



**FULL BID NOTICE UNDER OPEN BIDDING  
BID NOTICE**

**Procurement Subject:** Provision of Medical Insurance Services to NCDC Staff and their Beneficiaries for a period of 12 consecutive calendar months

**Procurement Reference Number:** NCDC/Ncons/20-21/00031

1. National Curriculum Development Centre has allocated funds to be used for the acquisition of Medical Insurance Services for its Staff and their Beneficiaries for a period of 12 consecutive calendar months.
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 9:30am – 12:00noon; 2:10pm – 4:30pm.
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 UGX 50,000/= and obtainance of a receipt from the NCDC cashier’s Office.
6. Bids must be delivered to the address below at 8(c) at or before *10:30am (local time) of Tuesday 23<sup>rd</sup> February, 2021. All bids must be accompanied by a Bank bid security of UGX 4,000,000/=.* The Bid security must be valid until Friday 16<sup>th</sup> July, 2021. 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 *10:35am (local Time) of Tuesday 23<sup>rd</sup> February, 2021*
7. There shall not be a pre – bid meeting.
8. (a) Documents may be inspected at: NCDC Room 21  
 (b) Documents will be issued from: NCDC Room 21  
 (c) Bids must be delivered to: NCDC Room 19  
 (d) Address of Bid Opening: NCDC Room 19
9. The planned procurement schedule (subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Publish bid notice	Thursday 21 <sup>st</sup> January, 2021
b. Pre-bid meeting/ Site visits where applicable	Not Applicable
c. Bid closing date	Tuesday 23 <sup>rd</sup> February, 2021 at 10:30am (local time)
d. Evaluation process	<i>(Within 20 working days from bid closing date)</i>
e. Display and communication of best evaluated bidder notice	<i>(Within 10 working days from Contracts Committee award)</i>
f. Contract Signature	<i>(After expiry of at least 10 working days from display of the best evaluated bidder notice and SG’s approval).).</i>