



Association Rwandaise pour la promotion du Développement Intégré  
agrée par A.M. n° 595/07 du 20/06/1983, paru dans le J.O. n° 14 du 15/07/1983,  
revu par A.M. n° 113/11 du 07 Octobre 2004 enregistré, par RGB 07/03/2013 sous le N°595/07

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**TENDER:  
SUPPLY OF NURSERIES EQUIPMENTS AND MATERIALS**

**Tender Reference Number: 003/2023**

**DATE OF ISSUE: 28 August 2023**

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## Tender for Supply of materials and equipment for nursery

**TENDER Number:** .....

**Association Rwandaise pour la promotion du développement Intégré (ARDI)** in partnership with **Concern Worldwide** as implementer partner of the **Environment and Climate Smart Agriculture components of the Green Graduation Programme “Terintambwe mu isi itoshye”** in **Gisagara District**.

In the project budget of this year 2023 the support beneficiaries in materials to run of FFLS demonstration plots activities was planned. ARDI invites eligible bidders to submit bids for the **Supply of the following materials divided into 2 lots.**

### Lot No 1: Nursery materials distribution

No	Material /Specification	Unity	Quantity /Number	Details
1	Timber for 18 nurseries	Number	720	40 timbers /Nursery
2	Shed-net rollers for 18 nurseries	Number	18	1 shed net roller/Nursery
3	Plastic pots	Kg	228	16kg/Nursery
4	Seeds of Calliandra	Kg	27 Kg	1.5 Kg/Nursery
5	Seeds of Leucaena	Kg	27 Kg	1.5 Kg/Nursery

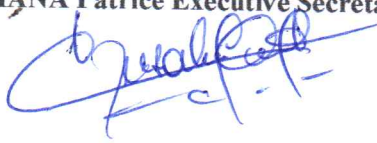
### Lot No 2: Nursery installation activities and local inputs distribution

No	Material /Specification	Unity	Quantity /Number	Details
1	Timber for 18 nurseries	Number	720	40 timbers /Nursery
2	Nails	Kg	90	5 Kg of 10 cm /Nursery
3	Installation of Nursery	Number of nurseries	18	18 Nurseries (Cost of technician who will support beneficiaries in installation)

- Enquiries regarding this tender may be addressed to the following phone numbers: 0781199307/0788852676/0788502447 or on the following emails: [info@ardirwanda.org](mailto:info@ardirwanda.org), and copy to [musabpat@yahoo.fr](mailto:musabpat@yahoo.fr);
- Interested bidders can apply on both lots or one depending on company specialization;
- Well printed bids (hard copy), properly bound and presented in hard copy must reach the ARDI Secretariat Sub office located at ARDI-Rugende office (Kabuga /Rusororo sector, Gasabo District) or Head office located in Muhima sector Nyarugenge District (KN 87 St, Kigali).

4. For bidders who will prefer to use soft copy, all required documents will be in PDF format. Their bids will be sent through the email ([info@ardirwanda.org](mailto:info@ardirwanda.org) with copy to [musabpat@yahoo.fr](mailto:musabpat@yahoo.fr)) before **16h00 PM on 8/09/2023. Late bids will not be accepted;**
5. Bids will be opened in the presence of bidders or their representatives who choose to attend the at ARDI head office on **11 September 2023 at 15:30 PM;**
6. The Outer envelope should clearly indicate the tender title, bidder name and email for notification purpose.

