



## REQUEST FOR PROPOSALS

No. HPI20250105RW

### SUPPLY AND DELIVERY OF STARTUP DRUGS FOR THE RWANDA DAIRY DEVELOPMENT PROJECT (RDDP II).

<b>RFP Release Date:</b>	10 <sup>th</sup> January 2025
<b>Question/ Inquiry Submission Deadline:</b>	20 <sup>th</sup> January 2025
<b>Proposal Submission Deadline:</b>	24 <sup>th</sup> January 2025
<b>Selection Committee review</b>	28 <sup>th</sup> January 2025
<b>Notification of award</b>	31 <sup>st</sup> January 2025
<b>Award agreement negotiation and signing</b>	14 <sup>th</sup> February 2024
<b>Electronic submission to the attention of:</b>	<b>Heifer International Rwanda</b>
<b>Electronic submission:</b>	<a href="mailto:procurement-rw@heifer.org">procurement-rw@heifer.org</a>
<b>Contact information for inquiries about this RFP:</b>	<a href="mailto:procurement-rw@heifer.org">procurement-rw@heifer.org</a>



## 1. BACKGROUND

### 1.1. Context and 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 is in partnership with the Government of Rwanda through the Ministry of Agriculture and Animal Resources for the implementation of the Rwanda Dairy Development Project (RDDP II). Under this partnership, Heifer International Rwanda would like to procure suitable bidders to supply and deliver cowsheds construction materials.

## 2. Scope of Work/ Description of Goods

The main objective of this tender is to supply the right quality and quantity of the startup drugs to farmers in seven (7) districts where the Rwanda Dairy Development Project (RDDP II) operates.

### 2.1. Technical specifications of Startup Drugs and Delivery Location by District.

Contractor shall provide the Services and/or Goods in accordance with the following specifications:

	Northern Province	Rulindo District					Gakenke District					Total
		Rusiga	Shyorongi	Ngoma	Mbogo	Kinzuzi	Coko	Muyongwe	Rushashi	Ruli	Minazi	
	<b>START UP DRUGS</b>											
1	NILZAN BOLUS	40	40	40	40	40	40	40	40	40	40	400
2	AMITRAZ 12.5 % (250 ML)	40	40	40	40	40	40	40	40	40	40	400
3	MINERAL BLOCK (Ca, P) piece of 5Kg	20	20	20	20	20	20	20	20	20	20	200
4	SPRAYER PUMPS	4	4	4	4	4	4	4	4	4	4	40
5	Butalex, (Buparvaquone)Bottle of 40mls	4	4	4	4	4	4	4	4	4	4	40



6	Carbesia, (Imidocarbe dipropionate) Bottle of 50mls	3	3	3	3	3	3	3	3	3	3	30
7	Phenyl ject (Phenylbutazon)100ml	24	24	24	24	24	24	24	24	24	24	240
8	Limoxine -200 La (Ox tetracycline 20%)	24	24	24	24	24	24	24	24	24	24	240
9	Multivitamins (Introvit)	12	12	12	12	12	12	12	12	12	12	120
10	Alamycin Spary 100g	3	3	3	3	3	3	3	3	3	3	30
11	Peni-Streptomisine 20/20: bottle of 100ml	24	24	24	24	24	24	24	24	24	24	240
12	Calcium, bottle of 400ml	5	5	5	5	5	5	5	5	5	5	50
13	Ivermectine 50ml	3	3	3	3	3	3	3	3	3	3	30
14	Vapco digest 100g	5	5	5	5	5	5	5	5	5	5	50
15	Lubrican 1L	1	1	1	1	1	1	1	1	1	1	10
16	Mangesium sulfate 1kg	1	1	1	1	1	1	1	1	1	1	10
17	Oblet Gyno	10	10	10	10	10	10	10	10	10	10	100
18	Opticlox Eye ointment 5gr	5	5	5	5	5	5	5	5	5	5	50
19	Teinture d'Iode 1L	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	5
20	Examination gloves (box of 100pcs)	1	1	1	1	1	1	1	1	1	1	10
21	Digital Thermometer	1	1	1	1	1	1	1	1	1	1	10
22	Plexi seringue(20ml)	2	2	2	2	2	2	2	2	2	2	20
23	Trocard	1	1	1	1	1	1	1	1	1	1	10
24	Vet IM Niddles(dosen)	1	1	1	1	1	1	1	1	1	1	10
25	Vet SC Niddles(dosen)	1	1	1	1	1	1	1	1	1	1	10
26	Measaring weigh tape	1										1

