

LETTER OF INVITATION

TITLE OF THE TENDER: TENDER FOR RECRUITMENT OF A CONSULTANCY FIRM FOR MENTAL HEALTH SERVICES FOR EUCL STAFF UNDER FRAMEWORK AGREEMENT

TENDER REFERENCE N°: 11.07.022/049./CS/NCB/QCBS/25-26/EUCL/HR-PROC/CG/RM

PROCUREMENT METHOD: NATIONAL COMPETITIVE BIDDING (NCB)

SELECTION METHOD: QUALITY COST BASED SELECTION METHOD (QCBS)

CLIENT AND SOURCE OF FUND: ENERGY UTILITY CORPORATION LIMITED

1. Energy Utility Corporation Limited (EUCL) invites proposals from eligible Consultancy Firms for submitting their best proposals for a tender for recruitment of a consultancy firm for mental health services to EUCL staff under framework agreement
2. Bidding will be conducted through **National Competitive Bidding (NCB)** in accordance with the Procurement Procedures Manual of REG/EUCL.
3. The Request for Proposals may be obtained by interested consultants for any working day from **21/07/2026** at EUCL-REG Headquarters, 1st Floor, Room N° G114, in the **Secretariat of the Procurement Management**, P.O Box 5634 Kigali, procurement-eucl@eucl.reg.rw; upon presentation of proof of payment of a non-refundable amount of ten thousand Rwandan Francs (**10,000 Frw**). This payment shall be made through Account N° 25044962001 opened at I&M Bank.
4. *Bid security of one million four hundred thousand Rwandan francs (1,400,000Frw) issued by a reputable bank or any other reputable financial institution and presented in a sample form provided in the request for proposal*
5. Well printed proposals, properly bound and presented in two copies, one of which is the original must reach the Secretariat of the Procurement Management at the address mentioned below not later than **25/08/2026 at 10:00 am**. Late proposals will be rejected and returned unopened. Electronic proposals are not accepted.
The address referred to above is:
Attention: To the Managing Director,
EUCL-REG Headquarters
1st Floor, Room N° G114, at the Secretariat of the Procurement Management
6. Technical proposals will be opened in a public session in presence of the bidders' representatives who choose to attend in person in the Board room at EUCL Headquarters at **10:30 am local time on the same day**.
7. The proposals will remain valid for 120 days starting from the deadline of Proposals submission.
8. The Outer envelope should clearly indicate the tender number and title; technical and financial proposals must be separate in two envelopes.

Done at Kigali on **20/07/2026**


Ronald MUTUNGI

Head Procurement Management Services


Claver GAKWAVU
Ag. Managing Director