

I. IMARI N'IPIGANWA RY'AMASOKO

a) Guhabwa ibitabo by'ipiganwa

1) Uhabwa iyi serivise	Rwiyemezamirimo ushaka gupiganirwa isoko
2) Umukozi ubishinzwe	Umukozi ushinze amaoko
3) Ibisabwa	- Isoko rigomba kuba ryatangajwe ku mugaragaro - Kwishyura amafaranga y'igitabo cy'isoko yatangajwe mu itangazo rihamagara abashaka gupiganwa.
4) Inzira binyuramo	DAO igurwa hakoreshejwe systeme ya "e-procurement" binyuze kuri WWW.umucyo.gov.rw
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Amafanga y'igitabo cy'isoko avugwa mw'itangazo rihamagara abashaka gupiganwa. Ntarenze 100frw kuri buri rupapuro
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni

b) Guhabwa ubufasha n'inama ku mitangire y'amasoko

1) Uhabwa iyi serivise	Rwiyemezamirimo
2) Umukozi ubishinzwe	Umukozi ushinze amasoko
3) Ibisabwa	Ntabyo
4) Inzira binyuramo	Ujya ku biro by'umukozi ushinze amasoko ugahabwa inama n'ubufasha wifuza. Ushobora kandi guhamagara cyangwa ukohereza SMS. Ushobora guhamaga kuri 3131 cyangwa ukakoresha e-procurement systeme
5) Izindi nzego unyuramo	Ntayo
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00
8) Igihe ntarengwa	Uwo muni

c) Kwakira inyandiko z'ipiganwa

1) Uhabwa iyi serivise	Rwiyemezamirimo
2) Umukozi ubishinzwe	Umukozi ushinze amasoko
3) Ibisabwa	Ntabyo
4) Inzira binyuramo	Inyandiko zose z'ipiganwa zinyuzwa kuri e-procurement mu gihe kirenze iminsi 30 isoko ritangajwe
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugeza 17h00 uhaye ku muni

	isoko ryatangarijwe kugeza ku isaha ntarengwa wo gutanga inyandiko z'ipiganwa.
8) Igihe ntarengwa	Iminsi 30 isoko ritangajwe aho kuba uwo munsu

d) Kumenyesha abapiganwe ibyavuye mu isesengura ry'ipiganwa ry'amasoko

1) Uhabwa iyi serivise	Rwiyemezamirimo watanze inyandiko y'ipiganwa ku gihe (Ku karere)
2) Umukozi ubishinzwe	Umukozi ushinze amasoko
3) Ibisabwa	Kuba waratanze inyandiko ipiganirwa isoko binyuze kuri e-procuremnet
4) Inzira binyuramo	Iyi serivise itangwa nyuma y'iminsi 21 isoko rimaze gufungurwa (kumenyesha by'agateganyo). Inzandiko zimenyesha ibyavuye mu ipigangwa bya burundu zitangwa nyuma y'iminsi 7 nyuma yo kumenshwa by'agateganyo. Iyo bidashobotse, akarere kandikira ba rwiyemezamirimo kabamenyesha ko gahunda itakibaye n'impamvu yabyo
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu masaha y'akazi kuva ku munsu byatangarijwe kugeza ku munsu wanyuma
8) Igihe ntarengwa	Iminsi 21 nyuma yo gufungura isoko

e) Gusinyisha amasezerano ku batsindiye amasoko

1) Uhabwa iyi serivise	Rwiyemezamirimo watsindiye isoko
2) Umukozi ubishinzwe	Umukozi ushinze amasoko
3) Ibisabwa	Kuba waratsindiye isoko
4) Inzira binyuramo	Ujya ku biro by'umukozi ushinze amasoko ku itariki iri mu nyandiko igutumira ugasinya amasezerano y'isoko. Amasezerano asinywa mu minsi 15 nyuma y'imenyeshwa ry'uwatsinze
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Ntayo
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugera 17h00
8) Igihe ntarengwa	Uwo munsiku itariki yemejwe

f) Gutanga icyangombwa cyo kurangiza imirimo neza

1) Uhabwa iyi serivise	Rwiyemezamirimo wasinyiye isoko
2) Umukozi ubishinzwe	Umukozi ushinze amasoko
3) Ibisabwa	Kuba warangije imirimo yose iri mu masezerano y'isoko kandi warubahirije ibisabwa byose.
4) Inzira binyuramo	Wandikira Akarere usaba icyemezo cy'uko warangije imirimo yose iri mu masezerano y'isoko kandi wubahirije

	ibyasabwaga. Wubahirije amasezerano, kwemererwa ko wakoze neza bakaguha icyemezo cy'uko washoje neza imirimo.
5) Izindi nzego unyuramo	Ntazo
6) Amafaranga yishyurwa	Amafaranga 30,000
7) Igihe itangirwa	Mu minsi y'akazi kuva 7h00 kugera 17h00
8) Igihe ntarengwa	Uwo munsu