

REPUBLIC OF RWANDA



MINISTRY OF LOCAL GOVERNMENT

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Kigali, on

Ref.:

TENDER NOTICE

Title: SUPPLY OF IT EQUIPEMENT, SPARE PARTS AND CARTRIDGE

N°: 22-F/MINALOC/2012-2013

1. The Ministry of Local Government (MINALOC) (hereinafter called "Client") funded by the Government of Rwanda towards the payments under the contract for which this tender notice is issued.
2. The Ministry of Local Government invites qualified bidders to submit bids for the **supply of IT equipment, Cartridge and Spare Parts. The tender is divided into 2 lots as follows;**

Lot 1: Supply of IT Equipment and Spare Parts

Lot 2: Supply of Cartridge

The bidder is allowed to bid for one or more than one lot. All details are provided in the bidding document.

3. Tender Documents in English may be obtained from *MINALOC*, in the procurement office, 1st floor, left corridor, door n°109 upon presentation of proof payment of a non-refundable fee of *ten thousand Rwandan francs (10,000 Rwf)* to the Account n° 1200001 of RRA).
4. Tender Documents may be obtained from 28/03/2013, during working hours.
5. All bids "*shall*" be accompanied by a "*Bid Security*" of one hundred thousand Rwandan francs (100,000 Rwf) for each lot.
6. Enquiries regarding this tender may be addressed to the Permanent Secretary of the Ministry of Local Government.

7. Well printed bids, properly bound and presented in four copies one of which is the original must reach the Procurement Officer at the address mentioned above not later than 22/04/2013 at 09:00 am at MINALOC, 1st floor door n^o109, late bids will be rejected.
8. Bids will be opened in the presence of bidders or their representatives who choose to attend on 22/04/2013 at 10:00 am at MINALOC, 1st floor door n^o109.
9. The Outer envelope should clearly indicate the tender name and title.
10. Bidding will be conducted in accordance with the Law N^o 12/2007 of 27/03/2007 on Public Procurement



MUNYESHYAKA Vincent
Permanent Secretary