

**ABRIDGED BID NOTICE UNDER OPEN BIDDING  
(SUPPLIES, WORKS AND NON-CONSULTANCY SERVICES)**



**Makerere University Business School**

**BID NOTICE**

1. **Makerere University Business School** invites sealed bids from eligible bidders for the following below:

No.	Procurement Number	Reference	Subject matter of Procurement	Bid Security
01	MUBS/SPLS/23-24/00038(1-3)/00065/00016		Procurement of Laptops and Desktops for MUBS Staff.	Bid Security of Ugx. 2,000,000/=
02	MUBS/NCSVC/23-24/00212.		Provision of Cleaning and Garbage Collection Services for Makerere University Business School Main Campus and MUBS Annex, Bugolobi under Framework Contract.	Bid Securing Declaration

2. The Bidding document(s) shall be inspected and issued at **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda.**
3. The deadline for bid submission shall be at **11:00 am on 11<sup>th</sup> March, 2024.**
4. The detailed bid notice is available at the Entity's website at [www.mubs.ac.ug](http://www.mubs.ac.ug) and at [www.ppda.go.ug](http://www.ppda.go.ug)

**Accounting Officer  
Makerere University Business School (MUBS)**



# MAKERERE UNIVERSITY BUSINESS SCHOOL

Plot M118, Portbell Road, P. O. Box 1337, Kampala-Uganda  
Phone: Direct Line: +256-414-338147 General Line: +256-414-338120; Fax: +256-41-4505921;  
Email: pdu@mubs.ac.ug Website: www.mubs.ac.ug

## *Procurement & Disposal Unit*

February, 2024

### **Provision of Cleaning and Garbage Collection Services for Makerere University Business School Main Campus and MUBS Annex, Bugolobi under Framework Contract for a period of 36 months: MUBS/NCSVC/23-24/00212.**

1. The Makerere University Business School has allocated funds to be used for the **Provision of Cleaning and Garbage Collection Services for Makerere University Business School Main Campus and MUBS Annex, Bugolobi under Framework Contract for a period of 36 months.**

#### **LOT 1 INTERNAL CLEANING SERVICES**

1. MUBS Main Library.....8000sqm
2. MUBS Main Library Shorter tower.....1200sqm
3. ADB Building.....4659.6sqm
4. WTO.....369sqm
5. Block 5.....396sqm
6. Digital Library.....343.76sqm
7. New Building (Block 9).....491sqm
8. Block 7.....106sqm
9. Block 8.....113sqm
10. Block 10.....330.6sqm
11. Block 1.....1800sqm
12. Block 11.....111sqm
13. Block 12.....270sqm
14. Public toilet block 12.....251.82sqm

#### **LOT 2 INTERNAL CLEANING SERVICES**

1. Berlin Hall.....864.52sqm
2. Guest House/FMHM.....436.8sqm
3. Ex. Kigoma.....58.5sqm
4. Incubation Centre.....874.26sqm

5. Kanya 1 and Kanya 2.....300sqm
6. Mukibi House.....124.32sqm
7. Kisubi House.....124.32sqm
8. Micro Finance & Career Guidance.....138sqm
9. Former Ministers Blocks(1& 2).....218sqm
10. Field Attachment Public Toilet.....218sqm
11. Walusansa house and toilets.....107sqm
12. Amule house and the toilet.....124.32sqm
13. Mullah's Office.....27.04sqm
14. Guild Offices.....174.8sqm
15. Former GRC Library.....120sqm
16. New Staff Resource Centre.....114.24sqm
17. Old Staff Resource Centre.....213.2sqm
18. Dean of Students Office.....90sqm
19. Block 3.....200sqm
20. Block 2.....107sqm
21. Former Entrepreneurship centre.....119sqm
22. MUBS Main Building.....1453.2sqm
23. Former Library.....240sqm
24. Block 4.....345sqm
25. FVDE.....164.9sqm
26. Health Centre.....115.4sqm

**LOT 3- COMPOUND CLEANING, MAINTENANCE, GARBAGE COLLECTION & DISPOSAL FOR MUBS AND BUGOLOBI ANNEX AND DISPOSAL OF MEDICAL WASTE.**

1. All Compound space maintenance for MUBS Main Campus.
2. Garbage collection and disposal for MUBS Main Campus.
3. Garbage Collection and disposal for MUBS Annex, Bugolobi.
4. Garbage Collection for the Principal's Official Residence.
5. Disposal of Medical Waste.