**Done at Kigali on 4<sup>th</sup> September 2023**  
**MUSABIMANA Patrice Executive Secretary**



**NKESHIMANA Alphonse Legal Representative**



## SECTION I. BID DATA SHEET (BDS)

<b>A. GENERAL</b>	
1.1.	The Procuring Entity: <b>Association Rwandaise pour la promotion du Développement Intégré (ARDI)</b>
1.2.	Title of the tender: <b>Supply of FFLS agriculture materials</b>
1.3.	The Source of funds: <b>CwwR/ARDI project</b>
1.4.	The name of the Project is <b>“Green Graduation programme “TERINTAMBWE MU ISI ITOSHYE “</b>
<b>B. PREPARATION OF BIDS</b>	
1.6.	The language of the bid: <b>ENGLISH OR FRENCH</b>
1.7.	<p>The Bidder shall submit the following additional documents in its bid:</p> <p><b>ADMINISTRATIVE DOCUMENTS</b></p> <ol style="list-style-type: none"> <li>1. Submission letter signed, dated and sealed;</li> <li>2. Bidder Information form (section II)</li> <li>3. A copy of the business registration certificate issued by RDB indicating that is a company specializing in this area;</li> <li>4. Original or certified copy of clearance certificate from Social Security Funds of Rwanda, still valid;</li> <li>5. Original or certified copy of tax clearance certificate or statement of arrears from RRA, still valid;</li> </ol> <p><b>TECHNICAL DOCUMENTS</b></p> <ol style="list-style-type: none"> <li>1. Two References of similar tenders executed represented by the certificates of a tender good completion / relative signed contracts</li> </ol> <p><b>FINANCIAL DOCUMENTS</b></p> <ol style="list-style-type: none"> <li>1. Estimated bill of quantity, prices are tax inclusive, shall remain fix and unchangeable during the execution of the contract;</li> </ol>
1.8	Duration and Location of the Assignment: Association Rwandaise pour la promotion du Développement Intégré (ARDI) will sign the contract with the successful bidder to complete within the period of one week, the tender for SUPPLY of <b>NURSERIES EQUIPMENTS AND MATERIALS</b> .

<b>C. SUBMISSION AND OPENING OF BIDS</b>	
1.9.	The inner and outer envelopes shall bear the following additional identification marks: Title of the Tender: <b>NURSERIES EQUIPMENTS AND MATERIALS.</b>
1.10.	For bid submission purposes, the Procuring Entity’s address: <u>Tel:</u> 0781199307/0788852676 <u>Email:</u> <a href="mailto:info@ardirwanda.org">info@ardirwanda.org</a> , <a href="mailto:musabpat@yahoo.fr">musabpat@yahoo.fr</a> ) Proposals must be submitted no later than: <b>16h00 PM on 08<sup>th</sup> September 2023</b>

1.11.	The bid opening shall take place at ARDI-Rugende office (Kabuga /Rusororo sector, Gasabo District).” On <b>11 September 2023 at 15:30 PM</b>
<b>D. EVALUATION AND COMPARISON OF BIDS</b>	
1.12.	The successful bidder will be the bidder who fulfils the requirements and who is lowest responsive bidder depending on available budget.
1.13	The successful bidder will be notified, a contract will be signed and a purchase order will be done to deliver the materials at FFLS level located in Munazi and Zivu cells in <b>SAVE sector in one week.</b>
1.14	The payment will be done after the delivering all materials / installation of Nurseries with the presentation with <b>invoice</b> and the <b>Signed Delivery note.</b>

## Section II. BIDDING FORMS (BF)

### 1.1. Bidder Information Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: [insert date (as day, month and year) of Bid Submission]

1. Bidder's Legal Name: [insert Bidder's legal name]
2. Bidder's Legal Address: [insert Bidder's legal address]
3. Bidder's Registration Number: [Insert Bidder's Registration Number]
4. Bidder's Date of Registration: [insert Bidder's Date of Registration]
5. Bidder's Authorized Representative Information Name: [insert Authorized Representative's name] ID/Passport Number: [Insert the ID or Passport Number] Address: [insert Authorized Representative's Address] Telephone numbers: [insert Authorized Representative's telephone numbers] Email Address: [insert Authorized Representative's email address]

### 1.2. Estimated bill of quantity

#### Lot No 1: Nurseries' materials distribution

No	Material /Specification	Unity	Quantity /Number	
1	Timber for 18 nurseries	Number	720	40 timbers /Nursery
2	Shed-net rollers for 18 nurseries	Number	18	1 shed net roller/Nursery
3	Plastic pots	Kg	228	16kg/Nursery
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5	Seeds of Leucaena	Kg	27 Kg	1.5 Kg/Nursery

Name of company representative

Signature

Stamp

#### Lot No 2: Nursery installation activities and local inputs distribution

No	Material /Specification	Unity	Quantity /Number	PU	PT
1	Timber for 18 nurseries	Number	720		
2	Nails of	Kg	90		
3	Installation of Nursery (Cost of 1 man power to support the installation of nursery)	Number of nurseries	18		

Name of company representative

Signature

Stamp