

Invitation to Bid (ITB) for the sale of Motorcycles by Auction from Stichting Brac International, Rwanda

Stichting BRAC International, Rwanda hereby after referred to SBI, has been operational in Rwanda since April 2023, implanting the Accelerating Impact for Women in Africa, in Rwanda in Partnership with the Ministry of Gender and Family Promotion.

As a leading not-for-profit organization with the mission to empower the most vulnerable faced with poverty, illiteracy, disease, and social injustice, SBI has impacted over 100 million people in the Global South through designing proven, scalable solutions on Women economic empowerment, youth, empowerment, GBV, SRHR, agriculture, Microfinance and Early Child Education that equip people with the support and confidence to achieve their potential.

Stichting BRAC International, Rwanda invites offers for the following used **Motorcycles** being sold on an “as –is –where – is” basis whose details.

#	Motorcycle description	Year	Mileage	Number plate	Insurance
Lot 1	DAYANG	2021	1184km	RH 425 M	Feb 10,2026
Lot 2	DAYANG	2021	1372km	RH 427 M	Feb 10,2026
Lot 3	DAYANG	2021	1217km	RH 428 M	Feb 10,2026

The **Motorcycles** can be visited at their locations at **Stichting Brac International, Rwanda Country Office** located at KG 385 Street, House 1, Kagugu, Gasabo District. During Office hours between 9:30 am 2:00 pm on **Wednesday 28th January and until Wednesday February 4th 2026**.

- Sealed bids should be submitted to **Stichting Brac International, Rwanda** and addressed to the undersigned and dropped in the tender box at BRAC Country Office marked on “ **Sale of BRAC Disposal Motor Vehicles**” on or before **Friday February 6th 2026 at 2:00pm** and **Opening** will take place on the same date at **2:30pm** in presence of all bidders.

The Chairperson

Stichting Brac International, Rwanda Tender Committee

At KG 385 Street, House 1, Kagugu, Gasabo District

P.O Box 6500, Kigali Rwanda.

- Bidder should give their full names, physical address, email address and telephone numbers in their bid letter.
- The BRAC reserves the right to reject the bids which are considered unreasonable
- Any additional information or clarification regarding this tender can be channeled through email us at: sbirwa.procurement@brac.net

Yours Sincerely

Stichting Brac International, Rwanda.



1. INSTRUCTIONS TO BIDDERS

1. Participation is open, on equal conditions, to all interested persons.
2. By submitting a tender, the Bidder accepts in full the conditions of this tender, waiving his/her own conditions of sale.
3. Please read carefully all instructions and conditions. Please ensure that all relevant information and documentation is provided on time as failure to do so may result in rejection of your bid.
4. Order of requested documents in proposal:
 - a. Signed Bid Submission Form (Exhibit A)
 - b. Signed Cover Letter (Exhibit B)
 - c. Signed Bid Price Form (Exhibit C)

2. CONDITIONS OF BID ON THIS AUCTION

Tenderers are being invited to purchase **Motorcycle (s)** which were being used by **Stichting Brac International, Rwanda** in their different activities. Tenderers accept to abide on the below terms and conditions:

- The bidder can submit his offer to one of these **Motorcycles** or to one Lot of his choice.
- The person interested in bidding to purchase **Motorcycle (s)** from Stichting **Brac International, Rwanda**, shall have to submit the bidding document in the prescribed form attached to this tender to BRAC Country Office situated at at KG 385 Street, House 1, Kagugu, Gasabo District on or before **Friday February 6th 2026 at 2:00pm** in a sealed envelope with the name of tender and plate number of the **Motorcycle (s)**
- BRAC reserves the right to accept or reject the highest bid received or bid made without assigning any reason.
- The Motor vehicles are being sold on an “as –is –where – is” basis.
- Any tax, in respect of the **Motorcycles**, shall be payable by the successful bidders and **BRAC will not entertain** any claim whatsoever in this respect. This is a pre-requisite condition to affect the transfer of ownership. **Note: these Motorcycles have the local number plate.**
- The successful bidder will be required to pay the entire amount through Bank account and presents a bank slip **within Five (5) days** from the date of notification. Account bank details will be provided.



- The **Motorcycle** and related documents will be delivered to the successful bidder after proof of payment of the whole amount is presented. The successful bidder will be required to collect the **Motorcycle** immediately after payment.
- In case the successful bidder is unable to pay within allotted time, BRAC reserves the right to automatically engage the next successful bidder.
- The decision of the tender committee is final, in case of disputes of any nature, arising during the auction.
- Tender received after the tender closing date will not be considered.

Any queries about this tender should be addressed in writing to secretary at: sbirwa.procurement@brac.net.

A handwritten signature in blue ink, appearing to be a stylized 'G' or 'R'.



EXHIBIT A: BID SUBMISSION FORM

Sale of Stichting Brac International, Rwanda Motorcycles by Auction.

Tender Reference No.: BRAC-RW-2026-0001.

BID PRICE FORM

Name of Bidder:.....

Date of Preparation:

Physical Address:

Email Address:

Telephone Number:



Exhibit B: Cover Letter

To: **The Chairperson**
 Stichting Brac International, Rwanda Tender Committee
 At KG 385 Street, House 1, Kagugu, Gasabo District
 P.O Box 6500, Kigali Rwanda.

Dear Sir/ Madam

I have reviewed the Bid conditions in line with this auction of which is hereby duly acknowledged to bid for the sale of **Stichting Brac International, Rwanda** Motorcycles through competitive sale as may be ascertained in accordance with the Price Schedule attached herewith and made part of this Proposal.

I undertake, if the bid is accepted, to comply with all the provisions of the Invitation to Bid (ITB).

I agree to abide by this bid for a period of **30 days** from the date fixed for opening of bids in this ITB Procurement Notice, and it shall remain binding upon me and may be accepted at any time before the expiration of that period.

We understand that of **Stichting Brac International, Rwanda** is not bound to accept any bid you may receive

Full Name: _____

Designation: _____

Signature: _____

Date Signed:

Company Seal (If Applicable)



Exhibit C: BID PRICE FORM

Bidders should submit their Bid Price Forms in sealed envelope be deposited in the Tender Box, located at the reception.

Stichting Brac International, Rwanda Tender Committee
At KG 385 Street, House 1, Kagugu, Gasabo District
P.O Box 6500, Kigali Rwanda.

Not later than Friday, February 6th, at 2:00pm and Opening at the same date at 2:30pm

Lot 1:

#	Motorcycle description	Year	Mileage	Number plate	Bidding Amount (RWF)
1	DAYANG	2021	1184km	RH 425 M	

Lot 2:

#	Motorcycle description	Year	Mileage	Number plate	Bidding Amount (RWF)
2	DAYANG	2021	1372km	RH 427 M	

Lot 3:

#	Motorcycle description	Year	Mileage	Number plate	Bidding Amount (RWF)
3	DAYANG	2021	1217km	RH 428 M	

Name:

Date..... Signature.....