



INVITATION FOR BIDS

PROCUREMENT REFERENCE NO: UCC/NCONS/24-25/00033

PROVISION OF SERVICES FOR DIGITAL LITERACY TRAINING AND DISTRIBUTION OF TABLET DEVICES TO HOUSEHOLDS IN 23 DISTRICTS

1. The Uganda Communications Commission (UCC) has allocated funds under the Uganda Communications Commission Universal Service and Access Fund (UCUSAF) to be used for increased public access to Information and Communications Technology (ICT) services.
2. The Uganda Communications Commission invites sealed bids from eligible bidders for requirements for Provision of Services for Digital Literacy Training and Distribution of 4500 Tablet Devices to Households In 23 Districts.
3. Bidding will be conducted in accordance with the Open Domestic Bidding, a procedure contained in the Government of Uganda's Public Procurement and Disposal of Public Assets Act, 2003 and is open to all bidders.
4. Interested bidders may obtain further information and inspect bidding documents from Uganda Communications Commission at the address given below at 8(a) from 8:30 hours to 17:00 hours during working days.
5. The Bidding Documents in English Language may be purchased by interested bidders on the submission of a written application to the address below at 8(b) and upon payment of a non-refundable fee of **UGX.100,000/= (Uganda Shillings One Hundred Thousand only)**. The method of payment will be to a bank account of Uganda Communications Commission at Stanbic Bank Uganda Ltd, Corporate Branch, Crested Towers, Kampala as follows: UGX.A/C No. **9030005759004**.
6. Bids must be delivered to the physical address below at 8(c) at or before **19th December 2024** at **10:00am**. Bids shall be accompanied by a bid security of **UGX 6,000,000/= (Six million shillings only)**, Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below at 8(d) at **10:15 am on 19th December 2024**.
7. There shall be a virtual pre-bid meeting on **6th December 2024, 11:00am**. A link will be shared a day before with bidders that will have expressed interest to participate in the tender.
8. **(a) Documents may be inspected at:**
Procurement and Disposal Unit;
Uganda Communications Commission, 1st Floor, UCC House,
Plot 42-44 Spring Road, Bugolobi, P.O. Box 7376, Kampala, Uganda

Tel: 256-41-4339000, Fax: 256-41-4348832, Email: procurement@ucc.co.ug

(b) Documents will be issued from:

Procurement and Disposal Unit;
Uganda Communications Commission, 1st Floor, UCC House,
Plot 42-44 Spring Road, Bugolobi, Kampala, Uganda.

(c) Bids must be delivered to:

Procurement and Disposal Unit;
Uganda Communications Commission, 1st Floor, UCC House,
Plot 42-44 Spring Road, Bugolobi, Kampala, Uganda

(d) Address of Bid Opening:

The Meeting Room,
Uganda Communications Commission,
First Floor, UCC House,
Plot 42-44 Spring Road, Bugolobi, Kampala, Uganda

9. The planned procurement schedule is as follows:

| Activity | Date |
|--|---------------------------------------|
| a. Publish bid notice | <i>28th November 2024.</i> |
| b. Pre-bid meeting where applicable | <i>6th December 2024</i> |
| c. Bid closing date | <i>19th December 2024.</i> |
| d. Evaluation process | <i>20th December 2024.</i> |
| e. Display and communication of best evaluated bidder notice | <i>23rd December 2024.</i> |
| f. Contract signature | <i>9th January 2025.</i> |

EXECUTIVE DIRECTOR