

Request for Proposal for Solar Powered Community Street Lighting poles in Mahama, Kiziba, Mugombwa, Nyabiheke, Kigeme Refugee Camps, Muhira transit Centre and Host Communities

November 2025

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Contact the RE4R Tender Committee for
information
RE4Rtender@practicalaction.or.ke



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Introduction

Practical Action – About Us

Our vision is for a world where all people have access to the technologies that enable them to meet their basic needs and reach their potential, in a way that safeguards the planet today, and for future generations. We believe that:

- Technology is a key enabler of human development; and that technological innovation has the power to propel us into a better world.
- All people should have access to, and a voice in, shaping the technologies that can improve their lives.
- A sustainable future for our planet requires a fundamental shift in the way technology is developed and used.
- Gender equality and the empowerment of vulnerable groups is an important prerequisite to achieving inclusive and sustainable development.

Our mission is to develop and demonstrate practical, technology based solutions that enable women and men living in, or vulnerable to poverty, to lead dignified lives, ensuring local ownership and that the solutions work in the longer term without us. We aim to inspire change through the widespread adoption of sustainable technologies that work - socially, economically and environmentally, so that more people benefit from our learning. Our ambition is that by 2030 we will have transformed the way technology is used to improve the lives of people living in, or vulnerable to, poverty.

With 50 years of expertise, Practical Action has a strong heritage and track record of bringing communities and experts together to find practical, sustainable solutions to enable people to meet their needs, which work for both people and the planet. Technology features in everything we do. Working throughout Africa, Asia and Latin America, Practical Action improves the lives of around one million people every year through improved access to energy, sustainable agriculture, water, sanitation and waste management, and disaster risk reduction. In the context of Rwanda, our ambition is that the needs of rural communities and refugees are integrated in rural energy provision systems to increase opportunities for livelihood diversification and access to social services.

Solar Powered Community Street Lighting poles project

Practical Action received a donation of 253 all-in-one Solar streetlights from Signify Foundation, these streetlights are with integrated solar streetlight with Lithium Ferro Phosphate battery, solar panel and MPPT charge controller built into the luminaire. Pressure die cast aluminum for sturdiness and long life. Specially designed pole mounting bracket allows different tilt angles, lateral and pole top mounting. Adjustable LED module for better distribution of light when required.

The streetlights have no poles. Practical Action also secured funding for the required poles to implement the project in Mahama, Kiziba, Mugombwa, Kigeme, Nyabiheke refugee camps, Muhira transit centre and their host communities in Rwanda. The project will provide access to affordable and sustainable sources of renewable energy, and improve the lives of both refugees and the communities that host them.

This project draws on Practical Action's considerable experience gained in RE4R I & II project, but also from other renewable energy programmes in developing countries – working directly with communities to deliver the best energy services and products possible. It also builds on existing tools and methodologies developed through our humanitarian energy work as part of the Moving Energy Initiative and the experiences of UNHCR and government ministries in Rwanda to improve energy access.



The above is a picture of the solar streetlight to be connected to the poles

Intervention Description

Aims of the Intervention

The intervention seeks to improve the quality of life of refugees and host communities by giving people the freedom to use the camp premises more conveniently and safely at night, (e.g. children studying or playing, improved visibility for residents to access facilities across difficult terrain, enterprises and cooperatives to continue economic activities). Since adequate public lighting enhances perceived security for everyone, the intervention also supports protection objectives within the camps. Livelihood creation options for refugees to be employed as part of the installation, maintenance and upkeep of street lighting will be incorporated wherever possible. This intervention will aim to install the following streetlights in **Mahama, Mugombwa, Kiziba, Kigeme, Nyabiheke camps, Muhira transit center and their host communities**. The locations have been selected and prioritised through stakeholder and community engagement. Specifically, the intervention aims to:

- Increase the proportion of public spaces lit after darkness through community ownership models
- Increase the share of camp facilities equipped with solar-powered lighting through community ownership models
- Increase the proportion of main streets and access routes lit with solar-powered lighting through community ownership models

