

Our ref:08 REMCO/CORP/PROC/08/25

19th August 25**SUBJECT: CALL FOR OFFERS – OPEN TENDER FOR SUPPLY OF TONER CARTRIDGE****Tender Reference No: 07/WEMA/CT/LA/2025**

Dear Sir/Madam,

1. REMCO Ltd hereby invites eligible and qualified companies to submit offers under an Open Tender for the supply and delivery of Toner Cartridge

Requirements

SIN	ITEM	SPECIFICATION	UNIT	Quantity
1	Laser jet pro cartridge	All colors for small printer HP laser jet pro MFP (M283FDW)	SET	3 +2 black
2	Conon, Cartridge	All colors, CONON Irc3326	SET	3
3	Laser jet pro cartridge	All colors, for small printer (laser jet pro MFP(M4103)	SET	3

Eligibility Criteria

2. Interested bidders must submit:
- Valid company registration certificate
 - Tax clearance certificate (RRA)
 - VAT registration certificate
 - At least one reference of similar supply (attach proof)
 - Detailed technical specifications of the proposed machine
 - Quotation inclusive of all taxes and delivery charges



Submission Instructions

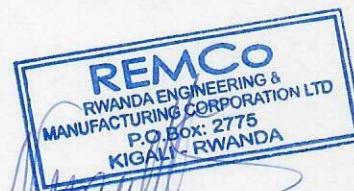
3. Offers must be submitted on email clearly marked:
 - a. "TENDER FOR SUPPLY OF OF TONER CARTIDGE – 07/WEMA/CT/LA/2025
 - b. Deadline for submission: [28th /08/2025] At 15:00 pm
 - c. Submission Address: The Acting Chief Executive Officer – REMCO Ltd, Kigali Special Economic Zone, Plot A12, A13, Kigali, Phone: +250788684839, email: procurement1@remco.rw

Evaluation Criteria

4. Bids will be evaluated based on compliance with specifications, delivery timeframe, warranty, experience, and total cost.

Additional Information

5. This include:
 - a. REMCO Ltd reserves the right to reject any or all offers without providing reasons.
 - b. Late submissions will be rejected.
 - c. Clarifications may be requested via email at procurement1@remco.rw before 28th /08/2025.
6. We look forward to receiving your offer.
7. Sincerely,



Eric NYAMUHENDA
Acting Chief Executive Officer
REMCO Ltd