



PETROLEUM AUTHORITY OF UGANDA

Head Office: Plot 34-36 Lugard Avenue, P. O. BOX 833, Entebbe, Uganda.
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Liaison Office: 4th Floor, Block B, Amber House, Plot 29/33 Kampala Road.
Tel: +256 414 321 924 email: ed@pau.go.ug. Web: www.pau.go.ug

19th February, 2019

PROVISION OF VARIOUS INSURANCE SERVICES TO STAFF (GROUP PERSONAL ACCIDENTS, GROUP LIFE ASSURANCE AND TRAVEL INSURANCE) ONCE YEAR RENEWABLE ONCE ANNUALLY UPON SATISFACTORY PERFORMANCE.

PAU/NCONS/2018-2019/00319/F&A

1. The Petroleum Authority of Uganda has allocated and received to be used for the acquisition of **Insurance Services to staff (Group Personal Accidents, Group Life assurance and Travel Insurance)**
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 **08:00AM to 05:00PM**.
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(b) and upon payment of a non-refundable fee of **Not applicable. No fees to be paid**
6. Bids must be delivered to the address below at 8(a) below at or before **21st March 2019 at 10:00AM**. **All bids must be accompanied by a bid security of Ugx 37,000,000/= for Lot 1, UGX 17,000,000/= for Lot 2 and UGX 2,000,000/= for Lot 3. Bid securities must be valid until 21st September 2019**. 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 **10:10am**
7. There shall be a pre – bid meeting visit at **Amber House, fourth floor, Room B400A** on the dates indicated in the proposed schedule in this notice.
8. (a) Documents may be inspected at:
**THE PETROLEUM AUTHORITY OF UGANDA
PROCUREMENT AND DISPOSAL UNIT:**

4th floor, Block B, ROOM B400A, Amber House Plot 29/33, Kampala Road

Tel: +256-414-231-924

Email: hpdu@pau.go.ug; www.pau.go.ug

(b) Documents will be issued from: as above in 8(a)

(c) Bids must be delivered to: As in 8(a)

(d) Address of Bid Opening: as in 8(a)

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

Activity	Date
a. Publish bid notice	19 th February, 2019
b. Pre-bid meeting where applicable	28 th February, 2019.
c. Bid closing date	21 st March, 2019
d. Evaluation process	22 nd – 29 th March, 2019.
e. Display and communication of best evaluated bidder notice	3 rd – 16 th April, 2019.
f. Contract Signature	26 th April, 2019.

Magala Jacob Were
HEAD PROCUREMENT AND DISPOSAL