



**Standard Invitation to Bidders  
BID NOTICE UNDER OPEN BIDDING**

**Security Services for all MSC Office Premises- MSC/NCONS/20-21/00018**

1. The Microfinance Support Centre Ltd has allocated funds to be used for the acquisition of **Security Services for all MSC office premises.**
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 8:00 am to 5:00pm.
5. A complete set of Bidding Documents in English may be obtained by interested bidders from The Microfinance Support Centre Ltd Head Office on the address indicates in 7(a) below and upon payment of a non-refundable fee of **Ugx.50,000/=** (Uganda Shillings; Fifty Thousand only). The documents should be physically collected from the address in No. 7 (a) after paying to the A/C Number indicated below:  
**A/C No. 0103009931**  
Account Title: The Microfinance Support Centre Ltd  
Bank: UBA (United Bank for Africa) Ltd  
Branch: Spear House, Plot 22, Jinja Road
6. Bids must be delivered to the address below at 8(c) at or before 11:00am on **30/10/2020**. All bids must be accompanied by a bid security of UGX 5,000,000. Late bids shall be rejected. Bids will be opened in the presence of bidders or their representatives who choose to attend at the address below at 8(d) at **12:00pm: 30/10/2020**.
7. There shall be a pre – bid meeting on 12/10/2020 at 10:00am. **Bidders should seek for clarification by sending emails on [PDU@msc.co.ug](mailto:PDU@msc.co.ug) or [jtindimwebwa@msc.co.ug](mailto:jtindimwebwa@msc.co.ug)**
8. (a) Documents may be inspected at: **MSC Head Office Plot 32,Nakasero Road**  
(b) Documents will be issued from: *As in above*  
(c) Bids must be delivered to: **MSC Head Office Plot 32,Nakasero Road, PDU Ground Floor Right wing**  
(d) Address of Bid Opening: *As in above, Board Room*

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

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	<b>1/10/2020</b>
b. Pre-bid meeting/ Site visits where applicable	<b>12/10/2020</b>
c. Bid closing date	<b>30/10/2020</b>
d. Evaluation process	<i>(Within 20 working days from bid closing date)</i>
e. Display and communication of best evaluated bidder notice	<i>(Within 5 working days from Contracts Committee award)</i>
f. Contract Signature	<i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval).</i>

**Signature:**



**Name: Joan Tindimwebwa- Head PDU**

**For: Accounting Officer**