

**DIOCESE CATHOLIQUE DE GIKONGORO**



**CARITAS GIKONGORO**

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**TERMS OF REFERENCE FOR THE SUPPLY AND INSTALLATION OF DOMESTIC  
CLEAN WATER FACILITIES IN KIGARAMA VILLAGE OF MANWARI CELL,  
MBAZI SECTOR OF NYAMAGABE DISTRICT**

**1. Organizational background**

Caritas Gikongoro is a service of Gikongoro Catholic Diocese created in 1993 with the mission to assist the needy (poor, vulnerable, oppressed) through increasing income, improvement of health, socio-charitable works as well as the promotion of a culture of peace. The Vision of Caritas Gikongoro is to have a society where human dignity and the integral development of all people are promoted according to the evangelical values.

To achieve this, Caritas Gikongoro operates through three main departments such as "Social department, Health department and Development department. Apart from those departments, Caritas Gikongoro collaborates with other diocesan services and commissions such as Economat General Gikongoro, Catholic Schools Representation and Justice and Peace Commission (CDJP). Gikongoro Diocese covers the districts of Nyamagabe, a big part of Nyaruguru district plus a portion of Nyanza and Huye districts in southern province and Karongi in Western province.

**2. Project context**

Currently Caritas Gikongoro has secured funds from Trocaire to support the targeted community in and around Manwari irrigation site to access safe and clean water. The Project is aiming at ensuring availability and domestic clean water to the targeted communities in Manwari cell, Mbazi sector, in Nyamagabe district to enhance sanitation and lead to their socio-economic development and welfare.

Under this project, Caritas Gikongoro is planning to supply and install domestic clean water facilities to the targeted communities in Kigarama and Muhororo villages, in Manwari cell, Mbazi sectors in Nyamagabe district.

In this context, Caritas Gikongoro is inviting eligible bidders to submit their offers for the supply and installation of domestic clean water facilities of the best quality for the community in and around Manwari irrigation site as described in the table below:

**A. Supply and Installation of domestic clean water facilities in Manwari with the following details/specifications:**

SN	Item description	Unit	Qty	UP	Total Price
1	Water source development including drinking water capture and rehabilitation of Gakeri existing water tap	lp	1		
2	Water supply pipeline, HDPE, DN50, PN10	ml	2300		
3	Trenching and backfilling	ml	2300		
4	Construction of 10m3 stone masonry water storage tank with roughcast of mortar proportion of 300kg/m3). This include supply, transportation and finishing works.	pc	1		
5	Distribution pipes, 32mm HDPE	ml	200		
6	Construction of 2 water taps each one of them having 3 outlets,	Pcs	2		
	<b>TOTAL INCLUDING VAT</b>				

**B. Applicants requirements and application process**

Interested applicants should provide the technical and financial proposal covering the following requirements:

1. Application letter addressed to the director of Caritas Gikongoro;
2. Detailed financial proposal on the Supply and Installation of Irrigation Facilities at Manwari site to be irrigated located in Manwari cell of Mbazi sector, including the taxes and capacity building of the water users' committees on the infrastructure operational and basic maintenance;
3. Be licensed by Rwanda Development Board (RDB) to conduct business in Rwanda;
4. Have a documented and verifiable track record (VAT) and invoicing with EBM receipt;
5. Have a documented valid tax Clearance certificate from RRA and RSSB;
6. Have a valid certificate from Rwanda Procurement Procedures Agencies (RPPA)
7. Have the expertise to provide quality services in irrigation domain proven by at least three good completion certificates of the similar works in the Supply and Installation of irrigation facilities activity;
8. Certificate of MANWARI Site visit;



The application should also be done online to the email of Caritas Gikongoro: **Caritasgik@yahoo.fr** or deposited in hard at Caritas-Gikongoro Head Office located at Kabacuzi village, Nyamugali cell in Gasaka Sector, Nyamagabe District not later than August 22, 2025 at 5:00PM. Late application will not be considered. Partial or incomplete application will not be considered. Caritas Gikongoro reserves the right to reject any or all proposals considered not to be in its best interests. Hard application must be made in a sealed envelope clearly marked "Supply and installation of domestic clean water facilities in Kigarama village of Manwari cell, Mbazi sector of Nyamagabe district.

Successful bidders will be expected to comply with various organisational policies, such as Safeguarding for all Programme Participants, Gender policy and Child Protection Policy.

For any clarification in regard to this advertisement, your request is welcome to the telephone and address email mentioned above.

**Note:** Manwari site visit is planned to be carried out on Monday, August 19<sup>th</sup> 2025 from 09:00am to 4:00pm. Manwari site visit is compulsory for all interested bidders. The person who will be allowed to participate in Manwari site visit must be a Director/CEO of the company or the Representative of the company having a written proof issued by The Company Director/CEO. After the site visit, a visit certificate will be given to the bidders that participated in the visit.

**Done at Nyamagabe, on August 11, 2025**

**Fr. Jean NDAGIJIMANA**

Director of Caritas Gikongoro

