



Our Ref : 524/RRA/Adm & log/2017
Your Ref :

Date : 16/03/2017

NATIONAL TENDER NOTICE N° 070/S/RRA/2016/17

TITLE: ANNUAL PROVISION OF INSURANCE FOR RRA VEHICLES AND MEDICAL INSURANCE FOR RRA STAFFS OPERATING IN RWANDA, KENYA & TANZANIA.

Lot 2: Insurance of RRA vehicles and motorcycles operating in Rwanda, KENYA & TANZANIA

Lot3: Medical Insurance of RRA staffs operating in KENYA & TANZANIA.

FINANCING: RRA

CLIENT: RWANDA REVENUE AUTHORITY (RRA)

1. Rwanda Revenue Authority (RRA) funded by the government of Rwanda towards the cost of Annual provision of Insurance for RRA vehicles and medical insurance for RRA staffs operating in RWANDA, KENYA & TANZANIA. The Client intends to apply a portion of the funds to eligible payments under the contract for which this Bidding Document is issued.
2. Rwanda Revenue Authority (RRA) invites eligible bidders to submit bids for the Annual provision of Insurance for RRA vehicles and medical insurance for RRA staffs operating in RWANDA, KENYA & TANZANIA, as indicated in detail in the statement of Requirements.
3. Tender Documents in English may be obtained on any working day from the procurement office from Kimihurura KG4 Ave 8, P.O Box 3987 Kigali-Rwanda, Administration and logistics department Office, 4th floor Tel: (250) 0788185596, 0788185595, Fax: (250) 578488, Email: procurement@rra.gov.rw, starting **17/03/2017** from **7.00am to 5.00pm** upon presentation of a prepaid revenue receipt of a non-refundable fee of **Seven thousand Seven hundred Rwanda francs (7,700Rwf)) paid to RRA non fiscal revenue accounts in commercial banks.**
4. All bids shall be accompanied by a Bid Security of:
 - 1) **Two million Rwandan Francs (2,000,000 Rwf) for lot 1** issued by a bank or from any other reputable insurance company outside yourself.
5. Enquiries regarding this tender may be addressed to the procurement office P.O Box 3987 Kigali, Kimihurura KG4 Ave, Administration Office, 4th floor Tel: (250) 0788185596, 0788185595, Fax: (250) 578488, Email: procurement@rra.gov.rw.

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6. Well printed bids written in French or English language, properly bound and presented in three copies "one of which is the original must reach Rwanda Revenue Authority at the above mentioned address not later than **17/04/2017 at 10:00 a.m.** Late bids will be rejected and returned unopened.
7. Bids will be opened in the presence of bidders or their representatives who choose to attend at the address below on **17/04/2017 at 10:30 a.m** in Administration and Logistics department meeting place 4th floor
8. The Outer envelope should clearly indicate the tender name and title
9. Bidding will be conducted in accordance with the Law N° 12/2007 of 27/03/2007 on Public Procurement as modified and completed to date.

Done at Kigali on 16th March, 2017

*MWESIGYE Godson Patrick
Deputy Commissioner for Administration & Logistics*