Request for Proposals Summary

Through this Request for Proposals, Practical Action is seeking proposals for the **delivery of 253 (two hundred fifty-three) poles, mounting them to the solar streetlights and installation of 253 (two hundred fifty-three) solar streetlights** in accordance with the information and conditions provided in this document. Practical Action intends to

issue contracts for the **Design, Supply, Installation and Maintenance of Solar Street Lighting in Mahama, Kiziba, Mugombwa, Kigeme Nyabiheke Refugee Camps and Muhira transit center.** This Request for Proposal consists of:

- Part 1: Request for Proposal Information and Conditions
- Part 2: Poles Specification
- Part 3: Request for Proposal Response Document
- Part 4: Proposal Evaluation Criteria

Request for Proposal Process and Timeline

The Request for Proposal process will be conducted in the following stages:

#	Activity	Date
1	Request for Proposals issued	03 November 2025
2	Applicant camp familiarisation visits (facilitated by Practical Action)	17-21 November 2025
3	Request for Proposals Closing Date	28 November 2025
4	Proposal evaluation by PA Tender Committee complete	2 December 2025
5	Applicant selection and notification	5 December 2025
6	Contract negotiation and award complete	11 December 2025
7	Start of implementation	5 January 2026

Camp Familiarisation Visits

Applicants will require permission to enter the camps from MINIEMA. Interested applicants should e-mail:

RE4Rtender@practicalaction.or.ke requesting to participate in camp familiarisation visits which will be held from 17 to 21 November 2025.

Note: Applicants should send names, contact details and a copy of the national identity card/passport of the person(s) who shall attend the camp visit not later than 10 November 2025 to facilitate camp authorization permit.

Administration

Proposals must be delivered in written form to the PA Tender Committee by 28 November 2025 at 10.00 (CAT) to the address below, and shall be clearly indicate the RFP reference number: **PA/RWA/RFP/2025/.....**

Practical Action Rwanda Office
KG 596 St, No 18
Kacyiru Sector
Gasabo District
Kigali, Rwanda.

Proposals shall also be submitted by e-mail: **RE4Rtender@practicalaction.or.ke**

Applicants are requested to submit proposals using the Proposal Response Document provided as Part 3 of this document.

For further information or any queries relating to this Request for Proposals, please contact the RE4R Tender Committee using the details above or the following email address:

RE4Rtender@practicalaction.or.ke

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Request for Proposal Information and Conditions

1.1 Definitions

The following definitions apply to this Request for Proposal:

- a) **Applicant** - a person or organisation who responds to the Request for Proposal.
- b) **Goods and/or Services** - everything purchased by Practical Action under the Contract(s) placed with the successful Applicant(s).
- c) **Contractor(s)** – The successful Applicant(s) selected to partner with Practical Action to deliver intervention III.
- d) **Proposal** – The completed Proposal Response Document and supplied supporting documents.

1.2 Proposal Contents

Applicants are requested to submit Proposals for the **delivery of 253 (two hundred fifty-three) poles, mounting them to the solar streetlights and installation of 253 (two hundred fifty-three) solar streetlights** as specified in Part 2 of this RFP, including details for the **Design, Supply, Installation and Maintenance of Solar Street Lighting in Mahama, Kiziba, Mugombwa, Kigeme Nyabiheke Refugee Camps and Muhira transit center** and the selected host community locations, including:

- Evidence of Previous Experience
- Design proposals
- Testing and commissioning plan
- Site management plan
- Vocational training and employment plans
- Environmental Considerations
- Bill of Quantities
- Schedule for Design, Supply, Installation, Testing and Commissioning

1.3 RFP Administration

Proposals must be received in the following format to be considered:

- All sections of the Request for Proposal Response Document must be completed. Incomplete responses may be treated as void.
- Completed responses and supporting documents must be signed and stamped.
- One hard copy of the Request for Proposal Response Document and supporting documents are to be submitted.
- Proposals are to be submitted in a sealed envelope, addressed to PA Tender Committee using the provided tender box at the address below:

