

Tender Notice (TN)

TENDER FOR SUPPLY OFFICE STATONARIES AND CARTRIDGES UNDER FRAMEWORK AGREEMENT

LOT I: SUPPLY OF STATONARIES

LOT II: SUPPLY OF CARTRIDGES

Reference number: 11.07.022/.005./2024-2025/G/NCB/EUCL/DCS- PROC/CG/RR/04.

1. The Energy Utility Corporation Limited (EUCL) hereinafter called "Client" funded by *Energy Utility Corporation Limited* towards the cost of ordinary budget. 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 Energy Utility Corporation Limited invites eligible bidders to submit bids for the **tender mentioned above in two (2) LOTs** as indicated in detail in the statement of Requirements.
3. Tender Documents in *English* may be obtained from *EUCL Headquarters* upon presentation of proof payment of a non-refundable fee of *Ten thousand Rwandan Francs (10.000fRw)* to Account N° 25044962001 opened at I&M Bank, Rwanda.
4. Tender Documents may be obtained on any working day from **EUCL Head quarter, 1st Floor, Room N° G114**, in the Secretariat of Procurement Management Unit at EUCL, P.O Box 5634 Kigali E-mail: procurement-eucl@eucl.reg.rw, egmbaranga@eucl.reg.rw
5. All bids *shall* be accompanied by a bid security of One million two hundred seventy eight thousand Rwandan francs (1,278,000 fRw) For LOT I and One million one hundred twenty one thousand seven hundred Rwandan francs(1,121,700 fRw) For LOT II both issued by a reputable bank or any other reputable financial institution
6. Enquiries regarding this tender may be addressed to **EUCL Head quarter, 1st Floor, Room N° G114**, in the Secretariat of Procurement Management Unit of EUCL, P.O Box 5634 Kigali, E-mail: procurement-eucl@eucl.reg.rw, egmbaranga@eucl.reg.rw.
7. Well printed bids, properly bound and presented in **in two copies one of which is the original must reach the Managing Director, Energy Utility Corporation Limited (EUCL) EUCL Headquarter Office's 1st Floor, Room N° G114, at the Secretariat of the Procurement Management Kigali – Rwanda**, at the address mentioned above Not later than 30.10.2024 at 10:00 Am. 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 EUCL Headquarters on 30.10.2024 at 10:30 Am.
9. The Outer envelope should clearly indicate the tender name, title, reference number, as well as LOT number
10. Bidding will be conducted in accordance with the REG Procurement procedures manual


Ronald MUTUNGI
Head Procurement Management


Claver GAKWAVU
Ag. Managing Director