

# OFFICE OF THE TOWN CLERK

P. O. Box 25749,

KAMPALA – UGANDA

#### THE REPUBLIC OF UGANDA

Tel**: 0414696923**

IN ANY CORRESPONDENCE ON

THIS SUBJECT PLEASE QUOTE

KMC/201/1

## KIRA MUNICIPAL COUNCIL

**WAKISO DISTRICT**

**Invitation for Prequalification of Service Providers for the provision of Works, Goods, Services for the FY 2023/24, provision of various works, supplies and services under Framework Arrangement for the FY 2023/24 and Service Providers for the Management of Revenue Collection from Various sources of Kira Municipal Council.**

**Procurement Reference Number: Kira712/Preq/2023-2024/00001 FOR FY 2023-2024**

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| **PREQUALIFICATION CATEGORY A (I) – WORKS** | |
| **CODE** | **ITEM** |
| Lot 1 | Supply& Installation of H.D.P.E Tanks, waste bins and hand washing facilities |
| Lot 2 | Construction and renovation of Buildings and Toilets |
| Lot 3 | Electrical and Mechanical Works |

**PREQUALIFICATION CATEGORY A (II) - SUPPLIES**

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| CODE | **ITEM** |
| Lot 1 | Office and school Furniture |
| Lot 2 | Office equipment including ; computers, photocopiers, printers ,etc |
| Lot 3 | Nursery seeds, tree seedlings, implements and equipment. |
| Lot 4 | Agricultural and veterinary products, drugs and vaccines |
| Lot 5 | Local breeding chicken, Poultry Layers, Broilers and health kits |
| Lot 6 | Supply of industrial sewing/knitting machines |
| Lot 7 | Supply and installation of energy saving stoves |
| Lot 8 | Supply and installation of road name signage |
| Lot 9 | Supply of uniforms, mattresses, bed sheets, corporate wear and T-shirts |

**PREQUALIFICATION CATEGORY A (III) – SERVICES**

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| CODE | **ITEM** |
| **a)** | **CONSULTANCY SERVICES** |
| Lot 1 | Architectural & engineering |
| Lot 2 | Physical Planning & Geographical Information System |
| Lot 3 | Provision of Environmental Impact Assessment Services/ project brief |
| Lot 4 | Valuation of rateable properties |
| **b)** | **NON CONSULTANCY SERVICES** |
| Lot 4 | Debt collection & Auctioneers |
| Lot 5 | Provision of Insurance Services |
| Lot 6 | Maintenance/Servicing & repairs of Motor vehicles & Motor Cycles |
| Lot 7 | Provision of engraving services |
| Lot 8 | Examination of food handlers, beverages and saloon operators |
| Lot 9 | Collection of revenue from various sources |
| Lot 10 | Provision of legal services |
| Lot 11 | Collection and Management of medical waste |

**CATEGORY B - ANNUAL FRAMEWORK CONTRACTS FOR FINANCIAL YEAR 2023-2024**

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| CODE | **ITEM** |
| Lot 1 | Supply of computer Consumables and accessories |
| Lot 2 | Supply of motor Vehicles/ Cycles’ Tyres & Tubes |
| Lot 3 | Supply of tools , road signs and protective wares |
| Lot 4 | Supply of fuel, Lubricants and batteries |
| Lot 5 | Supply and fixation of heavy road equipment, Spares parts and implements |
| Lot 6 | Supply of Road lime, stone chippings/aggregates, hardcore, gravel, iron bars, and dust |
| Lot 7 | Supply and installation of culverts and construction of head/wing walls and stone pitching |
| Lot 8 | Supply of road bitumen, Primer and premix |
| Lot 9 | Supply of food stuff and firewood |
| Lot 10 | Supply of general office stationery |
| Lot 11 | Hire of Road Equipment |
| Lot 12 | Facility maintenance(Cleaning , Grass cutting ,carpet cleaning and garden maintenance ) |
| Lot 13 | Conference ,events management and catering services |
| Lot 14 | Maintenance/ servicing of computers, other office equipment and software |
| Lot 15 | Provision of printing, offset printing , Photocopying and binding services of accountable stationery/mock/ certificates, registers, forms and identity cards |

