



NCBA BANK RWANDA PLC INVITATION TO TENDER

PROVISION OF PANEL OF EXTERNAL LAWYERS

1. Introduction and Background

NCBA Bank Rwanda PLC is a licensed commercial bank and part of the NCBA Group, offering a full range of personal, business, and corporate banking services. The Bank is committed to upholding high standards of compliance, legal governance, and client service.

2. Objective

NCBA Bank Rwanda Plc ("the Bank") is seeking to establish a panel of qualified and experienced external law firms to support its legal function across a broad range of legal services.

3. Submission of proposal

A complete set of bidding documents in English can be obtained from the procurement manager via Procurement.Rwanda@ncbagroup.com email address from 12th August 2025, after presentation of proof of payment of non-refundable **Rwf 10,000** to account **No. 2001161080000001** opened in NCBA BANK RWANDA PLC Rwanda.

Well-presented bids (Technical proposal & Financial Proposal) to be physically submitted and dropped in the tender box at the reception of NCBA BANK Rwanda PLC, Kigali heights 8th floor not later than **27th August 2025 at 11:00 Am**, late bids will be rejected. Opening of the bids will happen same day 11:15Am.

Bids successfully submitted will be opened physically in the presence of bidders or their representatives who choose to attend.

Attention: Managing Director
NCBA Bank Rwanda PLC
e-mail: Procurement.Rwanda@ncbagroup.com

Done at 12th August 2025

Management of NCBA Bank Rwanda PLC