



Procurement Committee

05/01/2026

INVITATION TO BID UNDER OPEN DOMESTIC BIDDING (REF. NO. KRC/SUPPLIES/001/2026).

KRC Uganda is a nationally registered NGO with its headquarters in Fort Portal Tourism City and several field offices in Kampala, Kasese, Bundibugyo, Kyegegwa, Hoima, Kamwenge, Yumbe, Terego, and other locations. This seeks potential bidders to supply a number of items as listed in the tables below;

Item	Item Description/Specs	Total Quantity Required	Image	Delivery Station
Peak Axe	Red paint, stainless steel machine designed to breaking debris and stones in the ground. 3kg with wooden handles	300pcs		All to KRC Uganda Office, located at Booma Fort portal City
Hand hoe	B-cook (21cmX16cm) stainless steel garden hoe with wooden handles	750pcs		All to KRC Uganda Office, located at Booma Fort portal City
Spade	Stainless steel blade to cut through soil more especially clay and gravel	300pcs		All to KRC Uganda Office, located at Booma Fort portal City
Barbed wire	Stainless steel, 500m roll, 20kg, gauge 16. Hot dip galvanized.	300 Rolls		All to KRC Uganda Office, located at Booma Fort portal City
Secateur	Stainless steel heavy duty for cutting branches of vanilla tutors	300 pcs		All to KRC Uganda Office, located at Booma Fort portal City



Forked hoe	Made of Stainless steel, heavy duty for durability and long-lasting performance. 4 tine variations with wooden handles	300 pcs		All to KRC Uganda Office, located at Booma Fort portal City
Panga	Stainless machetes, size 16 curved out	300 pcs		All to KRC Uganda Office, located at Booma Fort portal City
Sprayer pump	Multipurpose knapsack sprayer 16 liters jumbo (farmate)	300		All to KRC Uganda Office, located at Booma Fort portal City
Wheelbarrow	Stainless-Steel heavy-duty jumbo 17 diameter.	150		All to KRC Uganda Office, located at Booma Fort portal City
Pruning saw	Stainless hand operation saw best for pruning the vanilla tutors	300		All to KRC Uganda Office, located at Booma Fort portal City

Requirements for the Evaluation Criteria: -

- (a) Presence of a cover letter on company letterhead that provides a clear introduction to the supplies, bid amount and Reference number.
- (b) Presence of a completed Price Schedule or Quotation. Absence of one leads to automatic disqualification.
- (c) Presence of a copy of the Bidder's Certificate of Registration or its equivalent;
- (d) Presence of a copy of a valid trading license
- (e) Presence of a copy of the Bidders Tax clearance certificate
- (f) Presence of a copy of declaration that the Bidder is not under suspension by the Public Procurement and Disposal of Public Assets
- (g) Bank statements for the past 6 months (July 2025 to December 2025) reflecting a minimum transaction turnover of at least UGX 100 million as a determinant for financial capability
- (h) Presence of a copy of evidence of experience in similar supplies (e.g. P.O or Contract)



NOTE:

1. Bidding will be conducted in accordance with the Open Domestic Bidding method contained in the Public Procurement and Disposal of Public Assets Act, 2003, and is open to all bidders.
2. Interested bidders can refer to the product description tables above
3. Bids must be delivered or submitted before Friday, January 23, 2026, 02:00pm to the Procurement Office at Plot 28, Mugurusi Rd, Fort portal Tourism City). Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend in the Boardroom of the same address
4. All bids submitted **MUST** be arranged in the Evaluation criteria order provided above
5. Only physical sealed bids shall be accepted
6. Bidders shall be expected to deliver supplies to the destination as indicated in the table above, thus the responsibility for Transportation and delivery lies with the bidder
7. Withholding Tax (WHT) is applicable and mandatory. Value Added Tax (VAT) is applicable where necessary
8. Purchase orders for specific supplies shall be issued to successful bidders as and when required.
9. Any inquiries about this Invitation To Bid (ITB) should be made through mubarakramadhan96@gmail.com .
10. **Evaluation Criteria:** All the requested items above constitute the evaluation criteria for this procurement process. Preliminary requirements constitute a total of 10 weighted score points. Financial capability and Experience in Similar supplies each earns 2 weighted score points, and the rest of the parameters earn 1 score point each). Only bidders who score 8 out of the total score points shall progress to the Financial evaluation. The lowest quoted bidder in the Financial evaluation shall be awarded the contract.
11. KRC Uganda reserves the right to accept or reject any bid, and annul the bidding process and reject all bids at any time prior to the contract award, without thereby incurring any liability to bidders. **Late bids shall not be accepted.**
12. The planned procurement schedule (subject to changes) is as follows:

ACTIVITY	DATE
Publish bid notice	Monday, January 5, 2026
Bid Closing date and time	Friday, January 23, 2026, 02:00pm
Bid Opening date and time	Friday, January 23, 2026, 02:15pm
Evaluation process	From Friday, January 23, 2026 to Tuesday 27, 2026
Display and communication of best evaluated bidder notice	From Tuesday, January 27, 2026 to Friday, January 31, 2026
Contract award & Signing	Friday, February 13, 2026

CHAIRPERSON PROCUREMENT AND DISPOSAL COMMITTEE

KRC UGANDA.

