



REQUEST FOR QUOTATION

RFQ Reference No. HPI20260907RW

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

Three lots: Cement, Iron sheets, Roofing nails, Wire mesh, and Fixing nails. All materials must be new, unused, merchantable and free from defects.	
RFQ Release Date:	21 st September 2026
Question/ Inquiry Submission Deadline:	2 nd October 2026
Quotation Submission Deadline:	12th October 2026
Selection Committee review	15 th October 2026
Notification of award	23 rd October 2026
Award agreement negotiation and signing	6 th November 2026
Electronic submission to the attention of:	Heifer International Rwanda
Electronic submission:	procurement-rw@heifer.org
Contact information for inquiries about this RFQ:	procurement-rw@heifer.org

1. 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 strengthening their capacity to address development challenges.

2. Objective and scope of supply.

The objective is to obtain the required quantities of construction materials, of the specified quality, and deliver them to designated locations in 88 sectors across 15 districts. The procurement is divided into three (3) lots, and a bidder may submit a quotation for one or more lots but may be awarded a maximum of one (1) lot. Each lot will be evaluated independently.

Supply only new, unused, genuine materials in merchantable condition and free from defects, damage, rust, contamination, caking or other deterioration.

Transport, unload and hand over the materials at every designated delivery location in Annex 1 at the supplier's cost and risk. Replace, at no condition cost, any material rejected during inspection or found not to comply with the contract. Coordinate deliveries with HIR/PRISM and obtain signed delivery notes and acceptance records for each location.

3. Mandatory technical specifications.

#	Item	Unit	Qty	Minimum mandatory specification
1	Iron sheets	Piece	14,768	Corrugated galvanized sheets 32 BG (common iron sheet) Dimensions: 3m ×90cm (length: 3m, thickness: 32BG) Color: Zinc
2	Cement	50 kg bag	4,200	Portland composite cement, strength: 32.5N; packed in original, sealed and clearly labelled 50 kg bags; compliant with applicable Rwanda standards; dry, free-flowing and without lumps or caking. Characteristics: rugged concrete pavement made of crushed stone and gravel.
3	Fixing nails	Kg	3,984	Common bright steel wire nails (clous ordinaires): size:8 cm (1,292 Kgs), 10 cm (1,292 Kgs) and 12 cm (1,400 Kgs).
4	Wire mesh	SQM	2,000	Galvanized wire-mesh Dimension (1.8×20 m×2 mm) Roll size: 20 sqm, Iron wire-mesh for protecting poultry cages.
5	Roofing nails	Kg	4,984	Galvanized roofing nails with ring, smooth and made in aluminum.

4. Delivery and acceptance requirements

Delivery period: complete delivery to all locations within a maximum of 30 calendar days from receipt of the signed contract or purchase order, unless HIR approves a different written schedule before award.

The bidder shall submit a location-by-location delivery plan showing sequencing and the number of calendar days required.

Quantities, packaging, and physical condition will be inspected at delivery. HIR may request reasonable verification of gauge, dimensions, weight, strength class or other stated characteristics.

Ownership and risk remain with the supplier until the materials are delivered, inspected and accepted in writing at the designated location.

Rejected materials shall be removed and replaced within five calendar days of notification, at the supplier's cost.

5. Instructions to bidders

Submit the technical proposal and financial quotation as two separate PDF files, both clearly marked with the RFQ number and bidder's name.

Send the quotation electronically to procurement-rw@heifer.org using the subject: **“RFQ HPI20260907RW – Supply and Delivery of Construction Materials – PRISM Project”** and submitted by **12th October 2026 at 5:00pm** Kigali time.

Quote in Rwandan Francs (RWF). Prices must include all applicable taxes, packaging each item as per sector, loading, transport, offloading and every cost required for complete performance.

The quotation must remain valid for 60 calendar days from the submission deadline.

All forms and declarations must be completed and signed by an authorized representative. Pages should be numbered and reference the bidder and RFQ number.

Alternative or partial quotations are not permitted. The tender is one lot and will be awarded as one contract. Late quotations will not be considered. Bidders are responsible for ensuring that complete files are received before the deadline.

Questions must be sent to procurement-rw@heifer.org by the inquiry deadline. Information obtained from any other source is not official.

6. Mandatory administrative requirements – Pass/Fail

Administrative compliance will be assessed on a conformity-to-requirement basis. A bidder must pass every mandatory requirement below. Failure to submit a mandatory document, or submission of an invalid, unsigned or materially incomplete document, will result in the quotation being declared non-responsive and excluded from further evaluation.

