
Bank of Uganda



REPUBLIC OF UGANDA

ADDENDUM TO THE BIDDING DOCUMENT

FOR

**SUPPLY OF TWO HUNDRED AND THIRTY-FIVE
(235) LAPTOPS**

BLANK

BANK OF UGANDA



September 10, 2021

Addendum to the Bidding Document for Supply of Two Hundred and Thirty-Five (235) Laptops Ref No: BOU/SUPLS/20-21/00021

Section 2: Bid Data Sheet; Section 6: is hereby replaced as follows;

ABRIDGED BID NOTICE UNDER OPEN BIDDING

BANK OF UGANDA



PLOT 37/45 KAMPALA ROAD, P.O. BOX 7120, KAMPALA.

Telephone: 256-414-258441/6, 258061, 0312-392000, 0417-302000. Telex: 61069/61344; Fax: +256-414-233818

Website: www.bou.or.ug E-mail address: procurement@bou.or.ug

BID NOTICE

1. Bank of Uganda invites sealed bids from eligible bidders for Supply of Two Hundred and Thirty-Five (235) Laptops [BOU/SUPLS/21-22/00021] as indicated in the table below:

Lot number	Brief Description of Supplies and Related Services	Unit Measure	of	Quantity	Bid Security (UGX)
1.	Laptops	Pcs		50	2,000,000
2.	Laptops	Pcs		50	2,000,000
3.	Laptops	Pcs		50	2,000,000
4.	Laptops	Pcs		50	2,000,000
5.	Laptops	Pcs		35	1,400,000

1. The bidding document shall be inspected online under the procurement tab on the Bank of Uganda website www.bou.or.ug
2. The bidding document will be issued to interested bidders upon payment of a non-refundable fee of **UGX.50,000** through a Commercial Bank to the following account:
Account Title: Other Income
Bank Name: Bank of Uganda
Account Number: 099405017
3. Interested bidders will submit proof of payment to procurement@bou.or.ug to be issued with a soft copy of the bidding document via email.
4. **The deadline for bid submission shall be at 11:00AM(EST) on September 21, 2021.**
5. The detailed bid notice is available at the Bank of Uganda website at www.bou.or.ug

MANAGEMENT
September 2021

BANK OF UGANDA



Invitation to Bid for Supply of Two Hundred and Thirty-Five (235) Laptops [BOU/SUPLS/21-22/00021]

1. The Bank of Uganda has allocated funds to be used for the procurement of Laptops.
2. The Entity invites sealed bids from eligible bidders for the provision of the above supplies.
3. Bidding will be conducted in accordance with the open domestic bidding method contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from 8:30am to 4:30pm.
5. The Bidding document in English may be purchased by interested bidders upon payment of a non-refundable fee of **UGX.50,000** through a Commercial Bank to the following account:

Account Title: Other Income
Bank Name: Bank of Uganda
Account Number: 099405017

6. Bidding document shall be issued to interested bidders by email upon submission of proof of payment to procurement@bou.or.ug.
7. Bids must be delivered to the address below at 8(b) at or before **September 21, 2021** at 11:00AM. All bids must be accompanied with a Bid security equivalent to the Lots applied for as indicated in the instructions to bidders. Bid security must be valid until **June 30, 2022**. Late bids shall be rejected. Bids will be opened internally at the address below at 8(b) at **11:15AM on September 21, 2021**.
8. (a) Documents shall be inspected online under the Procurement tab on the Bank of Uganda website www.bou.or.ug.

(b) Bids shall be delivered and opened at: *The Office of the Director Procurement and Disposal Department, 3rd Floor, New Building Room 3E 05, Bank of Uganda Headquarters, Plot 37/45 Kampala Road, P.O. Box 7120, Kampala.*

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

Activity	Date
a. Publish bid notice	September 6, 2021
b. Bid closing date	September 21, 2021 at 11:00am
c. Evaluation process	<i>(Within 20 working days from bid closing date)</i>
d. Display and communication of best evaluated bidder notice	<i>(Within 5 working days from Contracts Committee award)</i>
e. Contract signature	<i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval).</i>

MANAGEMENT
September 2021

Section 2: Bid Data Sheet

Instructions to Bidders Reference	Data relevant to the ITB
A. General	
ITB 1.1	The Procuring and Disposing Entity is: Bank of Uganda
ITB 1.1	The subject of procurement is: Supply of Two Hundred and Thirty-Five (235) Laptops
ITB 1.1	The Procurement Reference number of the Bidding Document is : BOU/SUPLS/20-21/00021
ITB 1.1	The number and identification of lots comprising this Bidding Document is: Five (5) Lots The minimum and maximum number of Lots a Bidder may bid for is: 1 Lot as a Minimum and 5 Lots as Maximum
ITB 5.5	The Bidder shall be required to include with its Bid, documentation from the Manufacturer of the Supplies, that it has been duly authorised to supply, in Uganda, the Supplies indicated in its bid by submitting the Manufacturers Authorisation Form in Section 4 Bidding Forms. <i>Please note that a distributor or dealer cannot give a manufacturers authorisation. Please include the full address (including Official company email) of the manufacturer who has issued you with authorisation.</i>
B. Bidding Document	
ITB 7	For clarification purposes only, Bank of Uganda’s address is: Attention: The Director Procurement and Disposal Department Street Address: Plot 37/45 Kampala Road Floor/Room number: Level 3, Room No. 3E-05 Town/City: Kampala P. O. Box No: 7120 Country: Uganda Telephone: +256-312-392000 Facsimile number: +256-414-258069 Electronic mail address: procurement@bou.or.ug
ITB 7	Bank of Uganda will respond to any request for clarification provided that such request is received no later than September 16, 2021
C. Preparation of Bids	
ITB 10.1	The medium of communication shall be in writing.
ITB 10.2	The language for the bid is English.
D. Submission and Opening of Bids	
ITB 24.1	For bid submission purposes only, Bank of Uganda’s address is :

Instructions to Bidders Reference	Data relevant to the ITB
	<p>The Director Procurement and Disposal Department Plot 37/45 Kampala Road Level 3, Room No. 3E-05 P. O. Box 7120, Kampala Uganda</p> <p>The deadline for bid submission is: Tuesday September 21, 2021 Time: 11:00am EST</p>
ITB 27.1	<p>The bid opening shall take place at: 3rd Floor, New Building Procurement and Disposal Committee Room Bank of Uganda Headquarters Plot 37/45 Kampala Road, P.O. Box 7120, Kampala At 11:15am EST on Tuesday September 21, 2021</p>
E. Evaluation of Bids	
ITB 34	<p>The currency that shall be used for financial comparison purposes and award shall be Uganda Shilling (UGX). All bid prices expressed in various currencies shall be converted into a single currency i.e. Uganda Shilling (UGX)</p> <p>The source of exchange rate shall be: Bank of Uganda.</p> <p>The date for the exchange rate shall be: The deadline for bid submission stated in ITB 24.1</p>