



THE REPUBLIC OF UGANDA

# MINISTRY OF INTERNAL AFFAIRS

## DIRECTORATE OF CITIZENSHIP AND IMMIGRATION CONTROL

### Invitation to pre-qualify providers of supplies, works, consultancy and non-consultancy services (DCIC/Pre-Qual/2017-2019/00001)

1. The Directorate of Citizenship and Immigration control has allocated and intends to apply part of the proceeds of these funds to towards the cost of the under listed supplies, services and works.  
The Directorate of Citizenship and Immigration Control now invites suitably qualified bidders to submit sealed pre-qualification submissions for following Supplies works and services;

SUPPLIES:	
CODE	ITEM
Sup/1000	ICT equipment, Computers, Printers, and Computer
Sup/2000	Supply and installation of Computer software and net
Sup/3000	Office Furniture, Curtains Carpets and fittings
Sup/4000	Office equipment and tools
Sup/5000	Electrical equipment and Accessories
Sup/6000	Firefighting equipment and Spares
Sup/7000	Generators and Solar equipment
Sup/8000	Kitchen Equipment
Sup/9000	Toner cartridges, Printer consumables and Accessories
Sup/10000	Motor Vehicles, Motor Cycles and spare parts
Sup/11000	Air conditioners and Accessories
Sup/12000	Security Gadgets
Sup/13000	Global Positioning System
Sup/14000	Corporate Wear and Uniforms
Sup/15000	Protective wear
Sup/16000	Assorted office stationery
Sup/17000	Standard Reference Textbooks
Sup/18000	Tyres, Tubes and batteries
Sup/19000	Fuel, Oil, Lubricants and Petroleum products
Sup/20000	Stamps, Signs and Notice Boards
Sup/21000	Cleaning Materials and Toiletries
Sup/22000	Building Materials, pipes and Fittings, Plumbing materials
Sup/23000	General Supplies

NON CONSULTANCY SERVICES:	
CODE	ITEM
Noncos/1000	Advertising and Media
Noncos/2000	Air Ticketing, Tours and Travel
Noncos/3000	Courier services
Noncos/4000	Engraving
Noncos/5000	Auctioneers
Noncos/6000	Events management & Public Relations
Noncos/7000	Hotel & Conference Services
Noncos/8000	Printing, binding & photocopying services, Art & Design
Noncos/9000	Printing Regulatory Documents
Noncos/10000	fumigation services
Novcos/11000	motor vehicle hire services (short and long haulage)
Noncos/12000	Maintenance and repair of office tools and equipment
Noncos/13000	Maintenance and repair of electrical equipment
Noncos/14000	Insurance brakeage and services
Noncos/15000	Garage services for repair and maintenance of Motor Vehicles and Cycles
Noncos/16000	Cleaning services
Noncos/17000	Catering services
Noncos/18000	Clearing and forwarding
Noncos/19000	Training (financial, Procurement, project management Human Resource)
CONSULTANCY SERVICES	
CODE	ITEM
Svcs/1000	Construction, Design and Supervision Services
Svcs/2000	Civil Engineering and Project management
Svcs/3000	Land surveying services
Svcs/4000	Environment Impact and assessment studies
Svcs/5000	Monitoring and Evaluation
Svcs/6000	Interior design
Svcs/7000	Quantity, valuation surveying and property management
Svcs/8000	legal services

WORKS	
CODE	ITEM
Works/1000	Mechanical works and maintenance
Works/2000	Electrical works and Maintenance
Works/3000	Water works and Maintenance
Works/4000	Civil Works

- Prequalification will be evaluated in accordance with the Public Procurement and Disposal of Public Assets Act, 2014 of the Government of Uganda. Prequalification is open to all eligible Bidders.
- Interested eligible Bidders may obtain further information from Ministry of Internal Affairs Directorate of Citizenship and Immigration Control and inspect the Pre-Qualification document between 8:30am and 5:00pm at the address given below.
- The Pre- qualification document in **English** may purchase by interested Bidders upon a written application and payment of a non-refundable fees of **Ugx100,000 (Uganda Shilling One hundred thousand only)** for each item applied for. The method of payment will be payment to the Bank. The BAFs may be obtained from the cashier at Directorate's Headquarters or PDU.
- The document will be collected physically. No liability will be accepted loss late delivery. Pre- qualification application/ submissions must be delivered to the address below in No.6 on or before **1st February 2017 at 11.00am**. Late bids shall be rejected.
- For inquiring and bid submission address **Procurement and Disposal Unit, Head Procurement and Disposal Unit, Directorate of Immigration & Citizenship Control, Plot 75 Jinja Road, P.O.Box 7165, Kampala**
- For Bid opening address given at 6 above

### ABRIDGED BID NOTICE UNDER OPEN DOMESTIC BIDDING

- Directorate of Citizenship and Immigration Control invites sealed bids from eligible bidders for: Indexing & Digitising Services of Records

No.	Procurement Reference	Subject matter of Procurement Number	Bid Security
1	DCIC/SRVCS /16-17/00088	Indexing & Digitising Services of Records	UGX 15,000,000/=

- The Bidding document(s) shall be inspected and issued at the Procurement and Disposal Unit,
- The deadline for bid submission shall be: **11.00 AM on 01st February, 2017.**
- The cost of the bidding Document is **UGX 100,000/= (One Hundred Thousand Uganda Shillings)**
- The detailed bid notice is available at the Entity's website at [www.immigration.go.ug](http://www.immigration.go.ug) and at [www.ppda.go.ug](http://www.ppda.go.ug)

**Sasagah Godfrey Wanzira**  
DIRECTOR/ACCOUNTING OFFICER