibility for transportation of the Supplies shall be in accordance with the Incoterm specified in the SCC.

**(d) Inspections and Tests**

- 26.1 The Provider shall at its own expense and at no cost to the Procuring and Disposing Entity carry out all such tests and/or inspections of the Supplies and Related Services as are specified in the Statement of Requirements.

- 26.2 The inspections and tests may be conducted on the premises of the Provider or its Subcontractor, at point of delivery, and/or at the Supplies' final destination, or in another place in Uganda as specified in the SCC. Subject to GCC Sub-Clause 26.3, if conducted on the premises of the Provider or its Subcontractor, all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring and Disposing Entity.



- 26.3 The Procuring and Disposing Entity or its designated representative shall be entitled to attend the tests and/or inspections referred to in GCC Sub-Clause 26.2, provided that the Procuring and Disposing Entity bears all of its own costs and expenses incurred in connection with such attendance including, but not limited to, all travelling and board and lodging expenses.
- 26.4 Whenever the Provider is ready to carry out any such test and inspection, it shall give a reasonable advance notice, including the place and time, to the Procuring and Disposing Entity. The Provider shall obtain from any relevant third party or manufacturer any necessary permission or consent to enable the Procuring and Disposing Entity or its designated representative to attend the test and/or inspection.
- 26.5 The Procuring and Disposing Entity may require the Provider to carry out any test and/or inspection not required by the Contract but deemed necessary to verify that the characteristics and performance of the Supplies comply with the technical specifications codes and standards under the Contract, provided that the Provider's reasonable costs and expenses incurred in the carrying out of such test and/or inspection shall be added to the Contract Price. Further, if such test and/or inspection impede the progress of manufacturing and/or the Provider's performance of its other obligations under the Contract, due allowance will be made in respect of the Delivery Dates and Completion Dates and the other obligations so affected.
- 26.6 The Provider shall provide the Procuring and Disposing Entity with a report of the results of any such test and/or inspection.
- 26.7 The Procuring and Disposing Entity may reject any Supplies or any part thereof that fail to pass any test and/or inspection or do not conform to the specifications. The Provider shall either rectify or replace such rejected Supplies or parts thereof or make alterations necessary to meet the specifications at no cost to the Procuring and Disposing Entity, and shall repeat the test and/or inspection, at no cost to the Procuring and Disposing Entity, upon giving a notice pursuant to GCC Sub-Clause 26.4.
- 26.8 The Provider agrees that neither the execution of a test and/or inspection of the Supplies or any part thereof, nor the attendance by the Procuring and Disposing Entity or its representative, nor the issue of any report pursuant to GCC Sub-Clause 26.6, shall release the Provider from any warranties or other obligations under the Contract.

(e) **Liquidated Damages**

- 27.1 If so stated in the SCC and except as provided under GCC Clause 32, if the Provider fails to deliver any or all of the Supplies or perform the Related Services within the period specified in the Contract, the Procuring and Disposing Entity may without prejudice to all its other remedies under the Contract, deduct from the Contract Price, as liquidated damages, a sum equivalent to the percentage specified in the SCC of the Contract Price for each week or part thereof of delay until actual delivery or performance, up to a maximum deduction of the percentage specified in those SCC.

Once the maximum is reached, the Procuring and Disposing Entity may terminate the Contract pursuant to GCC Clause 35.