**LOT 4- MUBS ANNEX, BUGOLOBI (INTERNAL AND EXTERNAL CLEANING) Located at Plot 12 Faraday Road, Bugolobi.**

1. Upper Block.....134sqm
  2. Middle Block.....137sqm
  3. Lower Block.....171sqm
  4. Computer Lab .....48sqm
  5. GRC Library.....90sqm
  6. ICT Centre.....800sqm
  7. Compound Space Cleaning & Maintenance for MUBS Annex, Bugolobi.
2. The Entity invites sealed bids from eligible bidders for the provision of the above non consultancy service.
- NOTE: A bidder may apply for ONE Lot or may apply for ALL Lots. However, a successful bidder will only be contracted for ONE LOT for purposes of efficiency.**
3. Bidding will be conducted in accordance with the **Open Bidding** procedures contained in the Public Procurement and Disposal of Public Assets Act, 2003, and below are the shortlisted bidders:
4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from **8:00am to 5:00pm**.
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 100,000/= (One hundred thousand shillings)**. The method of payment will be by obtaining a **bank reference number** from the **MUBS Accounts Office**. Upon presentation of the payment receipt to the MUBS Procurement and Disposal Unit Office (PDU), Rm 30, Block 1 a bidding document will be issued.
6. Bids must be delivered to the address below 8(c) at or before **11:00 am on 11<sup>th</sup> March, 2024**. All bids must be accompanied by a **valid Bid Securing Declaration**. 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 **11:45 am on 11<sup>th</sup> March, 2024**.
7. There shall be a pre– bid meeting on **23<sup>rd</sup> February, 2024** at **11:00 am** in **Block 1, MUBS, Plot 21A, Port bell Road** on the dates indicated in the proposed schedule in this notice.
- 8.(a) Documents may be inspected at: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda, Room 30, Block 1.**
- (b) Documents will be issued from: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda, Room 30, Block 1.**

(c) Bids must be delivered to: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda, Room 30, Block 1.**

(d) Address of bid opening: **MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda, Block 1.**

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

<b>Activity</b>	<b>Date</b>
Publish bid notice	16 <sup>th</sup> February, 2024
Pre-bid meeting/ Site visits where applicable	23 <sup>rd</sup> February, 2024
Bid closing date	11 <sup>th</sup> March, 2024
Evaluation process	<i>(Within 10 working days from bid closing date)</i>
Display and communication of best evaluated bidder notice	<i>(Within 5 working days from Contracts Committee award)</i>
Contract Signature	<i>(After expiry of at least 2 working days from display of the best evaluated bidder notice)</i>

**Disclaimer: MUBS is under no obligation to award to the lowest or any bidder.**

Rodney Twagarukaho

**Ag. Manager**



# MAKERERE UNIVERSITY BUSINESS SCHOOL

Plot M118, Portbell Road, P. O. Box 1337, Kampala-Uganda  
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Email: pdu@mubs.ac.ug Website: www.mubs.ac.ug

## *Procurement & Disposal Unit*

### **Procurement of Laptops and Desktops for MUBS Staff. Ref No. MUBS/SPLS/23-24/00038 (1-3)/00065/00016.**

3. The **Makerere University Business School** has allocated funds to be used for the **Procurement of Laptops and Desktops for MUBS Staff**
2. The Entity invites sealed bids from eligible bidders for the provision of the above non consultancy service.
3. Bidding will be conducted in accordance with the **Open Bidding** procedures contained in the Public Procurement and Disposal of Public Assets Act, 2003, and below are the shortlisted bidders:
4. Interested eligible bidders may obtain further information and inspect the bidding documents at the address given below at 8(a) from **8:00am to 5:00pm**.
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 100,000/= (One hundred thousand shillings)**. The method of payment will be by obtaining a **bank reference number** from the **MUBS Accounts Office**. Upon presentation of the payment receipt to the MUBS Procurement and Disposal Unit Office (PDU), Rm 30, Block 1, a bidding document will be issued.
6. Bids must be delivered to the address below 8(c) at or before **11:00am on, 11<sup>th</sup> March, 2024**. **All bids must be accompanied by a bid security of UGX. 2,000,000/= (Two Million Shillings)**. 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 **11:30 am on, 11<sup>th</sup> March, 2024**.
7. There shall be a pre-bid meeting on **22<sup>nd</sup> February, 2024** at **11:00 am** in Block 1, meeting room, 1<sup>st</sup> Floor, **MUBS, Plot 21A, Port bell Road** on the dates indicated in the proposed schedule in this notice.
- 8.(a) Documents may be inspected at: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda**
  - (b) Documents will be issued from: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda**
  - (c) Bids must be delivered to: **PDU- MUBS, Plot 21A Port bell Road, P. O. Box 1337, Kampala Uganda**
  - (d) Address of bid opening: **Council room, MUBS, Plot 21A Port bell Road**

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

<b>Activity</b>	<b>Date</b>
Publish bid notice	16 <sup>th</sup> February, 2024
Pre-bid meeting/ Site visits where applicable	22 <sup>nd</sup> February, 2024
Bid closing date	11 <sup>th</sup> March, 2024
Evaluation process	<i>(Within 10 working days from bid closing date)</i>
Display and communication of best evaluated bidder notice	<i>(Within 5 working days from Contracts Committee award)</i>
Contract Signature	<i>(After expiry of at least 2 working days from display of the best evaluated bidder notice and SG's approval).).</i>

**Disclaimer: MUBS is under no obligation to award to the lowest or any bidder.**

Rodney Twagarukaho

**Ag. Manager**