INVITATION TO TENDER

Selection of an Operator for the Management and Operation of an Independent Café-Canteen at Imbuto Foundation – Kimisagara Hub

Imbuto Foundation hereby invites eligible and qualified companies, entrepreneurs, and business operators with relevant experience in catering, food services, and hospitality management to submit their proposals for the management and operation of an independent café-canteen at its Kimisagara Hub.

The selected operator will be granted the right to operate the café-canteen under a fixed-term license or concession agreement, subject to the terms and conditions established by Imbuto Foundation.

1. Site Visit
Interested bidders are invited to attend a mandatory site visit scheduled as follows: **Monday, 16 November 2026**; **at 2:30pm**, **Venue:** Imbuto Foundation – Kimisagara Hub (Maison des Jeunes).
The site visit will provide interested bidders with an opportunity to assess the premises, understand the operational requirements, and obtain the Terms of Reference (ToR).

2. Submission of Proposals
Interested and qualified bidders are required to submit their technical and financial proposals no later than **Tuesday, 24 November 2026** at Kimisagara hub, **10:30am**.

3. The opening
The proposals should demonstrate the bidder's relevant experience, proposed operational approach, menu and pricing structure, business sustainability, and capacity to manage the café-canteen effectively and the effective location price will be opened the same space and day, at **11:00 am**.

4. Evaluation and Selection
Proposals will be evaluated based on the criteria and requirements specified in the Terms of Reference. Imbuto Foundation reserves the right to select the bidder whose proposal best meets its requirements and offers the best overall value.

Done at Kigali, 10 November 2026.



Elodie Shami
Director General