**(f) Warranty**

- 28.1 The Provider warrants that all the Supplies are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the Contract.
- 28.2 Subject to GCC Sub-Clause 22.1, the Provider further warrants that the Supplies shall be free from defects arising from any act or omission of the Provider or arising from design, materials, and workmanship, under normal use in the conditions prevailing in Uganda.
- 28.3 Unless otherwise specified in the SCC, the warranty shall remain valid for twelve (12) months after the Supplies, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the SCC, or for eighteen (18) months after the date of shipment or loading in the country of origin, whichever period concludes earlier.
- 28.4 The Procuring and Disposing Entity shall give notice to the Provider stating the nature of any such defects together with all available evidence thereof, promptly following the discovery thereof. The Procuring and Disposing Entity shall afford all reasonable opportunity for the Provider to inspect such defects.
- 28.5 Upon receipt of such notice, the Provider shall, within two weeks or such other period specified in the SCC, expeditiously repair or replace the defective Supplies or parts thereof, at no cost to the Procuring and Disposing Entity.
- 28.6 If having been notified, the Provider fails to remedy the defect within the period specified in Sub-Clause 28.5, the Procuring and Disposing Entity may proceed to take within a reasonable period such remedial action as may be necessary, at the Provider's risk and expense and without prejudice to any other rights which the Procuring and Disposing Entity may have against the Provider under the Contract.

**(g) Patent Indemnity**

- 29.1 The Provider shall, subject to the Procuring and Disposing Entity's compliance with GCC Sub-Clause 29.2, indemnify and hold harmless the Procuring and Disposing Entity and its employees and officers from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Procuring and Disposing Entity may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract by reason of:
- 1.107(a) the installation of the Supplies by the Provider or their use in Uganda or where the Site is located; and
- 1.108(b) the sale in any country of the products produced by the Supplies.

Such indemnity shall not cover any use of the Supplies or any part thereof other than for the purpose indicated by or to be reasonably inferred from the Contract, neither any infringement resulting from the use of the Supplies or any part thereof, or any products produced thereby in association or combination with any other equipment, plant, or materials not supplied by the Provider, pursuant to the Contract.

- 29.2 If any proceedings are brought or any claim is made against the Procuring and Disposing Entity arising out of the matters referred to in GCC Sub-Clause 29.1, the Procuring and Disposing Entity shall promptly give the Provider a notice thereof, and the Provider may at its own expense and in the Procuring and Disposing Entity's name conduct such proceedings or claim and any negotiations for the settlement of any such proceedings or claim.
- 29.3 If the Provider fails to notify the Procuring and Disposing Entity within twenty-eight (28) days after receipt of such notice that it intends to conduct any such proceedings or claim, then the Procuring and Disposing Entity shall be free to conduct the same on its own behalf.
- 29.4 The Procuring and Disposing Entity shall, at the Provider's request, afford all available assistance to the Provider in conducting such proceedings or claim, and shall be reimbursed by the Provider for all reasonable expenses incurred in so doing.
- 29.5 The Procuring and Disposing Entity shall indemnify and hold harmless the Provider and its employees, officers, and Subcontractors from and against any and all suits, actions or administrative proceedings, claims, demands, losses, damages, costs, and expenses of any nature, including attorney's fees and expenses, which the Provider may suffer as a result of any infringement or alleged infringement of any patent, utility model, registered design, trademark, copyright, or other intellectual property right registered or otherwise existing at the date of the Contract arising out of or in connection with any design, data, drawing, specification, or other documents or materials provided or designed by or on behalf of the Procuring and Disposing Entity.

(a) **Limitation of Liability**

- 30.1 Except in cases of gross negligence or wilful misconduct:
- 1.109(a) neither party shall be liable to the other party for any indirect or consequential loss or damage, loss of use, loss of production, or loss of profits or interest costs, provided that this exclusion shall not apply to any obligation of the Provider to pay liquidated damages to the Procuring and Disposing Entity; and
- 1.110(b) the aggregate liability of the Provider to the Procuring and Disposing Entity, whether under the Contract, in tort, or otherwise, shall not exceed the total contract value or such other amount specified in the SCC, provided that this limitation shall not apply to the cost of repairing or replacing defective equipment, or to any obligation of the Provider to indemnify the Procuring and Disposing Entity with respect to patent infringement.