**RE4R Tender Committee
Practical Action Rwanda Office
KG 596 St, No 18
Kacyiru Sector
Gasabo District
Kigali, Rwanda.**

- The envelope shall indicate the RFP reference number: PA/RWA/RFP/2025/.... but no other details relating to the proposal.
- The proposal shall also be submitted to the e-mail: RE4Rtender@practicalaction.or.ke
- Proposals must be received at the address above no later than 28 November 2025 at 10.00 (CAT). Proposals received after the Closing Date and time will not be considered.
- Proposal prices must be shown as both inclusive of and exclusive of any Value Added Tax chargeable or any similar tax (if applicable).

1.3.1 Correspondence

All communications from Applicants to Practical Action relating to the RFP must be in writing and/or e-mail, and addressed to the PA Tender Committee. Any request for information should be received at least 5 days before the RFP Closing Date. Responses to questions submitted by any Applicant will be circulated by Practical Action to all Applicants to ensure fairness in the process.

The PA Tender Committee shall consider any reasonable request from any unsuccessful Applicant for feedback on its Proposal and, where appropriate, provide the unsuccessful Applicant with reasons why the Proposal was rejected. Where applicable, this information shall be provided within 15 business days from (but not including) the date on which the PA Tender Committee receives the request.

1.4 Proposal Conditions

Proposals will be evaluated by the PA Tender Committee. Proposals will be evaluated on merit against the evaluation criteria outlined in Part 4 of this document. Practical Action ultimately reserves the right throughout this process to select any servicing option that best meets its requirements and to hold discussions with any and all Applicants.

Neither issuance of this RFP nor receipt of Proposals represents a commitment on the part of Practical Action

All Proposal Response Documents and supporting documentation shall become the property of Practical Action and will not be returned.

Practical Action shall not be responsible for, or in any way liable for, any costs incurred by Applicants in the preparation of any responses or presentations relating to this RFP.

Neither party shall use the name of the other in publicity releases, referrals, advertising, or similar activity without the prior written consent of the other.

1.4.1 Exclusion Criteria

Organisations blacklisted/suspended by the Rwanda Public Procurement Authority for whatsoever reason, are not eligible to tender.

Applicants will automatically be excluded from the RFP process if it is found that they are guilty of misrepresentation in supplying the required information within their Proposal or fail to supply the required information.

1.4.2 Acceptance of Proposals

Practical Action may, unless the Applicant expressly stipulates to the contrary in the Proposal, accept whatever part of a Proposal that Practical Action so wishes. Practical Action is under no obligation to accept the lowest or any Proposal.

Proposals shall remain open and valid for a period of at least 90 days from the designated Closing Date. Applicants are required to state in their Proposal that it will remain valid for this period. Once Proposal is accepted during this period, the price quoted must remain unchanged for the entire period of the resulting Contract unless otherwise specified in this RFP.

1.5 Camp Familiarisation Visits

Camp familiarisation visits will be held from 17 to 21 November 2025. During the visits, expected locations for lighting installations will be demonstrated including details of the facilities, buildings and routes to be covered. Information relating to the stakeholder consultations completed and specific geographical considerations will also be shared.

1.6 Contract Details

Following the selection and notification of the successful Applicant(s) the Contract will be awarded. The Contract shall be for the **Poles Design and anti-theft screws, Supply, Installation and Maintenance of Solar Street Lighting in Mahama, Kiziba, Mugombwa, Nyabiheke and Kigeme Refugee Camps and Muhira transit centre**, and will be subject to

Practical Action's Contract Terms and Conditions of Purchase which shall include commitments to upholding Practical Action's policies (available on request) for:

- Safeguarding
- Code of Conduct
- Complaints Framework
- Equal Opportunities and Dignity at Work
- Protecting Practical Action from Financial Crime

Practical Action reserves the right to request the successful Applicant(s) and their staff to undergo a security and/or due diligence process.

