



NDEJJE
UNIVERSITY

Fear of God brings Knowledge and Wisdom

Office of the University Secretary
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INVITATION FOR PRE-QUALIFICATION AND TO BID FOR PROVISION OF WORKS, SERVICES & SUPPLIES

Ndejje University invites applications from eligible firms and individuals for pre-qualification to provide Works, Services and to Bid for Supplies for the years **2026 –2028** as categorized below:-

A SUPPLIES

1. Office Stationery
2. Fuel e.g. Diesel & Petrol
3. Confectioneries / Decoration
4. ICT Equipment & Consumables
5. Furniture & Office Equipment
6. Electrical Materials
7. Curtains, blinds, Uniforms & Protective wears
8. Building, Plumbing & Construction Materials
9. Motor Vehicle Spares, Tyres & Tubes
10. Laboratory Reagents
11. Binding, Art & Design Materials
12. Medical Drugs & Equipment
13. Sports Items & Equipment
14. Agriculture Lab materials & Equipment
15. Engineering & Environmental Materials & Equipment
16. General supplies
17. Supply of dental equipment and services
18. Plumbing equipment

B PROVISION OF SERVICES

1. Printing / Graphic Designing Services
2. Engraving, Branding & Signage
3. ICT equipment servicing & maintenance
4. Catering Equipment repair & maintenance
5. Furniture & Office equipment repair & Maintenance
6. Fumigation & Pest control
7. Air Travel Agency/ Tours services
8. Functional Hire Services and decoration
9. Clearing & Forwarding
10. Incinerator services
11. Garbage Collection
12. Hotel, Conference and hospitality services
13. Insurance Services
14. Generator Servicing & Maintenance
15. Fire Extinguisher Servicing & Maintenance
16. Electrical, Mechanical & Civil Engineering Services
17. Public address
18. Tents and chairs
19. Servicing generators and batteries
20. Land surveying and asset valuation

21. Catering services
22. Cleaning services
23. Security services
24. Welding and Metal fabrication
25. Motor Vehicle Servicing and repair.
26. Architectural design services.

WORKS

1. Construction/building/Renovations works
2. Provision of consultancy services for quantity surveying and Land Surveying
3. Architectural works
4. Provision of carpentry works

Pre-qualification is open to all eligible Bidders. Please note the following: -

Pre-qualification documents can be obtained beginning **Monday 5th January 2026** at Kampala Campus from the Procurement office, Ndejje University **Kampala Campus**, upon payment of a non-refundable fee of Two Hundred Fifty thousand shillings (**Ug. Shs250,000=**) to the university Account number below for each category of supplies, works or services.

Bank: Centenary Bank

Name: Ndejje University

Acc Number: 3100010135

Branch: Entebbe Road

The Pre-qualification documents should be submitted in a **sealed envelope** clearly marked **“Pre-qualification for the Supply/Provision of..... (Category Name) for the Period 2026-2028.**

Bids should be addressed:-

University Secretary
Ndejje University
P.O Box 7088
Kampala-Uganda

Not Later than 30 January 2026 at 4.00pm

Bids will be opened on the same day at Ndejje University, Kampala Campus. All bidders are welcome to witness the opening.