## Contract: Business development of 46 women-owned microbusinesses

Contents

[Contract number: 1](#_Toc178859393)

[Information on the tenderer or on the company authorised to represent a candidate/bidding consortium: 1](#_Toc178859394)

[Information to be provided by partnerships (i.e. natural persons) only (including individual consultants and appraisers) 1](#_Toc178859395)

[Information to be provided by legal persons only 3](#_Toc178859396)

[Information to be provided by candidate/bidding consortia 3](#_Toc178859397)

[Economic and financial capacity 4](#_Toc178859398)

[Technical capacity 4](#_Toc178859399)

[Overview of reference projects 5](#_Toc178859400)

**I/we hereby declare:**

### Information on the tenderer or on the company authorised to represent a candidate/bidding consortium:

|  |  |
| --- | --- |
| **Name:** |  |
| **Street address** |  |
| **Postcode and town/city** |  |
| **Name of bank** |  |
| **Name of account holder** |  |
| **Bank Account number** |  |
| **Tax number** |  |
| **VAT ID number (Rwanda)** |  |
| **Questions may be addressed to:** |  |
| **Email:** |  |
| **Tel.:** |  |

### Information to be provided by **partnerships (i.e. natural persons) only (including individual consultants and appraisers)**

|  |  |
| --- | --- |
| **Name at birth** |  |
| **Place of birth** |  |
| **Date of birth** |  |
| **I am currently or was previously employed by Kvinna till Kvinna.** | NO  YES, during the period      , as  YES, I receive a Kvinna till Kvinna pension  YES, staff member on leave of absence |
| **I or a company that qualifies as a related party advised Kvinna till Kvinna before the award procedure or was involved in preparation of the procurement procedure in another way.** | NO  YES, as follows: |

### Information to be provided by legal persons only

*Please attach a copy of your current* *commercial register entry**/company register entry as a separate file (issued by RDB). In the case of candidate/bidding consortia, a copy must be provided for each member.*

|  |  |
| --- | --- |
| **Commercial register number / Register number of the company:** |  |
| **One of the experts proposed for this tender is currently or was previously employed by Kvinna till Kvinna or its predecessor organisations (including any internships).** | NO  YES, during the period      , as  YES, I receive a Kvinna till Kvinna pension  YES, I am a staff member on leave of absence |
| **One of the experts proposed for this tender or a company that qualifies as a related party of theirs advised Kvinna till Kvinna before the procurement procedure or was involved in preparation of the procurement procedure in another way.** | NO  YES, as follows: |

### Information to be provided by candidate/bidding consortia

*Please attach the* *Declaration by candidate/bidding consortium (consortial declaration) signed by all members as a separate file.*

*If you are submitting the self-declaration on behalf of a candidate/bidding consortium, you must provide all the required information for each member of the consortium.*

|  |  |
| --- | --- |
| **Name, Address** |  |
| **Name, Address** |  |
| **Name, Address** |  |

### 

### Economic and financial capacity

**Key company figures**

Did the turnover amount to at least **RWF 90,000,000**net (per year) in the past three financial years?

Yes  
No

On 31 December of last year, did you have at least 3 **employees**? (individual experts qualify as 1 employee in this regard)

Yes  
No

### Technical capacity

*Proof of technical eligibility is provided by naming up to 10 reference projects. Please enter the relevant information from the past three years in the table ‘Overview of reference projects’, taking account of the required criteria. Please do not name more than 10 reference projects, even for a service-delivery consortium. Candidates that do not meet these minimum criteria will be considered ineligible and excluded from the subsequent tender procedure.*

Minimum requirements for references

The technical assessment is based only on reference projects with a minimum contract volume of RWF 40,000,000.

At least 2 reference projects in the technical field of Business Development Services.

At least 2 reference projects in the region Rwanda.

*Note: it is acceptable if the reference projects in the field of Business Development Services are the same reference projects in Rwanda.*

**We hereby declare:**

**The minimum requirements for reference projects in the required technical field are fulfilled.**

The corresponding reference project numbers (as per the table below) are: numbers

**The minimum requirements for reference projects in the required region are fulfilled.**

The corresponding reference project numbers (as per the table below) are: numbers

Overview of reference projects*(only reference projects with the minimum contract volume stipulated in Minimum requirements for references)*

| **No.** | **Project title** | **Commissioning party** | **Period** | **Contract value in RWF** | **Country** | **Region/ country** | **Technical experience** | **ODA financed[[1]](#footnote-2) (yes/no)** | **Project description (brief description of the content of the measure)** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |

1. Please state ‘yes’ if the reference project was financed to **at least 50%** by official development assistance (ODA). [↑](#footnote-ref-2)