UNIVERSITY of RWANDA

OFFICE OF THE DEPUTY VICE-CHANCELLOR FOR FINANCE

Kigali, ...18... /...11../2024
REF: DVC-FIN/...0301../2024

Invitation for Bids (IFB)

Country: Rwanda
Institution: University of Rwanda (UR)
Project: East African Community (EAC) Regional Centre of Excellence for Vaccines, Immunization and Health Supply Chain Management (RCE-VIHSCM)
Title of the tender: Tender for the purchase of IT Equipment for EAC Pooled Procurement Mechanisms
Tender Reference N°: 002/NCB/G/UR-SPIU/RCE-VIHSCM/KfW/2024-2025
Procurement Method: National Competitive Bidding (NCB)
Source of funds: Kreditanstalt für Wiederaufbau (KfW)

1. The East African Community (EAC) received funds from Kreditanstalt für Wiederaufbau (KfW), German Development Bank to support the initial development of the Regional Centre of Excellence for Vaccines, Immunization and Health Supply Chain Management (RCE-VIHSCM). Among the activities to finance there is purchase of necessary equipment to achieve the center's goals.

2. UR hereby invites the eligible bidders to submit bids for the Tender for the purchase of IT Equipment for EAC Pooled Procurement Mechanisms.

3. The bidding process will be conducted through the National Competitive Bidding (NCB) in accordance with the KfW Procurement Guidelines. The tender comprises of one (1) Lot and participation is open on equal conditions to all companies that are eligible and specialized in the field.

4. Interested eligible bidders may obtain further information from the UR- Single Project Implementation Unit (SPIU) - Kicukiro Campus, Kigali - Rwanda - Procurement Office - contact person: Head of Procurement Office and inspect the bidding document. They might also obtain further information by requesting it through e-mail: info.rcevihscm@ur.ac.rw with copy to urspiuprocurement@gmail.com and urhpuprocura@gmail.com. The information will be provided during office hours from 09:00AM to 05:00 PM hours Kigali-Rwanda local time.

5. The biding document in English may be purchased by interested and eligible bidders upon payment of a non-refundable fee of seven thousand Rwandan Francs (Frw 7,000). The method of payment will be direct deposit to the Rwanda Revenue Authority (RRA) account (Non fiscal Revenue). The document will be sent by email or courier.

6. Bids must be delivered to the below address not later 10h30 AM hours Kigali Rwanda time on 13th December 2024. Electronic bidding will not be permitted. Late bids will be rejected.

7. Bids will be publically opened in the presence of the bidders' designated representatives and anyone who chooses to attend. The meeting will take place physically at the below mentioned address on 13th December 2024 at 11h00 AM Kigali - Rwanda time local time.

8. Bids well typed, appropriately bound and presented in three copies (one original and two copies) must be accompanied by a bid guarantee issued by any reputable financial institution of Five Million Seven Hundred Ninety-Six Thousand Rwandan Francs (Frw 5,796,000). For in convertible currency, in sealed envelope and must reach to the Secretariat of the below mentioned address on or before the date and time mentioned in the point 6 and 7. The outer envelope should clearly indicate the tender number and title.

9. The bids will remain valid for 120 days starting from the deadline of bids submission.

1. The address referred to is the following: University of Rwanda – Single Project Implementation Unit (SPIU) Kicukiro Campus, Kigali – Rwanda Contact office: UR-SPIU, Head Procurement Unit, Email: info.rcevihscm@ur.ac.rw with a copy to urspiuprocurement@gmail.com and urhpuprocura@gmail.com. Website: www.ur.ac.rw

Sincerely,

Françoise Kayitare Tengera
Deputy Vice Chancellor for Finance

Cc: *Electronically*

- Project Manager for East Africa and African Union
  KfW Development Bank
- Vice Chancellor
- Deputy Vice Chancellor (All)
- Coordinator, Single Project Implementation Unit (SPIU)
- Director, RCE-VIHSCM
  University of Rwanda