

BID CLARIFICATION MATRIX 1



TENDER FOR

**SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING, TRAINING AND AFTER-SALES SERVICES FOR
LABORATORY EQUIPMENT FOR THE UGANDA NATIONAL BUREAU OF STANDARDS (MALABA
OFFICE)**

TENDER REF NO:

LOT 1: CHEMISTRY EQUIPMENT - PRQ20240544

LOT 2: MICROBIOLOGY EQUIPMENT - PRQ20240543

LOT 3: GLASSWARE - PRQ20240618

LOT 4: PORTABLE GC/MS - PRQ20240570

19 NOVEMBER 2024

SUPPLY, DELIVERY, INSTALLATION, COMMISSIONING, TRAINING AND AFTER-SALES SERVICES FOR LABORATORY EQUIPMENT FOR THE UGANDA NATIONAL BUREAU OF STANDARDS (MALABA OFFICE)

SECTION 1: QUERIES AND RESPONSES

This section contains queries requested by bidders and responses provided against each in relation to Supervision services for the design and construction of water supply systems for seven border posts. All queries must be submitted to procurement@trademarkafrica.com ONLY. TMA shall not answer any query relating to this tender seven days or less prior to the submission deadline.

S/No.	Query	Response	Status (closed, open or pending)
1.	We are interested on participating in the above reference tender, specifically lot 3-glassware. Can you tell us what the delivery date is required for the items in this lot, so we can determine the best freight option and consider it in our quote?	Delivery period is 16 weeks from contract signing	Closed
2.	Kindly also confirm if partial lots are acceptable for instruments.	Partial lots are not Acceptable	Closed
3.	Lot 1 Item no 6 on your Tender Document, 'Portable Gas analyzer' kindly confirm below details; <ul style="list-style-type: none"> • On top of Nitrogen, Oxygen, carbon dioxide. Share a list of other gases of interest • Confirm if target is gas purity while analysing one gas sample at a time 	The major gasses of interest are Nitrogen, Oxygen, and carbon dioxide.	Closed

SECTION 2: TIPS ON HOW TO PREPARE AND SUBMIT A COMPETITIVE BID

1. Administrative: -

- 1.1 Correct language (with translation/s where different language is used);
- 1.2 Timelines complied with;
- 1.3 Full response to tender requirements;
- 1.4 Attachment of required documents as per the bid instructions such as:
 - 1.4.1 Registration certificate/s;
 - 1.4.2 Tax compliance/ registration;
 - 1.4.3 Professional registrations such as that for engineers, architects, environmentalists, accountants, supply chain experts, etc, etc;
 - 1.4.4 Power of attorney; and
 - 1.4.5 Audited accounts for the years requested.
- 1.5 Accurate sealing/ naming of bids envelopes; and
- 1.6 Timely submissions (no last minute rush!).

2. Technical: -

- 2.1 Very good methodology:
 - 2.1.1 Good work-plan.
 - 2.1.2 Understanding of TORs.
- 2.2 Evidenced based experience;
- 2.3 Excellent proposed team of experts/ personnel;
- 2.4 Compliant structure of bid;
- 2.5 Signed CVs of proposed experts/ personnel alongside declaration by individual of her/ his CV not being used by any other firm within the same bid especially where cross-biding is barred;
- 2.6 Keen attention on high/ important technical requirements/ qualifications areas & scoring more;
- 2.7 Quality assurance of the bid;
- 2.8 Well arranged, titled and easy to read proposal;
- 2.9 Defined jargon where used;
- 2.10 Demonstrated creativity and uniqueness of the technical bid;

3. Financial: -

- 3.1 Inclusion of taxes when advised to.
- 3.2 Fair pricing.
- 3.3 Signed submission form/s.

4. Post-award: -

- 4.1 Positive due diligence.
- 4.2 Accurate bid information.
- 4.3 Good performance (quality, cost, quantity, etc) on award of contract.

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NOVEMBER 2024