



URUNANA DEVELOPMENT COMMUNICATION TENDER NOTICE

Request for proposals n° 21/002/Office Stationary and Supplies/Urunana DCP/2022

FINANCING: URUNANA DC PROGRAM BUDGET

The Urunana Development communication (Urunana DC) invites eligible and qualified companies to submit their best technical and financial proposals for the following supplies and services:

LOT N°	Title of Tender	Reference number of Tender	Source of Funds	Bid Security	Opening Time
2	Supply of office stationary and Supplies to Urunana DC	21/002/Office Stationary and Supplies/Urunana DCP/2022	Urunana DC Program	50,000 Rwf	03h30

Participation is open on equal conditions to all Firms specialized in supply of office Stationary and supplies.

The Tender Documents are available at the reception desk of Urunana Development Communication office located at Kimironko opposite Engen petrol station at plot No. 628 along KG 17^{AV}, starting from 16/06/2022 on presentation of a deposit bank slip of a non-refundable amount of five thousand Rwanda Francs only (5000 RWF), for the tender document, deposited on the Urunana DC Account n° 212-125558-1-5101-1 in the name of URUNANA DC at GUARANTY TRUST BANK (Rwanda) LTD. The technical and financial proposals well printed, prepared in English, properly bound and presented in four copies one of which is the original and three copies, must reach, in sealed envelope, to the Urunana DC Office not later than 05th July 2022 at 03: 00 pm local time prompt. The bids must be addressed to: THE MANAGEMENT OF URUNANA DC, P.O BOX 2774 KIGALI, RWANDA.

The technical and financial proposals will be placed in separate envelope where the complete address of proposals will be written. The whole package will be slipped into an outer envelope" marked with the reference number and title of the request of proposal and "TO BE OPENED ONLY IN THE PUBLIC SESSION" and addressed to: **THE MANAGEMENT OF URUNANA DEVELOPMENT COMMUNICATION, P.O BOX 2774 KIGALI, RWANDA**

The opening of proposals will take place in a public session on the same day at 3:30pm in the conference room of the Urunana DC. The bidding process will be conducted in accordance with the procurement policies of Urunana DC.

Done at Kigali, on 15/06/2022

MANAGEMENT
URUNANA DEVELOPMENT COMMUNICATION



Urunana DC, Winner of the: 2017 Journalist Award of Best Audio Visual for Development in Rwanda; 2012 Appreciation Award for successfully implementing the BCSM Project; 2011 Annual Health Media Award by MOH, Rwanda; 2008 Winner of the One World Special Achievement Award for Development media; 2008 Winner of Annual Award for Excellence in HIV and AIDS Strategic Communication; 2008 Winner of the Community Development Initiative Award; 2008 RITA Infotainment Award;