

INVITATION TO TENDER No. 005./T.USC/2025/USACCO

UMWALIMU SACCO is a Savings and Credit Cooperative for Rwandan Teachers. Its mission is to mobilize savings in order to improve the member's welfare through provision of appropriate, innovative, affordable and accessible financial and non-financial services. Mobilizing a pool of savings and later be offered loans at competitive interest rates are the core activities of the Cooperative. Since its inception, Microfinance has been providing financial services in a growing and increasingly competitive environment and has grown very strongly and this trend is set to continue in the foreseeable future.

Therefore, Umwalimu SACCO invites sealed competitive quotations for the **Provision of Managed Printing Services** from experienced Companies with proven capabilities, registered in Rwanda.

Competent bidders can obtain the details of the tender along with the terms & conditions of the tender from Umwalimu SACCO Head office KIMIRONKO-GASABO-KIGALI; Street No: KG 205ST on any working day with effect from 9/4/2025 upon payment of a non-refundable fee of Ten thousand Rwandan francs (FRW10,000) on account No 00040-0028894-58 of UMWALIMU SACCO opened in Bank of Kigali.

Inquiries regarding this tender may be addressed to Umwalimu SACCO Head Office KIMIRONKO-GASABO-KIGALI; Street No: KG 205ST or on telephone number: (+250)0252580426/ 0781469546

Well-detailed bids containing one original copy and two other copies with a mention of the outer envelope "**Provision of Managed Printing Services**" shall be presented to Umwalimu SACCO Head office in the office of the Executive Assistant and Public Relations Officer in a sealed envelope addressed to the Director General of Umwalimu SACCO, P.O BOX 2257 KIGALI, not later than 29/4/2025 at **10:00 AM** Local time. The public opening of the bids shall be held on the same day at **10:30 AM** Local time in the Umwalimu SACCO Conference room. Late bids will be rejected.

Done at Kigali, on 25/03/2025

MURUNGI Anna 
Senior Manager Procurement

UWAMBAJE Laurence 
Director General