

No: GGR/IMS/PRO/01/FM/0

Rev: 00

Approval Date: 04-Oct-2024

**BIDDING DOCUMENT FOR THE TENDER FOR THE SUPPLY OF REFRESHMENT,
CLEANING MATERIALS AND DRY GOODS**

Tender Title	Tender for the supply of refreshment, cleaning materials and dry goods
Tender ref NO.	OCB/01/02/GGR/2026
Procurement Method	Open competitive bidding
Date of issue of tender	25/02/2026

Prepare by:

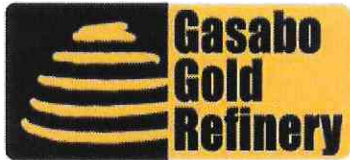
Dan NGOGA
Dir of Procurement

Approved by



Bosco KAYOBOTSI
Managing Director

P.O.Box: 4551 Kigali-Rwanda



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Subject: INVITATION TO TENDER

Gasabo Gold Refinery invites tenders from interested bidders for the supply of the following;

TENDER NO	ITEM DESCRIPTION	TENDER COMMENCEMENT DATE	TENDER CLOSING DATE
OCB/01/02/GGR/2026	Supply of refreshment, cleaning materials and dry goods	25/02/2026	10/03/2026 At 10.00am

Tender documents detailing the requirements of the above tender may be obtained from GGR website (www.ggr.co.rw)

Bosco KAYOBOTSI
Managing Director



P.O.Box: 4551 Kigali-Rwanda



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INSTRUCTIONS TO BIDDERS (ITB)

1. ELIGIBLE BIDDERS

- 1.1. Bidders black listed/debarred or suspended by the Rwandan Public Procurement Authority (RPPA) are not eligible to participate in this tender.
- 1.2. A bidder shall not have a conflict of interest. All bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this bidding process, if they are associated, or has been associated in the past, directly or indirectly, with the consultant or any other entity that has prepared the design, specifications, and other documents for the Project or being proposed as Project Manager for the Contract. A firm that has been engaged by the Procuring Entity to provide consulting services for the preparation or supervision of the works, and any of its affiliates shall not be eligible.

2. One Bid per Bidder

- 2.1. Each Bidder shall submit only one Bid individually, a partner in a joint venture not allowed. A Bidder who submits or participates in more than one Bid (other than as a subcontractor or in cases of alternatives that have been permitted or requested) shall cause all the proposals with the Bidder's participation to be disqualified.

3. Cost of Bidding

- 3.1. The bidder shall bear all costs associated with the preparation, submission of his bid, appeal fee or any other expenses that s/he may incur during procurement proceedings, and Gasabo Gold Refinery shall in no case be responsible or liable for those costs. Gasabo Gold Refinery shall not be liable for any consequences related to the rejection of all bids or the cancellation of the procurement proceedings due to the reasons provided for by the company's procurement manual, unless it is proved that it was a consequence of its irresponsible conduct.

4. Clarification to the Bidding Documents

- 4.1. Any bidder may request in writing to the procuring entity, at its address **mentioned in the BDS**, for clarifications on the bidding document. The Procuring Entity shall respond to any request for clarification within three (3) days from the day of its reception. The Procuring Entity shall communicate and forward, without disclosing the source of the request for clarification, to all bidders the copies of the clarifications that were given in response to the request by the Procuring Entity.

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A. Submission of Bids

5. Submission, Sealing and Marking of Bids

- 5.1. Bidders will only submit their bids to the place indicated in the tender notice or to any other place that has been officially communicated to them after the tender notice was issued. The bidder shall seal the original and all copies of the bid in two separate inner envelopes and one outer envelope, duly marking the inner envelopes as "ORIGINAL" and "COPIES."
- 5.2. The inner and outer envelopes shall be addressed to the Procuring Entity at the address **provided in the BDS**; bear the title and identification number of the tender as **defined in the BDS**
- 5.3. In addition to the identification required in ITB the outer envelope shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared late,
- 5.4. If the outer envelope is not sealed and marked as above, the Procuring Entity shall assume no responsibility for the misplacement or premature opening of the bid. If the outer envelope is accidentally opened by the procuring entity but the inner envelopes not opened, the bidder shall not claim that information in his/her bid have been accessed

