



REQUEST FOR QUOTATION

No. HPI20250805RW

SUPPLY OF CONSTRUCTION MATERIALS FOR THE PARTNERSHIP FOR RESILIENT AND INCLUSIVE SMALL LIVESTOCK MARKETS (PRISM).

RFQ Release Date:	13 th August 2025
Question/ Inquiry Submission Deadline:	19 th August 2025
Quotation Submission Deadline:	01 st September 2025
Selection Committee review	08 th September 2025
Notification of award	15 th September 2025
Award agreement negotiation and signing	06 th October 2025
Electronic submission to the attention of:	Heifer International Rwanda
Electronic submission:	procurement-rw@heifer.org
Contact information for inquiries about this RFP:	procurement-rw@heifer.org

1. BACKGROUND

1.1.Context and background

Heifer International Rwanda (HIR) is a Nonprofit and International Non-governmental Organization with the mission to alleviate hunger and poverty, while caring for the environment through sustainable agricultural practices. In collaboration with the Government of Rwanda and other relevant partners, this project has now grown to cover the whole country to become the flagship program known as “one cow per poor family”.

Heifer International Rwanda projects focus on improving income and nutritional status, mobilizing farmers, and promoting local capacity through training of project participants, promoting market linkages for dairy value chain actors, improving the quality of livestock through artificial insemination services, empowering rural women, building resilience through sustainable agricultural practices, and connecting local communities to business development services.

Heifer International Rwanda partners with smallholder farmers to build sustainable livelihoods by empowering them to use their own energy, ingenuity, and dreams to fuel their success out of hunger and poverty. Heifer programs mobilize communities and foster the organization of associations, cooperatives and social networks while strengthen their capacity to address development challenges.

1.2.Overview of PRISM Project

The Partnership for Resilient and Inclusive Small Livestock Markets “PRISM” is a five-year project whose overall objective is to reduce poverty by empowering poor rural men, women, and youth to participate in the transformation of the Rwanda livestock sector and to enhance their resilience. This will be achieved by focusing on food security, nutrition and empowerment of women and youth in a sustainable and climate-resilient small livestock value chain development. Specifically, the project seeks to increase competitiveness and profitability of the small livestock sector for the provision of quality products from smallholder producers to domestic and regional consumers, thus improving their livelihoods, food security and nutrition whilst building overall resilience.

PRISM is a partnership programme implemented by the Government of Rwanda through RAB/SPIU, and jointly supported by IFAD and ENABEL, with Heifer International as an

implementing partner and co-financer. PRISM is constituted of two complementary interventions, supported respectively by IFAD and ENABEL, whose content and strategies have been aligned, and which will be implemented jointly, under a common implementation mechanism. Heifer will implement activities in the framework of the IFAD supported intervention

Quotations must include the following information at a minimum. Incomplete quotations may be rejected.

1. Administrative Requirement

The Quotation **must** include the following administrative documents at a minimum.

- Company Registration Documents. Certificates/licenses issued by RDB.
- Valid Tax Clearance Certificate issued by RRA.
- Corporate Income Tax Declaration issued by RRA
- Valid Certificate of good standing/non-Bankruptcy certificate issued by RDB.
- Valid RSSB Clearance Certificate.

Note: Failure to meet a single administrative requirement will result in disqualification of the bidder from further technical evaluation.

The details of the items to be supplied are as follow:

2. Technical Specifications

The main objective of this tender is to supply the right quality and quantity of construction materials to farmers in Seven (07) districts where the Partnership for Resilient and Inclusive Small Livestock Markets “PRISM” operates.

SN	Item	Technical specifications	Quoted prices all taxes inclusive
1	Iron sheets	Corrugated galvanized sheets 32 BG (common iron sheet) Dimensions: 3m ×90cm (length: 3m, thickness: 32BG) Color: Zinc	
2	Roof nails	Galvanized roof nails with ring, smooth and made in aluminum	
3	Fixing nails	Common nails (clous ordinaires): size:12 cm	

The quotation must be submitted in PDF format, clearly indicating the quotation reference number provided above, and priced in Rwandan Francs (RWF), inclusive of all applicable taxes. **Please note that transportation to the delivery sites listed in the Annex, as well as offloading of the supplies, shall be the responsibility of the supplier.**

3. Conditions

Delivery period and Address: The successful bidders shall adhere to deliver the construction materials to farmers at a designated location in the month of **November 2024** in the Districts and Sectors highlighted in the annex table below.

