

ABRIDGED BID NOTICE UNDER OPEN DOMESTIC BIDDING



FINANCIAL INTELLIGENCE AUTHORITY

BID NOTICE

1. Financial Intelligence Authority invites sealed bids from eligible bidders for:

No.	Procurement reference number	Subject of procurement	Bid security
1.	FIA/SUPLS/24-25/00156	Provision of event planning services under framework contract	UGX:1,500,000

2. The Bidding document(s) shall be inspected and issued at **Reception, Rwenzori Towers, Wing B, Plot 6 Nakasero Road, Fourth Floor, P.O Box 9853 Kampala - Uganda.**

3. The deadline for bid submission shall be at **10:00 am on April 23, 2025.**

4. The detailed bid notice is available at the Entity's website at <https://www.fia.go.ug/> and at www.gpp.go.ug

EXECUTIVE DIRECTOR AND ACCOUNTING OFFICER

BID NOTICE UNDER OPEN DOMESTIC BIDDING

PROVISION OF EVENT PLANNING SERVICES UNDER FRAMEWORK CONTRACT

FIA/NCONS/24-25/00156

1. Financial Intelligence Authority has allocated funds for the Provision of event planning services under framework contract
 2. FIA invites sealed bids from eligible bidders for the provision of the above 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 the Public Procurement and Disposal of Public Assets Regulations, 2014 and is open to all bidders within and outside Uganda.
 4. Interested eligible bidders may obtain further information from and inspect the bidding documents at the address given below in 7(a) from **9:00am – 4:00pm** (Monday to Friday).
 5. A complete set of Bidding Documents in the English Language be purchased by interested bidders on the submission of a written application to the address below in 8(a) and upon payment of a non-refundable fee of **UGX: 100,000**. The method of payment will be by Bank Payment Advice Form issued by the Authority Accounts office with effect from February 21, 2023. On presentation of proof of payment, the bidding documents may then be collected by the bidder from the address in 9(a) below. No liability will be accepted for loss or late delivery.
 6. Bids must be delivered to the address below in 8(a) on or before **April 23, 2025 at 10:00 am**. Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who choose to attend at the address below in 8(d) on **N/A**.
 7. There shall be a pre-bid meeting at **Rwenzori Towers, Wing B, Plot 6 Nakasero Road, Fourth Floor, P.O Box 9853 Kampala - Uganda**. All bidders or their representatives are encouraged to attend on the dates indicated in the proposed schedule in this notice.
 8. Address documents may be inspected at:
 - (a). **The Procurement and Disposal Unit, Rwenzori Towers, Wing B, Plot 6 Nakasero Road, Fourth Floor, P.O Box 9853 Kampala - Uganda.**
 - (b) Address documents will be issued from: **As in 8 (a) above**
 - (c) Address Bids must be delivered to: **As in 8 (a) above**
 - (d) Address of Bid Opening: **Rwenzori Towers, Wing B, Plot 6 Nakasero Road, Fourth**
- The planned procurement schedule is as follows:

Activity	Date
a. Publish of Bid Notice	<i>March 24, 2025</i>
b. Pre-bid meeting	<i>N/A</i>
c. Bid Closing date	<i>April 23, 2025 at 10:00 am</i>
d. Bid Opening date	<i>N/A</i>
e. Evaluation of bids	<i>Within 10 working days from the date of bid closing</i>
f. Display and communication of best evaluated bidder notice	<i>Within 2 working days from CC approval of the evaluation report and award of contract.</i>
g. Contract award and signature	<i>Upon expiration of the Notice of the Best Evaluated Bidder</i>