



TENDER NOTICE FOR SUPPLY AND DELIVERY OF MILK PROCESSING EQUIPMENT

Tender Reference No.: URUGO/MPE/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 dairy processing operations and enhance practical training within its TVET programs, Urugo WOC invites eligible and qualified suppliers to submit sealed bids for the **Supply and Delivery of Milk Processing Equipment** required to improve milk handling, processing, storage, and value addition within its Dairy Processing Unit.

2. Objective

The objective of this tender is to procure high-quality milk processing equipment that will improve production efficiency, ensure food safety and quality standards, increase dairy processing capacity, and strengthen practical training for trainees within Urugo WOC's Dairy Processing Unit.

3. Scope of Supply

The successful bidder shall supply and deliver milk processing equipment for the Dairy Processing Unit.

The scope includes, but is not limited to:

- Milk chilling and cooling equipment
- Milk pasteurization equipment
- Milk storage and cooling tanks
- Yoghurt processing and sealing equipment
- Related accessories and operational components necessary for proper installation and 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 MILK PROCESSING EQUIPMENT

Item Category	Sub-Program	Item	Specification	Unit	Qty
Machines/Equipment	Milk Processing	Milk Chiller (Cooling several tanks in short period of time), from a reputable brand.	Stainless steel SS304, 1000L capacity, rapid cooling to 4°C, compressor-based, insulated tank with agitator, digital display	Pcs	1
Machines/Equipment	Milk Processing	1000L Milk Pasteurizer (Batch Type)	Stainless steel SS304, 1000L capacity, electric/steam heated, adjustable temperature 63–95°C, food-grade, with agitator and digital temperature controller	Pcs	1
Machines/Equipment	Milk Processing	Milk Cooling Tank	2500L capacity, compatible with plate heat exchanger	Pcs	1
Machines/Equipment	Milk Processing	Yoghurt Sealing Machine	Industrial yoghurt cup sealing machine	Pcs	1
Total Items					4

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, and food-grade milk processing 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 support where applicable.
- Provide user manuals, operating instructions, and maintenance documentation.
- Provide warranty information and manufacturer's guarantees for all supplied equipment.
- Ensure all electrical and mechanical components comply with applicable safety and food processing 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 Milk Processing Equipment**

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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.
- 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)**