It is anticipated that Practical Action may enter into multiple Contracts with one or more successful Applicants. How and with which Applicants contracts will be entered into will be at the discretion of Practical Action.

Specific Contract details regarding penalties, incentive payments, programming, delays, bank guarantees, advance payments etc. shall be agreed during Contract negotiation. 10% of the total value of the works will be retained by Practical Action for one year after completion of the works as a guarantee against faulty equipment or poor workmanship. Non-performance may result in remedial action, payment recovery or Contract termination. Applicants should highlight any concerns in this regard in their Proposal.

The project is committed to ensuring that results achieved through this Intervention will inform the wider humanitarian sector. Contractors supported under this Intervention will be expected to share information with Practical Action, other project partners and wider stakeholders regarding the project and to participate in the collection and dissemination of data and findings.

1.6.1 Contract Technical Terms and Conditions

The following clauses shall be included in the Contract at award.

- All designs must be agreed with the Practical Action Project Manager prior to commencement of the works. Notwithstanding this agreement, the Contractor shall be responsible for all design works and ensuring that all installations function correctly in accordance with these designs. The Contractor shall be entirely responsible for making good any systems that do not function correctly as a result of improper design and/or improper workmanship.
- Precise locations of all equipment shall be agreed on site with the Practical Action Project Manager prior to installation. Any changes to designs/specifications during the works shall be agreed with the Practical Action Project Manager prior to the commencement of these installations. No payments shall be made for any additional works or changes to any aspect of the Contract without prior written agreement.
- The Contractor shall be responsible for any difficulties encountered in site conditions that could reasonably have been foreseen or investigated.
- All working methods employed under this Contract shall be subject to approval by the Practical Action Project Manager.
- The Contractor shall supply as built drawings, specifications and operation guidelines at the completion of all installations.
- The Contractor shall provide a servicing, maintenance and operation manual, complete in English and Kinyarwanda.

2 Specification

2.6 Previous Project Experience

Applicants shall submit details of previous similar projects completed (and for any proposed sub-contractor), outlining the suitability and capacity of their operation to deliver this intervention. Applicants must have completed at least two similar projects in size and complexity.

Applicants must have experience in the design, installation, operation and maintenance of a solar power street lighting for a minimum of 5 years.

Applicants must have a registered operation in Rwanda or an established partnership with suitable Rwandan sub-contractor/implementation partner.

Any local sub-contractor/ implementation partner proposed by the Applicant, must be in operation for a minimum of 4 years in the supply, installation and maintenance of solar street lighting or related systems within Rwanda or the surrounding countries. Demonstrating to have worked on similar assignment in the humanitarian settings will be of added value.

The Applicant and/or sub-contractor must have adequate full-time employees with demonstrated relevant experience and expertise to implement this project. Applicants shall also provide details of the experience and qualifications of the key personnel proposed for the project.

2.7 General Specification

The selected Contractor(s) shall design, supply poles together with anti-theft screws and install complete stand-alone solar street lighting installations in identified locations in the 5 following camps and 1 transit centre. Applicants are requested to supply separate design proposals and prices for installations in each camp:

- Mahama and selected host community location in Kirehe District
- Kiziba and selected host community location in Karongi District
- Mugombwa and selected host community location in Gisagara District
- Nyabiheke and selected host community location in Gatsibo District
- Kigeme and selected host community location in Nyamagabe District
- Muhira transit centre in Rubavu District

The Applicant's complete design for each location shall be submitted in the Proposal, along with the quotation to the PA Tender Committee. This design shall include all drawings, diagrams, equipment and material specifications, in addition to the methods of installation for each element of the installation.

The Proposal will clearly detail all the elements that will be used in the system installations, including but not limited to foundations, poles, anti-theft screws, lighting, solar panel, batteries, controls and any other equipment necessary to complete the installation.

Applicants shall provide details of the manufacturer and the technical specifications for each item of equipment included in the design. This shall include details for all separate component parts of each installation. Applicants are requested to provide only one manufacturer/supplier for each item of equipment which shall be used as the minimum standard for the installation.