	Southern Province	Muhanga District					Kamonyi District					Total
		Rugendabari	Mushishiro	Kiyumba	Kabacuzi	Kibangu	Ngamba	Kayenzi	Musambira	Rukoma	Nyarubaka	
	<b>START UP DRUGS</b>											
1	NILZAN BOLUS	40	40	40	40	40	40	40	40	40	40	400
2	AMITRAZ 12.5 %(250 ML)	40	40	40	40	40	40	40	40	40	40	400
3	MINERAL BLOCK (Ca, P) piece of 5Kg	20	20	20	20	20	20	20	20	20	20	200
4	SPRAYER PUMPS	4	4	4	4	4	4	4	4	4	4	40
5	Butalex, (Buparvaquone)Bottle of 40mls	4	4	4	4	4	4	4	4	4	4	40



6	Carbesia, (Imidocarbe dipropionate) Bottle of 50mls	3	3	3	3	3	3	3	3	3	3	30
7	Phenyl ject (Phenylbutazon)100ml	24	24	24	24	24	24	24	24	24	24	240
8	Limoxine -200 La (Ox tetracycline 20%)	24	24	24	24	24	24	24	24	24	24	240
9	Multivitamins (Introvit)	12	12	12	12	12	12	12	12	12	12	120
10	Alamycin Spary 100g	3	3	3	3	3	3	3	3	3	3	30
11	Peni-Streptomisine 20/20: bottle of 100ml	24	24	24	24	24	24	24	24	24	24	240
12	Calcium, bottle of 400ml	5	5	5	5	5	5	5	5	5	5	50
13	Ivermectine 50ml	3	3	3	3	3	3	3	3	3	3	30
14	Vapco digest 100g	5	5	5	5	5	5	5	5	5	5	50
15	Lubrican 1L	1	1	1	1	1	1	1	1	1	1	10
16	Mangesium sulfate 1kg	1	1	1	1	1	1	1	1	1	1	10
17	Oblet Gyno	10	10	10	10	10	10	10	10	10	10	100
18	Opticlox Eye ointment 5gr	5	5	5	5	5	5	5	5	5	5	50
19	Teinture d'Iode 1L	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	5
20	Examination gloves (box of 100pcs)	1	1	1	1	1	1	1	1	1	1	10
21	Digital Thermometer	1	1	1	1	1	1	1	1	1	1	10
22	Plexi seringue(20ml)	2	2	2	2	2	2	2	2	2	2	20
23	Trocard	1	1	1	1	1	1	1	1	1	1	10
24	Vet IM Niddles(dosen)	1	1	1	1	1	1	1	1	1	1	10
25	Vet SC Niddles(dosen)	1	1	1	1	1	1	1	1	1	1	10
26	Measuring weigh tape	1					1					2

