

FORM 10

Regulation 50 (5)

THE PUBLIC PROCUREMENT AND DISPOSAL OF PUBLIC ASSETS ACT, 2003 RECORD OF MINUTES OF PRE-BID MEETING

Procurement Reference Number			
Code of Procuring and Disposing Entity	Supplies/Works/Non-consultancy services	Financial year	Sequence number
UCDA	SUPLS	22-23	00088
Particulars of Procurement			
Subject of procurement	SUPPLY OF ORGANIC FERTILIZERS		
Location of Pre-bid Meeting	4 TH FLOOR UCDA BOARD ROOM		
Date and time of Meeting	5/10/22 10 10:00 AM		

Record of Pre-bid Meeting Minutes	
Question asked	Response given
According to the Specification and compliance sheet, two specifications for the same component are nitrogen (3-4% & 4-4.5%) are required. Is it possible to have single specification indicated total composition of nitrogen component?	Total Nitrogen (N) is 3.8– 4.4% NB <i>Please find attached copy of detailed specifications.</i>
We have observed that humic acid was not incorporated in the specifications whereas it is key component. Was it an error ?	Yes it an omission and Humic acids:15-20% shall be required.

Is there possibility of changing fertilizer specifications (form) from pellets to granular since the latter is easy to apply?	Pellets are preferred because they are "slow release" and take longer in the soil. Secondly, farmers have not found problems during application
Is the average turnover of 5bn under post qualification annually or cumulative?	The average turnover required is annually
Is the audited books of accounts required for last two or three years?	The audited books of accounts required are for last three years (FY 2019, 2020 & 2021)
What is the minimum value of similar contracts executed required under post qualification?	The minimum value of similar contracts executed shall be at least 2.5bn (Please attach copies of contracts with corresponding delivery notes)
What is the validity date of bid security required?	Bid security shall be valid up to 8 th March 2023
Is 30% Under GCC 16.1 structure of payment an advance or part payment?	30% of contract value shall be advance payment.
Is the delivery site for organic fertilizer Coffee House Jinja rd or the different locations specified under GCC 12	Delivery shall be effected at the locations specified under GCC 12
Is the cost of the bidding document Ugx 100,000 or 200,000	The cost of bidding document is Ugx 200,000 as per the advert.

Certification of minutes as a true record of the proceedings of the meeting:

Name:

Nahkanga Sfyre

Position: Chairperson of the meeting

Signature:

[Signature]

Date:

5th October 2022

Certification of minutes as a true record of the proceedings of the meeting:

Name: _____







Position: Chairperson of the meeting


Signature: _____

Date: _____

Record of pre-bid meeting to be sent to all bidders who purchased or were issued with the bidding documents.

RECORD OF ATTENDANCE

No	Name and address	Position	Company or department	Signature
1	TURJAMWILUKA JULIUS 0704914444	Managing Director.	FERTIPLUS ORGANIC LTD. turjamwilukajulius@gmail.com	
2	ATEGBUA MOSES 0772935194	FIELD OFFICER ahceebwame@gmail.com	FERTIPLUS ORGANIC LTD	
3	Alex Anyade	UGAT / K9H08U	UGAT	
4	DACON Gloria Ayio	UGAT / LEGH OFFICER	UGOA	
5	Nakbawale Stephen	PO	UGOA	
6	Atuleirwe Moses	Admin. Secretary Tollanwell-44 tollanwell-44@gmail.com	Tollanwell-44	

F. TUMUHINGBISÉ RÍIA	ADMIN. ASSISTANT	EXTERNSWIDE LIMITED	

Item No.	Technical Specification required including applicable standards
a	b
1	<p data-bbox="1204 253 1236 481">Organic fertilizer</p> <p data-bbox="1141 253 1173 571">Nitrogen (N): 3.8 – 4.4%</p> <p data-bbox="1077 253 1109 548">Humic Acids: 15-20%</p> <p data-bbox="1013 253 1045 593">Phosphorus (P): 2.8-3.3%</p> <p data-bbox="949 253 981 571">Potassium (K): 2.6-3.5%</p> <p data-bbox="885 253 917 593">Calcium (Ca): 8.0-10.0%</p> <p data-bbox="821 253 853 593">Organic Matter 60% -65%</p> <p data-bbox="758 253 790 548">Sulphur (S). 1.0-2.0%</p> <p data-bbox="694 253 726 414">PH: 6.0-6.5</p> <p data-bbox="630 253 662 616">Pellet Diameter: 5.0-6.0mm</p> <p data-bbox="566 253 598 660">Moisture Content: 10.0 -12.0%</p> <p data-bbox="502 253 534 929">Packaging: well labelled in 25kg water proof bags.</p> <p data-bbox="438 253 470 1344">With inscription on packaging: GOVERNMENT OF UGANDA – NOT FOR SALE</p> <p data-bbox="375 253 406 840">A sample is required for evaluation purposes.</p> <p data-bbox="295 253 343 1680">Bidders are required to use column d to include technical literature to support the details provided in column c. (Must).</p>