All installations shall be designed and installed to facilitate inspection, cleaning and maintenance and to ensure continued operation under conditions prevailing at the site, and under such voltage and load variations encountered in operating the systems.

Materials shall be corrosion resistant for the life of the complete system. All parts shall be suitable for the conditions of the site in which they shall be installed.

The Proposal will provide details of any anti-tamper, accidental damage protection or anti-vandalism measures factored into the design.

Applicants shall provide full details of all insurances and any other expenses necessary to complete the installation.

Applicants shall include the following elements in their Proposal:

- Supply and erection of all necessary work signs, fencing, warning signs, lighting, safety barriers etc. required to ensure the safety of the public and workers on the site in the Proposal.
- Full site investigations, including route surveys, ground testing, geo-technical, hydrological and any other testing necessary to properly design and complete the installations.
- All associated civil and construction works necessary for the complete installation of all equipment, including but not limited to excavations, concrete works, backfilling, earth ramming, foundations, building alterations and repairs. Pricing, designs and specifications for these works shall also be fully detailed in the quotation.

2.7.1 Compliance with Regulations and Standards

All designs, installation works and equipment shall comply with local and international regulations and standards including the applicable laws of Rwanda, local authorities and the standards of the International Electro-technical Commission (IEC). Applicants shall include for all necessary equipment, materials and work practices in order to comply with these standards and regulations, even where not precisely specified in this document.

All external equipment shall be IP65-rated.

2.7.2 Warranty

Applicants shall provide a minimum warranty of seven years for all structural components such as foundation, supports, poles and anti-theft screws. Contractors will be responsible for replacing any components which have an expected lifetime of less than the warranty period.

2.8 Technical Specification

Applicants shall include in their Proposal the design, supply and installation required to install street lighting systems with LED luminaires, in each of the camps, as described below. This shall include all necessary poles and anti-theft screws, supports, fittings and connections. Applicants shall provide a complete design for each system with their Proposal.

The Proposal shall include the supply and installation of all poles and anti-theft screws for the support of all external lighting including all necessary concrete bases, support pads etc. including all excavations, backfilling and making good finishing at the site. Applicants shall submit design drawings and specifications for the poles and anti-theft screws, bases, stays and supports with the quotation.

2.8.1 Poles, anti-theft screws and lights Installations

Each element shall comply with the following specification.

Note: As all solar streetlights will be provided, they will be required to be installed to operate automatically based on the time of day and/or in reaction to light intensity.

2.8.1.1 Poles and anti-theft screws

1	Poles and anti-theft screws shall be weather and vermin resistant, designed to support the necessary lighting equipment, including all support stays, mountings and fittings, the pole should be with a minimum of 6m height.
2	All supplied products must have lightning protection system

2.8.2 Testing and Commissioning

The Proposal shall include a plan to test and commission all installations, including all individual items of equipment within the system. The plan shall include any necessary “bedding in” activities required to ensure that the lighting is installed and operated in manner that is sensitive to the beneficiary community.

2.8.3 Site Management

The Proposal shall contain a site management plan which takes into account the following considerations:

- There are no storage areas provided within the camp for equipment, tools, offices etc. The solar lighting components will be supplied from PA office in Kigali. The site management plan shall allow for the supply and installation of all necessary storage areas, offices, WCs, electrical connections etc. Exact locations will be agreed on site. The Contractor shall store all tools, equipment, vehicles etc. at this location and shall also locate any administrative personnel, offices etc. at these points. The plan shall also allow for providing security for all property and personnel at these locations to protect their property. Applicants shall highlight any assistance required in this regard in their Proposal.
- Proposals shall indicate the approximate area required for storage, vehicles and administration buildings.
- Permission to enter the site is required from MINEMA. The Contractor shall be responsible for organising all necessary permissions to enter the site for the duration of the Contract. This shall include access passes for vehicles, equipment, personnel and all other items necessary to complete the Contract. Practical Action will support this application process.
- The Contractor shall be responsible for ensuring that all areas of the site are left in the same condition as prior to the commencement of these works.
- Water is not available on site and the Contractor shall provide an adequate water supply for all of the installations needed for the accomplishment of the works.
- The Contractor shall maintain respect for all residents and workers in the camp. Legal action may be taken against the Contractor should they threaten, coerce or otherwise behave in a manner which negatively affects the refugee population
- Should any incidents arise within the site that affects the work of the Contractor, the Contractor shall first advise the Practical Action for resolution of the issue. Should any serious incidents arise which could result in the injury of persons or damage to property, the Contractor shall contact Practical Action immediately. Practical Action will contact MINEMA which is Practical Action's primary government counterpart in Rwanda if necessary.