6. Deadline for Submission of Bids

- 6.1. Bids shall be delivered to the Procuring Entity at the address specified above no later than the time and date specified in the BDS
- 6.2. Any bid received by the Procuring Entity after the deadline shall be registered as a late bid with a specific time of its arrival and returned unopened to the bidder,

B. Bid Opening and Evaluation.

7. Bid Opening

- 9.1. The Procuring Entity shall open the bids, in the presence of the bidders' representatives who choose to attend at the time and in the place **specified in the BDS and Tender notice**

10. **Bid security** as described in BDS

11. Confidentiality

- 11.1. No information concerning checking, explanation, opinion and comparison of bids and recommendations concerning the contract award, will be disclosed to bidders or any other

person not officially involved in the process until the name of the successful bidder has been announced. Any bidder, who attempts to contact directly or indirectly during the evaluation period any member of the Internal Tender Committee or any other person involved in the evaluation process, shall be automatically disqualified.

12. Administrative requirements as detailed in **Section II: Bid Data Sheet**

13. Examination of Bids and Determination of Responsiveness

13.1. Prior to the detailed evaluation of bids, the evaluation committee shall determine whether each bid (a) meets the eligibility criteria (b) has been properly signed; (c) is accompanied by the bid security, and (d) is substantially responsive to the requirements of the bidding document.

13.2. A substantially responsive bid is one which conforms to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the works; (b) which limits in any substantial way, inconsistent with the bidding documents, the Procuring Entity's rights or the bidder's obligations under the contract; or (c) whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids.

13.3. If a Bid is not substantially responsive, it shall be rejected by the evaluation committee, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

13.4. The procuring entity may regard a bid as responsive even if it contains minor errors that do not materially alter or depart from the characteristics, terms, conditions, and other requirements set for in the bidding notice or/and document or if it contains errors that were due to the omission that may be corrected without altering the substance of the bid. Where possible such errors shall be taken into account in the evaluation and comparison of bids.

14. Evaluation and Comparison of Bids

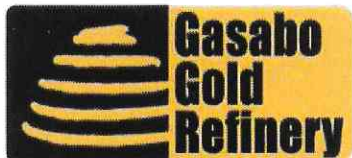
14.1. The evaluation committee shall evaluate and compare only the bids determined to be substantially responsive in evaluating the bids, the evaluation committee shall determine for each bid the evaluated bid price by adjusting the bid price as follows:

14.2. excluding provisional sums and the provision, if any, for contingencies in the Bill of Quantities, but including Daywork, where priced competitively;

14.3. making an appropriate adjustment for any other acceptable variations, deviations, or alternative offers submitted and

14.4. making appropriate adjustments to reflect discounts or other price modifications offered in accordance





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14.5. The Procuring Entity reserves the right to accept or reject any variation, deviation, or alternative offer. Variations, deviations, and alternative offers and other factors which are in excess of the requirements of the bidding document or otherwise result in unsolicited benefits for the Procuring Entity shall not be taken into account in bid evaluation and shall not be considered against bidders who did not provide them.

C. Award of Contract

15. Award Criteria

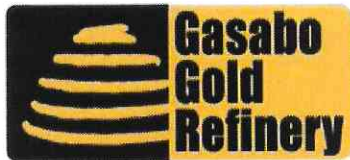
15.1. The Procuring Entity shall award the contract to the bidder whose bid has been selected as being substantially responsive to the bidding document and who has offered the lowest evaluated bid price, provided that such bidder has been determined to be (a) eligible in accordance with the provisions of ITB Clause 2.

15.2. Procurement Entity's Right to accept any Bid and to reject any or all Bids

15.3. Notwithstanding, the Procuring Entity reserves the right to accept or reject any bid, or to cancel the bidding process and reject all bids, at any time prior to the award of contract, in compliance with the relevant provisions of the national Law and regulations

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A handwritten signature in blue ink, consisting of a stylized 'R' followed by a flourish.



