



TENDER NOTICE FOR THE SUPPLY AND DELIVERY OF FOOD PROCESSING & GARMENT EQUIPMENT

Tender Reference No.: URUGO/FPG/2026/001

Publication Date: 16 July 2026

Submission Deadline: 23 July 2026 at 5:00 PM (Rwanda Time)

1. Background

Urugo Women Opportunity Center (WOC) is a social enterprise committed to empowering women and youth through Technical and Vocational Education and Training (TVET), entrepreneurship development, hospitality, dairy processing, leather works, textile production, agriculture, and other income-generating initiatives.

To strengthen its Food Production, Pastry & Confectionery, and Garment Production training units, Urugo WOC invites eligible and qualified suppliers to submit sealed bids for the **Supply and Delivery of Food Processing & Garment Equipment** required to enhance practical training, improve production efficiency, and support value-added production across its TVET programs.

2. Objective

The objective of this tender is to procure high-quality food processing and garment production equipment that will improve practical skills training, enhance food production and tailoring operations, strengthen production quality, and increase the operational efficiency of Urugo WOC's Technical and Vocational Education and Training (TVET) programs.

3. Scope of Supply

The successful bidder shall supply and deliver food processing and garment production equipment for Urugo WOC's training and production units.

The scope includes, but is not limited to:

- Commercial baking and cooking equipment
- Food smoking, roasting, and steaming equipment
- Pastry and confectionery production equipment
- Commercial refrigeration equipment
- Computerized embroidery equipment
- Related accessories, fittings, and operational components necessary for installation and efficient operation

Detailed technical specifications, quantities, units of measurement, and minimum technical requirements are provided in the Bill of Quantities (BoQ), which forms an integral part of this tender document.

BILL OF QUANTITIES (BoQ) OF SUPPLY AND DELIVERY OF FOOD PROCESSING & GARMENT EQUIPMENT

Item Category	Sub-Program	Item	Specification	Unit	Qty
Machines/Equipment	Food & Nutrition Production	Baking Combi Oven	Commercial, 6 to 8-trays deck oven, combined gas and electric	Pcs	1
Machines/Equipment	Food & Nutrition Production	Commercial Combi Smoker, Multiple Dishes Oven	With hanging trays, steaming, roasting, and smoking	Pcs	1
Machines/Equipment	Pastry & Confectionery Production	Dough Sheeter (Table-Top)	Commercial, roller 360 mm, stainless steel, adjustable from fine to thick, electrical, emergency stop and hand protection	Pcs	1
Machines/Equipment	Food & Nutrition Production	Under-Counter Chiller (2-Door)	Will require kitchen transformation and serve as set table	Pcs	1
Machines/Equipment	Sewing & Tailoring	Embroidery Machine (Computerized)	Milsew 2-thread industrial with printer, tower/patch/clothing/hat/T-shirt/shoes/flat embroidery, dimensions 220 × 113 × 130 cm, FUJA, 5,000 sets/year capacity, work area 400 × 450 mm	Pcs	1

4. Delivery Requirements

The successful bidder shall:

- Deliver all equipment to **Urugo Women Opportunity Center (WOC) Head Office, Kayonza District.**
- Supply new, genuine, high-quality, durable, commercial-grade equipment.
- Ensure that all supplied equipment complies with the technical specifications provided in the Bill of Quantities (BoQ).
- Replace any defective, damaged, or non-conforming equipment at no additional cost to Urugo WOC.
- Provide installation, testing, commissioning, and operational support where applicable.



- Provide user manuals, operating instructions, maintenance documentation, and basic operator training.
- Provide warranty information and manufacturer's guarantees for all supplied equipment.
- Ensure that all electrical, mechanical, and safety components comply with applicable industrial, food safety, and manufacturing standards.

Delivery Terms

Prices should include:

- Transportation
- Loading
- Offloading
- Installation (where applicable)

Quotations should include:

- Unit Price
- Total Price
- VAT
- Country of Origin
- Brand
- Manufacturer
- Delivery Period
- Warranty
- Catalogue/Brochure

5. Required Documents

Interested bidders shall submit the following documents:

1. Application Letter addressed to the Executive Director of Urugo Women Opportunity Center (WOC).
2. Valid RDB Certificate.
3. Valid Tax Clearance Certificate.
4. VAT Registration Certificate.
5. RSSB Clearance Certificate.
6. Three (3) Recommendation Letters and/or Completion Certificates from previous clients for similar supplies.
7. Detailed Financial Quotation indicating:
 - Unit Prices
 - Total Prices
 - Delivery Period
 - Quotation Validity Period.

6. Submission Instructions



- Bids must be submitted in **two (2) hard copies**.
- **Submission Location:** Urugo Women Opportunity Center (WOC), Head Office, Kayonza District.
- **Publication Date:** 16 July 2026.
- **Submission Deadline:** 23 July 2026 at **5:00 PM (Rwanda Time)**.
- Late submissions shall not be accepted.

The sealed envelope should be clearly marked:

Tender for the Supply and Delivery of Food Processing & Garment Equipment

Tender Reference No.: URUGO/FPG/2026/001

7. Evaluation Criteria

Bids will be evaluated based on:

- Compliance with tender requirements.
- Technical conformity of the proposed equipment.
- Supplier experience and references.
- Warranty and after-sales service.
- Installation and technical support capacity.
- Delivery capacity and proposed delivery timeline.
- Price competitiveness.

Urugo Women Opportunity Center (WOC) reserves the right to accept or reject any bid and is not bound to accept the lowest-priced offer.

Evelyn K. Karamagi

The Executive Director

WfWI Empowerment center LLC (Urugo WOC)