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Tender Notice (TN) / Invitation for Bids (IFB)

TITLE: TENDER FOR PROVISION OF OFFICE CONSUMABLES TO RICH

CLIENT: Rwanda Interfaith Council on Health (RICH)

The Rwanda Interfaith Council on Health (RICH) hereby invites eligible bidders to submit their offers for the **PROVISION OF OFFICE CONSUMABLES TO RICH:**

S/N	Tender Title and Tender Number	Bid Security	Deadline for Submission
1.	TENDER REFERENCE NUMBER: RICH/006/25/OT TENDER NAME: Provision of Office Consumables To RICH	Bid Security For: 200,000 Rwf	25/11/2025 11:00 a.m.

Interested bidders may request the detailed tender document for each lot by emailing: richprocurement@rwandainterfaith.org, and attaching proof of payment of a non-refundable fee of Ten Thousand Rwandan Francs (10,000 RWF). Please mention on the deposit slip as follows: ***"Provision of office consumables to RICH"***

Payment Details:

- **Account Name:** RICH
- **Account Number:** 4002200459855
- **Bank:** Equity Bank Rwanda

Submission Guidelines:

- All bids must be submitted as a **single PDF document** via email to: richprocurement@rwandainterfaith.org
- **Deadline for submission:** 25th November 2025 at 11:00 a.m. (Kigali Time)

Note: Late submissions will be automatically rejected.

Additional Information:

- Bids must remain valid for **120 days** from the date of opening.
- All bids must be accompanied by a **valid bid security**
- Any claims or complaints related to the tender must be submitted **within three (3) days** of receiving the provisional notification of award.

Done in Kigali, on 11th November 2025

GATETE Jean Marie Vianney

Executive Secretary

Rwanda Interfaith Council on Health



Vision: A Healthy Nation in which Religious Denominations are United for Health and Peace