Ref.	Mandatory requirement	Required evidence	Pass	Fail
A1	Quotation received by the deadline, in the prescribed electronic format and with separate technical and financial PDF files.	Submission record and files		
A2	Legal registration of the bidder in Rwanda.	Valid RDB certificate of domestic company registration/registration document		
A3	Authorization to trade in the relevant business area, including hardware or construction materials.	Valid trading license or equivalent evidence showing the relevant line of business		
A4	Tax compliance.	Valid RRA tax clearance certificate		
A5	Corporate income tax filing compliance.	Most recent corporate income tax declaration acknowledged by RRA		
A6	Good standing and solvency.	Valid RDB certificate of good standing/non-bankruptcy certificate		

A7	Social security compliance.	Valid RSSB clearance certificate		
A8	Authorized and bidding offer.	Signed quotation and completed Bidder Declaration in Form 1		

7. Mandatory technical evaluation – Pass/Fail

Only administratively compliant quotations will proceed with technical evaluation. Technical compliance will be assessed on a conformity-to-requirement basis. The bidder must pass every mandatory technical criterion. Failure to meet any specification, quantity, delivery or evidence requirement will result in the quotation being declared technically non-responsive and excluded from financial evaluation.

Ref.	Mandatory criterion	Evidence to be evaluated	Pass	Fail
T1	Compliance with every minimum specification for all five items in Section 3.	A completed and signed Form 2.		
T2	All offered materials are new, unused, genuine, merchantable and free from defects, damage, rust, contamination, caking or deterioration.	Signed declaration in Forms 1 and 2		
T3	Relevant experience supplying similar construction or hardware materials within the last five years.	At least three certificates of satisfactory completion, each supported by the corresponding contract from previous clients.		
T4	Complete delivery to all locations within the maximum 30-calendar-day period.	Detailed delivery plan showing locations, sequence, and completion period.		
T5	Acceptance of responsibility for packaging, transport, loading, offloading and handover at all designated locations.	Signed confirmation in Form 1 and priced delivery obligations in Form 3.		
T6	Commitment to replace rejected or non-conforming materials within five calendar days at no additional cost.	Signed declaration in Form 1		

8. Financial evaluation and award

Only quotations that pass all mandatory administrative and technical compliance requirements will proceed to financial evaluation. The financial evaluation will be conducted separately for each lot and will be based on the total evaluated price, inclusive of all applicable taxes, duties, fees, transportation, delivery and other related costs. Any arithmetic errors identified during the evaluation will be corrected in accordance with the provisions of this RFQ, and the affected bidder will be notified accordingly.

Subject to satisfactory verification of the bidder's information, availability of funds, and agreement on contractual terms, the contract will be awarded to the responsive bidder offering the lowest evaluated total price and meeting all mandatory quality and delivery requirements.

9. Contract conditions

The successful bidder shall provide a performance guarantee equal to 10% of the contract price before contract signature, in a form acceptable to HIR.

Payment will be made in accordance with the contract after satisfactory delivery and acceptance, receipt of valid invoices and all required supporting documents.

No substitution or change of specification is permitted without HIR's prior written approval.

HIR may reject, suspend or terminate performance for fraud, corruption, collusion, conflict of interest, material misrepresentation or breach of applicable safeguarding and ethical requirements.

This RFQ does not create an obligation to award a contract or reimburse any cost incurred by a bidder in preparing or submitting a quotation.

10. 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

Form 1 – Bidder information and declaration

Legal name of bidder	
Registered address	
RDB registration number	
TIN	
Authorized representative	
Telephone and email	
Bank/account name (for verification at contracting)	

We certify that the information and documents submitted are true, complete and current. We confirm that our quotation is valid for 60 calendar days; includes all taxes, packaging, transport, loading and offloading costs; and offers only new, unused, genuine materials free from defects. We accept the specifications, delivery obligations, inspection and replacement requirements stated in this RFQ. We declare that we have disclosed any actual or potential conflict of interest and that we have not engaged in fraud, corruption or collusion in connection with this procurement.

Name:	Title:
Signature:	Date:
Company stamp:	Official email:
Authorized representative's confirmation: _____	

Form 2 – Bidder’s technical compliance schedule

The bidder must respond to every row. A “Yes” response must be supported by sufficient details and evidence. Qualification of, or deviation from, a mandatory specification may result in a Fail.