16. TERMS OF REFERENCE FOR SUPPLY OF CLEANING MATERIALS, REFRESHMENTS FRESH AND DRY GOODS

1. Introduction & Background

GASABO GOLD REFINERY LTD is a gold refinery private company limited by share incorporated in Rwanda since May 2022 with the ambition of becoming East Africa and Africa's hub for gold refining services, offering the highest quality standards in line with refining and other related services.

2. Scope of work

Gasabo Gold Refinery is seeking a qualified and competent company to provide cleaning materials, Refreshments for fresh and dry goods.

The bidder is required to supply a variety of dry goods, refreshments, drinking water, and perishable items in accordance with the specifications outlined in this document.

3. CRITERIA

- All dry goods supplied must clearly indicate the expiration date on their packaging. Items must be in good condition and fit for consumption.
- All meat products must be supplied in well-sealed packaging and stored at the appropriate temperature in a refrigerator to ensure quality and safety. Compliance with this requirement will be assessed upon delivery.
- Perishable items must be fresh, of high quality, and comply with relevant safety standards. The supplier must ensure that perishables are delivered in optimal condition.
- The quotation must be per unit price and the market price shall be assessed.
- The bidder must well established (physical address)
- The Client will conduct Site Visit.
- Quantities will be specified in each purchase order
- The bidder must be having at least 3 years of experience in supply of dry goods and perishables.
- The bidder will provide at least two (2) good completion Certificate.
- **Food Safety Certification Requirement:** The supplier **must be duly certified** and provide valid documentary including but not limited to:
 - **ISO 22000** – Food Safety Management Systems
 - **HACCP** (Hazard Analysis and Critical Control Points) certification
 - **EIA** (Environmental Impact Assessment)

4. Duration

The supplier/winner shall deliver the products to a location destination at least within Three (3) days after receiving the purchase order.

The bidders must provide the service in the period of one (1) year with possibility to renew

Products Requested;

The Specific Responsibilities of The Supplier Shall Include but Not Limited to The Following Supply:

Lot. I (Cleaning Products)			
No	Product	Product Specification	Unit
1	Napkins	Supa (Bunch)	1bunch
2	Toilet Papers	Supa (Bunch)	1bunch
3	Toilet Liquid Soap	Harpic	1pc
4	Powder - Sunlight	Sunlight/Kg	5 Kg
5	Furniture Spray	Pledge	0.3 MI
6	Dishwashing Liquid - Economical	Lemon	5l
7	Tiles Mopping Soap	Liquid Soap (Alpha)	20 L
8	Toilet Air Fresh	Air Freshener London	1 Pc
9	Toilet Broches	Toilet Broches	1pc
10	Mopping Cloth	Toroshho Towels/Amatoroshho	1pc
11	Glass Cleaner	Shinex	1pc
12	Glass Sponge	Utwogesho Twibirahure	1pc
13	Clean Aqua Vera Liquid Hand Wash	Hand Wash Aqua Vera	500ml
14	Hand Lotion	Hand Cream	1pc
15	Soap Bar	White Star	1kg
16	Dish Wash Sponge	Sponge/Utwogesho	1pc
17	Laundry Soaps	Percille Soap	3kg
18	Plastic Wraps	Papier Film	1



19	Lotion	Movit Gikotori	1
20	Toilet Vim	Vim Spot/Pc	1
21	Paper Towel	Papier Tissue/2pairs	1
22	Eswi Glass	Ibitambaro By'ibirahure	1pc
23	Dish Towels	Eswi Vessaire	1pc
24	Toilet Dustbin	Toilet Dustbin	1pc
25	Plastic Bucket	Bucket Medium	15l
26	Mop - Laclete - Kiaka	Mop (Lacrete)	1pc
27	Brushes	Ibiroso Byamapine	1pc
28	Hard - Broom	Bloom (Umweyo Small&Big)	1pc
29	Carwash Towels	Udutambaro Twimodoka	1pc
30	Siraje Nibiroso Byayo		1pc
31	Simonize Ya Tableau		1pc
32	Simonize Yumubiri		1pc
33	Secateur		1pc
34	Kupakupa		1pc
35	Lateaux		1pc
36	Lacrete Zibiroso		1pc
37	Imipanga		1pc
38	Hoe	Isuka Ntoya	1pc
39	Hoe	Isuka Nini	1pc
40	Ibitiyo		1pc
41	Amapiki		1pc
42	Boots	Bote	1pair
43	Umupira	Umupira Wuhira	1luro



