



UGANDA HUMAN RIGHTS COMMISSION

Plot 20/22/24 Buganda Road, P.O. Box 4929 Kampala
Tel: 256-41-348006/8; 230805, Fax: 256-41-255261
Email: uhrc@uhrc.ug Website: <http://www.uhrc.ug>

1st March 2018

Invitation to bid for disposal of assets – UHRC/Disposal/17-18/00001

1. The UHRC intends to dispose of the following assets; Old Office Equipment as lotted. The asset(s) are sold on an “as is, where is” basis and the Entity will have no further liability after sale. (Amend if different).

1.	UHRC/Disposal/17-18/00001	Lot 1.....
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2. The Entity invites sealed bids for the purchase of the above assets
3. Bidding will be conducted in accordance with the Public Bidding Disposal method contained in the Public Procurement and Disposal of Public Assets Act, 2003 and is open to all bidders.
4. Interested bidders may inspect the asset(s) at the location indicated in 7(a) on 12th – 20th March, 2018 from 10:00am to 11:00pm.
5. The bidding documents may be inspected and purchased by interested bidders on the submission of a written application to the address indicated in 7(b) and upon payment of a non-refundable fee of twenty thousand shillings(20,000/=).
6. Bids must be delivered to the address indicated in 7(c) at or before 28thMarch, 2018. Late bids shall be rejected. Bids will be opened in the presence of the bidders or the representatives of the bidders who choose to attend at the address indicated in 7(d) at UHRC Boardroom 11:00am on 28th March 2018.
7. (a)The assets may be inspected at:
UHRC offices- Plot 20/22/24 Buganda Road
8. (b)Documents will be issued from:
Uganda Human Rights Commission
Procurement & Disposal Unit
Plot 22B Lumumba Avenue
Twed Plaza 4th Floor
P.O.BOX 4929
Tel .0417735333

9. (c) Bids must be delivered to: As in 8b) above.
 (d) Address of bid opening: As in 8b) above.

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

	Activity	Date
a.	Publish bid notice	1 st March 2018
b.	Inspection of assets	<i>12th-20th March 2018 from 10:00am to 12:00pm.</i>
c.	Bid closing date	28 th March 2018
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 award and signature	<i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval where applicable)</i>

Signature: _____

Name: _____

Position of authorised official: _____