	Western Province	Ngororero District					Total
	START UP DRUGS	Kageyo	Kavumu	Gatunda	Bwira	Nyange	
1	NILZAN BOLUS	40	40	40	40	40	200
2	AMITRAZ 12.5 % (250 ML)	40	40	40	40	40	200
3	MINERAL BLOCK (Ca, P) piece of 5Kg	20	20	20	20	20	100
4	SPRAYER PUMPS	4	4	4	4	4	20
5	Butalex, (Buparvaquone)Bottle of 40mls	4	4	4	4	4	20
6	Carbesia, (Imidocarbe dipropionate) Bottle of 50mls	3	3	3	3	3	15
7	Phenyl ject (Phenylbutazon)100ml	24	24	24	24	24	120
8	Limoxine -200 La (Ox tetracycline 20%)	24	24	24	24	24	120
9	Multivitamins (Introvit)	12	12	12	12	12	60
10	Alamycin Spary 100g	3	3	3	3	3	15



11	Peni-Streptomycine 20/20: bottle of 100ml	24	24	24	24	24						<b>120</b>
12	Calcium, bottle of 400ml	5	5	5	5	5						<b>25</b>
13	Ivermectine 50ml	3	3	3	3	3						<b>15</b>
14	Vapco digest 100g	5	5	5	5	5						<b>25</b>
15	Lubrican 1L	1	1	1	1	1						<b>5</b>
16	Mangesium sulfate 1kg	1	1	1	1	1						<b>5</b>
17	Oblet Gyno	10	10	10	10	10						<b>50</b>
18	Opticlox Eye ointment 5gr	5	5	5	5	5						<b>25</b>
19	Teinture d'Iode 1L	0.5	0.5	0.5	0.5	0.5						<b>3</b>
20	Examination gloves (box of 100pcs)	1	1	1	1	1						<b>5</b>
21	Digital Thermometer	1	1	1	1	1						<b>5</b>
22	Plexi seringue(20ml)	2	2	2	2	2						<b>10</b>
23	Trocard	1	1	1	1	1						<b>5</b>
24	Vet IM Niddles(dosen)	1	1	1	1	1						<b>5</b>
25	Vet SC Niddles(dosen)	1	1	1	1	1						<b>5</b>
26	Measuring weigh tape	1										<b>1</b>
	<b>Eastern Province</b>	<b>Gatsibo District</b>					<b>Bugesera District</b>					<b>Total</b>
		<b>Murambi</b>	<b>Gasange</b>	<b>Kageyo</b>	<b>Muhura</b>	<b>Gatsibo</b>	<b>Marebe</b>	<b>Shyara</b>	<b>Ruhuha</b>	<b>Ngeruka</b>	<b>Kamabuye</b>	
	<b>START UP DRUGS</b>											
1	NILZAN BOLUS	60	60	60	60	60	40	40	40	40	40	<b>500</b>
2	AMITRAZ 12.5 % (250 ML)	60	60	60	60	60	40	40	40	40	40	<b>500</b>
3	MINERAL BLOCK (Ca, P) piece of 5Kg	30	30	30	30	30	20	20	20	20	20	<b>250</b>
4	SPRAYER PUMPS	6	6	6	6	6	4	4	4	4	4	<b>50</b>
5	Butalex, (Buparvaquone)Bottle of 40mls	6	6	6	6	6	4	4	4	4	4	<b>50</b>
6	Carbesia, (Imidocarbe dipropionate) Bottle of 50mls	4	4	4	4	4	3	3	3	3	3	<b>35</b>
7	Phenyl ject (Phenylbutazon)100ml	26	26	26	26	26	24	24	24	24	24	<b>250</b>
8	Limoxine -200 La (Ox tetracycline 20%)	26	26	26	26	26	24	24	24	24	24	<b>250</b>
9	Multivitamins (Introvit)	16	16	16	16	16	12	12	12	12	12	<b>140</b>
10	Alamycin Spary 100g	4	4	4	4	4	3	3	3	3	3	<b>35</b>
11	Peni-Streptomycine 20/20: bottle of 100ml	26	26	26	26	26	24	24	24	24	24	<b>250</b>
12	Calcium, bottle of 400ml	6	6	6	6	6	5	5	5	5	5	<b>55</b>
13	Ivermectine 50ml	4	4	4	4	4	3	3	3	3	3	<b>35</b>



