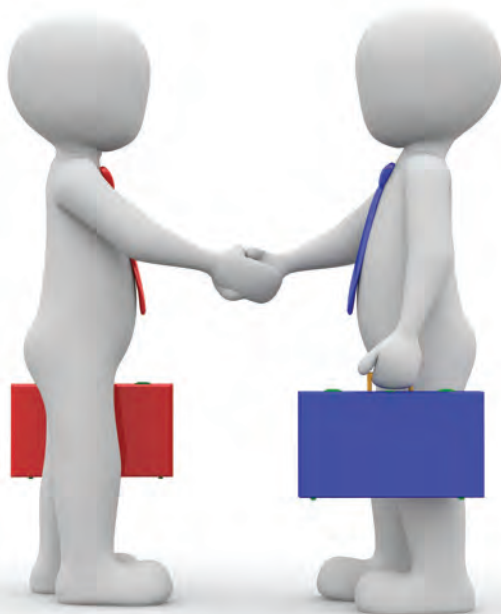
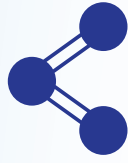


# CONTRACTING PROCESS

**eGP**

ELECTRONIC GOVERNMENT PROCUREMENT  
Efficient | Transparent | Secure





# CONTRACTING PROCESS

1

The contracting process begins when the evaluation has been completed. The evaluation Committee submits the evaluation report and the notice of the best evaluated Bidders is published to the general public

2

The Best Evaluated bidder notice is published for 10 days to allow an unsuccessful bidders to submit complaints related to the completed evaluations.

3

To view the notices of the Best Evaluated Bidders, the supplier will login to their accounts and click on the [Best Evaluated Bidder] tab

The screenshot displays the Government of Uganda E-Procurement Portal. The header includes the logo, 'GOVERNMENT OF UGANDA E-PROCUREMENT PORTAL', and user information for 'JAMBULA ENTERPRISE LIMITED' and 'John Mukasa'. The navigation menu features 'Home', 'PDEs/Plans', 'BID Notices', 'Best Evaluated Bidders' (highlighted with an orange box), 'Evaluations', 'Frameworks', 'Contracts', and 'My Profile'. Below the navigation, there are tabs for 'Best Evaluated Bidders' (highlighted with an orange box) and 'Archived BEBs'. A search bar is present with a callout 'Search company here'. A table lists procurement items with columns for 'Subject of procurements', 'Provider', 'published', 'Contract Price', and 'Status'. The table contains four rows of data, each with a 'View Details' button. The first row is for 'General Stationery - Assorted Stationary' by 'NORWAY REGISTERS DEVELOPMENT LTD' published on '2022-08-04' with a price of 'UGX:358,956.00/='. The second row is for 'Office Desk for new Staff' by 'Jambula Enterprise Limited' published on '2022-08-04' with a price of 'UGX:36,816,000.00/='. The third row is for 'Motor vehicles pickup 4x4 2500 diesel' by 'kamu company' published on '2022-07-29' with a price of 'UGX:1,321,600,000.00/='. The fourth row is for 'General Stationery - Assorted Stationary' with '1 Bidders' published on '2022-07-28' and a 'View Prices' button.

Subject of procurements	Provider	published	Contract Price	Status
General Stationery - Assorted Stationary OPM003/SUPLS/2022-2023/00008	NORWAY REGISTERS DEVELOPMENT LTD	2022-08-04	UGX:358,956.00/=	Active
Office Desk for new Staff OPM003/SUPLS/2022-2023/00018	Jambula Enterprise Limited	2022-08-04	UGX:36,816,000.00/=	Active
Motor vehicles pickup 4x4 2500 diesel MOH-T/SUPLS/2022-2023/00013	kamu company	2022-07-29	UGX:1,321,600,000.00/=	Active
General Stationery - Assorted Stationary PC/SUPLS/2022-2023/00032	1 Bidders	2022-07-28	View Prices	Active

1

The section contains all the published Best Evaluated Bidders notices including the subject of procurement, the providers and the providers' price.