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44	Kitchen Dustbin	Kitchen Dustbin Small	1pc
45	Kitchen Gloves	Gloves	1box
46	Kitchen Towel	Udutambaro Twimodoka	1pc
47	Vegetable Sanitizer	Veggie Wash	1pc
48	Kitchen Cleaner		20 L
49	Stove & Oven Cleaner		0.75 L
50	Imbuma For Urinaire	For Urinary	1pc
51	Insect Cides	For Insects	1 Pc
52	Air Freshener - Splash		0.5 L
53	Jik Regular		1 L
54	Bleach - Household -		0.75 L
55	Disinfectant Liquid -		0.75 L
56	Laundry - Spot Remover		5 L
57	Disinfectant Liquid		5l
58	Electrical Mosquito	Repellent Device	1 Pc
59	Toilet Cleaner	Disinfectant	0.75 L
60	Tile Cleaner		0.75 L
61	Window Cleaner		0.75 L
62	Empty Spray Bottle		1 Pc
63	Multipurpose clean & Tile Cleaner		5L
64	Bathroom Cleaner		0.5 L
65	Doom Spray		1pc
66	Medical Gloves	Latex - Large	1 Box

Bidding document form

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Perishables			
1	Cucumber	Cocombre	Kg
2	Lettuce	Lettuce	1 Bch
3	Avocado	Avocado	1 Pc
4	Eggplants	Intoryi	1 Kg
5	Fresh Beans	Ibitonore	1 Kg
6	Cassava	Isombe	1 Kg
7	Tomatoes	Inyanya	1 Kg
8	Cabbage	Ishu	1 Kg
9	Palm Oil	Amamesa	1 Lt
10	Food Spices	Onger For Amamesa	1 Pc
11	Food Spicies	Maggi Yisombe	1 Packet
12	Peas	Amashaza	1 Kg
13	Sweet Potatoes White	Ibijumba White	1 Kg
14	Sweet Potato	Ibijumba Orange/Yellow	1 Kg
14	Cassava	Imyumbati	1 Kg
15	White Onion	Ibitunguru Byumweru	1 Kg
16	Red Onion	Ibitunguru Byumutuku	1 Kg
17	Carrots	Carrots	1 Kg
18	Irish Potatoes	Ibirayi (Kinigi)	1 Kg
19	Lemon	Indimu	1 Kg
20	Green Beans	Imiteja	1 Bch
21	Greens	Dodo	1 Bch
22	Gallic	Tungurusumu	1 Kg
23	Ginger	Tangawizi	1 Kg

24	Egg - Yellow Yolk	Pondezi	1 Tray
25	Egg - Rwandan	Amanyarwanda	1 Tray
25	Green Banana	Igitoki	1 Kg
26	Beetroot	Beterave	1 Kg
27	Broccoli	Broccoli	1 Pc
28	Yams	Amateke	1 Kg
29	Banana	Imineke Gromicheli	1 Pc
30	Imizuzu	Imizuzu	1 Kg
31	Pineapple	Pineapple	1 Pc
32	Watermelon	Watermelon	1
33	Button Mushroom	Ibihumyo Buttons	1 Kg
34	Red Rosemary		1/Bch
35	Red Cabbage		1/Bch
36	Tey	Tea Spices	1/Bch
37	Green Pepper	Poivron	1/Kg
38	Poillon		1/Bch
39	G Nuts	Ubunyobwa Buseye	1/Kg
40	Baby Spinach	Sukumawiki	1/Kg
41	Califlower	Choufreur	1/Pc
42	Igikukuru		1/Kg
43	Tree Tomato	Ikinyomoro	1/Kg
44	Mango	Imyembe	1/Kg
45	Zucchini / Courgette	Green - Medium	1kg
46	Oranges	Imported	1kg
47	Orange - Local	Green	1 Kg

