



TENDER NOTICE

Supply of Maintenance Materials for Epic Hotel & Suites

Tender Reference No.: EH/MAINT/2026/01

Date Issued: 09/02 /2026

Deadline for Submission 23 /03 /2026

Mantis Epic Hotel & Suites invites eligible and qualified suppliers to submit bids for the supply and delivery of Laundry Equipment as maintenance materials as per the attached detailed list. This tender is open to all local eligible bidders as defined in the procurement plan of the Hotel.

1. Scope of Supply

The items to be supplied include but are not limited to:

- Washer Extractor Electric
- Flatwork Ironer Calendar Heated
- Tumble Dryer

Annex I to this tender document provides the full list of items with specifications, quantities, and preferred brands.

2. Bid Requirements

Interested bidders must submit the following documents:

- Company profile and relevant experience in supplying similar goods
- Copy of valid business registration certificate
- Tax clearance certificate
- Financial proposal including unit prices, total cost, and delivery terms
- Technical proposal confirming compliance with specifications and brand requirements
- Delivery schedule (indicating ability to deliver to Epic Hotel & Suits)

3. Delivery Location

All items shall be delivered to:

Mantis Epic Hotel & Suits, Nyagatare District, Eastern Province, Rwanda

4. Evaluation Criteria

Bids will be evaluated based on:

- Compliance with technical specifications
- Competitive pricing
- Delivery timeline
- Experience and references
- Warranty and after-sale support

5. Submission and Opening of Bids

Submission, Sealing and Marking of Bids

Bidders should submit their bids into sealed envelopes.

Bidders submitting bids by hand, shall enclose the original and each copy of the Bid, including alternative bids, if permitted in accordance with ITB, in separate sealed envelopes, duly marking the envelopes as “**ORIGINAL**” and “**COPY**.” These envelopes containing the original and the copies shall then be enclosed in one single envelope. The rest of the procedure shall be in accordance with ITB.

The envelopes containing the original and the copies shall be enclosed in one single envelope:

- (a) The inner envelopes shall bear the name and address of the Bidder;

6. Deadline for Submission of Bids

Bids must be received by the Procuring Entity at the address and no later than the date and time **specified in the BDS**, after the bid submission deadline date prescribed by the Purchaser. A bid valid for a shorter period shall be rejected by the Procuring Entity as nonresponsive.

7. Bid Opening

The Procuring Entity shall conduct the bid opening in public at the address, date and time **specified in the BDS**.

Only envelopes that are opened and read out at Bid opening shall be considered further.

All other envelopes shall be opened one at a time, reading out: the name of the Bidder and whether there is a modification; the Bid Prices, including any discounts and alternative offers; the presence of a Bid Security or Bid-Securing Declaration, if required; and any other details as the Procuring Entity may consider appropriate. Only discounts and alternative offers read out at Bid opening shall be considered for evaluation. No Bid shall be rejected at Bid opening except for late bids, in accordance with ITB.

8. Comparison of Bids

The Procuring Entity shall compare all substantially responsive bids to determine the quality and lowest-evaluated bid, in accordance with ITB

9. Post-qualification of the Bidder

The Procuring Entity shall determine to its satisfaction whether the Bidder that is selected as having submitted the quality and lowest evaluated and substantially responsive bid is qualified to perform the Contract satisfactorily

The determination shall be based upon an examination of the documentary evidence of the Bidder’s qualifications submitted by the Bidder, pursuant to ITB

10. Procuring Entity's Right to Accept Any Bid, and to Reject Any or All Bids

The Procuring Entity reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to Bidders.

11. Award of Contract Award Criteria

The Procuring Entity shall award the Contract to the Bidder whose offer has been determined to be the quality and lowest evaluated bid and is substantially responsive to the Bidding Documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily.

12. Procuring Entity's Right to Vary Quantities at Time of Award

At the time the Contract is awarded, the Procuring Entity reserves the right to increase or decrease the quantity of Goods and Related Services originally specified, Schedule of Requirements, provided this does not exceed the percentages **specified in the BDS**, and without any change in the unit prices or other terms and conditions of the bid and the Bidding Documents.

13. Notification of Award

Before the expiry of the bid validity period, the Procuring Entity shall simultaneously notify the successful and the unsuccessful bidders of the provisional outcome of the bids evaluation.

The notification shall specify that the major elements of the procurement process would be made available to the bidders upon request and that they have seven (7) days in which to lodge a protest, if any, before a contract is signed with the successful bidder.

The successful bidder may be required to provide a performance security in accordance with the procurement regulations. Such a security shall not exceed 10 % of the contract Price;

Upon signature of a contract, the Procuring Entity shall finally notify other bidders that their bids were not successful and will discharge their bid security, pursuant to ITB

Until a formal Contract is prepared and executed, the notification of award shall constitute a binding Contract.

The written contract shall base on the bidding document, the successful bid, any clarification received and accepted, and any correction made and negotiations agreement between the Procuring Entity and the successful bidder.

14. Signing of Contract

Promptly after notification, the Procuring Entity shall send the successful Bidder the Agreement and the Special Conditions of Contract.

Within 15 (fifteen) and 21(twenty-one) days for National Competitive Bidding and International Competitive Bidding respectively, after receipt of the Agreement, the successful Bidder shall sign, date, and return it to the Client.

15. Performance Security

Within 15 and 21 days for National Competitive Bidding and International Competitive Bidding respectively, after receipt of notification of award from the Procuring Entity, the successful Bidder, if required, shall furnish the Performance Security in accordance with the GCC, using for that purpose the Performance Security Form included in Contract forms, or another Form acceptable to the Procuring Entity.

