RWANDA ULTIMATE GOLF COURSE LTD
Company Code: 109031590

Request for Proposal

For

Tender For Supply of Golf Range Balls (Practice Balls).

Procurement Method: National Open Competitive Bidding

Procurement Reference Number:

2026/NCB/GB/RUGC/11

Rwanda Ultimate Golf Course Ltd
TIN: 109031590
P.O.BOX 1919

November 2026

Tender Bid Notice

Invitation No: **2025/NCB/GB/RUGC/11**

1. The Rwanda Ultimate Golf Course requests for a proposal for Tender for Supply of Golf Range Balls More details on the scope of work are provided in the technical specifications.

2. The Best selected Bidder will be selected based on the lowest-priced quotation, which is eligible and technically compliant with the procedures described in this RFP.

3. The RFP includes the following documents:

Section1 - Letter of Invitation.

Section 2 - Instructions to Bidders.

Section 3 - Technical Proposal and Financial Proposal.

Section 4 - Technical Specifications.



Section 1: Letter of Invitation.

1. The RWANDA ULTIMATE GOLF COURSE LTD(RUGC) requests a proposal for the tender; Provision of Maintenance Services for IT Equipment, during the financial year 2026.

2. You are requested to submit your bid electronically to the email: info@kigaligolf.rw and **hard copy** to Office of the GM; KG 548 Street & KG 13 Avenue| P.O Box 1919 Kigali-Rwanda the no later than **09th December 2026 at 10:00 AM.**

3. Your bid should be compiled by the following documents:

   a. Photocopy of trading license having the activity bided for as its main activity
   b. Testimonial of tax clearance from RRA.
   c. Testimonial of debt clearance from Rwanda social security board
   d. Proof of purchase of the tender document (10,000 RWF), to be paid to account number **00040-06992621-27 (Bank of Kigali)**, in the name of **RUGC**.
   e. Declaration of commitment letter.
   f. Detailed description of the essential technical characteristics of the goods to be provided establishing conformity to technical specifications.
   g. It is in this regard that we invite you to submit your quotations, and all bids will be sent to RUGC Email: **info@kigaligolf.rw** not later than **09th December 2026** at 10:00 AM.

4. Enquiries regarding this tender may be addressed to Email: info@kigaligolf.rw, or Tel: 252 500 000.



1. Introduction

Bidders are invited to submit a Technical Proposal and a Financial Proposal, as specified in these Instructions to the Bidders.

The Proposal will be the basis for contract negotiations and ultimately for a signed contract/ Purchase order withthe selected Bidder.

The Bidder shall bear all costs associated with the preparation and submission of their proposaland contract negotiation.

Eligibility Criteria

2. Administrative criteria.

The Bidder shall submit the following documents:

a. Photocopy of trading license having the activity bided for as its main activity
b. Testimonial of tax clearance from RRA.
c. Testimonial of debt clearance from Rwanda social security board
d. Proof of purchase of the tender document (10,000 RWF), to be paid to account number **00040-06992621-27** (**Bank of Kigali)**, in the name of **RUGC**
e. Declaration Of Commitment Letter.

3. Criteria of technical and financial conformity.

a. Detailed description of the essential technical characteristics of the goods to be provided establishing conformity to technical specifications provided establishing conformity to technical specifications.

Evaluation of Proposals

The evaluation of Proposals will be done as detailed below:

1. Preliminary examination to determine eligibility (as defined below) andadministrative compliance to this tender on a pass/fail basis.
   - Proposals failing at any stage will be eliminated and not considered insubsequent stages.
2. Detailed Technical evaluation.
   - Proposals failing at any stage will be eliminated and not considered in subsequent stages.
3. Financial Proposal evaluation
   - An accurate and clear detailed summary of the cost of the financial proposal

Rwanda Ultimate Golf Course Ltd TIN:109031590 P.O.BOX 1919

4. Best Evaluated Bid

The best evaluated bid shall be the lowest priced quotation, which is eligible and technically compliant.

5. Terms of Payment

Payment shall be made against the invoice after delivery of the product through bank transfer in favor of the Bidder 's Bank.

Payment shall be made within 30 days against submission of your Invoice and supporting documents following delivery of the goods.

The Rwanda Ultimate Golf Course Ltd will pay correctly addressed and undisputed invoices within 15 days.

The essential information on the invoice for the RUGC is:

- A description of the product supplied.
- The invoice should be attached to the contract/Purchase Order.
- Addressed to the finance department for RUGC.
- The costs include VAT (if applicable).
- Bank details should be accurate and conform to the contract.

6. Award of Contract

The contract will be awarded after the evaluation of the Administration, Technical and Financial Proposal.

7. Taxes

The Bidder may be subject to local taxes on amounts payable by the Client under the Contract.

8. Delivery period

The goods will be delivered to RUGC as per the contract terms.

9. Clarification and Amendment of RFP Documents

The Bidder may request a clarification of any of the RFP documents up to two (2) days before the proposal submission date. Any request for clarification must be sent in writing, or by standard electronic means to the Client's address indicated in the instructions to Bidder.

Section 3: Technical Proposal and Financial Proposal

10. Preparation of Proposals

In preparing their Proposal, the Bidder is expected to examine in detail the documents comprising the RFP.

11. Language

Documents to be issued by the Bidder as part of this assignment must be in English.

12. Technical Proposal

A Bidder is required to submit a Full Technical Proposal (FTP) that **reflects and matches** the specifications outlined in the RFP.

13. Financial Proposals

A Bidder is required to submit a Financial Proposal (FP). It shall list all costs associated with this assignment, including all costs as below.

SECTION 4: TECHNICAL SPECIFICATIONS OF GOLF RANGE BALLS (PRACTICE BALLS)

Golf Range Balls	Parameter	Minimum requirement	Qty	Picture
Practice Balls	Brand	Srixon or equivalent	6,000 Pcs	
	Product	Driving Range Golf Balls		
	Construction	1-piece		
	Material	Durable golf-ball core and cover		
	Colour	White		
	Flight	limited flight		
	Durability	High resistance to repeated impact		
	Description	Rated three times more durable than the average range ball		
	Performance	Consistent flight and distance		
	Quality	New, unused and free from manufacturing defects		

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Jacobus Johannes Visagie
General Manager