14	Vapco digest 100g	5	5	5	5	5	5	5	5	5	5	50
15	Lubrican 1L	1	1	1	1	1	1	1	1	1	1	10
16	Mangesium sulfate 1kg	1	1	1	1	1	1	1	1	1	1	10
17	Oblet Gyno	10	10	10	10	10	10	10	10	10	10	100
18	Opticlox Eye ointment 5gr	5	5	5	5	5	5	5	5	5	5	50
19	Teinture d'Iode 1L	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	5
20	Examination gloves (box of 100pcs)	1	1	1	1	1	1	1	1	1	1	10
21	Digital Thermometer	1	1	1	1	1	1	1	1	1	1	10
22	Plexi seringue(20ml)	2	2	2	2	2	2	2	2	2	2	20
23	Trocard	1	1	1	1	1	1	1	1	1	1	10
24	Vet IM Niddles(dosen)	1	1	1	1	1	1	1	1	1	1	10
25	Vet SC Niddles(dosen)	1	1	1	1	1	1	1	1	1	1	10
26	Measuring weigh tape	1										1

	Total Quantity by Province	Northern Province	Southern Province	Western Province	Eastern Province	Grand Total
	<b>START UP DRUGS</b>					
1	NILZAN BOLUS	400	400	200	500	1,500
2	AMITRAZ 12.5 % (250 ML)	400	400	200	500	1,500
3	MINERAL BLOCK (Ca, P) piece of 5Kg	200	200	100	250	750
4	SPRAYER PUMPS	40	40	20	50	150
5	Butalex, (Buparvaquone) Bottle of 40mls	40	40	20	50	150
6	Carbesia, (Imidocarbe dipropionate) Bottle of 50mls	30	30	15	35	110
7	Phenyl ject (Phenylbutazon)100ml	240	240	120	250	850
8	Limoxine -200 La (Ox tetracycline 20%)	240	240	120	250	850
9	Multivitamins (Introvit)	120	120	60	140	440
10	Alamycin Spary 100g	30	30	15	35	110
11	Peni-Streptomisine 20/20: bottle of 100ml	240	240	120	250	850
12	Calcium, bottle of 400ml	50	50	25	55	180
13	Ivermectine 50ml	30	30	15	35	110
14	Vapco digest 100g	50	50	25	50	175
15	Lubrican 1L	10	10	5	10	35
16	Mangesium sulfate 1kg	10	10	5	10	35
17	Oblet Gyno	100	100	50	100	350
18	Opticlox Eye ointment 5gr	50	50	25	50	175
19	Teinture d'Iode 1L	5	5	3	5	18
20	Examination gloves (box of 100pcs)	10	10	5	10	35



21	Digital Thermometer	10	10	5	10	35
22	Plexi seringue(20ml)	20	20	10	20	70
23	Trocard	10	10	5	10	35
24	Vet IM Niddles(dosen)	10	10	5	10	35
25	Vet SC Niddles(dosen)	10	10	5	10	35
26	Measuring weigh tape	1	2	1	1	5

### 3. Technical Requirement

Quotations must include the following information at a minimum. Incomplete quotations may be rejected.

- a. Full company name, physical and mailing address, and country of registration of bidder. Individual persons and joint ventures are not allowed to participate in this tender.
- b. Description of Item, specifications, source country, price per unit, and total price in Rwanda Francs
- c. References from previous clients demonstrating the supplier's ability to meet similar drugs requirements.
- d. The supplier's track record for reliability in terms of product quality, timely deliveries, and customer service.
- e. The firm should possess any certifications relevant to the supply of vet drugs.
- f. Demonstrate ability and willingness to be able to supply the requested supplies any time upon request.
- g. The successful bidder shall submit a performance guarantee of 20% of the contract price from eligible financial institution or Insurance companies before signing the contract.
- h. The supplier should possess a credit line contract or bank statement of minimum 50 million Rwanda Francs as a proof for ability to deliver.