To view more details of the notice, the provider clicks on the [View Details] button

The notice further shows all the unsuccessful bidders and the stages in which they were eliminated from as well as the reasons why they eliminated.



# System Interface



Back To Notices
ACCEPTANCE OF HOSE

### BEST EVALUATED BIDDER NOTICE (For Procurement and Disposal Notice Board)

The bidder named below has been evaluated as the best evaluated bidder for the procurement requirement detailed below. It is the intention of the Procuring and Disposing Entity to place a contract with the bidder named after Ten working day from the date for display given below.

Please note that failure to accept this contract award will result in forfeiting of your Bid Security and additional steps may be taken against you, including suspension from participation in Government procurements for a defined period

Procurement Entity:	Office of the Prime Minister
Procurement Reference Number:	OPM003/SUPLS/2022-2023/00018
Subject of Procurement:	Office Desk for new Staff
Method of Procurement:	Request for Quotations/Proposals
Name of Best Evaluated Bidders:	Jambula Enterprise Limited
Total Contract Price:	UGX 36,816,000.00 / = V.A.T Inclusive
Date for Display:	04-08-2022
Date for Removal:	04-08-2022

#### UNSUCCESSFUL BIDDERS

NO#	NAME OF BIDDER	PRICE	RANK	EVALUATION STAGE AT WHICH BID FAILED OR WAS ELIMINATED AND REASONS FOR ELIMINATION.
1	NORWAY REGISTERS DEVELOPMENT LTD	28,320,000.00	1	<ul style="list-style-type: none"> <li>• Preliminary Evaluation: Compliant ✓</li> <li>• Detailed Evaluation: Responsive ✓</li> <li>• Financial Evaluation ✗</li> </ul>

Display of this Notice does not constitute an acceptance of the bid described above or the formation of a contract. The Procuring and Disposing Entity shall not sign a contract during a period of five days from the date of the notice. Formation of contract shall be in accordance with the PPDA (Contracts) Regulations, 2014.

**AUTHORISED FOR DISPLAY ON PROCUREMENT AND DISPOSAL NOTICE BOARD**

Published by :	Fred L.
Published on :	04 Aug 2022
Signed by :	Fred L.

# Accepting BEB Notice

1

If a provider has been evaluated as the Best Evaluated Bidder from any procurement, they will be required to accept the Notice of the Best Evaluated bidder as confirmation.....

of their acceptance to the contract that will be added soon and their willingness to provide the service being requested.

2

To accept this notice, the provider will navigate to the [Best Evaluated Bidders] and search for the Notice of the best evaluated bidder



Subject of procurements	Provider	published	Contract Price	Status	
Construction of buildings and carpentry - Storied housing units for teachers in all Seed Schools ID: IALTY/WKRS/2022-2023/00001	JJUNGO ENTERPRISES	2022-08-17	UGX:88,500,000.00/=	Active	<a href="#">View Details</a>
Alkaline batteries ID: UAC/SUPLS/2022-2023/00001	Lisa Companies	2022-08-15	UGX:9,086,000.00/=	Active	<a href="#">View Details</a>
MOTOR VEHICLES - Land cruiser ID: PC/SUPLS/2022-2023/09945	JJUNGO ENTERPRISES	2022-08-09	UGX:261,960,000.00/=	Active	<a href="#">View Details</a>
Edge Tech - Computer Supplies ID: PPOA/SUPLS/2022-2023/00028	EDGE TECHNOLOGIES LTD	2022-08-08	UGX:2.00/=	Active	<a href="#">View Details</a>

3



3

Once the notice has displayed, proceed to view more information about the notice but clicking on the [View Details] button. Proceed to review the details on the Notice and when you are ready to submit your response, proceed to click on the button labeled. **[Acceptance of NOBEB]**

[Back To Notices](#) ACCEPTANCE OF NOBEB

### BEST EVALUATED BIDDER NOTICE

(For Procurement and Disposal Notice Board)

The bidder named below has been evaluated as the best evaluated bidder for the procurement requirement detailed below. It is the intention of the Procuring and Disposing Entity to place a contract with the bidder named after Ten working day from the date for display given below.

