

TENDER NOTICE

INVITATION TO TENDER (ITT)

Supply and Delivery of 400 Laptops | Leaders in Teaching STEM Scholarship Program

1. Background

Luigi Giussani Foundation (LGF) is an indigenous, non-profit, non-governmental organisation based in Luzira, Kampala. LGF works to improve the quality of education and strengthen youth employability through community-based capacity development, with a particular focus on vulnerable and underserved communities.

Together with partners, LGF is implementing the Leaders in Teaching Uganda Program, a five-year Mastercard Foundation initiative that aims to transform secondary education in Uganda by improving the quality of teaching and learning.

As part of this initiative, the Leaders in Teaching Program is investing in the next generation of female STEM teachers by supporting their education and professional development. To facilitate this initiative, LGF invites bids from interested and suitably qualified suppliers for the items below.

2. Item to Bid For

S/N	REFERENCE NUMBER	DESCRIPTION
1	LGF/KLA/SPL/001/2026	Supply and Delivery of 400 Laptops for the Leaders in Teaching STEM Scholarship Program (Location: Central Region, Kampala)

Purpose: The 400 laptops will support Leaders in Teaching STEM scholars to access digital learning resources, conduct academic research, complete assignments and participate effectively in STEM education and training. Devices must be fit for purpose, durable and compatible with commonly used academic software. LGF seeks value for money, quality, after-sales support and timely delivery.

3. Access to Tender Documents

Interested and suitably qualified suppliers may download the ITT document, with the required tender information and specifications, from the LGF website <https://lgfug.org/tenders/>, or request the complete tender information from the Procurement and Logistics office at **Luigi Giussani Foundation, Sentamu Jagenda Rd, Luzira, Kampala**. The tender documents comprise the Invitation to Tender (ITT), Annex A (Signed and Stamped Intent to Bid Form) and Annex B (Financial Offer Sheet). All bids and correspondence must be in English.

4. Submission of Bids

Bids shall be submitted in **physical, sealed** form, clearly marked with the tender reference number **LGF/KLA/SPL/001/2026**, and delivered to Luigi Giussani Foundation, Sentamu Jagenda Rd, Luzira, Kampala, **not later than 23 November 2026**. Each bid must contain: (a) the mandatory eligibility documents: certificate of incorporation, valid trade license, VAT registration certificate, proof of valid regulator licenses from NITA, proof of license with manufacturers, and audited financial statements for 2023-2025; (b) a Technical Envelope; and (c) a Financial Envelope, with prices quoted in Uganda Shillings (UGX). Bid security is not applicable. Bids remain valid for 90 working days after bid opening.

Key dates: ITT issued 26 October 2026 | Bidders' questions due 10 November 2026 | Answers to questions 13 November 2026 | Submission deadline 23 November 2026 | Evaluation 24 November 2026 | Supplier visit / due diligence 26 – 27 November 2026 | Award of business 30 November 2026 | Contract start 1 December 2026.

Clarifications: send questions by email to procurement@lgfug.org not later than 2 November 2026.

5. Ethical Standards and Reservation of Rights

LGF maintains a zero-tolerance policy on theft, corruption, nepotism, and bribery, and ensures equal opportunity in its procurement processes. Collusion, including the submission of separate bids for the same tender by related parties or companies, will lead to disqualification from this and future tenders. Bidders must not contact LGF about their tender between tender opening and contract award. Any compromise of integrity should be reported at <https://lgfug.org/report-abuse/>.