



Invitation to bid:

AOS Ltd hereby invites eligible and experienced service providers to submit proposals for the provision of daily breakfast, lunch and Dinner services for its staff working at DR- office located at Musagara Village, Kanazi Vcell, Nyamata sector Bugesera district. The contract shall be awarded to the bidder offering the most competitive, tax-inclusive price, subject to meeting the required specifications and service standards.

This tender is open to all interested companies in the same field and bidders will be selected according to the fulfillment of the tender requirements e.g complying with technical specifications and competitive price.

Proposals **MUST** be submitted to tender@aos.rw not later than 29th July 2026, at 11AM late bids will be rejected.

Any bidder requiring additional information or clarification will be made to email address: procurement@aos.rw.

Yours Sincerely,


Byung Chul Kevin KOO

Chief Executive Officer

AOS Ltd



TERMS OF REFERENCE

Provision of Staff Breakfast, Lunch and Dinner Services

1. Introduction

AOS Ltd hereby invites eligible and experienced service providers to submit proposals for the provision of daily breakfast, lunch and Dinner services for its staff working at DR- office located at Musagara Village, Kanazi Vcell, Nyamata sector Bugesera district. The contract shall be awarded to the bidder offering the most competitive, tax-inclusive price, subject to meeting the required specifications and service standards.

2. Contract Duration

The contract shall be for a period of one (1) year and shall be renewable based on satisfactory performance.

3. Number of Beneficiaries

Total staff to be served: **04 employees**

Item Description	Estimated Daily Quantity
Breakfast	2
Lunch (Buffee)	1
Dinner	1

4. Scope of Services

4.1 Beverages (Daily Requirements)

African tea: 1 litre flask served with sugar,

4.2 Snacks Schedule

Day Snacks

Monday Donuts & Banana

Tuesday Break & Cookies

Wednesday Chapati & Banana

Thursday Samosa & Cakes

Friday Donuts & Banana

Note:

Snacks provided must not exceed two (2) items per person per day.

5. Delivery Requirements

Delivery days: Monday to Sunday

Delivery time: **Delivery schedule will be provided**



Delivery location: AOS Ltd, DR- Office located at Musagara Village, Kanazi Vcell, Nyamata sector Bugesera district

The service provider shall be fully responsible for transport, timely delivery, food quality, and hygiene standards.

6. Pricing and Quotation Requirements

Prices must be quoted in Rwandan Francs (RWF).

All prices must be tax inclusive.

Any discount offered must be clearly indicated.

The quotation should clearly state:

Unit price per day

Total monthly cost

7. Submission of Quotations

Quotations must be submitted electronically via email to: tender@aos.rw

For clarification purposes, please write to procurement@aos.rw

Deadline for submission:

Friday, 26th December 2025 at 10:00 AM

Late quotations will be rejected and not considered.

9. Evaluation Criteria

Quotations will be evaluated based on:

Compliance with the specifications

Competitive pricing

Service provider experience and reliability

Value for money

10. Right to Accept or Reject

AOS Ltd reserves the right to accept or reject any quotation, in whole or in part, without assigning any reason.

Issued by:

Procurement Department

AOS Ltd