Please note that failure to accept this contract award will result in forfeiting of your Bid Security and additional steps may be taken against you, including suspension from participation in Government procurements for a defined period

Procurement Entity:	OPM_ IFMS TEST
Procurement Reference Number:	OPM003/SUPLS/2022-2023/00004
Subject of Procurement:	Procurement of MOTOR VEHICLES - Motor Vehicles
Method of Procurement:	Open Domestic Bidding Method
Name of Best Evaluated Bidders:	Jambula Enterprise Limited

4

Once the response form has loaded, proceed to fill the Title, Comment and attach any formal letter (if available) then submit your application.



Successful Bidder

Please note that failure to accept this contract award will result in forfeiting of your Bid Security and additional steps may be taken against you, including suspension from participation in Government procurements for a defined period.

Procurement Reference Number:	OPM003/SUPLS/2022-2023/00004
Subject of Procurement:	Procurement of MOTOR VEHICLES - Motor Vehicles
Method of Procurement:	Open Domestic Bidding Method
Name of Best Evaluated Bidders:	Jambula Enterprise Limited
Total Contract Price:	UGX.924,800,000.00/= V.A.T Inclusive
Date for Display:	18-08-2022
Date for Removal:	18-08-2022

Send Acceptance Letter

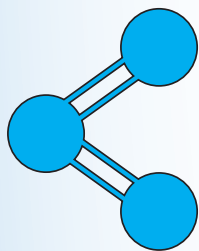
Title:

Formal Letter:    
Accepted formats: DOC DOCX PDF Max file size 2Mb

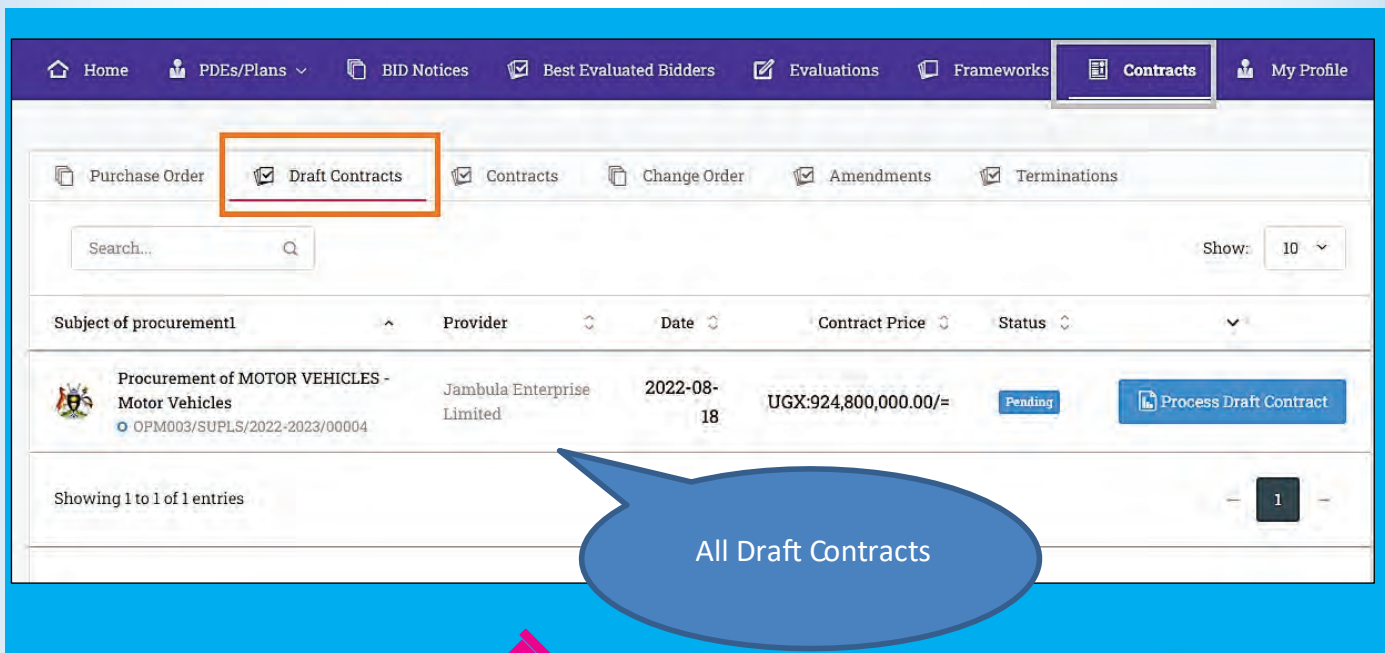
Comment:

