



ISOKO SACCO-GASABO (ISG)

PART A: INVITATION TO PROPOSAL (ITP)

INVITATION TO PROPOSAL

ISOKO SACCO GASABO (ISG) invites eligible and qualified consulting firms to submit sealed proposals for the provision of IT and operations equipment maintenance services for a period of twelve (12) months, renewable annually based on performance.

The successful consultant will be responsible for preventive and corrective maintenance of IT equipment (computers, laptops, servers, network switches), printing equipment (laser printers, dot matrix printers), cash handling equipment (cash-counting machines, note validators), and power protection equipment (UPCs/UPS).

Eligible firms must obtain proposal documents from the Procurement Office, ISOKO SACCO GASABO Head Office, Kinyinya, Kagugu KG 14 Ave. No 335, Gasabo District, Kigali, or via email at procurementisokosaccogasabo@gmail.com after providing proof of payment of a non-refundable tender fee of ten thousand Rwandan francs (10,000 Frw) deposited to Bank of Kigali Account No. 100193149582 in the name of ISOKO SACCO GASABO.

Bids must be submitted as one (1) original and two (2) copies of Technical and Financial proposals in separate sealed envelopes, clearly marked with tender reference number and title, and "TECHNICAL PROPOSAL" or "FINANCIAL PROPOSAL". Submission address is the Procurement Office, ISOKO SACCO GASABO Head Office. The deadline for submission is July 15, 2026 at 10:00 AM (Local Time).

Proposals will be opened on July 15, 2026 at 10:30 AM at the ISOKO SACCO GASABO Head Office Meeting Room. Technical proposals will be opened publicly in the presence of bidders' representatives who choose to attend. Financial proposals will remain sealed and will only be opened for bidders who pass the technical evaluation.

Enquiries or complementary information regarding this tender may be addressed to ISOKO SACCO GASABO Head Office KINYINYA – GASABO - KIGALI, email: procurementisokosaccogasabo@gmail.com.

ISOKO SACCO GASABO reserves the right to accept, reject or cancel this proposal at any time.

Done at Kinyinya on June 17, 2026

Fulgence NKERAGUTABARA
Managing Director
ISOKO SACCO GASABO



isokosaccogasabo@gmail.com - TIN: 128791093- Kinyinya , Kagugu KG14 AVE. NO 335



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ISOKO SACCO-GASABO (ISG)

PURCHASE ORDER 024/Q2/ISG/HQ/2026

Supplier: JIR Ltd

Tin: 102288567

Tel: +250788315632

Email: info@jobinrwanda.com

Bank account: 211/131588/1/5118/ JIR Ltd

Bank Name: GT Bank

Location: Kigali city/ Rwanda

Description of services: Fads-featured Ads proposal advertisement for Provision of IT and Operations Equipment Maintenance Services

No.	Service Description	Measures	Quantity	Unit Price(Frw)	Total Price(Frw)
1	Fads-featured Ads proposal advertisement	Page	1	84,745.76	84,745.76
Tax (18%)					15,254.24
TOTAL					100,000

Amount in word: One hundred thousand Rwandan Francs

Delivery period: 2 days after reception of this purchase order;

Payment modality: By bank account before product delivery and reception

Done at Kinyinya June 17, 2026

Prepared by:

Jeannette UWONKUNDA
Procurement officer

Date: 17/6 /2026

Signature:

Verified by:

Emmanuel RUKUNDO
Acting HFA

Date: 17/6 /2026

Signature:

Approved by:

Fulgence NKERAGUTABARA
Managing Director

Date: 17/6 /2026

Signature



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