

BIDDING DOCUMENT FOR THE TENDER FOR PROVISION OF CLEANING SERVICES TO NGALI HOLDINGS LTD.

Tender Title	Tender provision of cleaning services to Ngali Holdings
Tender reference number	OCB/02/03/NH/2026
Procurement method	Open Competitive Bidding
Date of issue of tender	24/03/2026

Prepared by



Charity MUTESI
Procurement Assistant & ITC secretary

Approved by



Joseph Butera
Chief Executive Officer

Section II. Instructions to bidders, Bid Data Sheet (BDS)

The following specific data for the Services to be procured shall complement, supplement, or amend the provisions in the Instructions to Bidders (ITB). Whenever there is a conflict, the provisions herein shall prevail over those in ITB.

ITB Clause Reference	A. General
ITB 1.1	The Procuring Entity is: NGALI HOLDINGS LTD
ITB 1.2	Tender Reference N ^o : OCB/02/03/NH/2026
ITB 2	The Source of funds:
B. Contents of Bidding Documents	
ITB 7	<p>Clarification of bids will be addressed to The NGALI HOLDINGS LTD. Clarifications may be requested not later than 1 days before the submission date during working days.</p> <p>For Clarification of bid purposes only, the Procuring Entity's address is:</p> <p>NGALI HOLDINGS Bodifa Mercy House, 7th Floor, Kimihurua, Gasabo, Kigali - Rwanda Email : charity.mutesi@ngali.com</p>
C. Preparation of Bids	
ITB 10	The language of the bid is English
ITB 11.1	The Bidder shall submit in its bid the following: N/A
ITB 13	Alternative Bids shall not be considered.
ITB 4.5	The INCOTERMS edition is: "INCOTERMS N/A
ITB 14.6	Prices quoted by the Bidder shall be fixed during the Bidder's performance of the Contract (One year) and not subject to variation on any account. A Bid submitted with an adjustable price quotation shall be treated as non-responsive and shall be rejected.
ITB 15.1	The Bidder is required to quote in the Rwanda Francs currency.
ITB 18.1	The bid validity period shall be ninety (90) calendar days, and shall remain valid for a period of 28 days beyond the validity period of the bid.

