



0. INVITATION FOR TENDER OFFERS

The Bank through its capacity building is seeking a consultant to train its staff by providing to them with the skills, tools, and frameworks they need to enhance Business continuity management.

The bidding document in English may be obtained at UNGUKA BANK PLC, Head office in Procurement services, DORONA House, KN 84.ST 3, NYARUGENGE District –Kigali city. From 21/09/2021 during working days, from 08:00 am to 5:00pm, upon presentation of payment proof of non-refundable fee of RWF 10,000 as cost of tender document to be paid on UNGUKA BANK PLC account number: **10100490600010** (Rwandan currency) opened at NYARUGENGE Branch. Last date of Sale of Tender: 14/09/2021, at **3:00 pm**

The invitation for tender offers is also posted on UNGUKA BANK PLC's website: www.ungukaBank.com.

Queries regarding this tender, if any to be emailed to the CEO of Unguka Bank Plc, P.O.BOX: 6417- KIGALI RWANDA, Email: procurement@ungukabank.com; before 16/09/2021, deadline. Contact telephone: 0788307098/0735587344

Well printed bids properly presented in one sealed cover envelope containing separated Technical and Financial bids envelope (original copies) must reach at UNGUKA BANK PLC - Procurement Services, not later than 20/09/2021 at **3:00 pm-local time**. Late bids will be rejected.

The sealed envelope should clearly indicate the Tender name and Title as follows: **TRAINING THE STAFF OF UNGUKA BANK PLC ON BUSINESS CONTINUITY MANAGEMENT - NCB N° 08 /2021**.

Time & Date for opening of technical bids: 20/09/2021 at **3:30 pm-local time**. The bank will open financial bids envelopes for only bidders who will be technically qualified for the assignment.

Done at Kigali on 30/08/2021

Justin KAGISHIRO

Chief Executive Officer

