

INVITATION TO TENDER
LOGISTICS & INTERNATIONAL TRANSPORT SERVICES
TENDER REFERENCE: BGL2025/080

Contracting Authority: Bongomin Group Limited

Funding Source: 50% aBi through Rikolto International

Project Name: Climate-Resilient Businesses for Wetland-Adjacent Communities

Publication Date: 29 December 2025

Tender Submission Deadline: 15 January 2026 at 23:59 (GMT +3 – Kampala Time)

1. Project Background and Objective

Bongomin Group Limited invites reputable and experienced logistics companies to submit sealed bids for the end-to-end shipment of imported goods. The objective is to select a long-term strategic partner to enhance supply chain efficiency and reliability for the period 2026–2028.

2. Scope of Services

The successful bidder will be responsible for:

- International Transportation: Multimodal transport (sea / air / road) from China, the Philippines, Thailand, Japan, India, and from everywhere else, to Mbale or Kampala.
- Customs Clearance: Full management of import documentation, duties, and compliance with Ugandan customs regulations.
- Warehousing and Distribution: Temporary storage, inventory management, and final-mile delivery to distribution centers.
- Tracking and Reporting: 24/7 real-time shipment tracking through GPS and digital platforms.
- Risk Management: Proactive identification and mitigation of transport-related risks, including insurance coverage.
- Emergency Management: Contingency plans for delays, natural disasters, or supply chain disruptions.

3. Mandatory Eligibility Criteria

Bidders must provide the following:

- Experience: At least five (5) years of proven experience in international logistics.
- Financial Capacity: Audited financial statements for the last three years (2022–2024).
- Compliance: Valid operating licenses and ISO certifications (ISO 9001, ISO 14001, or equivalent).
- Safety and Security: Evidence of safety management programs, accident statistics, and cargo security measures.
- References: Contact details of at least three clients for whom similar services were provided.

4. Proposal Requirements



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Proposals must include:

- A detailed methodology and logistics plan for service delivery.
- Organizational structure and profiles of key personnel.
- IT capabilities for shipment tracking and reporting.
- Sustainability initiatives, including CO₂ tracking, green fleet options, and waste reduction practices.
- A detailed pricing structure covering freight, customs clearance, warehousing, insurance, fuel surcharges, and any additional fees.
- Sample Key Performance Indicators (KPIs), such as on-time delivery, damage rates, and response times.

5. Evaluation Criteria

Key evaluation criteria include:

- Network coverage and transit times
- Technology integration and reporting capabilities
- Financial competitiveness and transparency
- Environmental sustainability practices
- Risk management and contingency planning
- Experience with similar international supply chains

6. Information and Requests for Clarification

Requests for clarification must be submitted no later than 10 January 2026 to:
info@bongomingroup.org

Responses will be provided by 12 January 2026 at the latest.

7. Tender Submission Requirements

a) Administrative Documents

- Signed tender submission letter by an authorized representative
- Company registration certificate
- Tax clearance certificate
- Proof of at least 5 years' experience in international logistics
- Bank details (RIB)

b) Technical Documents

- Detailed methodology and logistics plan
- IT capabilities for tracking and reporting
- Sample KPIs
- Sustainability initiatives, such as CO₂ tracking or green fleet options.
- References for at least three similar projects completed within the last five years

c) Financial Documents

- Detailed pricing structure
- Proof of financial capacity (financial statements, bank statements, etc.)



- Offer validity: 90 days from the submission deadline
- Offers must be submitted in USD, EUR, or UGX (exchange rate based on OANDA as of the submission deadline)

8. Submission Modalities

- Format: One password-protected PDF file including administrative, technical, and financial documents
- Language: English
- Email Submission:
info@bongomingroup.org
andrew.e@bongomingroup.org
- Hard Copy Submission:
Address: Plot 50A Wanale Road, Senior Quarters, Mbale City, Uganda
(Hard copy tenders must be securely sealed and recorded with the date and time of submission.)

Final Deadline: 15 January 2026 at 23:59 (Kampala Time)

9. Eligibility and Qualification Criteria

The selection will follow the Quality and Cost-Based Selection (QCBS) method with the following weightings:

- Administrative Compliance: 20%
- Technical Compliance: 60%
- Financial Compliance: 20%

The contract will be awarded to the bidder achieving the highest combined score across administrative, technical, and financial evaluations.

