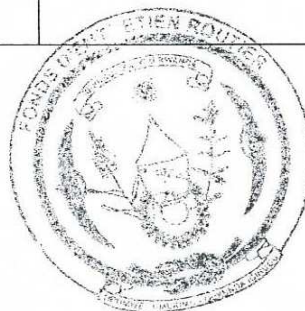


THE CONTENT OF ANNUAL PROCUREMENT PLAN TO BE PUBLISHED

Name of the procuring entity: Road Maintenance Fund (RMF)

N°	Title of the tender	Description of works, goods or services where possible	Procurement methods	Source of funds	Planned publication date
1	Tender for Office supplies and Consumables	<u>Stationery and refreshment used in the institution for the whole year</u>	Frame work contract	RMF Budget	27/7/2013
2	Tender for Furniture	<u>All the furniture that the institution will need i.e. office chairs, file cabinets.</u>	NCB	RMF Budget	17/10/2013
3	Tender for ICT Equipment	<u>All the computers ,with their accessories, laptops etc</u>	NCB	RMF Budget	15/11/2013
4	Tender of RMF Data Bank	<u>The data bank to link information between Finance department and Technical department</u>	NCB	RMF Budget	30/11/2013
5	Tender of ICT Spare Parts	<u>All the spare parts that may be replaced during the year of any ICT items the institution possesses.</u>	Frame work contract	RMF Budget	29/5/2014
6	Tender of codification	<u>Codification of all the new items of RMF so far.</u>		RMF Budget	30/9/2013
7	Tender of Strategic Plan		NCB	RMF Budget	15/11/2013
8	Tender of Recruitment	<u>A consultancy firm that will assist RMF in the recruitment process.</u>	NCB	RMF Budget	25/11/2013

9	Tender of Insurance of Asset	<u>Insuring all RMF assets</u>	NCB	RMF Budget	13/12/2013
10	Tender for Sports Activities	<u>Sports activities of all employees</u>	NCB	RMF Budget	10/1/2014
11	Tender for Four or five star hotels for workshops	<u>A hotel to provide Catering services for employees during outings and important public holidays.</u>	Frame work contract	RMF Budget	5/2/2014
12	Tender for Printing Services	<u>Printing services for all documents and reports that are to be printed in workshops etc.</u>	Frame work Contract	RMF Budget	21/2/2014
13	Tender for Domestic transport	<u>Transport costs used by employees inside and outside kigali</u>	Frame work contract	RMF Budget	27/2/2014
14	Tender for Cleaning Services	<u>Cleaning services of our building for the whole year.</u>	Frame work contract	RMF Budget	4/4/2014
15	Tender of Maintenance of Office Machines	<u>Maintenance and repair services of all ICT Equipment possessed by RMF.</u>	Frame work contract	RMF Budget	5/5/2014
16	Tender of Annual Security Guard	<u>Security services for RMF building and property.</u>	Frame work contract	RMF Budget	5/5/2014
17	Tender for Postal delivery	<u>Postal delivery and courier services.</u>	Frame work contract	RMF Budget	18/4/2014



18	Tender of Consultants	<u>Legal services for drafting legal documents and advising on contract drafting.</u>	NCB	RMF Budget	18/4/2014
	1) Legal consultant				
	2) Contract Management Consultant				



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