



AFRICAN CENTRE FOR TREATMENT AND REHABILITATION OF TORTURE VICTIMS

PRE-QUALIFICATION OF SUPPLIERS AND PROVIDERS OF GOODS AND SERVICES

African Centre for Treatment and Rehabilitation of Torture Victims (ACTV) is a non-governmental organisation dedicated to the promotion and protection of human rights with emphasis on the treatment and rehabilitation of survivors of torture in Uganda and the Great Lakes region. It has two medical centres, one located in Kamwokya-Kampala; Central region and the other in Layibi division-Gulu; Northern region.

In pursuance of the above, ACTV intends to carry out an update of its pre-qualification list of service providers for the Years 2016/2017.

ACTV now invites interested competent firms/companies to submit sealed applications for purposes of pre-qualification for the following items.

List of goods and services

GOODS:

- Stationery, Office Supplies and Office Equipment;
- Computers , Printers and Accessories
- Vehicles; Motorcycles
- Vehicle Tyres;
- Drinking water& Dispenser;
- Supply of News Papers (New Vision,Daily Monitor and Observer, The East African)
- Kitchenware and toiletries.
- Medical Drugs and First Aid kits
- Physiotherapy equipment and appliances
- Information, Educational and Communication (IEC) materials
- General merchandise
- Groceries

SERVICES

- Garbage Collection services
- Information Technology (IT) services (Preventive maintenance and Repair)
- Fuel – Postpaid services
- Printing, designing and branding of publications and Promotional Materials
- Print and Electronic media services
- Photocopying and Printing services
- Repair and Maintenance of Vehicles and Motorcycles
- Vehicle hire
- Security services
- Medical insurance services
- Courier Services

- Repair and Maintenance of Office Firemunt/accessories
- Supply, Training & maintenance of Fire Extinguishers
- Carpentry and Office Furniture repairs
- Computer, Printer Maintenance and repairs
- Copier Maintenance and repairs
- Fax, Telephone Maintenance and repairs
- Provision of Internet services
- Training and workshop facilities ,
- Events management
- Audio and Visual production and Documentaries
- Electrical ware and maintenance.
- Plumbing services..
- Cleaning and fumigation services.
- Catering services.
- Insurance services.
- Air ticketing, tour and travel services
- Website designing
- Generator maintenance and repair services
- Medical and Physiotherapy equipment maintenance and repairs
- Furniture and Fittings

Consultancy

- Auditing services
- Development and/or Review of policies and manuals
- Baseline studies/ Impact Assessments
- Resource Centre Development and Knowledge Management
- Project/Programme Evaluations
- Recruitment services
- Proof reading and Editing services
- Conflict Transformation, Disaster Risk Management,
- Team Building,(Leadership and management)

Interested applicants may obtain further information from the ACTV Procurement Committee and download a complete set of Pre-qualification documents and other details from the ACTV website at www.actvuganda.org/procurement. No liability shall be accepted for loss, late delivery or non-delivery of application. The applications shall be received at the ACTV Reception on or before **Thursday, 21st April 2016 at 3.00pm**. The applications shall be opened the same day at **3.30pm** in the ACTV Boardroom in the presence of applicants' representatives who choose to attend. Late submissions shall not be accepted.

ACTV is not bound to accept any Applicant

MANAGEMENT