

REQUEST FOR EXPRESSIONS OF INTEREST

PRE-QUALIFICATION OF SUPPLIERS FOR 2018-2021

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
Registration Number 26021



BACKGROUND

Eskom Uganda Limited (EUL) is a wholly owned subsidiary of Eskom Enterprises (Proprietary) Limited of South Africa and is a limited liability company in Uganda, operating and maintaining Nalubaale and Kiira power stations. Eskom Uganda Limited took over the operation and maintenance of the two power stations on a 20 year Concession and Assignment Agreement, commencing on 1 April 2003.

Uganda Electricity and Generation Company Limited (UEGCL) is the owner of the asset.

Eskom Uganda Limited herewith wishes to pre-qualify, register and classify competent firms which will be called upon from time to time to tender for works, services and goods over the period 2018-2021.

REQUEST FOR EXPRESSION OF INTEREST

Eskom Uganda Ltd invites suitably qualified providers to express interest and submit sealed short listing submissions as per requirements outlined hereafter.

The shortlisting criteria shall include but not limited to specific experience, capabilities, qualifications, facilities and capacity to contract.

All required documentation should be submitted in English.

Bidders should clearly indicate the **LOT NO** and a description of the **CATEGORY** for which they wish to be considered.

The shortlisting submissions should be delivered to Eskom Uganda Limited – Nalubaale Power Station. By **Wednesday 03th May 2018** by **15.00 Hrs.**

Address for submission

The Procurement Manager,
Eskom Uganda Ltd,
Nalubaale Power Station (NPS)
Room 6
Jinja, UGANDA

Inquiries:

Procurement Office +256 332 240 403/412/400
tenders@eskom.co.ug

Late submissions may be rejected.

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
Registration Number 26021

Eligibility of suppliers

- The supplier should have the legal capacity to enter into a contract;
- Not insolvent, in receivership, bankrupt or being wound up
- The supplier's business activities should not have been suspended;
- The applicant is not the subject of legal proceedings
- The supplier should have fulfilled their tax obligations and social security contributions.
- The provider has not have been involved in any corrupt or illegal dealing

GENERAL REQUIREMENTS

- Submit the names of Directors, physical address and location of the firm.
- Submit legal documents: Certificates of registration or incorporation and valid operating license for 2017 and 2018.
- Submit a copy of a valid income tax clearance certificate
- Submit a photocopy of VAT Registration certificate or equivalent (for international bidders).
- Payment terms: Payment shall be effected on a monthly basis.
- Audited Financial statements for the last 3 years to be submitted
- Certifications
- Health Safety & Environment Policy and Risk Management plan.
- Submit a signed statement indicating that as a bidder you do not have a conflict of interest in the subject of the Procurement.

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
Registration Number 26021

REJECTION OF SUBMISSION

- Eskom Uganda reserves the right in its sole discretion to reject any or all the Expression of Interest submitted in whole or in part, without incurring any cost or liability whatsoever. All submissions shall be reviewed for completeness and responsiveness to the requirements.

SHORT LISTING

- **Notification to the SHORT-LISTED Applicants**

Eskom Uganda Ltd will notify all suppliers who express interest in writing by email of the results of the evaluation process by 30th July 2018.

- **Inspection**

Eskom Uganda Ltd reserves the right to conduct a physical inspection of the premises of the Applicant at its own cost and discretion. If, after the inspection, it is deemed that the physical structure and quality of service equipment is unsatisfactory, then the Application will be rejected. Eskom Uganda Ltd reserves the right to verify all information submitted at the time of their choosing.

- **Currency**

The preferred currency is in Uganda Shillings for all companies based in Uganda.

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
Registration Number 26021

Evaluation Process

Eskom Uganda will review all bids received to determine their responsiveness.

The following are mandatory requirements for short listing:

Certificate of incorporation	Gate Keeper
Memorandum & Articles of Association	Gate Keeper
Tax Registration Certificates with a valid TIN or equivalent	Gate Keeper
Valid Trading License for 2018	Gate Keeper
Physical address.	Gate Keeper
List of Directors of the Company	Gate Keeper

Preferred Vendor Application Form

Company name:	
Company address (Head or Registered Office):	
Postal / Mailing address	
P.O. Box:	
Physical Address:	
City:	State:
Country:	
Telephone:	
e-mail:	Website:
Operational address (if different from Head Office):	

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
 Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
 P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
 Registration Number 26021

Telephone:	Fax:
------------	------

CEO/ Managing Director's name:	
Telephone:	Fax:
Mobile:	e-mail:

Account Manager's name:	
Telephone:	Fax:
Mobile:	e-mail:

