

**ANNUAL PROCUREMENT PLAN 2016-2017**

**NATIONAL UNITY AND RECONCILIATION COMMISSION**

<b>TYPE OF TENDER</b>	<b>No</b>	<b>Title of tender</b>	<b>Description of works, goods or services where possible</b>	<b>Procurement methods</b>	<b>Source of funds</b>	<b>Planned Publication Date</b>
<b>Goods</b>	1	Cleaning services of NURC Offices	Cleaning services in all NURC Offices	NCB	OB	Contract management (renewable)
	2	Transport of NURC Courriers	To transporte the NURC different courier in and out county	NCB	OB	Contract management (renewable)
	3	Security of NURC STAFF AND OFFICES	Security service to NURC Offices ang guestsper day and night	NCB	OB	Contract management (renewable)
	4	Hiring of a vehicle for transport of NURC STAFF IN Ordinary activities	One vehicle for facilitating to NURC Staff activities in Kigali City	NCB	OB	Contract management (renewable)
	5	Maintenance of NURC IT EQUIPMENTS	To maintain all NURC it Equipments	NCB	OB	Contract management (renewable)
	6	Supply of ICT EQUIPMENTS ( Laptops, Tracking machine, UPS, Printers, Flash,photocopieuse....)	Lapptops, flash, toners, scanner...	NCB	OB	10-Sep-16
	7	Supply of NURC Communication materials	appareil photo, camera, headphones, recorder)	NCB	OB	10-Jan-17

	8	Supply of NURC STATIONNERIES	Papers, files, flip charts, stapples, pens...	NCB	OB	10-Sep-16
	9	Supply of electronic cards for Staff control	cards, machine..for staff control	QUOTATION	OB	8-Aug-16
	10	Hiring a company for NURC Recruitment	To recrut one staff /coordinate all NURC activities in one Province	QUOTATION	OB	8-Sep-16
	11	Supply of NURC REFRESMENTS	Tea , mineral water. Milk,...	NCB	OB	27-Jul-16
	12	Supply of NURC promotional material for Reconciliation week Peace day	Banners, flags...	NCB	OB	22-Aug-16
	13	Supply of NURC Furniture &curtains	chairs, tables, cupboards, curtains....	NCB	OB	10-Sep-16
<b>Services</b>	14	Printing and multiplication of NURC Inyoborabiganiro on NDUU	2000pcs	NCB	OB	10-Sep-16
	15	Printing for bouclets " UMURINZI W'IGIHANGO"	5000pcs	QUOTATION	UNDP	18-Jul-16
	16	consultancy services for evaluation NDUU	After launching NDUU Programme, to evaluate its impact in the society	NCB	UNDP	27-Jul-16
	17	Documentation Abarinzi b'igihango	Producing abook on Abarinzi b'igihango	NCB	OB	27-Jul-16

	18	Expression of interest on NURC Monument	one monument	QCBS	OB	27-Jul-16
	19	Study of NURC gallery and exhibition centre	To show how that gallery can be produced	NCB	OB	27-Jul-16
	20	Producing a song on NURC activities	One song showing NURC activities	NCB	OB	10-Sep-16
	21	NURC STAFF /SPORT	gym, swimming, aerobics	NCB	OB	<b>Contract management (renewable)</b>
	22	Hiring Hotels services in Kigali City	Conference hall, accomodation, restauration, laudspeakers...	NCB	OB& UNDP	<b>Contract management (renewable)</b>
	23	Hiring Hotels services out of Kigali City	Conference hall, accomodation, restauration, laudspeakers...	NCB	OB& UNDP	<b>Contract management (renewable)</b>

Done at Kigali on 25/07/2016

**NDAYISABA**      **Fidèle**  
**Executive Secretary**



















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