



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

Annual Contract for Maintenance of IT Equipment [N° 039/S/N/2015 - 2016/OB/RSSB/

The Rwanda Social Security Board (hereinafter called "Client") has a budget towards the cost for the annual contract for Maintenance of IT Equipment. The Client intends to apply a portion of the funds to eligible payments under the contract for which this Bidding Document is issued.

1. The Rwanda Social Security Board invites qualified bidders to submit bids for annual contract for Maintenance of IT Equipment as indicated in detail in the statement of Requirements.
2. Tender Documents in English may be obtained from **29th February 2016** on any working day from 7:00 hours to 17:00 hours at the office of procurement Officers, 7th floor, RSSB Building upon presentation of proof payment of a non-refundable fee of **10,000 FRW (Ten thousand francs)** to Rwanda Social Security Board account N° 040-0281146-73 opened at **Bank of Kigali**. The bidding document is also published on our website: www.rssb.rw.
3. All bids shall be accompanied by a bid security of **2%** for the tender.
4. Enquiries regarding this tender may be addressed to Director General of RSSB, P O. Box **250, and 6655 Kigali**.
5. Well printed bids, properly bound and presented in four copies one of which is the original enclosed in envelopes, must reach at the address mentioned above not later than **31st March 2016 at 2:00 pm**. Late bids will be rejected.
6. Bids will be opened in the presence of bidders or their representatives who choose to attend at 10th floor, RSSB Building in the meeting room on **31st March 2016 at 2:30 pm**.
7. The Outer envelope should clearly indicate the tender name and title
8. Bidding will be conducted in accordance with the Law N ° 12/2007 of 27/03/2007 and the law N° 05/2013 of 13/02/2013 modifying and completing the law N° 12/2007 of 27/03/2007 on Public Procurement.

Done at Kigali, on 29th / 02 / 2016


Marcel MPAMO NKUSI
 Director of Corporate Services