#	Item	Mandatory specification	Yes	No
1	Iron sheets	Corrugated galvanized sheets 32 BG (common iron sheet) Dimensions: 3m ×90cm (length: 3m, thickness: 32BG) Color: Zinc		
2	Cement	Portland composite cement, strength: 32.5N; packed in original, sealed and clearly labelled 50 kg bags; compliant with applicable Rwanda standards; dry, free-flowing and without lumps or caking. Characteristics: rugged concrete pavement made of crushed stone and gravel.		
3	Fixing nails	Common bright steel wire nails (clous ordinaires): size:8 cm or 10 cm or 12 cm.		
4	Wire Mesh	Galvanized wire-mesh Dimension (1.8×20 m×2 mm) Roll size: 20 sqm, Iron wire-mesh for protecting poultry cages.		
5	Roofing nails	Galvanized roofing nails with ring, smooth and made in aluminum.		

Form 3 – Financial quotation / price schedule.

Prices must be in RWF and cover the complete scope, including taxes, packaging, insurance, loading, delivery and offloading at all Annex 1 locations.

#	Description	Unit	Qty	Unit price excl. tax (RWF)	Applicable tax (RWF)	Total incl. tax (RWF)
1	Corrugated galvanized iron sheets, 32 BG, 3m ×90cm (length: 3m, thickness: 32BG)	Piece	14,768			
2	Cement, strength class 32.5 N	50 kg bag	4,200			
3	Fixing nails: Common bright steel wire nails (clous ordinaires): size:8 cm (1,292 Kgs), 10 cm (1,292 Kgs) and 12 cm (1,400 Kgs)	Kg	3,984			
4	Wire Mesh: Galvanized wire-mesh Dimension (1.8×20 m×2 mm) Roll size: 20 sqm	M ²	2,000			

5	Galvanized roofing nails with ring, smooth and made in aluminum.	Kg	4,984			
	Subtotal excluding tax					
	Total applicable taxes					
	GRAND TOTAL INCLUDING ALL TAXES AND DELIVERY COSTS					

Amount in words:

Proposed delivery period (maximum 30 calendar days): _____ calendar days

Quotation validity: _____ calendar days (minimum 60 calendar days)

Annex 1 – Quantities and delivery locations

The quantities below form part of the three lots. Delivery includes transport and offloading at each designated sector location.

District	Sector	Delivery Location	Iron sheets	Fixing nails (Kg)	Roofing nails (Kg)	Cement (bag of 50 Kgs)	Wire mesh (2 SQM)
LOT 1: Northern Province							
Burera	Gitovu	Musasa Cell Office	244	36	61	108	50
	Kagogo	Nyamabuye Cell Office	240	35	60	105	50
	Cyanika	Cyanika Sector office & Nyagahinga Cell Office	84	42	42		
	Gahunga	Gahunga Sector office & Kidakama Cell Office	84	42	42		
	Kivuye	Kivuye Sector Office	48	24	24		
	Rusarabuye	Rusarabuye Sector Office	64	32	32		
	Rugengabali	Rugengabali Sector Office	56	28	28		
Sub-total			820	239	289	213	100
Gakenke	Janja	Karukungu cell office	252	36	63	108	54
	Mataba	Mataba sector office	268	40	67	120	54
	Busengo	Butereri	72	36	36		
	Busengo	Byibuhiro	58	29	29		
	Gashenyi	Taba	92	46	46		
	Gashenyi	Rukura	70	35	35		
	Kamubuga	Gaheri center	170	85	85		
	Kivuruga	Gasiza	50	25	25		
	Karambo	Kirebe	54	27	27		
Sub-total			1086	359	413	228	108
Gicumbi	Rukomo	Cyuru Cell office	308	45	77	135	64
	Rwamiko	Rwamiko sector office	124	62	62		