**CATEGORY C: MANAGEMENT OF REVENUE COLLECTION FROM VARIOUS SOURCES IN KIRA MUNICIPALITY FOR FINANCIAL YEAR 2023-24**

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| **Code** | **Item** | **Description** |
| Lot 1 | Kireka main market | All lock ups, Open space and other farmers who bring food stuff and sell to the vendors. |
| Lot 2 | Kyaliwajjala Mubuulo market | This operates twice a month. |
| Lot 3 | Bweyogerere Mubuulo market | This operates four times in a month. |
| Lot 4 | Monthly Stickers / Loading & Off loading from Trailers, Lorries, Trucks, Pick-ups, Vans, Hawkers , Roadside vendors and School Shuttles | All the routes / roads in Kira Municipality |
| Lot 5 | Property tax-Kireka ward:, Kamuli A,B,C and Naalya | This includes current property tax and arrears. |
| Lot 6 | Property tax-Kireka ward: Kireka Ward A,B,C D and Kasokoso | This includes current property tax and arrears. |
| Lot 7 | Property tax-Bweyogerere ward | This included current property tax and arrears |
| Lot 8 | Property tax- Kirinya ward | This included current property tax and arrears |
| Lot 9 | Property tax-Kyaliwajjala ward | This includes current property tax and arrears |
| Lot 10 | Property tax- Kira and Kimwanyi wards | This includes current property tax and arrears |
| Lot 11 | Kira Municipal Council local service tax | This includes local service tax paid by people in gainful employment and Residents employed by Institutions outside Kira Municipal Council |
| Lot 12 | Kira Municipal Council hotel tax | In Kira Division |
| Lot 13 | Kira Municipal Council hotel tax | In Bweyogerere Division |
| Lot 14 | Kira Municipal Council hotel tax | In Namugongo Division |
| Lot 15 | Kira Municipal Council bill boards and advertisement fees | In the entire Kira Municipal Council |
| Lot 16 | Management of Revenue Collection From martyrs’ day | Open space and other vendors who bring food stuff and sell to pilgrims |

1. Kira Municipal Council has received/ allocated funds to be used for the implementation of the projects below;

**2.** Kira Municipal Council now invites sealed bids from eligible bidders for the above Works, supplies and services.

**3**. Bidding will be conducted in accordance with open bidding procedures contained in the Government of Uganda’s Public Procurement and Disposal of Public Assets Act, 2003

**4**. Interested eligible bidders may obtain further information from Kira Municipal Council and inspect the bidding documents at the address given below at 9(a) from 8.00am to 5.00pm.

**5**. This invitation is open to all eligible bidders.

**6**. Acomplete set of bidding documents/Expression of Interest in English may be purchased by interested bidders on the submission of a written application to the address at 9(b) and upon payment of a non refundable fee of **100,000/=**(**One Hundred thousand Shillings) only for each item/project .** The method of payment will be **Cash to bank** to **Kira Municipal Council General Fund Account;** account number**: 9030011353486, Stanbic Bank, Kireka Branch** and a General Receipt obtained from the **Municipal Cashier.**

**7. Bidders are advised to apply for each item/lot separately.**

**8**. Bids must be delivered to the address below at 9 (C ) at or before **11.00am on** **2nd June, 2023**

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 9(d) at **11.30 am** on the **2nd June, 2023**

**9**. (a) Address documents may be inspected at: **PDU- Kira Municipal Council**

(b) Address documents will be issued from: **PDU- Kira Municipal Council**

© Bids must be delivered to: **Head, PDU Kira Municipal Council**

(d) Address of bid opening: **Kira Municipal Council**

**10. The Planned Procurement Schedule is as follows;**

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| **No.** | **Activity** | **Dates** |
| **1** | Publish bid notice | **4th May, 2023** |
| **2** | Pre-Bid meeting | **N/A** |
| **3** | Bid Closing Date | **2nd June, 2023** |
| **4** | Evaluation Process | **5th June, 2023-15th June, 2023** |
| **5** | Display and communication of best evaluated bidder notice | **19th June, 2023** |
| **6** | Contract award | **After date of display of best evaluated bidder** |

**YIGA BENON**

**MUNICIPAL TOWN CLERK**