48	Purple Eggplant	Ikibiringanya	1/Kg
49	Pumpkins	Ibihaza	1pc
50	Red Peper	Poivron Za Red	1/Kg
51	Yellow Pepper	Poivron Za Yellow	1/Kg
52	Spinach	Epinard	lbch
53	Cererly Greens	Cereri	1bch
54	Parsely	Perisille	1bch
55	Green Chili	Urusenda Rubisi	1/Kg
56	Coriander	Agafungo	1bch
57	Mint	Agafungo	1bch
58	Radish-Red		1/Kg
59	Radish-White		1/Kg
60	Yellow Banana	Kamara	1 Kg
61	Imported - Grapes	Red	1 Kg
62	Mported - Grapes	Green	1kg
63	Passion		1kg
64	Apple	Green	1kg
65	Payaya		1 Kg
66	Tomato - Cherry		1 Kg
67	Specialty - Strawberries		1 Kg
68	Swiss Chard - White		1 Kg
69	Herb - Fresh - Fennel		1 Kg
70	Apple	Red	1kg
71	Okra	Gombo	1 Kg
72	Baby Potatoes		1 Kg

73	Baby Zucchini		1 Kg
74	Baby Potatoes	Rwandan Potatoes	1 Kg
Meat			
1	Beef	Imvange	1/Kg
2	Grind Chicken	Whole Chicken Inzungu	1/Kg
3	Fish Fillet	Fillet	1/Kg
4	Beef	Iroti	1/Kg
5	Minced Meat	Iziseye	1/Kg
6	'Ijali'	Ijali	1/Kg
7	Silver Fish	Indagara Inyarwanda	1/Kg
8	T-Born Steak		1/Kg
9	Ikinono	Ikinono Cyisombe	1/Kg
10	Telapia Fillet	Telapia Fillet	1/Kg
11	Beef Sausage	Sosiso	1/Kg
12	Cheese	Whole Fromage	1pc
13	Unsalted Butter Inyange		1 Kg
14	Chicken - Wings		1 Kg
Dry Goods			
1	Tea Bags	Rwandan Tea Bags	1/Box
2	Tea Powder	Tea Powder/Amajyane	1/Box
3	Salt	Salt	1/Pc
4	Mayonnaise	American Garden	1/Pc
5	Turmeric Powder	Iyo Bapima	1/Kg
6	Black Paper	Black Paper	1/Pc
7	Royco	Royco	1/Pc

8	Soya Sauce	Dark	1/Pc
9	Ketchup	American	1/Pc
10	Honey	Ubuki Bwa Kinyarwanda	1/Kg
11	Mourtard	Masturd	1/Pc
12	Dry Beans	Byumye	1/Kg
13	Imvungure		1/Kg
14	Pilau Masala	Pilau Masala	1/Pc
15	Pepper	Akabanga	1/Pc
16	Olive Oil	Olive Oil Big	1/Btl
17	Sugar	Brown Sugar	25/Kgs
18	Blue Band	Margaline	1/Kg
19	Salsa	Salsa	1/Crtn
20	Gas Lighter	Kogacanisha Gaz	1/Pc
21	Match Box	Ibibiriti Bisazwe	1/Box
22	Salt	Nezo	1/Pc
23	Wheat Floor	Azam	5/Kgs
24	Rice	Umutanzania No.1	25/Kgs
25	Kawunga	Iraboneye	25/Kgs
26	Sunflower	Crystal	5/Lt
27	Basmati Rice	Basmati	10/Kgs
28	Amakaroni 20 Pcs In Box	Macaroni Malemale	1box
29	Amakaroni	Amacoroni Zigzag Agafungo	1/Pc
30	Tunafish	Tin	1/Pc
31	White Paper		1/Pc