Annex I

TECHNICAL SPECIFICATIONS FOR WASHER EXTRACTOR MACHINE Qty: 2(two)

MANUFACTURER:		Supplier' response
N#	TECHNICAL SPECIFICATIONS	
1	General	
1.0	Supply, install, training end users /technicians and commission a new washer extractor machine at EPIC HOTEL.	
1.1	Capacity: 23-30Kg/cycle	
1.1.1	The machine has to be in Stainless steel outer and inner drum	
1.1.2	The washer extractor can be installed on any floor.	
1.1.3	Soap box with four compartments	
1.1.4	Door opens 180° for easy loading and unloading	
1.1.5	Standards: CE or equivalent	
2	Microprocessor	
2.1.1	Easy touch pad	
2.1.2	Four to six washing economic programs	
2.1.3	Possibility of programming, exporting and importing new programs if needed.	
2.1.4	Possibility of using an automatic liquid dosing as an option.	
3	Electricity	
3.1	Power: 3P +N and Ground	
3.2	Electrical heaters	

3.3	Hot water connection is mandatory.	
4	Connections	
4.1	Water inlet: 1’’	
4.2	Drain: 3’’	
4.3	Dimensions: every bidder to specify which dimension: W X D X H in mm.	
5	Bring all catalogs and Spares parts list	

TECHNICAL SPECIFICATIONS FOR DRYER MACHINE Qty: 2(two)

MANUFACTURER:		Supplier’ response
N#	TECHNICAL SPECIFICATIONS	
1	General	
1.1	Supply, install, training end users /technicians and commission a brand-new dryer machine at EPIC HOTEL.	
1.2	Capacity: 23-30Kg/cycle	
1.3	Galvanized steel cylinder	
1.4	Oversized lint filter located in front for easy cleaning	
1.5	Wide door opening of 180° for easy loading and unloading	
1.6	Rigid out pipe around diameter 200mm for taking heat outside.	
2	Electricity	
2.1	Electrical heating	
2.2	Cable section 3P+N+G, 50Hz, Fuse with all safety switches.	
2.3	Standards: CE or equivalent	
3	Microprocessor	
3.1	Easy touch pad	
3.2	a) Four 4 drying programs or more. b) LED indication of the status of the program. c) Time remaining countdown	

TECHNICAL SPECIFICATIONS FOR CYLINDER HEATED IRONER MACHINE

Qty: 1

MANUFACTURER:		Supplier's response
N#	TECHNICAL SPECIFICATIONS	
1	Supply, install, training end users /technicians and commission a brand-new cylinder heated ironing machine at EPIC HOTEL.	
1.1	Large surface contact with linen over an angle of 300°	
1.2	Highly polished steel, thin cylinder: - Reasonable price - Rapid response to temperature - Excellent thermal conductivity	
1.3	Emergency button and main switch in one.	
1.4	Finger protection bar for even more safety	
1.5	Durable ironing belts	
1.6	Extra heavy press roller for high-quality ironing	
1.7	Automatic cool down	
1.8	Patented direct drive – maintenance free system	
1.9	Easy to operate microprocessor	
1.10	Frequency controlled motor	
1.11	Indication of ironing speed and temperature	
1.12	Electric.	
1.13	Overheating check system with 3 temperature sensors.	
1.14	Adjustable exhaust flap	
1.15	Reverse mode possible	
1.16	Finger protection and emergency button for more safety	
1.17	Fan exhaust removing humid air from the ironer.	
1.18	Frequency inverter enabling variable ironing speed	
2	ELECTRIC CONNECTION : 3P+N+G, 50Hz,	
2.1	Standards: CE or equivalent	

2.3	Dimension 3000-3500mm average	
2.4	Training of technicians and end users shall be provided in EPIC HOTEL by the manufacturer or a certified Engineer of the supplier without any supplementary charge. The training shall be organized for 1-day minimum.	

TECHNICAL SPECIFICATIONS FOR STEAM IRONER MACHINE

Qty: 2

N#	Specifications	Supplier's response
1	Supply, install, training end users /technicians and commission a brand-new Industrial Ironing press ironing machine at EPIC HOTEL.	
1.1	The industrial press is designed to handle different types of garments: universal, Industrial press ironing machine is ideally suited for any garments.	
1.2	This press needs to produce itself steam needed for his usage. It should have a built-in 4-6 liters steam boiler.	
1.3	It is equipped with an upper inclined plane with pneumatic closure with a hand safety feature.	
1.4	<p>To optimize the timing and quality output of the ironing board, it should have an upper steam-heated and vaporizing floor and a lower vaporizing and aspiration floor.</p> <p>Upper and lower surface heated by steam</p> <p>3-5 Bar working pressure.</p> <p>Maximum pressure: 5 bar</p>	

1.5	Electrical Power connection: 400v / 3 N + G 50Hz	
1.6	Training of technicians and end users shall be provided in EPIC HOTEL by the manufacturer or a certified Engineer of the supplier without any supplementary charge. The training shall be organized for 1-day minimum.	

NB, INCOTERMS TO BE USED

DDP: (Delivered Duty Paid): Seller delivers to destination; handles all import duties/taxes; maximum seller responsibility.

16. Additional Information

Mantis Epic Hotel & Suits reserves the right to reject any or all bids without assigning any reason.

For any clarification, please contact the procurement team at **0788891771**

Mutesi Apophia

Procurement Officer



Mantis Epic Hotel & Suits.