### 5. Proposal submission requirements:

The technical and financial proposals should be submitted separately in PDF format, both clearly marked with the RFP Reference Number above.

Proposals (both technical and financial) must be submitted electronically to email: [procurement-rw@heifer.org](mailto:procurement-rw@heifer.org) with clear subject line: **"(Supply and Delivery of Startup Drugs for the Rwanda Dairy Development Project (RDDP II))"** and submitted by **Friday, 24<sup>th</sup> January 2025 at 5:00pm** Kigali time.



## 6. Administrative Requirements

The bid documents **must** include the following administrative documents at a minimum.

- Company Registration Documents. Certificates/licenses issued by RDB.
- Valid Tax Clearance Certificate issued by RRA.
- Corporate Income Tax Declaration issued by RRA
- Valid Certificate of good standing/non-Bankruptcy certificate issued by RDB.
- Valid RSSB Clearance Certificate.

***Note: Failure to meet a single administrative requirement will result in disqualification of the Service provider from further technical evaluation.***

## 7. Financial Proposal

Proposed budget priced in **Rwandan Francs (Rwf)** must be submitted separately electronically. The pricing information should not appear in any other section of the proposal other than the financial proposal. The registered company shall be entirely responsible for all applicable taxes, transportation to the delivery sites provided in the Annex, and offloading of the supplies.

Submission must be in English and typed single-spaced on standard type white paper. All pages must be numbered, included the RFP reference number and name of the organization at the bottom of each page.

## 8. Evaluation of Proposals:

- a) Selection method: The procurement selection committee will evaluate the proposals using the **Quality-Cost Based** methodology as detailed below:
1. Preliminary examination of administrative requirements compliance to this Request for Proposals on a pass/fail basis.
  2. Detailed Technical evaluation will contribute 40%.
  3. Financial scores will be allocated 60% to determine the best evaluated bid.

***Proposals failing any stage will be eliminated and not considered in subsequent stages.***

- b) Minimum technical score: The mark required to pass the technical evaluation is 70% of the Technical Score.
- c) Total scores: Total scores shall be determined using a weighting of 60% for technical proposals and a weighting of 40% for financial proposals.





## 9. Selection Criteria

Technical proposals will be evaluated according to the following criteria:

Technical Criteria		Weighting (%)
<b>Supplier Experience and Reputation</b>	Proven working experience of 5 years with reputable organizations in the supply of similar products.	15
	Provide at least three (3) certificates of good completion in supplying similar goods in the last 5 years.	10
<b>Delivery Timelines &amp; ability to deliver:</b>	Demonstrated financial capability to deliver the required items on time.	15
	Detailed delivery plan for all sectors listed in the RFP.	10
<b>Understanding of RFP</b>	A demonstration of understanding and compliance with the technical specifications outlined in the RFP.	10
<b>Financial Criteria</b>		60
Financials	Financial (Budget justification and costs realism)	40
<b>Total</b>		<b>100%</b>

## 10. Late submissions and verification

Proposal received after the submission deadline will not be considered. Bidders are responsible to ensure their proposals are submitted according to the instructions stated herein.

Heifer retains the right to terminate this RFP or modify the requirements upon notification to the bidders.

## 11. Validity of Proposals

Proposals submitted shall remain open for acceptance for 90 days from the last date specified for receipt of the proposal. This includes, but is not limited to pricing, terms and conditions, service levels, and all other information. If your organization is selected, all information in this document and the negotiation process are contractually binding.

## 12. Limitations

This RFP does not represent a commitment to award a contract, to pay any costs incurred in the preparation of a response to this RFP, or to procure or to contract for services or supplies. Heifer reserves the right to fund any or none of the applications submitted and reserves the right to accept or reject in its entirety and absolute discretion any proposal received as a result of the RFP.



### **13. 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.