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MINISTRY OF ENERGY AND  
MINERAL DEVELOPMENT  
P. O. BOX 7270,  
KAMPALA.

THE REPUBLIC OF UGANDA

Date: 12<sup>th</sup> April, 2018.

**INVITATION TO BID FOR SUPPLY AND INSTALLATION OF FLEET MANAGEMENT  
INFORMATION SYSTEM (FMIS) FOR PETROLEUM AUTHORITY OF UGANDA.**

**PROCUREMENT REFERENCE NUMBER: MEMD/NCONS/17-18/00197/PAU**

1. **The Ministry of Energy and Mineral Development** has allocated funds to be used for the acquisition of a **Fleet Management Information System (FMIS) for the Petroleum Authority of Uganda**.
2. The Entity invites sealed bids from eligible bidders for the provision of the above non-consultancy services.
3. Bidding will be conducted in accordance with the **Open Domestic bidding** procedures 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-4:30pm**.
5. The Bidding Documents in English may be purchased by interested bidders on the submission of a written application to the address below at 8(a) and upon payment of a non-refundable fee of **Ugx100,000/= (Ugandan Shillings one hundred thousand only)**. The method of payment will be:
  - a) Payment will be by bank advice form(s) to be **collected from MEMD cash office, Room A113 on 1<sup>st</sup> floor Amber house**. A receipt will be issued upon payment.
  - b) Payment will be made at Diamond Trust Bank, Kampala Road.
  - c) Bidders return a copy of the payment slip to cash office for a General Receipt.
  - d) On presentation of the General Receipt to the PDU in **room B405 on 4<sup>th</sup> Floor Amber House**, bidders will be issued a bid document. The document can be obtained by the bidder's representatives or sent by courier services at the bidder's cost. No liability will be accepted for the loss or late delivery.

6. a) Bids must be delivered to the address below at 8 or before **10:00am, 11<sup>th</sup> May 2018**. All bids must be accompanied by a bid security of **Ugx 1,000,000/=** in form of bank draft in format provided in the bid.
- b) 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(a) at **10:15am and 11<sup>th</sup> May, 2018**.

7. There shall be a pre-bid meeting at **The Ministry of Energy and Mineral Development, 4th floor, Block B, ROOM B405, Amber House Plot 29/33, Kampala Road** at **10:00am** on the dates indicated in the proposed schedule in this notice.

8. a) Documents may be inspected at, issued at and delivered to:

**The Procurement and Disposal Unit Office,  
THE PETROLEUM AUTHORITY OF UGANDA,  
4th floor, Block B, ROOM B405, Amber House Plot 29/33, Kampala Road  
Tel: +256414231924/04  
Email: [ed@pau.go.ug](mailto:ed@pau.go.ug), [www.pau.go.ug](http://www.pau.go.ug).**

b) Documents will be issued from: **8:00am-4:30pm, Monday to Friday**.

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

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	<i>12<sup>th</sup> April, 2018.</i>
b. Pre-bid meeting	<i>23<sup>rd</sup> April, 2018.</i>
c. Bid closing date	<i>11<sup>th</sup> May, 2018.</i>
d. Evaluation process	<i>14<sup>th</sup> to 16<sup>th</sup> May, 2018.</i>
e. Display and communication of best evaluated bidder notice	<i>22<sup>nd</sup> May to 4<sup>th</sup> June, 2018.</i>
f. Contract Signature	<i>11<sup>th</sup> June 2018.</i>

Prisca Boonabantu

**For: PERMANENT SECRETARY**