Award Criteria:

Preliminary Examination – Assessment of compliance with all administrative and eligibility requirements of this Request for Quotation, on a pass/fail basis.

Technical Evaluation – Assessment of compliance with the required technical specifications, delivery schedule on a pass/fail basis.

Financial Evaluation – Among technically compliant bids, the contract will be awarded to the bidder offering the lowest total price all taxes inclusive.

Deadline for submission:

Quotations must be submitted electronically to email: procurement-rw@heifer.org with clear subject line: **“(Supply and Delivery of Construction Materials for the Partnership for Resilient and Inclusive Small Livestock Markets (PRISM))”** and submitted by **Monday, 01th September 2025 at 5:00pm** Kigali time.

Submission must be in English and typed single-spaced on standard type white paper. All pages must be numbered including the quotation reference number and name of the organization at the bottom of each page.

4. Late submissions and verification

Quotations received after the submission deadline will not be considered. Bidders are responsible to ensure their offer are submitted according to the instructions stated herein.

Heifer retains the right to terminate this RFQ or modify the requirements upon notification to the bidders.

5. Validity of Bids

Proposals submitted shall remain open for acceptance for 90 days from the last date specified for receipt of the proposal. This includes, but is not limited to pricing, terms and conditions, service levels, and all other information. If your organization is selected, all information in this document and the negotiation process are contractually binding.

6. Limitations

This RFQ does not represent a commitment to award a contract, to pay any costs incurred in the preparation of a response to this RFQ, or to procure or to contract for services or supplies. Heifer reserves the right to fund any or none of the applications submitted and reserves the right to accept or reject in its entirety and absolute discretion any quotation received as a result of the RFQ.

7. Intellectual Property

Section 1. Ownership Generally. Subject to Section 8.2 below, any intellectual property (including but not limited to copyrights, trademarks, service marks, and patents), intellectual property rights, deliverables, manuals, works, ideas, discoveries, inventions, products, writings, photographs, videos, drawings, lists, data, strategies, materials, processes, procedures, systems, programs, devices, operations, or information developed in whole or in part by or on behalf of Contractor or its employees or agents in connection with the Services and/or Goods (collectively, the “Work Product”) shall be the exclusive property of HPI. Upon request, Contractor shall sign all documents and take any and all actions necessary to confirm or perfect HPI’s exclusive ownership of the Work Product.

Section 2. Prior-Owned Intellectual Property. Any intellectual property owned by a Party prior to the Effective Date (“Prior-Owned IP”) shall remain that Party’s sole and exclusive property. Regarding any of Contractor’s Prior-Owned IP included in the Work Product, Contractor shall retain ownership, and hereby grants HPI a permanent, non-exclusive, royalty-free, worldwide, irrevocable right and license to use, copy, reproduce, publicly display, edit, revise, perform, and distribute said intellectual property, in any format or any medium, as part of the Work Product.

Section 3. Work Made for Hire. To the extent copyright laws apply to the Work Product, the Parties agree that (a) HPI specially ordered or commissioned the Work Product, (b) the Work Product is a “work made for hire” under United States copyright laws, and (c) HPI shall be deemed the author thereof and shall own all right, title, and interest therein. To the extent such rights, in

whole or in part, do not vest in HPI as a “work made for hire”, Contractor hereby irrevocably grants, assigns, and transfers to HPI, exclusively and in perpetuity, all of Contractor’s rights of any kind or nature, now known or hereafter devised, in, to, and in connection with the Work Product, and HPI shall solely and exclusively own any and all rights therein, and in the elements thereof, including but not limited to any and all allied, ancillary, subsidiary, incidental, and adaptation rights. Contractor hereby waives any and all rights known as “moral rights”, and any similar rights, which Contractor may have in connection with the Work Product. The description of Services and/or Goods provided in this Agreement shall in no way limit the manner in which HPI may use the Work Product

Annex:

Quantities of construction materials by sectors.

District	Number of small ruminants’ farmers	Iron sheets (2)	fixing nails (Kg)	roofing nails (Kg)
Northern Province				
Burera	40	80	40	40
Total 1	40	80	40	40
Southern Province				
Ruhango	64	128	64	64
Huye	64	128	64	64
Gisagara	64	128	64	64
Nyaruguru	64	128	64	64
Nyamagabe	64	128	64	64
Total 2	320	640	320	320
Western Province				
Rutsiro	40	80	40	40
Total 3	40	80	40	40
Grand Total	400	800	400	400