



RWANDA TRANSPORT DEVELOPMENT AGENCY  
P.O Box 6674  
African Union Boulevard,  
Email: [info@rtda.gov.rw](mailto:info@rtda.gov.rw)  
KIGALI

## Tender Notice (TN) / Invitation for Bids (IFB)

REFERENCE N°: 002/G/NCB/CSD-RTDA/2015-2016

TITLE OF THE TENDER: SUPPLY OF REFRESHMENT PRODUCTS TO RTDA STAFF FOR ONE YEAR RENEWABLE

CLIENT: RTDA

SOURCE OF FUNDS: ORDINARY BUDGET

1.The RWANDA TRANSPORT DEVELOPMENT AGENCY (RTDA) (hereinafter called "Client") funded by Government of Rwanda towards the cost of SUPPLY OF REFRESHMENT PRODUCTS. The Client intends to apply a portion of the funds to eligible payments under the contract for which this Bidding Document is issued.

2.The RWANDA TRANSPORT DEVELOPMENT AGENCY (RTDA) invites eligible bidders to submit bids for the SUPPLY OF REFRESHMENT PRODUCTS TO RTDA STAFF for a period of One Year renewable upon satisfactorily performance and availability of funds as indicated in detail in the statement of Requirements.

3.Tender Documents in *English* may be obtained from *Rwanda Transport Development Agency (RTDA), African Union Boulevard, Former Office of Auditor General, in the Procurement Office* upon presentation of proof payment of a non-refundable fee of *Ten Thousand Rwanda Francs (10,000Rwf)* to Non-Fiscal revenue account of Rwanda Revenue Authority (RRA).

4.Tender Documents may be obtained on any working day from 09<sup>th</sup> October 2015 from 07:30AM to 05:00AM.

A handwritten signature in black ink, appearing to be a stylized 'P' or similar character.

5. All bids *shall* be accompanied by a Bid Security of *Three Hundred Thousand Rwanda francs (300,000 Rwf) or an equivalent amount in a freely convertible currency*, issued by a reputable bank only.

6. Enquiries regarding this tender may be addressed to the Director General of RTDA, P.O Box 6674, E-mail: [procurement@rtda.gov.rw](mailto:procurement@rtda.gov.rw).

7. Well printed bids, properly bound and presented in four (4) copies one of which is the original must reach the RTDA Procurement Office at the address mentioned above not later than *Friday 13<sup>th</sup> November 2015 at 10:00AM*. Late bids will be rejected and returned unopened.

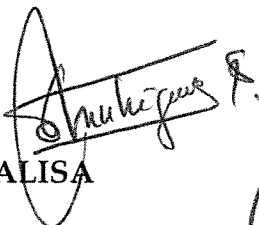
8. Bids will be opened in the presence of bidders or their representatives who choose to attend at the address mentioned above on the same day (13/11/2015) at 10:30am in RTDA's conference room.

9. The Outer envelope should clearly indicate the tender name and title.

10. The bids should be valid **One Hundred Twenty (120) calendar days** minimum from the date of bids opening.

11. Bidding will be conducted in accordance with the Law N° 12/2007 of 27/03/2007 on Public Procurement as modified and completed to date.

Done at Kigali, on ...../...../.....

  
Guy M. KALISA  
Director General

