

REPUBLIC OF RWANDA



SPECIAL GUARANTEE FUND
P.O.BOX 7359 KIGALI

NATIONAL OPEN TENDER NOTICE

Title of the tender: Acquisition of Office Stationeries

Tender Number: 009/NCB/G/SGF/2017-2018

The Special Guarantee Fund (SGF) invites eligible and qualified bidders to submit sealed bids for the execution of the tender for the supply of Office Stationeries.

1. Bidding will be conducted through National Open Competitive Bidding and is open to all bidders as defined in the bidding document. Participation is open on equal conditions to all duly registered Companies specialised in the field and interested in the tender.
2. Tender Documents may be obtained from SGF Head office at Umoja House, 5th Floor/ KN 3St, Muhima Sector, Nyarugenge District, Kigali City upon presentation of proof of payment of a non-refundable fee of Five thousand Rwandan francs (FRW5,000) to Account N° 1000006854 opened at National Bank of Rwanda (BNR). Tender Documents may be obtained on any working hours (from 7: 00 am to 5:00 pm local time) from 27/12/2017 to 31/01/2018 before 10:00 am.
3. Well-presented bids, properly bound in sealed envelopes and presented in three (3) copies, one of which is the "ORIGINAL" with the title and the reference number of the tender must reach SGF Procurement Office at the address, hour and dates mentioned above. Late bids will be rejected. The bids must be valid for a minimum of 120 calendar days from the date of bids opening.
4. The bids opening session will take place in a public session in the presence of bidders or their representatives who chose to attend at the SGF Head office on 31/01/2018 at 10:30 am local time.
5. 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 19th December 2017

Dr. NZABONIKUZA Joseph
Director General



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