

TENDER NOTICE/ INVITATION FOR BIDS

TENDER TITLE: RENTAL OF TRUCKS FOR TRANSPORTATION OF LEGGAGES

Tender Number: 11-04-2023 – LOGISTIC PROJECT–ADRA RWANDA

The Adventist Development and Relief Agency in Rwanda (ADRA Rwanda) hereinafter referred to as the Client has received funding from **UNHCR** and intends to apply a portion of the funds to eligible payments under the contract for which this tender is issued.

In this regard, ADRA Rwanda invites qualified bidders specialized in the transportation service to participate in open and equal conditions to submit their bids for:

“RENTAL OF TRUCKS FOR TRANSPORTATION OF LUGGAGES”

Detailed documents for this tender can be obtained during working hours (from 9:00am to 5:00pm except weekends and public holidays) from ADRA Rwanda Headquarters located at KG2 567 ST 14, Kacyiru Sector, Gasabo District, Kigali City, upon presentation of proof of payment of a non-refundable fee of twenty thousand Rwanda Francs (20,000Rwf) to Account N° 00040-00291835-92/RWF of ADRA Rwanda opened at Bank of Kigali.

The bidder will be expected to submit well-printed bidding documents, properly bound and sealed in 2 copies, one of which specifying the **technical offer and the other specifying financial offer**. The bidding document must reach ADRA Rwanda Headquarters not later than **03/05/2023 at 10:00 am**. Late bids shall be rejected.

NOTE: The technical offer should be submitted separately from the financial offer. Each proposal should be put in smaller ‘inner envelopes’ having the name and address of the company. Both will then be put in a bigger “outer envelope” marked with the reference number of tender notice with the following mentions: Tender title: **“RENTAL OF TRUCKS FOR TRANSPORTATION OF LUGGAGES”**

Bids will be opened in the presence of bidders or their representatives chosen to attend the opening session at ADRA Rwanda boardroom on **03/05/2023 at 10:30 am**.

The technical proposal shall be evaluated before the financial proposal. Only bids scoring high on the Technical proposal will be qualified for financial evaluation.

The bids must have a validity period of ninety (90) days from the bids opening date.

Done at Kigali on 11th April, 2022

Geoffrey S.N. Kayonde
Country Director
ADRA Rwanda

