

INVITATION TO BID (ITB)

Reference No.: NMS/PROC/2025/001

Date: 25th November 2025

Next Media Services invites sealed bids from eligible and competent firms and individuals for the provision of goods and services in various categories for the Financial Year 2026–2028.

1. Categories Open for Bidding

No.	Category Description	Ref Code
1	Supply of General Stationery, photocopy and binding services	MPL/GDS/PREQ/2026-2028/01
2	Supply of Laptops/Desktops & IT Accessories	MPL/GDS/PREQ/2026-2028/02
3	Supply of Computer Consumables (Toners, cartridges, scanners and printers)	MPL/GDS/PREQ/2026-2028/03
4	Supply of Office Furniture and Fittings	MPL/GDS/PREQ/2026-2028/04
5	Supply of Office Equipment (Photocopy Machines, printers)	MPL/GDS/PREQ/2026-2028/05
6	Supply of Fire Fighting Equipment service, refilling and maintenance	MPL/GDS/PREQ/2026-2028/06
7	Supply of Air Conditioners and Maintenance Services	MPL/GDS/PREQ/2026-2028/07
8	Supply and Maintenance of ICT and Telecommunication Equipment (Telephones PABX, routers, switches)	MPL/GDS/PREQ/2026-2028/08
9	Supply installation and maintenance of CCTV, access control, door locks and biometric systems	MPL/GDS/PREQ/2026-2028/09
10	Supply installation and maintenance of fire detection, suppression and fire alarm systems	MPL/GDS/PREQ/2026-2028/10
11	Supply Installation and Maintenance of Generators, solar systems and inverters	MPL/GDS/PREQ/2026-2028/11
12	Supply of Motor Vehicles and Motorcycles	MPL/GDS/PREQ/2026-2028/12
13	Supply of Motor Vehicle Spare Parts and Tyres	MPL/GDS/PREQ/2026-2028/13
14	Supply of Motor Vehicle Maintenance Services (Garage Services)	MPL/GDS/PREQ/2026-2028/14
15	Supply of Motor Vehicle Insurance Services	MPL/GDS/PREQ/2026-2028/15
16	Supply of Medical Insurance Services for Staff	MPL/GDS/PREQ/2026-2028/16
17	Supply of Office Cleaning Materials and Services	MPL/GDS/PREQ/2026-2028/17
18	Supply of Office Furniture and Fittings	MPL/GDS/PREQ/2026-2028/18
19	Provision of Catering Services and Beverages	MPL/GDS/PREQ/2026-2028/19
20	Provision of Air Ticketing and Travel Agency Services	MPL/GDS/PREQ/2026-2028/20
21	Provision of Clearing and Forwarding Services	MPL/GDS/PREQ/2026-2028/21
22	Provision of Security Services (Guarding, CCTV and radio commercial)	MPL/GDS/PREQ/2026-2028/22
23	Provision of Internet and External Branding Services (Promotional Items)	MPL/GDS/PREQ/2026-2028/23
24	Provision of Printing and Publishing Services	MPL/GDS/PREQ/2026-2028/24

25	Provision of Legal Services	MPL/GDS/PREQ/2026-2028/25
26	Provision of Consultancy Services (HR, finance, tax and audit)	MPL/GDS/PREQ/2026-2028/26
27	Provision of Insurance Services (General, medical, motor vehicle)	MPL/GDS/PREQ/2026-2028/27
28	Provision of Architectural and Engineering Services	MPL/GDS/PREQ/2026-2028/28
29	Provision of Electrical and Electronic Services	MPL/GDS/PREQ/2026-2028/29
30	Provision of Plumbing and Drainage Services	MPL/GDS/PREQ/2026-2028/30
31	Provision of Carpentry and Joinery Services	MPL/GDS/PREQ/2026-2028/31
32	Provision of Painting and Decoration Services	MPL/GDS/PREQ/2026-2028/32
33	Provision of Landscaping and Gardening Services	MPL/GDS/PREQ/2026-2028/33
34	Provision of Pest Control and Fumigation Services	MPL/GDS/PREQ/2026-2028/34
35	Provision of Waste Management Services	MPL/GDS/PREQ/2026-2028/35
36	Provision of Vehicle Hire and Transport Services	MPL/GDS/PREQ/2026-2028/36
37	Provision of Equipment Hire (Cranes, forklifts, generators)	MPL/GDS/PREQ/2026-2028/37
38	Provision of Training and Capacity Building Services	MPL/GDS/PREQ/2026-2028/38
39	Provision of ICT Solutions (Software Development and website design)	MPL/GDS/PREQ/2026-2028/39
40	Provision of Audit and Assurance Services	MPL/GDS/PREQ/2026-2028/40
41	Provision of Tax Advisory Services	MPL/GDS/PREQ/2026-2028/41
42	Provision of Occupational Health and Safety Services	MPL/GDS/PREQ/2026-2028/42
43	Provision of Quality Assurance and Certification Services	MPL/GDS/PREQ/2026-2028/43
44	Provision of Logistics and Supply Chain Management Services	MPL/GDS/PREQ/2026-2028/44
45	Provision of Asset Valuation and Disposal Services	MPL/GDS/PREQ/2026-2028/45
46	Provision of Property Management Services	MPL/GDS/PREQ/2026-2028/46
47	Provision of Valuation and Auctioneering Services	MPL/GDS/PREQ/2026-2028/47
48	Provision of Debt Collection Services	MPL/GDS/PREQ/2026-2028/48
49	Provision of Credit Reference and Background Check Services	MPL/GDS/PREQ/2026-2028/49
50	Provision of Signage and Branding Services	MPL/GDS/PREQ/2026-2028/50
51	Provision of Promotional and Marketing Materials	MPL/GDS/PREQ/2026-2028/51
52	Provision of Event Management and Exhibition Services	MPL/GDS/PREQ/2026-2028/52
53	Provision of Photography and Videography Services	MPL/GDS/PREQ/2026-2028/53
54	Provision of Graphic Design and Creative Services	MPL/GDS/PREQ/2026-2028/54
55	Provision of Web Design and Development Services	MPL/GDS/PREQ/2026-2028/55
56	Provision of Digital Marketing and Social Media Management Services	MPL/GDS/PREQ/2026-2028/56
57	Provision of Project Management Services	MPL/GDS/PREQ/2026-2028/57
58	Provision of Monitoring and Evaluation Services	MPL/GDS/PREQ/2026-2028/58

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59	Provision of Risk Management Services	MPL/GDS/PREQ/2026-2028/59
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2. Bid Document Purchase

NB: Bidder is only allowed to bid for not more than 3 services for 100,000 UGX beyond which attracts additional payment as instructed.

Payment shall be made to our airtel merchant number: 4392284 -NBS Television

Upon payment, a receipt shall be uploaded to email: procurement@nextmedia.co.ug

It is upon this, that procurement shall share softcopy of the bidding document for preparation and submission.

Submission shall be via same email and as on the date specified in the pre-qualification document.

3. Bid Submission

This shall be via email: procurement@nextmedia.co.ug

Not later than 15th December 2025, at 5:00 PM. Late submissions will not be accepted.

4. Bid Opening

There shall be no public bid opening, however bidders shall be notified of the outcome via provided emails not later than 31st Dec 2025