

**BID CLARIFICATION MATRIX 2**



**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**

**25 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](mailto: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.	<p>Further to the bid document we would like to know if we can bid partially for Lot 1 and Lot 2. The request for partial bids is based on the below points</p> <p><b>Lot – 1 - CHEMISTRY EQUIPMENT - PRQ20240544</b></p> <p>As these are specific instruments pertaining to a particular manufacturer it would be hard to procure the complete lot from one supplier. As there are different manufacturers for each item after sales support and spares will be hard to be supported if we do not have support from the manufacturer.</p> <p><b>LOT 2: Microbiology Equipment Medias</b></p> <p>As these are specific instruments pertaining to a particular manufacturer it would be hard to procure the complete lot from one supplier. As there</p>	<p>The bidders are expected to respond fully to the specific lot which they have capacity or all lots.</p> <p>The equipment may be procured from different suppliers/manufacturers.</p>	Closed

	<p>are different manufacturers for each item after sales support and spares will be hard to be supported if we do not have support from the manufacturer.</p> <p>Based on the above request we would like you to allow partial quotes for the entity to get the products at a more competitive prices and extended support.</p>		
2.	We noted that you are requesting for DDP delivery term. Please confirm that project run by USAID is tax and duty exempted.	No, it's not, bidders are supposed to send an all-inclusive financial proposal	<b>Closed</b>
3.	Please confirm that tender security is not required	Not Required	<b>Closed</b>
4.	Lot 1 Item 17: The application which the temperature equipment will be used for and the temperature range which the probe will be monitoring.	The Temperature is indicated in the specification as Temperature range: -250°C to.+1372 °C (-418°F to.+2501 °F) Equipment applied for temperature verification.	<b>Closed</b>
5.	As we are considering bidding for more than one Lot, we would like to request for an extension of minimum 2 weeks to allow us time to cover the numerous items requested, obtain the relevant information and documentation and timely submit our proposal.	Extension has been granted up to 14 <sup>th</sup> January 2025	<b>Closed</b>
6.	<p>With regards to the Lot 4, we have been informed by the manufacturer that the given specifications (written around a specific brand and model) have been discontinued.</p> <p>Furthermore, no alternative is available from the same manufacturer.</p>	The equipment and specifications indicated remain as stated.	<b>Closed</b>

	<p>It will thus be greatly appreciated if you could review and revise the given specs and provide some general specifications based on the end-user usage and purpose so that an alternative can be offered.</p>		
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## **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.

**TRADEMARK AFRICA**

**NOVEMBER 2024**