

COOPERATIVE



DUHAHIRANE GISOZI

INVITATION TO TENDER: 003/CO/DU/GIS/2026

CLIENT: COOPERATIVE DUHAHIRANE GISOZI/ Tel: 0783 148 480 / 0789 995 10 | E-mail: cooperativeduhahiranegisozi@gmail.com

INVITATION TO TENDER: 003/CO/DU/GIS/2026

TITLE: Provision of Accounting Record Cleaning and Correction Services and External Audit Services for the Financial Years 2021–2024 and 2026

1. **Cooperative Duhahirane Gisozi** invites qualified bidders (individual or firm) to participate in the tender specified above. The tender shall be executed in separated **three (3) lots**:
 - **Lot 1:** Cleaning, Reconciliation and Correction of Accounting Records for the Financial Years 2021–2024.
 - **Lot 2:** External Audit Services for the Financial Years 2021–2024.
 - **Lot 3:** External Audit Services for the Financial Years 2026.

To ensure independence, objectivity, and the avoidance of conflicts of interest, any bidder intending to participate in **Lot 2 (External Audit Services for the Financial Years 2021–2024)** and/or **Lot 3 (External Audit Services for the Financial Year 2026)** shall not be eligible to participate in **Lot 1 (Cleaning, Reconciliation and Correction of Accounting Records for the Financial Years 2021–2024)**.

2. Participation is open, on equal terms, to all **specialized enterprises duly qualified in the relevant field**.
3. Interested bidders may obtain the tender documents from the **Cooperative Duhahirane Gisozi's office**, starting from **16 October 2026** and no later than **Thursday, 29 October 2026**, upon presentation of a deposit slip confirming payment of a **non-refundable fee of RWF 15,000** for each lot, deposited into the following account: **Account No.: 4076200015973 Bank: Equity Bank Account Name: Cooperative Duhahirane Gisozi**



4. Bids must be **well printed, signed, stamped, properly bound**, and prepared in **English or French**. Bids shall be submitted in **three (3) copies**, separate Technical and financial consisting of **one (1) original and two (2) copies**.
5. Bids must be submitted to the **Cooperative Duhahirane Gisozi's office** no later than **Friday, 30 October 2026, at 10:00 a.m.**
6. All bids must be accompanied by a **commitment letter**.
7. The outer envelope must clearly indicate the **tender reference number and title**.
8. Bids shall remain valid for a period of **ninety (90) days** from the bid submission deadline.
9. All payments under the contract shall be made in **Rwandan Francs (RWF)**.
10. The opening of bids will take place on the **same day, Friday, 30 October 2026, at 10:30 a.m. prompt**, at the **Cooperative Duhahirane Gisozi office**, in the presence of bidders or their duly authorized representatives.

Done at Kigali, 15 October 2026

SHIRUBUTE Eric
President Cooperative Duhahirane Gisozi

