



KAGUMU DEVELOPMENT ORGANIZATION (KADO)

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17th/ February, 2017

REQUEST FOR QUOTATIONS FOR SUPPLY GOODS, SERVICES AND SUPPLIES

Kagumu Development Organization (KADO) is Non governmental organization (NGO) operating in Eastern and Northern Uganda.

The organization invites all potential service providers of the under listed goods, services and supplies to submit their quotations:

- A. Provision of outside catering services Kibuku, pallisa, Budaka, Butaleja, Namutumba, Kaliro, Iganga, Mayuge, Luuka, Kamuli and Buyende districts at various sub counties.
- B. Provision of hotel services
- C. Hire of vehicles i.e. 7 ton trucks, Toyota Noar 2.00cc two/four wheel drive and seven sitters, and Toyota colona 2.00cc.
- D. Transport of LLINS using 7 ton trucks within Kibuku, pallisa, Budaka, Butaleja, Namutumba, Kaliro, Iganga, Mayuge, Luuka, Kamuli and Buyende districts. Toyota Noah 2.00cc/Toyota Corona 2.00cc will be used for staff transport within the above districts as well.
- E. Procurement, printing and supply of T-shirts
- F. Procurement and delivery of assorted stationary
- G. Procurement and delivery of assorted medical drugs
- H. Supply of fuel and lubricant

REQUIREMENTS FOR EACH CATEGORY OF SERVICE/GOOD

A. Outside Catering Services

- 1. Valid Certificate of registration in providing catering services
- 2. Valid trade license
- 3. Payment of non-refundable fee of 25,000

B. Hire of vehicles

1. Valid Certificate of registration in providing transport services
2. Valid trade license
3. Payment of non-refundable fee of 25,000
4. List of vehicles of proposed vehicles and number plates
5. Proposed daily/ mileage rates for each type of vehicle
6. At least two names & addresses of previous client

C. Procurement, printing and delivery of T-shirts

1. Valid Certificate of registration
2. Valid trading License
3. Experience in similar work
4. Payment of non-refundable fee of 25,000/=

D. Hotel services

1. Valid Certificate of registration
2. Valid trading License
3. Experience in similar work
4. Payment of non-refundable fee of 25,000/=

E. Procurement and delivery of assorted stationary

1. Valid Certificate of registration
2. Valid trading License
3. Experience in similar work
4. Payment of non-refundable fee of 25,000/=

F. Procurement and delivery of assorted medical drugs

1. Valid Certificate of registration

2. Valid trading License
4. Experience in similar work
5. Payment of non-refundable fee of 25,000/=

G. Supply of fuel and lubricants

1. Valid Certificate of registration
2. Valid trading License
3. Experience in similar work
4. Payment of non-refundable fee of 25,000/=

Interested service providers can pick quotation forms from KADO office in Dokolo Town Council on Kaberamaido Road or KADO office in Kibuku District 8 KM along Kibuku Bulangira road OR down load www.kagumudevelopment.org after payment of none refundable fee as above. For clarification please call 0751534608.

Note: Sealed Quotations marked on *“quotation for (insert the item applied for)”* and addressed to the **Secretary Procurement Committee** Must be submitted to the above offices not later than **17th March, 2017 at 5.00 pm** prompt.