# Standard Invitation to Consultants

**GULU CITY COUNCIL**

**OFFICE OF THE CITY TOWN CLERK**

**P.O. BOX 140, GULU. Email:** [**inoahimbi@gmail.com**](mailto:inoahimbi@gmail.com) **Mob: 0772-470586**

Date: **27/11/2024**

Invitation to bid for Consultancy Services for Supervision of the Construction of Ben Ocan & Associated roads & Completion of Upper Churchill Drive/road.

Procurement Reference: Gulu 603/Srvcs/2024-2025/00047

The **GULU CITY COUNCIL** has allocated funds to be used for the acquisition of Consultancy service for design review and construction supervision of the construction of Ben Ocan with Associated roads, and construction of Upper Churchill Drive.

1. The Entity invites sealed proposals for the provision of the above services.
2. Bidding will be conducted in accordance with the with the method of short listing of Consultants without publication of an expression of interest contained in the Government of Uganda’s Public Procurement and Disposal of Public Assets Act, 2003, the PPDA (Procurement of Consultancy Services) Regulations, 2014 and the procedures described in Part 1: Proposal Procedures.
3. This letter of invitation has been addressed to the following short listed Consultants/Consultancy firms:

* Segamu 14 Consults Ltd. In Sub consultancy With Hersun Consults Ltd

P.O. Box 36306, Kampala Email: smusa@segamu14consults.co.ug

* UB Consulting Engineers Ltd.

P.O. Box 22509, Kampala (U) E-mail: ubconsultsltd@gmail.com

* Trio Consultants Ltd in association with ICS Engineering and Environment Ltd

P.O. Box 10256, Kampala, Uganda Email: info@trioconsultants.com

* ILISO Consulting (Pty) Ltd

P.O.Box 21291 Kampala (U) Email: info@iliso.ug

* Prome Consultants ltd

P.O.BOX 24934, Kampala. Email: prome@promeconsult.com

1. You may obtain further information and inspect the proposal documents at the address given below at 8(a) from **08:00AM-5:00PM**
2. Proposals must be delivered to the address below at 8(c) at or before **10: 30 am on 12th December 2024***.*

[If appropriate, include the following: All proposals must be accompanied by a proposal securing declaration which must be valid until **11thApril 2025**. Late proposals shall be rejected. Proposals will be opened in the presence of the consultants’ representatives who choose to attend at the address below at 8(d) at **11:00 am on 12th December 2024**

1. There shall/ shall not be a pre – proposal meeting/ site visit at *[Insert address and time*] on the dates indicated in the proposed schedule in this notice. **N/A**

|  |  |  |
| --- | --- | --- |
| 8. (a) | Documents may be inspected at: | **Gulu City Council -PDU Plot 2 Princess Road, Tel: 0784908672** |
| (b) | Documents will be issued from: | **Gulu City Council -PDU Plot 2 Princess Road, Tel: 0784908672** |
| (c) | Proposals must be delivered to: | **Gulu City Council -PDU Plot 2 Princess Road, Tel: 0784908672** |
| (d) | Address of Proposal Opening: | **Gulu City Council -PDU Plot 2 Princess Road, Tel: 0784908672** |

1. Please inform us, upon receipt:
   1. that you received the letter of invitation; and
   2. whether you will submit a proposal alone or in association.

The planned procurement schedule (subject to changes) is as follows:

|  |  |
| --- | --- |
| **Activity** | **Date** |
| a. Issue of invitation to bid letter | **27/11/2024** |
| b. Pre-proposal meeting/ Site visit  where applicable | **4th December** **2024** |
| c. Proposal closing date and time | **12/12/2024 at 10:30 am** |
| d. Evaluation process | By **19th/ December /2024** |
| e. Display and communication of best evaluated bidder notice | (*Within 5 working days from Contracts Committee approval of evaluation report*) **20th/ December 2024** |
| f. Contract Signature | ***After Attorney General’s clearance 17th/January/2025*** |

Signature:

Name: **INNOCENT AHIMBISIBWE**

Position of Authorized Official**: CITY TOWN CLERK**