

Section 1. Letter of Invitation (LOI)

Invitation No **019/C/NCB/2024/2025/RMS**.

Dear Mr./Ms

1. The **RWANDA MEDICAL SUPPLY LTD** (hereinafter called “Client”) has received funds from *its own income* towards the cost of preparation of recruitment of the individual consultant to conduct client satisfaction survey on behalf of RMS Ltd. The Client intends to apply a portion of the funds to eligible payments under the contract for which this Request for Proposals is issued.
2. The **RWANDA MEDICAL SUPPLY LTD** now solicits proposals to provide the following consulting services: “recruitment of the individual consultant to conduct client satisfaction survey on behalf of RMS Ltd”. More details on the services are provided in the Terms of Reference.
3. This Request for Proposal (RFP) has been addressed to the public specialized in that area Participation is open on equal conditions to all consultants specialized in the field.
4. All interested bidders may obtain some complementary information by writing on the email rmsltd.procurement@rmsltd.rw copy to jnkurunziza@rmsltd.rw within four-sixths (4/6) of the deadline period for the submission of tenders as of the date of tender notice publication days before the fixed deadline for the submission of bids.
5. Well printed proposals, properly bound and presented in two copies, one of which is the original, must be couriered or hand-delivered in a sealed envelope marking the reference number of the tender and submitted at the reception of the address below before10...../...10...../2024 at 10:00am local time or through e-mail: tenders@rmsltd.rw. Late bids will not be accepted.

RWANDA MEDICAL SUPPLY (RMS) LIMITED

Village: Virunga

Cell: Kibaza

Sector: Kacyiru

District: Gasabo

KN 8 Ave, Kigali

5. The RFP includes the following documents:

Section 1 - Letter of Invitation

Section 2 - Instructions to Consultants (including Data Sheet)

Section 3 - Technical Proposal - Standard Forms

Section 4 - Financial Proposal - Standard Forms

Section 5 - Terms of Reference

Section 6 - Standard Forms of Contract

Yours sincerely,

Done at Kigali on ...27./09../2024

**Dr. LOKO Abraham
Chief Executive Officer**