Sole contact for Order following up and delivery expediting purposes:	
Telephone:	Fax:
Mobile:	e-mail:

----- **COMPANY INFORMATION** -----

Type of company from the list below:
<input type="checkbox"/> Limited Liability <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Private/Public Company <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other (Specify)_____
Number of personnel
Statutory information
Country of registration:
Year of Registration:
Registration certificate No:
Business Trading Licence / certificate No for 2018: (attach copy)
TIN No:
Tax clearance certificate No (attach)
Articles and Memorandum of Association (attach copy)
Withholding tax company status (*): applicable rate: ____%
(*): if withholding tax exempt, Company shall provide copy of its exemption certificate.
The Vendor shall provide a copy of all the above and any relevant licence, certificate or authorization. International suppliers shall provide equivalents of all the above.

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
 Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
 P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
 Registration Number 26021



Shareholders' names and address
Indicate which category you wish to be registered for:
1)
2)
3)
<input type="checkbox"/> Service Contractor <input type="checkbox"/> Materials Supplier <input type="checkbox"/> Both categories

Acceptable credit terms; (Eskom standard terms are 30 days credit)
Preferred Payment mode
Products/Services(outline limited to five):
Select which category best describes your company:
<input type="checkbox"/> Direct product manufacturer <input type="checkbox"/> Agent to a Manufacturer (attach evidence) <input type="checkbox"/> Distributor (attach evidence) <input type="checkbox"/> Others (please specify): _____
Provide the specific categories of work that your organization normally performs.

Indicate the type of projects in which your company has experience

List 3 major projects your company has undertaken over the last one year (attach evidence eg copies of Purchase Orders/contracts or certificates of completion with value of the contracts)
Did your company have a name change in the past 12 months If yes indicate previous name

----- **GENERAL INFORMATION** -----

Describe any special processes that you perform (e.g., Galvanization, painting, fabrication, welding, etc)								
Are you ISO-9000 certified? ___Yes ___No ISO Certificate Type _____								
Registrar _____ Certificate Number _____								
Expiration Date: ISO READY/Not Certified _____ Date of Certification _____								
Registered or certified to any other Quality Management System or model? Yes_____ No_____								
Do you have an HSEQ program ___ Yes ___No ___ Give a brief description of the program								
Do you have a Safety policy/manual (where applicable attach) Yes_____ No _____								
Do you have a QA/QC policy, manual or plan(attach) Yes_____ No_____								
Has your Company executed any Services or Supplies for Eskom Uganda, its affiliates or any companies that generate, transmit or distribute power within the past three years? <input type="checkbox"/> Yes <input type="checkbox"/> No								
If yes, please summarize a maximum of five of the most recent Services or Supplies in the table below:								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Description</th> <th style="width: 25%;">Reference</th> <th style="width: 25%;">Amount(UGX)</th> <th style="width: 25%;">Company</th> </tr> </thead> <tbody> <tr> <td style="height: 30px;"></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Description	Reference	Amount(UGX)	Company				
Description	Reference	Amount(UGX)	Company					

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
 Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
 P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
 Registration Number 26021



-----**KEY PERSONNEL** -----

Provide profiles of key Technical Personnel.

-----**FINANCIAL INFORMATION** -----

Bank reference. Company Bank (to be provided on paper with your company letterhead)		
	Name	Address
Main bankers		
Total annual turnover		
2017		
2016		
2015		
Attach latest financial statements		
Provide a letter of recommendation from a credible business entity		

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
Registration Number 26021



CHECK LIST (To be included in the Vendor qualification dossier)

Eskom Uganda Ltd

Procurement Department

Dear Sir/Madam,

Having examined the vendor application form, please find enclosed our dossier including:

Our business address	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our contact person(s) details	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our major line of business	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our telephone number, e-mail address	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our full bank account details	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our e-mail address	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our TIN	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our VAT registration number	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our Tax clearance certificate	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our withholding tax exemption certificate (if applicable)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Our MOA and AOA	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Copy of our Registration certificate	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Names of the Directors/shareholders	Yes <input type="checkbox"/>	No <input type="checkbox"/>
All questionnaire tables completed	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Yours faithfully,

Name: _____

Position: _____

Signature _____

Eskom Uganda Limited

Kampala Office: Studio House, 2nd Floor, 5 Bandali Rise Bugolobi, Kampala
Tel +256 332 240401, Fax +256 313 280307

Jinja Office: Nalubaale Power Station
P.O. Box 942, Jinja. Tel +256 332 240400, Fax +256 332 280306

Email: admin@eskom.co.ug, www.eskom.co.ug
Registration Number 26021



