



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

August 20, 2019

Design, build and install a digital platform for the Insurance Sector- IIU/NCONS/19-20/00001

1. The Insurance Institute of Uganda has allocated funds to be used for the acquisition of digital platform for the insurance sector and micro-finance institutions in Uganda.
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 8:00am-4:00pm.
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 **Uganda shillings 200,000/=**. A receipt or bank deposit slip shall be attached to the submitted bid proposal.
6. Bids must be delivered to the address below at 8(c) at or before 03:00pm on September 20, 2019. All bids must be accompanied by a bank deposit slip receipt bid security of Uganda shillings 10,000,000= (Ten million only) or a bid securing declaration. Bid securities or bid securing declarations must be valid until January 31, 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 **4:00pm on September 20, 2019**.
7. There shall be a pre – bid meeting at The Insurance Institute of Uganda, Plot 6-9 Okot Close, Block A, Victoria Office Park, 1st Floor on the dates indicated in the proposed schedule in this notice.
8. (a) Documents may be inspected at:

The Insurance Institute of Uganda, Plot 6-9 Okot Close, Block A, Victoria Office Park, 1st Floor, P.O. Box 4184, Kampala-Uganda. Tel: +256 417 333 500, Email: info@iiu.ac.ug, Website: www.iiu.ac.ug and at www.ppda.go.ug.

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(b) Documents will be issued from:

The Insurance Institute of Uganda, Plot 6-9 Okot Close, Block A, Victoria Office Park, 1st Floor, P.O. Box 4184, Kampala-Uganda. Tel: +256 417 333 500, Email: info@iiu.ac.ug, Website: www.iiu.ac.ug.

(c) Bids must be delivered to:

The Insurance Institute of Uganda, Plot 6-9 Okot Close, Block A, Victoria Office Park, 1st Floor, P.O. Box 4184, Kampala-Uganda. Tel: +256 417 333 500, Email: info@iiu.ac.ug, Website: www.iiu.ac.ug.

(d) Address of Bid Opening:

The Board Room, Insurance Institute of Uganda, Plot 6-9 Okot Close, Block A, Victoria Office Park, 1st Floor, P.O. Box 4184, Kampala-Uganda. Tel: +256 417 333 500, Email: info@iiu.ac.ug, Website: www.iiu.ac.ug. and at www.ppda.go.ug

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

Activity	Date
a. Publish bid notice	August 29, 2019
b. Pre-bid meeting	September 4, 2019 at 11:00am at IIU
c. Bid closing date	September 20, 2019
d. Evaluation process	September 23, 2019-October 11, 2019.
e. Display and communication of best evaluated bidder notice	October 25, 2019
f. Contract Signature	October 30, 2019

CHIEF EXECUTIVE OFFICER

INSURANCE INSTITUTE OF UGANDA

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