	Nyamiyaga	Nyamiyaga Office	136	68	68		
	Byumba	Gicumbi Stadium	102	51	51		
	Miyove	Miyove Cell office	104	52	52		
	Manyagiro	Nyiragifumba Cell office	82	41	41		
Sub-total			856	319	351	135	64
Musanze	Shingiro	Kibuguzo Cell Office	236		59		118
	Nkotsi	Ruyumba Cell Office	328	82	82	246	
	Rwaza	Rwaza Sector office	120	60	60		
	Remera	Remera sector Office	120	60	60		
	Musanze	Musanze sector Office	88	44	44		
Sub-total			892	246	305	246	118
Rulindo	Ntarabana	Mahazi Cell office	196		49		98
	Masoro	Shengampuli Cell Office	276	69	69	207	
	Kisaro	Kisaro Sector Office	60	30	30		
	Burega	Burega Sector Office	60	30	30		
	Bushoki	Bushoki Sector Office	88	44	44		
	Murambi	Murambi Office	60	30	30		
	Cyungo	Cyungo Office	124	62	62		
Sub-total			864	265	314	207	98
Total 1			4518	1428	1672	1029	488
LOT 2: Southern Province							
Ruhango	Kinazi	Bulima Cell Office	316	46	79	138	66
	Bweramana	Rubona Cell Office	140	70	70		
	Byimana	Mahembe cell Office	34	17	17		
	Kabagari	Rwoga Cell Office	40	20	20		
	Ruhango	Buhoro Cell Office	58	29	29		
Sub-total			588	182	215	138	66
Huye	Rusatira	Protestant church/ Kanyirankuba	212		53		106
	Mukura	Bukomeye Cell Office	296	74	74	222	
	Ruhashya	Muhororo Cell Office	40	20	20		
	Rwaniro	Mwendo Cell Office	72	36	36		
Sub-total			620	130	183	222	106
Gisagara	Kibilizi	Kibilizi cell	524	76	131	228	110
	Save	Rwanza cell	520	76	130	228	108
	Kigembe	Kigembe sector office	130	65	65		
	Gishubi	Gishubi sector office	20	10	10		
	Muganza	Cyumba cell and Saga cell	42	21	21		
Sub-total			1236	248	357	456	218
Nyaruguru	Ngoma	Kibangu Cell Office	316	54	79	162	50
	Ngera	Yaramba Cell Office	428	55	107	165	104
	Busanze	Kirarangombe Cell Office	64	32	32		
	Kibeho	Kibeho Cell Office	64	32	32		
	Rusenge	Bunge Cell Office	64	32	32		

Sub-total			936	205	282	327	154
Nyamagabe	Musebeya	Musebeya Sector Office	536	78	134	234	112
	Tare	Buhoro & Gatovu Cell offices	536	78	134	234	112
	Kitabi	Uwingugu Cell Office	164	82	82		
	Uwinkingi	Gahira Cell Office	132	66	66		
Sub-total			1,368	304	416	468	224
Total 2			4,748	1,069	1,453	1,611	768
LOT 3: Western Province							
Nyabihu	Rugera	Nzarutembe cell office	340	50	85	150	70
	Mulinga	Gisizi Cell Office	74	37	37		
	Jomba	Guriro cell office	48	24	24		
	Rurembo	Rwaza cell office	130	65	65		
	Kintobo	Kintobo sector office	110	55	55		
	Rambura	Guriro cell office	50	25	25		
Sub-total			752	256	291	150	70
Ngororero	Hindiro	Rugendabali cell office	348	57	87	171	60
	Ngororero	Rususa cell office	248	30	62	90	64
	Matyazo	Gitega cell office	140	70	70		
	Kageyo	Kageshi cell office	160	80	80		
	Kavumu	Nyamugeyo cell office	100	50	50		
	Bwira	Bungwe cell office	88	44	44		
	Nyange	Bambiro cell office	88	44	44		
Sub-total			1172	375	437	261	124
Karongi	Gitesi	Munanira Cell Office	404	59	101	177	84
	Rugabano	Gisiza Cell Office	404	59	101	177	84
	Murambi	Nkoton Centre	46	23	23		
	Murundi	Kamina Cell Office	36	18	18		
	Gashari	Gashari Sector Office	34	17	17		
	Mutuntu	Mutuntu Sector Office	46	23	23		
	Ruganda	Ruganda Sector Office	28	14	14		
Sub total			998	213	297	354	168
Rutsiro	Mushonyi	Rurara Cell Office	424	48	106	144	116
	Ruhango	Kavumu Cell Office	404	72	101	216	58
	Kivumu	Nganzo Cell Office	40	20	20		
	Manihira	Manihira Sector Office	30	15	15		
	Mukura	Nyaburama (MINAGRI House)	50	25	25		
	Nyabirasi	Ngoma Cell Office	68	34	34		
	Rusebeya	Rusebeya Sector Office	30	15	15		
Sub-total			1046	229	316	360	174
Nyamasheke	Kagano	Gako cell office	480	70	120	210	100

	Kanjongo	Raro cell office	516	75	129	225	108
	Cyato	Rugali cell office	84	42	42		
	Gihombo	Gitwa cell office	166	83	83		
	Kirimbi	Nyarusange cell office	130	65	65		
	Kirimbi	Karengera cell office	32	16	16		
	Rangiro	Banda centre	40	20	20		
	Rangiro	Gakenke cell office	86	43	43		
Sub total			1,534	414	518	435	208
Total 3			5,502	1,487	1,859	1,560	744
Grand Total			14,768	3,984	4,984	4,200	2,000