**(a) Change in Laws and Regulations**

31.1 Unless otherwise specified in the Contract, if after the date of the Bidding Document, any law, regulation, ordinance, order or bylaw having the force of law is enacted, promulgated, abrogated, or changed in Uganda or where the Site is located (which shall be deemed to include any change in interpretation or application by the competent authorities) that subsequently affects the Delivery Date and/or the Contract Price, then such Delivery Date and/or Contract Price shall be correspondingly increased or decreased, to the extent that the Provider has thereby been affected in the performance of any of its obligations under the Contract. Notwithstanding the foregoing, such additional or reduced cost shall not be separately paid or credited if the same has already been accounted for in the price adjustment provisions where applicable, in accordance with GCC Clause 15.

**(b) Force Majeure**

32.1 The Provider shall not be liable for forfeiture of its Performance Security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

32.2 For purposes of this Clause, "Force Majeure" means an event or situation beyond the control of the Provider that is not foreseeable, is unavoidable, and its origin is not due to negligence or lack of care on the part of the Provider. Such events may include, but not be limited to, acts of the Government of Uganda in its sovereign capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, and freight embargoes.

32.3 If a Force Majeure situation arises, the Provider shall promptly notify the Procuring and Disposing Entity in writing of such condition and the cause thereof. Unless otherwise directed by the Procuring and Disposing Entity in writing, the Provider shall continue to perform its obligations under the Contract as far as is reasonably practical, and shall seek all reasonable alternative means for performance not prevented by the Force Majeure event.

**(c) Change Orders and Contract Amendments**

33.1 The Procuring and Disposing Entity may at any time order the Provider through notice in accordance with GCC Clause 8, to make changes within the general scope of the Contract in any one or more of the following:

1.111(a) drawings, designs, or specifications, where Supplies to be furnished under the Contract are to be specifically manufactured for the Procuring and Disposing Entity;

1.112(b) the method of shipment or packing;

1.113(c) the place of delivery; and

1.114(d) the Related Services to be provided by the Provider.

- 33.2 If any such change causes an increase or decrease in the cost of, or the time required for, the Provider's performance of any provisions under the Contract, an equitable adjustment shall be made in the Contract Price or in the Delivery/Completion Schedule, or both, and the Contract shall accordingly be amended. Any claims by the Provider for adjustment under this Clause must be asserted within twenty-eight (28) days from the date of the Provider's receipt of the Procuring and Disposing Entity's change order.
- 33.3 Prices to be charged by the Provider for any Related Services that might be needed but which were not included in the Contract shall be agreed upon in advance by the parties and shall not exceed the prevailing rates charged to other parties by the Provider for similar services.

(a) **Extensions of Time**

- 34.1 If at any time during performance of the Contract, the Provider or its subcontractors should encounter conditions impeding timely delivery of the Supplies or completion of Related Services pursuant to GCC Clause 12, the Provider shall promptly notify the Procuring and Disposing Entity in writing of the delay, its likely duration, and its cause. As soon as practicable after receipt of the Provider's notice, the Procuring and Disposing Entity shall evaluate the situation and may at its discretion extend the Provider's time for performance, in which case the extension shall be ratified by the parties by amendment of the Contract.
- 34.2 Except in case of Force Majeure, as provided under GCC Clause 32, a delay by the Provider in the performance of its Delivery and Completion obligations shall render the Provider liable to the imposition of liquidated damages pursuant to GCC Clause 27, unless an extension of time is agreed upon, pursuant to GCC Sub-Clause 34.1.

(b) **Termination**

35.1 Termination for Default

1.115(a) The Procuring and Disposing Entity, without prejudice to any other remedy for breach of Contract, by notice of default sent to the Provider, may terminate the Contract in whole or in part if:

- (i) the Provider fails to deliver any or all of the Supplies within the period specified in the Contract, or within any extension thereof granted by the Procuring and Disposing Entity pursuant to GCC Clause 34;
- (ii) the Provider fails to perform any other obligation under the Contract; or
- (iii) the Provider, in the judgment of the Procuring and Disposing Entity has engaged in corrupt or fraudulent practices, as defined in GCC 3, in competing for or in executing the Contract.