**The system will notify you that your application has been successfully submitted.**

## Contract Acceptance



Upon acceptance of the Notice of the Best Evaluated Bidders, and no complains are submitted to the entity, the Head of Procurement at the entity will be prompted to prepare a draft contract and submit to the provider. Notification of draft Contracts will be sent to the provider's email. To review the contract the provider will navigate to the **[Contracts]** Tab and click on **[Draft Contracts]**.



Provider will click on Process Draft Contract in order to view more details of the contract and also either Accept or Reject the offer.

The contract window has various sections that are key to the decisions of the provider prior to acceptance of the draft contract. These include:

The Agreement, Special Conditions of the contract, General Conditions, Terms of Reference of the contract and any negotiations minutes if negotiations were done.

The provider can click on any of these tabs to view the information presented in the contract.



*Once a provider has reviewed the contents of the draft contract, they can proceed to submit their decision on the draft contract*





### Draft Contract Tools

- Agreement
- SCC(special conditional\contract)
- GC(General Conditions)
- ToRs/SoWs(Scope of Work)/BoQs etc
- Negotiation minutes

## Agreement - Supplies

Procurement Reference No: OPM003/SUPLS/2022-2023/00004

THIS AGREEMENT made the 18th day of August, 2022, between OPM\_ IFMS TEST of 9-11 Apollo Kaggwa Rd, Kampala (hereinafter "the Procuring and Disposing Entity"), of the one part, and of (hereinafter "the Provider"), of the other part:

WHEREAS the Procuring and Disposing Entity invited bids for certain Supplies and Related Services, viz., Procurement of MOTOR VEHICLES - Motor Vehicles and has accepted a Bid by the Provider for the provision of those Supplies and Related Services in the sum of UGX 924,800,000.00 (hereinafter "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract referred to.
2. In consideration of the payments to be made by the Procuring and Disposing Entity to the Provider as indicated in this Agreement, the Provider hereby covenants with the Procuring and Disposing Entity to provide the Supplies and Related Services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
3. The Procuring and Disposing Entity hereby covenants to pay the Provider in consideration of the provision of the Supplies and Related Services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the law specified in the Special Conditions of Contract on the day, month and year indicated above.

Signed by (for the Procuring and Disposing Entity)

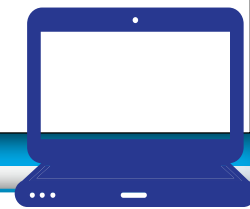
Name: John Mukasa  
Position: \_\_\_\_\_

In the presence of:

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Signed by \_\_\_\_\_ (for the Provider)

Name: \_\_\_\_\_ Position: \_\_\_\_\_



They will proceed to enter their IFMS number and the system will return their IFMS registered names. Then the provider can proceed to give any supporting comments and either Accept or Reject the contract offer.

Supplier No:

IFMS Supplier Name for OPM\_ IFMS TEST

**Jambula Enterprise Limited**

Comment:

I have Reviewed to the above information



Rejection of the Draft contact will prompt the entity to award the contract to another provider, while Acceptance of the contract will prompt the entity to initiate the contract management processes





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Facebook: [Private Sector Foundation Uganda\(PSFU\)](https://www.facebook.com/PrivateSectorFoundationUganda)