



INVITATION TO SHORT LISTING (PRE-QUALIFICATION) OF PROVIDERS FOR WORKS, SERVICES, SUPPLIES & SPECIAL INTEREST GROUPS FOR FINANCIAL YEARS 2025-2026, 2026-2027 AND 2027-2028.

The Micro Finance Support Centre Ltd has allocated and intends to apply part of the proceeds of these funds towards the cost of listed supplies, services, works and Special Interest Groups.

The Microfinance Support Centre Limited now invites suitably qualified bidders to submit sealed pre-qualification submissions for the financial Years **2025-2026, 2026-2027 and 2027-2028**

List of works, services, or supplies to be provided includes the following

SUPPLIES:

S.N	ITEM
1	Computers, Computer consumables and accessories
2	Electrical equipment and accessories
3	Firefighting equipment and spares
4	Food stuffs
5	Supply and maintenance of Generators, Solar equipment & Inverters
6	Kitchen Equipment
7	Printers, Printer consumables and accessories
8	Motor vehicles, Motor cycles, tyres, tubes, batteries and Spare parts
9	Air Conditioners and Accessories
10	Office Furniture and Fittings
11	Assorted office stationery
12	Office equipment and tools
13	Supply and installation of Computer software
14	Uniforms, curtains, and carpets
15	protective wear
16	Branding and promotional materials

17	Plumbing materials
18	Standard reference textbooks
19	Glazing items (laminated and non-laminated)
20	Sanitary bins

SERVICES:

S.N	ITEM
Consultancy Services	
1	Legal
2	Valuation services
3	Training and capacity building
4	Technical assistance in Management information systems
5	Consultancy services in Business and financial management
6	Recruitment
7	Debt collection
8	Auctioning
9	General Consultancy services
Non- Consultancy Services	
1	Advertising and Media
2	Air Ticketing, Tours & travel
3	Auctioneers
4	Catering
5	Cleaning
6	Maintenance & Repair of Air conditioning
7	Computer repair & maintenance
8	Courier Services
9	Engraving
10	Events management and Public Relations
11	Garbage collection & Disposal
12	Hotel & Conference facilities

13	Insurance Services
14	Insurance brokerage
15	Maintenance & repair of electrical equipment
16	Maintenance & repair of furniture & fittings
17	Maintenance & repair of office tools & equipment
18	Motor vehicle hire services
19	Printing, art and design
20	Repair & Maintenance of motor vehicles & Cycles
21	Secretarial, printing, binding & photocopying services
22	Security Services
23	Fumigation
24	Repair of computers, printers and photo copying machines
25	Catering services
26	Chairs & tents

WORKS:

S.N	ITEM
1	Minor Electrical works
2	Plumbing
3	Building & Carpentry
5	Minor Civil works

SPECIAL INTEREST GROUPS

S.N	ITEM
1	Women-Owned Enterprises/ registered associations
2	Youth (30 Years and below) – Owned Enterprises/ registered associations
3	Persons with disabilities – Owned Enterprises/ registered associations

Short-listing (Pre-qualification) submissions will be evaluated in accordance with the Public Procurement and Disposal of

Public Assets Act, CAP 205 of the Government of Uganda.

Pre-qualification is open to all eligible bidders.

Interested eligible bidders may obtain further information from The Microfinance Support Centre Ltd and inspect the pre-qualification documents at the address given below, **The Microfinance Support Centre Ltd, Procurement and Disposal Unit, Ground Floor Right Wing from 8:30am to 4:30pm.**

The pre-qualification documents in English may be purchased by interested bidders on the submission of a written application to the address below and upon payment of a non-refundable fee of **UGX 100,000**. The method of payment will be by cash deposit at the Bank.

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

Please note that Bidders under Special Interest Groups Category do not have to pay.

Pre-qualification submissions must be delivered to the address below at or before **27/05/2025 at 11:00am**. Late submissions shall be rejected.

For inquiries, and bid submission address;

The Microfinance Support Centre Ltd
Procurement & Disposal Unit
Plot 32 Nakasero Road
P.O Box 33711, Kampala
03122415661
Email: msc@msc.co.ug

For Bidding Opening:

The Microfinance Support Centre Ltd
Plot 32 Nakasero Road
ACCOUNTING OFFICER