



Plot 7 Lourdel Road, Nakasero,
P.O. BOX 37228,
Kampala - Uganda;
Telephone: 256-312-206400
Email address: info@dpf.or.ug / procurement@dpf.or.ug
Web site: www.dpf.or.ug

DETAILED BID NOTICE UNDER OPEN BIDDING

PROVISION OF STAFF MEDICAL INSURANCE SERVICES: DPF/NCONS/2023-2024/0060

1. The Deposit Protection Fund of Uganda has allocated funds to be used for Provision of Staff Medical Insurance Services.
2. The Deposit Protection Fund of Uganda invites sealed bids from eligible bidders for Provision of Staff Medical Insurance Services.
3. Bidding shall be conducted in accordance with the procedures contained in the Public Procurement and Disposal of Public Assets Act, 2003 (the Act) and the Regulations made under the Act and is open to all eligible bidders.
4. Interested eligible bidders may obtain further information and inspect the bidding document at the address given below at 7(a) from **10:00 a.m. – 4:00 p.m. on weekdays except public holidays**.
5. The bidding document which has been prepared in English language may be purchased by interested bidders at 7(b) upon **submission of a written application and payment of a non-refundable fee of UGX 50,000 (Uganda Shillings: Fifty Thousand) only**. The method of payment will be through a Commercial Bank to the bank account details below:

Bank Name: Centenary Bank
Account Number: 3100060579
Account Name: Deposit Protection Fund of Uganda

Domicile Branch: **Mapeera Platinum**

6. Bids must be delivered to the address below at 7(c) at or before **11:00 a.m. (local time) on March 6, 2024.**

All bids must be accompanied by a Bid Security of **UGX 7,000,000.** The Bid Security must be valid until and including **August 28, 2024.**

Late bids shall be rejected.

Bids will be opened by the Deposit Protection Fund of Uganda at the address below at 7(d) at **11:30 a.m. (local time) on March 6, 2024.** Bidders shall be permitted to attend this bid opening. The Fund will open bids and results of the bid opening shall be sent to all participating bidders.

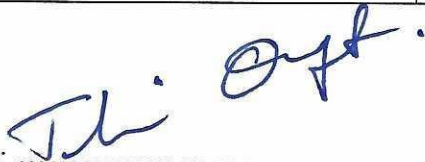
7. Bidders should note the following:

- (a) Documents may be inspected at: **The Deposit Protection Fund website at www.dpf.or.ug or Procurement & Disposal Unit**
- (b) Documents will be issued from: **Both by email & physical upon presentation of a copy of the payment receipt to procurement@dpf.or.ug or in person to the Procurement and Disposal Unit**
- (c) Bids must be delivered to: **Deposit Protection Fund Offices
Procurement and Disposal Unit
Plot 7 Lourdel Road, Nakasero -
Kampala
AHA Towers
Level 6**
- (d) Address of bid opening: **As in (c) above**

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

Activity	Date
a. Publish bid notice	February 6, 2024
b. Bid closing date	March 6, 2024

c. Evaluation process	Within 20 Working Days from bid closing date
d. Display and communication of Best Evaluated Bidder Notice	Within 5 Working Days from Contracts Committee award
e. Contract Signature	After expiry of at least 10 Working Days from display of the Best Evaluated Bidder Notice and SG's approval

Signature: 

Name: **Dr. Julia Clare Olima Oyet (Mrs.)**

Position of Authorised Official: **Chief Executive Officer/Accounting Officer**