1.116(b) In the event the Procuring and Disposing Entity terminates the Contract in whole or in part, pursuant to GCC Clause 35.1(a), the Procuring and Disposing Entity may procure, upon such terms and in such manner as it deems appropriate,

Supplies or Related Services similar to those undelivered or not performed, and the Provider shall be liable to the Procuring and Disposing Entity for any additional costs for such similar Supplies or Related Services. However, the Provider shall continue performance of the Contract to the extent not terminated.

**35.2 Termination for Insolvency**

1.117(a) The Procuring and Disposing Entity may at any time terminate the Contract by giving notice to the Provider if the Provider becomes bankrupt or otherwise insolvent. In such event, termination will be without compensation to the Provider, provided that such termination will not prejudice or affect any right of action or remedy that has accrued or will accrue thereafter to the Procuring and Disposing Entity.

**35.3 Termination for Convenience**

1.118(a) The Procuring and Disposing Entity, by notice sent to the Provider, may terminate the Contract, in whole or in part, at any time for its convenience. The notice of termination shall specify that termination is for the Procuring and Disposing Entity's convenience, the extent to which performance of the Provider under the Contract is terminated, and the date upon which such termination becomes effective.

1.119(b) The Supplies that are complete and ready for shipment within twenty-eight (28) days after the Provider's receipt of notice of termination shall be accepted by the Procuring and Disposing Entity at the Contract terms and prices. For the remaining Supplies, the Procuring and Disposing Entity may elect:

- (i) to have any portion completed and delivered at the Contract terms and prices; and/or
- (ii) to cancel the remainder and pay to the Provider an agreed amount for partially completed Supplies and Related Services and for materials and parts previously procured by the Provider.

**(a) Assignment**

36.1 Neither the Procuring and Disposing Entity nor the Provider shall assign, in whole or in part, their obligations under this Contract, except with prior written consent of the other party.

**Section 8. Special Conditions of Contract**

The following Special Conditions of Contract (SCC) shall supplement the General Conditions of Contract (GCC). Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

GCC clause reference	Special Conditions
	<b>The Procurement Reference Number is: HTTI/SUPLS/WRKS/SVCS/23-24/00179</b>
<b>GCC 1.1(i)</b>	The Procuring and Disposing Entity is: Uganda Hotel and Tourism Training Institute
<b>GCC 1.1 (g)</b>	The Eligible Countries are those listed in Section 5 of the Bidding Document.
<b>GCC 1.1 (o)</b>	The Site is: UHTTI Stores,
<b>GCC 1.1</b>	<p>In addition to the definitions in GCC 1.1, the following words and expressions shall have the meanings hereby assigned to them:</p> <p>1.120(p) “Framework Contract” means a contract arrangement for an estimated quantity or minimum value of Supplies at fixed rates, where actual quantities are purchased by means of call-off orders and payment is made for the actual quantities delivered.</p> <p>1.121(q) “Call-Off Order” means an order issued by the Procuring and Disposing Entity for the purchase of specified quantities of the Supplies under a framework contract.</p> <p>1.122(r) “Response Time” means the period for delivery of the Supplies, calculated from the date of a call-off order.</p>



GCC clause reference	Special Conditions
GCC 2.1(g)	The other documents forming part of the Contract are the call-off orders issued under the Contract.
GCC 4.2 (b)	The version of Incoterms shall be: 2020
GCC 5.1	The language shall be: English.
GCC 6.1	The individuals or firms in a joint venture, consortium or association be jointly and severally liable.
GCC 8.1	<p>For <b>notices</b>, and the issue of call-off orders, the Procuring and Disposing Entity's address shall be: Principal            Attention: The Head, Procurement and Disposal Unit            Street Address: Plot 4-6 Jackson Crescent            Floor/Room number: PDU Classroom block            Town/City: Jinja            Postal Code/PO Box: 444, Jinja            Country: Uganda            Telephone: 0788213999            Facsimile number:            Email address: <a href="mailto:fbagoole@gmail.com">fbagoole@gmail.com</a></p> <p>For <b>notices</b>, including call-off orders, the Provider's address shall be:            Attention:            Street Address:            Floor/Room number:            Town/City:            Postal Code/PO Box:            Country:            Telephone:            Facsimile number:            Email address:</p>



