





## NATIONAL AGRICULTURAL ADVISORY SERVICES (NAADS)

Date: 10<sup>TH</sup> MARCH 2022

### BID NOTICE UNDER OPEN BIDDING

### INVITATION TO BID FOR PROVISION OF CATERING SERVICES FOR THE NAADS SECRETARIAT STAFF UNDER THE FRAMEWORK ARRANGEMENT FOR 03 YEARS

Procurement Reference Number: NAADS/SVCS/21-22/108

1. **The NAADS Secretariat** has allocated funds for three years to be used for the acquisition of **Catering Services under a frame work contract.**
2. The NAADS Secretariat invites sealed bids from eligible bidders for the **framework contract for the Provision of Catering Services.**
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 from eligible source countries.
4. Interested eligible bidders may obtain further information from the Insurance Regulated Authority of Uganda (NAADS) and inspect the bidding documents at the address given below at 7(a) from 8:30am to 4:00pm on working days (Monday to Friday).
5. The Bidding Documents in English may be purchased by interested bidders on the submission of a written application to the address below at 7(a) and upon payment of a non-refundable fee of **UGX 100,000.** No liability will be accepted for loss or late delivery.
6. Bids must be delivered to the address below at 7(a) at or before **10:30 am (East Africa local time) on 11<sup>th</sup> April 2022.**  
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 7(b) at **11:30 pm (East Africa local time) on 11<sup>th</sup> April, 2022.**
- 7(a) Address of Bid inspection, issuing and delivery:  
**The Procurement & Disposal Unit**  
**NAADS Secretariat**  
**Plot 5, Kyadondo Road,**  
**4<sup>th</sup> Floor, Legacy Towers, Block B**  
**P.O Box 25235, Kampala**  
**Telephone: 256 (0) 414/312/345440,345065**
- (b) Address of Bid Opening: **Floor 5, NAADS board room at the address given above at 7(a).**
8. The NAADS Secretariat reserves the right to accept or reject any bid.
9. The planned procurement schedule (subject to changes) is as follows:

| <b>Activity</b>                                                 | <b>Date</b>                            |
|-----------------------------------------------------------------|----------------------------------------|
| a. Publish bid notice                                           | 10 <sup>th</sup> March 2022            |
| b. Bid closing date                                             | 11 <sup>th</sup> April 2022 at 10:30am |
| c. Bid opening                                                  | 11 <sup>th</sup> April 2022 at 11:30am |
| d. Evaluation process & Display of Best Evaluated Bidder Notice | By 9 <sup>th</sup> May 2022            |
| F. Contracts award & signature                                  | 31 <sup>st</sup> May 2022.             |

**Dr. Samuel Mugasi**  
**EXECUTIVE OFFICER**

## Part 3. Section 9. Contract Forms

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