

**US Mission  
Kampala, Uganda**

# **CATALOG**

## **AUCTION 2012**



REGISTRATION NUMBER:

# BIDDING INSTRUCTIONS



## US MISSION AUCTION 2012

**American Embassy warehouse**

**Plot 63/67 Spring Road**

**Viewing, Registration and Bidding: May 14th – May 17th, 2012 from  
9.00am – 4.00pm.**

**May 18th, 2012 from 9.00am – 3.00pm.**

## INSTRUCTIONS TO BIDDERS

### **VIEWING AND BIDDING:**

- Register at the Registration Desk (**YOU MUST REGISTER TO BID**).
- Purchase an auction catalogue that includes ten (10) bidding tickets at UGX 10,000, use the bidding tickets to submit your bid lot(s) choices.
- View items for sale. Clearly write your registration number, lot number and bid amount on back of your bidding ticket.
- Submit your bid ticket at the Bid Registration Desk. Only one ticket per lot is acceptable. **Multiple bid tickets from the same person for the same LOT will be nullified. Bid tickets are NONE refundable. Additional tickets could be purchase at Bid Registration Desk for UGX 1000 per ticket.**
- **All payments must be done by CASH ONLY.**
- **DO NOT** Include the Tax Amount in your bid amount. Taxes are set by URA and must be paid in addition to, but separate from the bid amount.
- The Tax percentages are calculated from your bid amount. Please review catalogue to establish the taxes due in relation to your bid amount.

### **CAPITAL EQUIPMENT:**

- Every participant bidding Capitalized Equipment such as vehicles, boat, heavy equipment and etc. **MUST pay a Commitment Fee of UGX 500,000** registration for auction bidding per lot.
  - **Note:** The Catalog fee of UGX10,000 is not included to Commitment Fee total amount. Commitment fees for unsuccessful bidders will be refunded. Participants can pick up Commitment Fee refunds at the Auction Payment Desk (cashier). The personal ID and Commitment Fee Receipt must be presented for refund.
- Successful bid amounts will be adjusted by UGX 500,000 from total bid amount.
  - **Note:** Successful bidders, who will turn down their offer, will lose the Commitment fee as well.
- Commitment fee will be considered as minimum starting amount for winning bid.

## **BID WINNERS:**

- Each priority list of bid winners will be display for **one business day ONLY at the entrance gate and online.**
- The lists of bid winners for different lots will be displayed at the warehouse security check point gate starting from May 21<sup>st</sup>, 2012 from 1000 am-1600pm.
- The bid winners will be notified also by providing contact information during registration.
- Seek clearance with the guards at the gate to access the Auction Payment Desk.
- Payments will be made at the Auction Payment Desk.
- Payment and collection of Lots starts on Monday May 21<sup>st</sup>, 2012 from 0900 am until 1600 pm through May 25<sup>th</sup>, 2012.
- Make payment for taxes directly to the URA cashier at the American Embassy warehouse between May 21<sup>st</sup>, 2012, 2012 to May 25<sup>th</sup>, 2012 from 0900 to 1600.  
**Note:** After May 25<sup>th</sup>, 2012, taxes to be paid directly at the URA office as directed.
- Collect items after payment within **\*5 business days.**
- You must carry with you all your payment receipts (bid payment and taxes payment receipts) and identification for collection of the lot items.

## **CONDITIONS UNDER WHICH PROPERTY IS SOLD**

- **The property is sold on an “as-is-as-where basis” for CASH payment ONLY without refund or warranty by the US Government. No guarantee can be given for the working/good condition or completeness of any Lot. The US Government cannot be held liable for any errors in this catalogue.**
- Items must be loaded and removed by buyers at the warehouse security check point **ONLY**; warehouse team will assist with providing your lot to security check point for loading/pickup.
- If the buyer fails to collect his fully paid lot at the US Mission warehouse in the **\*GIVEN 5 BUSINESS DAYS**, the US Mission will be entitled to charge the bidder for storage up to 3 business days.
- After initial **\*5 GIVEN BUSINESS DAYS** plus 3 chargeable business days failure to collect fully paid lot will result forfeit of lot and any payments.
- Applicable local taxes and customs duties or fees are paid by the purchaser prior to the collection of any lot. If you hold duty free status, you must show proof of your tax exemption. Uganda Revenue Authority will be provided with a list of purchasers.

**The US Government  
has the authority to reject any or all  
bids, if they consider the bid  
amounts insufficient.**



## SECTIONS OUTLINE

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1

**Commitment Fee of UGX 500,000 per lot is required before bidding for this section.**

Section bidding on: Cars, Forklift machinery.

2

**Commitment Fee of UGX 500,000 per lot is required before bidding for this section.**

Section bidding on: Bikes, Motorcycles.

3

Section bidding on appliances: Refrigerators, freezers, stoves, washers, dryers, distillers, air conditioners, fire extinguishers, microwaves, lawnmowers, transformers, stabilizers, batteries,

4

Section bidding on all types of furniture: dining sets, soft furniture, beds, mattresses, office furniture, garden furniture, entertainment centers, carpets.

5

Section bidding on electronics: computers, monitors, printers, copier machines, lamps, telephone sets.

6

Section bidding on miscellaneous items: tires, hoses, pipes, helmets, curtains and other parts.

# BIDDING TICKETS

Please use the following rules for submitting bid:

- One Ticket for UGX 1000 for One Bid ONLY.
- Free Ticket will be issued for EACH Commitment Fee Lot after payment.
- After registration please view the lots.
- Make your selections.
- Clearly write on the ticket: assigned registration number, lot number and bidding amount.
- Submit bidding ticket with all required information (registration number, lot number, bid amount) to Bid Registration Desk.
- All bids MUST be rounded to 1000 increments.

**FOR MORE TICKETS:**

Please Ask Cashier located at the Bid Registration Desk.

**THANK YOU FOR PARTICIPATING  
IN US MISSION AUCTION 2012!**

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**RN: \_\_\_\_\_ LOT: \_\_\_\_\_ BID UGX: \_\_\_\_\_**



**ONE TICKET  
UGX 1,000  
ONE BID**

**ALL BIDS MUST BE ROUNDED TO 1000 INCREMENTS**

**MORE BIDDING TICKETS  
ARE AVAILABLE AT THE BID REGISTRATION DESK (CASHIER)**

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