GCC clause reference	Special Conditions
GCC 9.1	The Governing law shall be the law of Uganda.
GCC 10.2	The formal mechanism for the resolution of disputes shall be: Arbitration Laws of Uganda
GCC 11.1	Notwithstanding the provisions of GCC 11.1, the quantities specified in the Statement of Requirements are estimated and are not purchased by this contract. The quantity of Supplies and Related Services to be provided shall be as specified in call-off orders.
GCC 12.1	<p>The Delivery of the Supplies and Completion of the Related Services shall be in accordance with each call-off order. Delivery and Completion shall be within the response times specified in the Delivery and Completion Schedule specified in the Statement of Requirements, calculated from the date of each call-off order.</p> <p>The shipping and other documents to be furnished by the Provider for each call-off order are: Proforma Invoice; Delivery Notes, Invoice plus any other relevant documents that may be requested by the employer.</p>
GCC 15.1	Notwithstanding the provisions of GCC 15.1 and GCC 1.1(d), the Contract Price specified in the Agreement shall be the estimated price payable to the Provider and the actual price payable to the Provider shall be calculated on the basis of the unit prices specified in the Price Schedule and the quantities specified in call-off orders, subject to any minimum value specified in the Statement of Requirements.
GCC 15.2	The price adjustment shall be: Applicable on agreement by both parties through the Institute's Contracts Committee and shall be limited to only after every three months if need be.
GCC 16.1	Payment shall be made in full for each call-off order following delivery of the Supplies specified in the call-off order and submission of an invoice and the documents listed in clause 12.1.
GCC 16.3	The payment period shall be: Within 30 days after approval of payment
GCC 16.4	The currency(ies) for payments shall be: Currency of the bid.

GCC clause reference	Special Conditions
GCC 17.1	The Provider shall be responsible for all taxes, import duties and levies imposed on the Provider except for the following: Those items that are exempt.
GCC 17.2	The Procuring and Disposing Entity not shall be responsible for all taxes, import duties and levies imposed by law in Uganda on the Supplies except for the following: NA
GCC 18.1	A Performance Security shall not be required. The amount of the Performance Security shall be: The currency shall be: NA
GCC 18.3	The forms of acceptable Performance Securities are: NA
GCC 18.4	Discharge of the Performance Security shall take place not later than twenty-eight (28) days following the date of completion of the Provider's performance obligations under the Contract. The Performance Security shall be reduced in value following completion of the Provider's obligations under each call-off order, by an amount proportionate to the value of the contract price represented by the call-off order.
GCC 23.2	The packing, marking and documentation within and outside the packages shall be: Uganda Hotel and Tourism Training Institute
GCC 24.1	The insurance coverage shall be: 100%
GCC 25.1	The INCOTERM shall be: DDP
GCC 26.2	The location for conducting inspections and tests shall be: UHTTI Stores
GCC 27.1	Liquidated Damages shall not apply if the Provider fails to deliver any or all of the Supplies or perform the Related Services specified in any call-off order within the response times specified in the Statement of Requirements. Notwithstanding the provisions of GCC 27.1, the amount of liquidated damages shall be calculated as a percentage of the value of the call-off order and shall apply only to the call-off order under which the Provider has failed to deliver the Supplies or perform the Related Services.

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GCC clause reference	Special Conditions
	The liquidated damage shall be: NA % of the value of the call-off order per week. The maximum amount of liquidated damages shall be: NA % of the value of the call-off order.
<b>GCC 28.3</b>	The period of validity of the Warranty shall be: 12 Months
<b>GCC 28.5</b>	The period within which the Provider shall repair or replace defective supplies shall be: One Week
<b>GCC 30.1</b>	The amount of aggregate liability shall be: 100%

**Section 9 Contract Forms**

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**Agreement  
For a Framework Contract**

