



## EAST AFRICAN CRUDE OIL PIPELINE

# EXPRESSION OF INTEREST FOR THE PROVISION OF OFFICE STATIONERY AND OFFICE CONSUMABLES. REFERENCE NO. REQ-00000445

East African Crude Oil Pipeline (EACOP) Limited (COMPANY), requires the services of experienced and reputable contractors to provide office stationery and consumables for the EACOP.

The EACOP Project involves the acquisition of project required land to construct and operate a buried, cross-border pipeline to transport crude oil from the Lake Albert area in Uganda to the eastern coast of Tanzania for export to international markets. The pipeline will run from Kabaale in Hoima District, Uganda, to Chongoleani, Tanga Region, in Tanzania. It shall be 1,443 kilometres (km) long, of which 296 km will be in Uganda occupying a 30-metre-wide corridor.

In Uganda the pipeline will traverse ten (10) Districts, comprising Hoima, Kikuube, Kakumiro, Kyankwanzi, Mubende, Gomba, Sembabule, Lwengo, Rakai and Kyotera.

East African Crude Oil Pipeline Limited invites experienced and reputable service providers for expression of interest for the Provision of Office Stationery and Office consumables.

### BRIEF DESCRIPTION OF THE SCOPE OF SERVICES

#### a) Provision of Office Stationery

Writing supplies  
Paper products  
Filing and organizational tools  
Desk accessories  
Printing supplies, etc

#### b) Provision of General office supplies

Coffee  
Tea  
Sugar  
Kitchen detergents, etc

### MINIMUM REQUIREMENTS

Companies expressing their interest are invited to document their request with:

- Legal entity documentation including a certificate of incorporation and registration and a trading license.
- Proof of registration with the Uganda Revenue Authority (URA) and current Tax Clearance Certificate.

- Brief description of experience, expertise, and capacity to deliver any/all the required scope of services.
- Organization profile (or brochure) detailing services provided, organization chart, key clientele, and proposed key personnel that will work with the respective team and their relevant experience in supplying similar goods.
- Proof of registration on the National Supplier Database managed by the Petroleum Authority of Uganda.
- Compliance with the Petroleum Midstream National Content Regulations, 2016.
- Audited Financial Statements for the last three years.
- Evidence of a QHSE Management system, organization, and process in compliance with applicable local and industry standards for similar works.
- Proof of Anti-corruption, Anti-bribery, Compliance, and Human Rights policies.

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Companies that have the ability, capacity, and resources to implement the activities listed above should express their interest by sending together with the documents stated in the above section through an email to [procurement.ug@eacop.com](mailto:procurement.ug@eacop.com) (max. email size **20Mb**) East African Time (EAT) on or before **Tuesday 16<sup>th</sup> January 2024 16:00Hrs**. Email Subject shall be: (EOI-reference number **00000445**). Statements of EOI should be no more than ten (10) to twenty (20) pages long. All Expression of Interests should be submitted in English language.

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**Note:** The EACOP project will review and assess the documents provided by the interested companies to derive a list of prequalified companies. Only prequalified companies will receive, subject to signature of a Non-Disclosure Agreement (NDA), invitation to submit bids in furtherance of the call for tender process.