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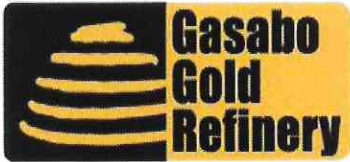
32	Green Tea Bag	Green Tea Bag	1/Box
33	Tooth Pic	Tooth Pic	1/Pc
34	Chocolate Powder	Chocolate Powder	1/Pc
35	Coffee Beans	Coffee Beans/Tora/Kinunu	1/Kg
36	Coliander	Coliander	1/Pc
37	Organo	Organo	1/Pc
38	Gaz Cylinder	Kigali gas	35kgs
39	Take Away Cup	Take Away For Hot Drink	25/Pc
40	Porridge Flour	Ifu Yigikoma Ivanze Nziza	1/Kg
41	Cassava Flour	Ubugari	1/Kg
42	Vinegar	Vinegar	1/Pc
43	Sweet Corn		1/Pc
44	Tea Masala		1/Pc
45	Croma		500gram
46	Capa Mandazi		1/Pc
47	Maizen	Maizena For The Sauce	1/Pc
48	Cream Fresh		1/Pc
49	Bicarbonate Of Soda		1/Pc
50	Balsamic Vinegar		1/Pc
51	Red Wine Vinegar		1/Pc
52	Sweet Chili Ketchup	Sauce	1/Pc
53	Rice Thailand	Thailand	25kgs
54	Aluminum Paper		1/Pc
55	Vanilla Essence		1/Pc
56	Vanilla Sugar		1/Pc

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57	Pakmaya	Yeast	1/Pc
58	Icing Sugar		1 Kg
59	Brown Flour	Attamaka	1 Kg
60	Chicken Masala	Spices	100 Gram
61	Beef Masala	Spice In Tin	1 Pc
62	Croma Masala	In Carton	1 Carton
63	Cloves		1 Kg
64	Candamom		1 Pc
65	Cinamon		1 Pc
66	Sage Leaves		1 Pc
67	Bay Leaves		5g
68	Paprika		1 Kg
69	Chilli Powder		1 Pc
70	Nutmeg Seeds		100g
71	Anise Star		1 Gram
72	Dijon Mustard		1 Tin
73	Cumin Powder		1 Gram
74	Cubeb Paper		1 Pc
75	Rice	Kigori	1 Kg
76	Cayenne Paper		1 Pc
77	Masala Mixed Breyani		1 Kg
78	Dark Soya Sauce		1 Bottle 500ml
79	Light Soya Sauce		1 Bottle 500ml
80	Masala Fish - Tropical		100g
81	Corn Starch		1kg

82	Sweet Chili Sauce		2 L
83	Bbq Sauce		1 L
84	Oats - Quaker		500ml
85	Mustard Seeds - Brown		200g
86	Tinned Baked Beans		1kg
87	Pasta - Penne Rigate -		500 G
88	Raisin - Seeds		500g
89	Nut - Walnut - Pieces		0.25 Kg
90	Meat Tenderlizer Tropical Heat		1 Pc
100	Cheese - Mozzarella	Blessed Dairies	1l
101	Cheese - Gouda	Local	1 Kg
102	Baking Soda- Kasaf		100g
103	Brown Rice	Daily Fresh	1kg
104	Rice Jambo/India Gate -		5 Kg
105	Seed - Sesame	Black	0.25 Kg
106	Bread Crumbs		425 G
107	Brown Bread		1 Pc
108	Cereal - All Bran	Kellogg's	500g
109	Cereal - Corn Flakes	Everyday	750g
110	Cereal - Cornflakes	Temmy's	1kg
111	Cereal - Muesli	Everyday	1 Kg
112	Cereal Coco Pops		295 G
113	Chia Seeds		250 G
114	Flour - Cassava - Knazi		2 Kg