Procurement Reference No: **HTTI/SUPLS/24-25/00179**

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, between \_\_\_\_\_ of \_\_\_\_\_ (hereinafter “the Procuring and Disposing Entity”), of the one part, and \_\_\_\_\_ of \_\_\_\_\_ (hereinafter “the Provider”), of the other part:

WHEREAS the Procuring and Disposing Entity invited bids for certain Supplies and Related Services, viz., \_\_\_\_\_

and has accepted a Bid by the Provider for the provision of those Supplies and Related Services in the sum of \_\_\_\_\_ (hereinafter “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract referred to.
2. In consideration of the payments to be made by the Procuring and Disposing Entity to the Provider as indicated in this Agreement, the Provider hereby covenants with the Procuring and Disposing Entity to provide the Supplies and Related Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
3. The Procuring and Disposing Entity hereby covenants to pay the Provider in consideration of the provision of the Supplies and Related Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
4. The quantities of Supplies specified in the Statement of Requirements are estimated quantities only and are not purchased by this contract. If the call-off orders under this contract do not result in total orders of the quantities described as estimates, that fact shall not constitute the basis for an equitable adjustment.
5. The Procuring and Disposing Entity shall order from the Provider all the Supplies specified in the contract that are required to be purchased by the Procuring and Disposing Entity during the period stated below, unless any Supplies are urgently required in an emergency situation and the Provider is unable to deliver such Supplies within the period required by the Procuring and Disposing Entity.
6. The Procuring and Disposing Entity guarantees to order at least the value of Supplies specified as the minimum value in the Statement of Requirements.

- 7. Any Supplies to be provided under this contract shall be ordered by the issue of call-off orders, which shall be issued by the Procuring and Disposing Entity as Notices in accordance with GCC Clause 8, using the format attached to this Agreement. The authorised signatory for call-off orders shall be the official named in SCC Clause 8.
- 8. Call-off orders may be issued at any time during a period of one year from the date of contract indicated above. Any call-off order issued, but not completed, during this period, shall be governed by the Contract in the same way as if it had been completed during that period.
- 9. Call-off orders are subject to the following limitations and exceptions:
  - (a) where the value of a call-off order is less than 2½% of the contract price, the Provider is not obliged to provide the Supplies, provided that the Provider gives the Procuring and Disposing Entity a notice, within three working days of the date of the call-off order, stating its intention not to provide the Supplies;
  - (b) where the value of a call-off order, or the total value of all call-off orders within a period of one month, is more than 25% of the contract price, the Provider shall not be bound by the response times specified in the Statement of Requirements, provided that the Provider gives the Procuring and Disposing Entity a notice, within three working days of the date of the call-off order, stating its inability to deliver the Supplies within the response time and specifying the delivery period which will apply.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the law specified in the Special Conditions of Contract on the day, month and year indicated above.

Signed by \_\_\_\_\_ (for the Procuring and Disposing Entity)  
Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signed by \_\_\_\_\_ (for the Provider)  
Name: \_\_\_\_\_ Position: \_\_\_\_\_

**Call-Off Order  
Under a Framework Contract**

Procurement Reference No: **HTTI/SUPLS/23-24/179**

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**Call-Off Order Reference No:** \_\_\_\_\_

**Procuring and Disposing Entity:** \_\_\_\_\_

**Provider:** \_\_\_\_\_

**Date of Call-Off Order:** \_\_\_\_\_

The Procuring and Disposing Entity indicated above issues this call-off order under the framework contract referenced above.

This call-off order is subject to the terms and conditions of the framework contract referenced above. In the event of a conflict, between this call-off order and the contract, the contract shall prevail.

Please proceed with delivery of the Supplies detailed on the attached List of Supplies and Price Schedule, in accordance with the response times specified in the contract.

The total value of this call-off order is \_\_\_\_\_.

Please confirm your receipt of this call-off order and that you are proceeding with delivery of the Supplies, in accordance with the terms and conditions of the contract.

