



URUNANA DEVELOPMENT COMMUNICATION

P.O BOX 2774, KIGALI, RWANDA

REQUEST FOR EXPRESSION OF INTEREST (EOI) TO SUPPLY OFFICE REFRESHMENTS

Financing: Urunana DC Program; Category: Tender; Reference No.: 21/Supply of Office Refreshments/06/UDCPP/2025

TITLE: REQUEST FOR EOI TO SUPPLY OFFICE REFRESHMENTS

Urunana Development Communication (Urunana DC) is a National Non-Government Organization 6, specialised in implementation of strategic social behaviour change (SBC) interventions. The organization was founded in 2004 by Rwandans with the support of a UK based organization, Health Unlimited, currently trading as "Health Poverty Action (HPA)". Urunana DC secured its legal entity under ministerial order N° 138/11 of 27th December 2006 which was published in the National Gazette in 2007. Urunana Development Communication office is located at Kimironko opposite Engen petrol station at plot No. 628 along **KG 17** ^{AV}.

Currently, the organization implements a national SBC program that uses various communication approaches, notably; Entertainment – Education (commonly known as Edutainment), community engagement through interpersonal communication and other community outreach activities. Urunana Radio Soap Opera is the flagship program of Urunana Development Communication. To-date, over 2780 Urunana Radio Soap Opera episodes have been broadcast since 1999. Recent program assessment reports indicate that over 70% of the population in Rwanda listen to Urunana Radio Soap Opera. It is also estimated that about 3.5 million people in the great lakes region listen to Urunana Radio Soap Opera episodes, weekly.

The Urunana DC SBC program is implemented by Urunana Development Communication in collaboration with partners and key stakeholders. Urunana DC has skilled and experience staff team and creative artists who ensure that the program is audience driven and therefore responds to the identified gaps in knowledge, attitudes, behaviours and increases positive/healthy practices among the target population. Much of the SBC program production activities are carried out in-house but with strong program monitoring approaches mainly involving field activities to engage the target audience.

Urunana DC wishes to request expression of interest from registered companies in Rwanda to supply office refreshments as specified in the attached terms of reference. The company that will offer the best quotation as per the terms of reference will conclude a one-year contract with Urunana DC for the supply of office refreshments.

The Expression of Interest bid documents should be submitted to Urunana Development Communication via email: urunanadc2004@gmail.com not **later than 5th December 2025 at 2:00 PM Kigali Time**. For any clarification about this offer, you can send an email to urunanadc2004@gmail.com not later than **1st of December 2025**. For more information about this offer please read the attached Terms of Reference (ToR).

NB: *Applications documents in hard copy shall NOT be accepted.*

Done at Kigali, the 24th November 2025

**Management,
Urunana Development Communication**

