

**TENDER NOTICE**

**NATIONAL OPEN COMPETITIVE BIDDING**

1. Rwanda Convention Bureau would like to hire eligible and experienced service providers on behalf of RDB, within the framework of the organization of the Kwita Izina event to take place on 2<sup>nd</sup> September 2022. Interested bidders are invited to express their interests in the tendering process of the below activities and to submit their offers according to the tender terms of references to be given in the detailed tender documents.

Reference number	Tender title	Bid security
RCB/003/07/2022	Hiring a Professional Conference Organizer (PCO) to coordinate and organize the 2022 Kwita Izina. ( Lot1: PCO for D-Day event and Lot2:PCO for side events	2,500,000Rwf
RCB/004/07/2022	Re-designing and Re-development of the gorilla monument for the Kwita Izina Site located in Kinigi	5,000,000 Rwf
RCB/005/07/2022	Site redesign /re-development of Kwita Izina site traditional houses/huts & entire venue)	2,500,000 Rwf

2. Participation is open on equal conditions to all willing and qualified bidders and a tender document with detailed Terms of References may be obtained on any working day from Thursday 28<sup>th</sup>, July 2022, in Procurement Office, RCB Headquarter in RDB building, 2<sup>nd</sup> floor upon presentation of proof of payment of non-refundable fees amounting to Rwf 10,000 payable on RCB account number 0009507728806-72 open in Bank of Kigali (BK).
3. For interested bidders, a site visit for the venue is compulsory and it is scheduled for Wednesday 3<sup>rd</sup> August 2022.
4. Bidders are required to submit one original proposal, well printed, properly bound in a sealed envelope clearly highlighting the tender reference number, the title of tender, and bidder's name, as well as a soft copy on an external hard drive, and all to reach RCB procurement office not later than Wednesday 10<sup>th</sup> August 2022 at 10:30 AM local time.

Bids will be opened immediately in presence of bidders or their representatives who choose to attend. Late bids will be rejected.

Done at Kigali, July 25<sup>th</sup>, 2022

**Edward MUGISHA**  
Support Services Director

