



TENDER NOTICE – INVITATION FOR BIDS

TENDER TITLE: OPEN TENDER FOR REHABILITATION OF SHELTER AND WASH FACILITIES AT ETM GASHORA – BUGESERA DISTRICT FOR ADRA RWANDA

Tender Number: 25 September 2026 – ADRA RWANDA

1. ADRA Rwanda, in partnership with ADRA International, MINEMA and UNHCR, under the project “UBB”, invites eligible bidders to submit their bid offer for the above-named works at the Emergency Transit Mechanism (ETM) Gashora, Gashora Sector, Bugesera District, Eastern Province.
2. This tender follows a one-stage, two-envelope procedure. Each bid shall consist of a Technical Offer and a Financial Offer, in two separate sealed envelopes, each presented in two (2) well printed and properly bound copies, one marked “Original” and one “Copy”. Bids must reach ADRA Rwanda’s Head Office at the following address: KG2 567 ST 14, Kacyiru Sector, Gasabo District, Kigali City, PO Box 2 Kigali, not later than 8 October 2026 at 10:00 a.m.. Late bids shall be rejected.
3. The public opening of the Technical Offers will take place at 10:30 a.m. on 8 October 2026. The Financial Offers will remain sealed and will be opened only for bidders whose technical offers are substantially responsive and obtain at least 70% in the technical evaluation. The date of opening of the Financial Offers will be communicated to the qualified bidders.
4. The two envelopes shall be marked “**TECHNICAL OFFER**” and “**FINANCIAL OFFER**” respectively, and both shall bear the name and address of the company. The two envelopes shall be put in an “outer envelope” marked with the reference number of the tender notice and the following mentions:
To: Procurement, ADRA Rwanda.

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5. The bids must have a validity period of ninety (90) days from the bid opening date.
6. For any inquiry, write to procurement@ADRA-Rwanda.org, at least one (1) day before the bid submission deadline, i.e. not later than 7 October 2026.
7. Interested eligible bidders may obtain further information and collect the bidding documents at ADRA Rwanda’s Head Office, KG2 567 ST 14, Kacyiru Sector, Gasabo District, Kigali City, PO Box 2 Kigali, Rwanda, from 9:00 a.m. to 5:00 p.m., as of 25 September 2026.
8. A complete set of tender documents in English, with all information, details and conditions, can be obtained from ADRA Rwanda’s Head Office, KG2 567 ST 14, Kacyiru Sector, Gasabo District, Kigali, during working hours from 9:00 a.m. to 5:00 p.m.
9. A site visit is mandatory and is planned on **1 October 2026 from 10:00 a.m. to 2:00 p.m.**, at ETM Gashora, Gashora Sector, Bugesera District. Each bidder must be represented by its technical representative, who shall sign the attendance list kept by ADRA Rwanda. The signed attendance list is the only proof of participation; bidders not on the list shall be disqualified.
10. All bids must be accompanied by a Bid Security issued by a bank, using the Bid Security Form included in this bidding document, in the sum of FRW 1,000,000 (One Million Rwanda Francs). The bid security shall be valid for a minimum of sixty (60) days beyond the expiry of the bid validity period.
11. In case foreign companies participate in this tender, a local preference of 10% shall apply.

Done at Kigali on 25 September 2026

Geoffrey N.S. Kayonde

Country Director ADRA Rwanda

