

WEND AFRICA, CBO
PLOT 116, BLOCK 3
LAJWATEK, LAYIBI WARD
PECE LAROO DIVISION
[GULU CITY]

BID NOTICE NUMBER: CUF/WRKS/2026/001

**INVITATION TO BID FOR CIVIL WORKS UNDER OPEN NATIONAL DOMESTIC
BIDDING**

Wend Africa is a Community Based Social Enterprise, Non Profit that has been in operation since 2009 formerly MEND under Invisible Children Uganda Economic Empowerment program and in 2014 it got registered as an independent entity for sustainability in Uganda and the United States.

WEND Africa has received funds to be used for the acquisition of Multi Complex Structure (Common User Facility) in the financial year 2026_2027 **GRANT NUMBER 0920-UG PROJECT ID NUMBER P176747 REFERENCE NUMBER GROW/551** funded by Government of Uganda under Ministry of Gender/World Bank GROW PROJECT. The Organization now invites sealed bids from competent companies or firms under Open Domestic bidding as below;

S/N	Procurement Reference Number	Description	Bid Security
1	CUF/WRKS/2026/001	Construction of Common User Facility at Gulu city	Bid Securing Declaration

TERMS AND CONDITIONS

1. Bidding will be conducted in accordance with the Open Domestic Bidding procedures contained in the Public Procurement and Disposal of Public Asset (PPDA) Act AMENDED 2021 and regulations 34 & 36 of the Local Governments Public Procurement & Disposal of Public Assets Regulation.
2. All interested bidders MUST submit the following additional documents accompany their bids;

- a. General receipt (original) for payment of non-refundable (UGX 200,000/-) for the Common user facility and (UGX 100,000/-) for modern Toilet.
- b. A copy of the bidder's Valid trading license for 2026/27.
- c. A copy the bidder's Certificates of incorporation/registration or its equivalent.
- d. A copy of valid certified bidder's income tax clearance certificate 2025/2026
- e. Audited books of accounts for the two years (2022-2023, 2023-2024, 2024-2025) that should be certified by a registered Auditor.
- f. Recent Bank statement for at least the last 12 months from the date of invitation and credit of at least 20% of the estimate or its equivalent.
- g. Contact addresses (physical location, post office box, email address and day telephone contact.)
- h. Articles and memorandum of association accompanied by a **registered power of attorney** that is specific to the project.
- i. Duly signed Bid securing declaration.
- j. ESHS Code of Conduct for Contractor's Personnel
- k. **Evidence of having done works of similar nature and complexity in the last 3 years**
- l. Activity work schedule for the proposed project.

3. Interested bidders Must visit the project site before filling the bid documents
4. Interested bidders shall obtain a complete set of bidding documents from the Director office WEND Africa Gulu City upon payment of non-Refundable fee of UGX. 200,000/- for Common User Facility and 100,000/- for modern toilet/Latrine to the account: Please note this will be digitally issued.

Account Title: Wend Africa Ltd
 Account Number: 1140000010845
 Bank: Housing Finance Bank, Gulu Branch:

Or

Wend Africa Limited
 Account Number : 6006328006
 Bank: Absa Bank

5. Bid documents must be sealed in a plain envelop and clearly marked as bid for **CONSTRUCTION OF COMMON USER FACILITY GRANT NUMBER 0920-UG PROJECT ID NUMBER P176747 REFERENCE NUMBER GROW/551** at Gulu City and **MUST** be returned in three copies (Original and two copies) address to the Director WEND Africa; attention Operation Director P.O Box 1123 Gulu City/ Plot 101 Acholi Road Gulu City.
6. You are advised to carefully study, understand and prepare the bids in time according to the instruction to the bidders and the requirements therein to avoid late submission.

7. ALL BIDS BEING RETURNED MUST FIRST BE REGISTERED IN THE BID RETURNED REGISTER BEFORE THEY ARE DROPPED IN THE BID BOX. BIDDERS MUST BE ADVISED TO BUY AND RETURN THEIR BID WITHIN REASONABLE TIME AS LATE SUBMISSION SHALL NOT BE ACCEPTED.
8. The closing date and time for this bidding process is Monday 31st August 2026 at Exactly 12:00 noon and thereafter public bids opening shall be done the same day at Exactly 12:30pm, in the presence of bidders or their representatives who may wish to attend.
9. The Award committee is not bound by the highest, lowest or any bid.
10. All bids be accompanied by bid security of 3,500,000/= (three million five hundred thousand)
11. The address below is where bid documents shall be inspected, issued, delivered and opened at:

WEND Africa
Board room
Plot 101 Acholi Road
Gulu City

The Planned Procurement Schedule (subject to changes) is as follows:

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Activity	Date
a. Issue letter of invitation to bid	24 th August 2026
b. Pre-bid meeting/Site visits where applicable	Thursday August 26 th 2026 at 10:00am at Gulu city
c. Bid closing date	31 st August 2026
d. Bid opening date	7 th September 2026
e. Evaluation process	10 th September 2026
f. Display and communication of best evaluated bidder notice	17 th September 2026
g. Contract Signature	24 th September 2026

DIRECTOR

