



JINJA CITY

P.O. Box 720, JINJA

PROCUREMENT NOTICE No.3 JC/PROC/03/2025-2026

INVITATION TO BID UNDER OPEN DOMESTIC BIDDING

Jinja City invites sealed Bids from eligible bidders for the Supplies highlighted below;

Subject of Procurement	BIDDING FEE	BID SECURITY
Purchase of a Brand New Double Cabin for Revenue Mobilization	200,000	<i>Bid securing Declaration</i>

1. Bidding shall be conducted in accordance with the procedures contained in the Public Procurement and Disposal of Public Assets Act 2003 as amended and the Public Procurement and Disposal of Public Assets (Procuring and Disposing Entities) Regulations, 2023.
2. Interested eligible bidders may obtain further information from the **Procurement and Disposal Unit 1st Floor, Room 1** and inspect the solicitation documents at the address given below.
3. The bid documents in English may be purchased by interested bidders from the **Procurement and Disposal Unit 1st Floor, Room 1** upon payment of a non-refundable fee stated above. **The method of payment shall be through generation of PRNs from Finance Offices at Jinja City.**
4. Bids must be hand delivered to the **Procurement and Disposal Unit** between **8:00am** and **5:00pm**. Late bids shall be rejected. No liability will be accepted for loss or late delivery.
5. The closing date for receiving the bidding documents shall be **Monday 5th January, 2026 at 10:00am** and the opening of the bidding documents shall take place at **10:30 am** on the same day in the Procurement and Disposal Unit 1st Floor Room 1 in the presence of the Bidders or their representatives.
6. No bidding documents shall be received or accepted after **10:00am Monday 5th January, 2026** or thereafter.
7. The bid documents should be properly sealed in an envelope and clearly marked on the top left hand corner specifying the particular service of interest and the name and address of the bidder addressed to:- **The Head Procurement and Disposal Unit, Jinja City, P.O. BOX 720, Jinja**
8. Jinja City reserves the right to accept or reject any bid or all bids.
9. The Planned Procurement schedule (Subject to changes) is as follows:

Activity	Date
a. Publish Bid Notice	10 th December, 2025
b. Bid Closing date	5 th January ,2026 at 10:00am
c. Bid Opening	5 th January ,2026 at 12:00am
c. Evaluation process	Within 2 working days
d. Display & communication of Best Evaluated Bidder	Within 5 working days
e. Contract award and Signature	Within 2 days after display

CITY TOWN CLERK- JINJA CITY

CONTRACTS ARE NOT FOR SELL, JINJA CITY IS A CORRUPTION FREE ZONE