Following the RFP process, Practical Action will coordinate with the Contractor(s) regarding all necessary Government permissions.

2.8.4 Maintenance Plan

Applicants should include an option for a maintenance contract following installation.

2.9 Vocational Training and Employment

Applicants shall include plans for livelihood creation to, whenever possible, employ workers from the refugee population and the host community surrounding the respective camps. As a minimum, Applicants shall provide plans to employ at least four individuals from the refugee community in the installation, operation or maintenance/upkeep of solar street lighting in each camp. Plans should include proposed numbers and roles for employment opportunities (e.g. technicians, labourers, maintenance staff)

2.10 Environmental Considerations

Applicants shall include details of appropriate environmental considerations in the Proposal. This may include management of:

- Safe disposal of packaging and waste material
- Dust and debris control measures
- Site clearance and making good of any damage caused during installation
- Compliance with laws and regulations of Rwanda
- Disposal of products and appliances at the end of life, including batteries

Proposals shall include all costs associated with environmental management.

The Contractor shall be responsible for repairing and/or replacing anything which has been damaged by the Contractor or their sub-Contractors within the site. They shall also be responsible for the cleaning of any debris, wastes or other items created during these works.

2.11 Bill of Quantities

Proposals shall include a complete Bill of Quantities (BOQ) for the project, detailing all individual items necessary to carry out each installation including all labour. Prices for each item in BOQ shall be specified. See the Proposal Response Document in Part 3 for template.

The Contractor shall allow for 10% of the value of the works to be retained by the Practical Action for 1 year after completion of the works as a guarantee against faulty equipment or poor workmanship. Should any equipment require replacement or repair during this time, the Contractor shall still be responsible.

REMINDER: The Bill of Quantities shall contain all the individual items along with pricing information for each item.

3

Request for Proposal Response Document

Organisation Details

Legal name of organisation	
Organisation legal registration number and details	
Country of incorporation and location of head office	
Organisation type (private sector, NGO, community-based organisation)	
Size of organisation (number of staff)	
Contact details – first name/last name, office address, email and telephone number	

Supporting Documentation Checklist

Company Registration Certificate	
Valid Certificate of VAT registration	
Proof of using Electronic Billing Machine (EBM) invoice	
Valid Certificate of Tax Clearance	
Valid Certificate of Clearance from RSSB	
Certificate of bank guarantee	

Previous Project Experience

Provide details of any similar projects you have delivered in the past and your experience in the design, installation, operation and maintenance of a solar power street lighting, including how long your organisation has been in operation. Performance letters from previous clients may be attached.

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Provide details of your registration in Rwanda or details of your established partnership with suitable Rwandan sub-contractor/implementation partner.

Provide details of the experience and qualifications of the key personnel proposed for your delivery of the project.

If applicable, please provide details of any sub-contractors you propose to engage with for your delivery of the project.

Design Proposals

Please provide separate design proposals in accordance with the Request for Proposal Specification, including all drawings, equipment and material specifications, and methods of installation for solar lighting in:

- Mahama in Kirehe District
- Kiziba in Karongi District
- Mugombwa in Gisagara District
- Nyabiheke in Gatsibo District
- Kigeme in Nyamagabe District
- Muhira in Rubavu District

Provide details of your warranty for the project.

Provide details of any anti-tamper, accidental damage protection or anti-vandalism measures factored into your design.

