

**INVITATION TO BID FOR PROCUREMENT OF CONSULTANCY SERVICES TO IMPLEMENT LIVELIHOODS INTERVENTION - NSSF/CONS/2023-2024/00159.**

1. The National Social Security Fund has allocated funds to be used for the procurement of consultancy services to implement livelihoods intervention.
2. The Entity invites your sealed proposals for the provision of the above services.
3. Bidding will be conducted in accordance with the with the open domestic method of procurement 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.
4. You may obtain further information and inspect the proposal documents at the address given below at 8(a) from **8:00AM to 5:00PM on Monday to Friday**.
5. Proposals must be delivered to the address below at 8(c) at or before **17/06/2024 at 10:00AM**. 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) on **17/06/2024 at 10:30AM**.
6. There shall be a pre – proposal meeting on **06/06/2024 at 10:00AM** in the NSSF Meeting room on 13<sup>th</sup> Floor Worker’s House.
7. (a) Documents may be inspected at: **The PDU office on 13<sup>th</sup> Floor Workers House**  
 (b) Documents will be issued from: **The PDU office on 13<sup>th</sup> Floor Workers House**  
 (c) Proposals must be delivered to: **The PDU office on 13<sup>th</sup> Floor Workers House**  
 (d) Address of Proposal Opening: **The PDU meeting on 13<sup>th</sup> Floor Workers House**
8. Please inform us, upon receipt:
  - (a) that you received the letter of invitation; and
  - (b) whether you will submit a proposal alone or in association.
9. The planned procurement schedule (subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Issue of invitation to bid letter	28/05/2024
b. Pre-proposal meeting/ Site visit	06/06/2024
c. Proposal closing date	17/06/2024
d. Evaluation process	18 <sup>th</sup> – 21 <sup>st</sup> June 2024
e. Display and communication of best evaluated bidder notice	24 <sup>th</sup> June 2024 – 5 <sup>th</sup> July 2024
f. Contract Signature	31 <sup>st</sup> July 2024