**Authorised by:**

Signature:	
Name:	
Position:	

**Part 1: Section 1**

**Instructions To Bidders**

**List of Supplies and Price Schedule**

**Procurement Reference No:** \_\_\_\_\_

**Call-Off Order Reference No:** \_\_\_\_\_

Item No	Description of Supplies	Quantity	Unit of Measure	Unit Price	Total Price
<b>Other additional costs</b>					
<b>Subtotal</b>					
<b>VAT @     %</b>					



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<b>Total Price</b>	
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*[The Performance Security should be on the letterhead of the issuing Financial Institution and should be signed by a person with the proper authority to sign documents that are binding on the Financial Institution]*

**Performance Security**

Date: *[insert date (as day, month, and year) of Performance Security]*

Procurement Reference No: *[insert Procurement Reference Number]*

To: *[insert complete name of Procuring and Disposing Entity]*

WHEREAS *[insert name complete of Provider]* (hereinafter “the Provider”) has undertaken, pursuant to Contract No. *[insert number]* dated *[insert day, month and year]* to supply *[brief description of the Supplies and Related Services]* (hereinafter “the Contract”).

AND WHEREAS it has been stipulated by you in the aforementioned Contract that the Provider shall furnish you with a security *[insert type of security]* issued by a reputable guarantor for the sum specified therein as security for compliance with the Provider’s performance obligations in accordance with the Contract.

AND WHEREAS the undersigned *[insert complete name of Guarantor]*, legally domiciled in *[insert complete address of Guarantor]*, (hereinafter the “Guarantor”), have agreed to give the Provider a security:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the Provider, up to a total of *[insert currency and amount of guarantee in words and figures]* and we undertake to pay you, upon your first written demand declaring the Provider to be in default under the Contract, without cavil or argument, any sum or sums within the limits of *[insert currency and amount of guarantee in words and figures]* as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This security is valid until the *[insert number]* day of *[insert month]*, *[insert year]*.

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.

Name: *[insert complete name of person signing the Performance Security]*

In the capacity of *[insert legal capacity of person signing the Performance Security]*

Signed: *[signature of person whose name and capacity are shown above]*

**Part 1: Section 1**

**Instructions To Bidders**

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Duly authorised to sign the Performance Security for and on behalf of: *[insert complete name of Financial Institution]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

*[The Advance Payment Security should be on the letterhead of the issuing Financial Institution and should be signed by a person with the proper authority to sign documents that are binding on the Financial Institution]*

**Advance Payment Security**

Date: *[insert date (as day, month, and year) of Payment Security]*

Procurement Reference No.: *[insert Procurement Reference Number]*

To: *[insert complete name of Procuring and Disposing Entity]*

In accordance with the payment provision included in the Contract, in relation to advance payments, *[insert complete name of Provider]* (hereinafter called “the Provider”) shall deposit with the Procuring and Disposing Entity a security consisting of *[indicate type of security]*, to guarantee its proper and faithful performance of the obligations imposed by said Clause of the Contract, in the amount of *[insert currency and amount of guarantee in words and figures]*.

We, the undersigned *[insert complete name of Guarantor]*, legally domiciled in *[insert full address of Guarantor]* (hereinafter “the Guarantor”), as instructed by the Provider, agree unconditionally and irrevocably to guarantee as primary obligor and not as surety merely, the payment to the Procuring and Disposing Entity on its first demand without whatsoever right of objection on our part and without its first claim to the Provider, in the amount not exceeding *[insert currency and amount of guarantee in words and figures]*.

This security shall remain valid and in full effect from the date of the advance payment received by the Provider under the Contract until *[insert day, month and year]*.

Name: *[insert complete name of person signing the Payment Security]*

In the capacity of *[insert legal capacity of person signing the Payment Security]*

This guarantee is subject to the Uniform Rules for Demand Guarantees, ICC Publication No. 458, except that subparagraph (ii) of Sub-article 20(a) is hereby excluded.

Signed: *[signature of person whose name and capacity are shown above]*

Duly authorised to sign the Payment Security for and on behalf of: *[insert complete name of the Financial Institution]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

\_\_\_\_\_