Supplementary Information and Plans

Provide details of your testing and commissioning plan.

Provide details of your site management plan.

Provide details of your maintenance plan.

Provide details of your vocational training and employment plans

Provide details of your environmental management plan and any particular measures to be implemented on this project

Please provide a statement on how you will demonstrate a commitment to humanitarian principles.

Bill of Quantities

Include a bill of quantities for the project using the following guide. Add and delete items as required.

#	Item	Unit	Quantity	Amount in RWF	Comments
1.0	Poles	Pcs			Describe the pole quality
2.0	Mountings and Fittings				Include all mountings and fittings needed for the system
2.1	Flange	Pcs			
2.2	Anchor bolts	Pcs			
2.3	anti-tamper	Pcs			
2.4				
4.0	Concrete				
5.0		-		
6.0	Installation costs				
7.0	Transportation costs				
8.0	Other costs e.g. Training, maintenance costs				Describe any other costs
8.1				
Total Cost					

1. All costs within the budget must be in RWF. Applicants operating in another currency must convert to RWF at the FX rate and the source and value of any exchange rates should be referenced in the budget.
2. The budget should be shown exclusive and inclusive of any local tax. Applicable local taxes (such as VAT) and duty should be itemised separately and shown in the total price submitted.

Schedule

Please provide a schedule for Design, Supply, Installation, Testing and Commissioning across all sites.

Supplementary Information

Provide details of any other information we should be aware of when evaluating your Proposal

Proposal Validity

Please confirm that your Proposal is valid for at least 90 days from the Closing Date.

4

Proposal Evaluation Criteria

4.6 Evaluation Procedure

The PA Tender Committee will review the Proposals to determine, in accordance with the Evaluation Criteria, whether they will award the contract to any one or more of them.

4.7 Evaluation Criteria

4.7.1 Eligibility for Application

Applications will be considered if they meet the following eligibility requirements:

- **Delivery of Renewable Products and Services:** Applicants shall be able to supply solar powered street lights poles and anti-tamper screws to the technical specification given in Part 2 of this document.
- **Organization Maturity and Experience of Rwandan National Context:** Applicants must demonstrate that they have a track record in delivering similar services in Rwanda. Applicants must be legally registered and have the necessary permits and licenses to implement their proposed solution. Where possible, applicants should include details of existing or potential partnerships with organisations operating in the camp regions.
- **Do No Harm and Commitment to Safeguarding:** the principle of 'do no harm' is one of the guiding principles for humanitarian action and is applied to all projects and programmes that can be considered as having direct impact on the welfare of the people being assisted. 'Do no harm' will apply to this project. Applicants must demonstrate their commitment to humanitarian principles, and successful Applicants will be required to sign to a code of conduct which includes safeguarding responsibilities.

4.7.2 Evaluation Criteria Scoring

Proposals will be evaluated by the PA Tender Committee. Applications will be evaluated against both Applicant eligibility and on merit against the evaluation criteria outlined below.

Category	Details of criteria	%
Eligibility Criteria	Applicant fulfils all eligibility criteria	Yes/No
Proposal Completeness	Applicant has completed the Proposal Response Document and provided all supporting documents	Yes/No
Ability of the Applicant to deliver the project	Assesses the capability of the Applicant to deliver the proposed project including their experience and expertise in humanitarian settings, the team on the ground and the key partnerships they are proposing. Evaluates the level of local sourcing/delivery.	20
Technical suitability of the project	Assesses how the proposed design aligns with the RFP specification. Evaluates the quality of the design, the plan for the delivery of the project, and the suitability of the products for the intended context.	30
Budget, timelines and feasibility of the project	Assess the soundness of the Proposal budget and timelines and if they are realistic and aligned with the aims of the RFP. Assesses the overall financial and technical feasibility of delivering the project and any associated risks. Assessment of the value for money of the Proposal.	30

Longevity of investment	Evaluates employment and training plans, maintenance and warranty management plans, and the sustainability of the investment beyond the lifetime of the project	20
	Total	100