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115	Rolled Oats		1 Pc
116	Zesta Crunchy Peanut Butter		400g
Inyange Product			
1	Butter	Unsalted	500gm
2	Milk	Inyange 500 MI	1/Cartoon
3	Drinking Water	Inyange 500 MI for 12 bottles	1/Cartoon
4	Drinking Water	Inyange 500 MI for 24 bottles	1/Cartoon
5	Drinking Water	Gallon	1/Pc



Section II: Bid Data Sheet

The following specific data for the services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

ITB Clause Reference	A. General
ITB 1.1	The Procuring Entity is GASABO GOLD REFINERY LTD
ITB 1.2	The name and identification number of the tender are: OCB/01/02/GGR/2026 Tender for the supply of refreshment, cleaning materials and dry goods
ITB 1.3	The Source of funds: GASABO GOLD REFINERY LTD
	B. Contents of Bidding Documents
ITB 2.1	Financial Proposal to be submitted together with Technical Proposal: YES <input checked="" type="checkbox"/> /NO <input type="checkbox"/>
ITB 2.2	A pre-proposal conference will be held: YES <input type="checkbox"/> /NO <input checked="" type="checkbox"/> Is there any pre-bid conference: NO
ITB 2.3	Proposals must remain valid 90 days after the submission date,
ITB 2.4	Clarifications may be requested not later than 3 days before the submission date during working days. For Clarification of bid purposes only, the Procuring Entity's address is: GASABO GOLD REFINERY Kigali Special Economic Zone Kigali - Rwanda Email: dan.ngoga@ggr.co.rw
	C. Preparation of Bids
ITB 3.1	The language of the bid is "English" <i>Bidders are permitted to submit their bids in ENGLISH. Bidders shall not submit bids in more than one language. The Contract to be signed with the winning Bidder shall be written in English, which will be the language that shall govern the contractual relations between the Procuring Entity and the winning Bidder.</i>
ITB 3.2	The Bidder shall submit the following documents in its bid: NB: As stated in Section 1
ITB 3.3	Alternative Bids shall not be considered and shall lead to the automatic rejection of the offer
ITB 4.1	Training is a specific component of this assignment: YES <input type="checkbox"/> /NO <input checked="" type="checkbox"/>
ITB 5.1	Amounts payable by the Client to the Consultant under the contract to be subject to local taxation: YES <input checked="" type="checkbox"/> /NO <input type="checkbox"/>
ITB 5.2	Service provider to state local cost in the national currency: YES <input checked="" type="checkbox"/> /NO <input type="checkbox"/> Optional
ITB 5.3	In addition to the original of the bid, the number of copies is: 01 original copy.
ITB 5.4	Prices quoted for each article shall correspond at least to 100 % of the items specified for the Bidding Document.
ITB 7.1	The Bidder is required to quote in Rwandan Francs VAT inclusive



No: GGR/IMS/PRO/01/FM/06

Rev: 00

Approval Date: 04-Oct-2024

ITB 8.1	Bid shall include a Bid Security N/A
ITB 8.2	The amount of the Bid Security:
	A. Submission and Opening of Bids
ITB 9.1	The envelopes shall bear the following additional identification marks: GASABO GOLD REFINERY LTD PROCUREMENT OFFICE TENDER NO. OCB/01/02/GGR/2026
ITB 9.2	Bids shall be received at Gasabo Gold Refinery procurement office no later than Date:10/03/2026 Hour: 10:00am
ITB 9.3	The bid opening shall take place at the following address: GASABO GOLD REFINERY LTD Date 10/03/2026 Hour: 10:10 am
	A. Evaluation and Comparison of Bids
ITB 10.1	The evaluation committee shall base on their confidential budget relevant to the service to be provided and the lowest offer shall not be the only criteria to award the tender, other factors shall be considered
ITB 11.1	MANDATORY ADMINISTRATIVE DOCUMENTS THAT MUST BE SUBMITTED a) Copy of company registration certificate (Certificate of incorporation) b) A valid copy of contribution clearance from RSSB c) A valid copy of tax clearance from Rwanda Revenue authority d) A letter of commitment to provide services and within the agreed period e) Food safety management system (ISO 22000) f) HACCP Certificate