

# **TENDER NOTICE**

**Tender Title: Retrofitting of 25 houses in Gisagara District.**

<b>Tender Publication Date</b>	<b>January 29, 2026</b>
<b>Submission Deadline</b>	<b>February 05, 2026, at 11:00 AM</b>
<b>Opening Date&amp; Time</b>	<b>February 05, 2026, at 11:30 AM</b>
<b>Submission location</b>	<b>DUHAMIC-ADRI Head Office, Kicukiro-Niboye (Only hard copy submissions are accepted)</b>
<b>Site Visit Date&amp; Location</b>	<b>February 03,2026 (All lots: Kibirizi, Muganza and Ndora)</b>
<b>Visit Contact Person</b>	<b>+250788892124</b>
<b>Inquiry Contact Email</b>	<b>procurement@duhamic.org.rw</b>

## **1. Brief description of DUHAMIC-ADRI**

DUHAMIC -ADRI is a non-profit organization located in Kigali, the capital city of Rwanda, in Kicukiro District, Niboye Sector. Officially operating in Rwanda since 12<sup>th</sup> July 1985.

**Mission:** Supporting integrated initiatives for Holistic Development of Rural Population in their struggle for self-reliance’

**Vision:** A rural world responsible for its self-socio-economic development

**Core Values:** Integrity, Professionalism, Transparency

## 2. Introduction of Climate Just Community (CJC) Project

The Climate Just Communities (CJC) is a Scottish Government funded Project through TRÓCAIRE under the Climate Justice Fund and is implemented by DUHAMIC-ADRI in consortium with other partners in Gisagara, Karongi, and Ngororero Districts. The project has objectives of implementing effective climate justice interventions focusing on community voice and needs, prioritizing marginalized communities, women, and people with disabilities.

## 3. Purpose of the tender

The objective of this tender is to contract a qualified company to retrofit 25 houses in order to improve safe, dignified, and climate-resilient housing conditions for 25 households from Historically Marginalized Groups in Gisagara District, through the provision of quality works, goods, and services in accordance with the required technical standards.

## 4. Scope of work

The houses to be retrofitted are located in the following intervention sectors:

- ☐ **Kibirizi Sector:** Retrofitting of 5 houses and related accessories.
- ☐ **Muganza Sector:** Retrofitting of 1 house and related accessories.
- ☐ **Ndora Sector:** Retrofitting of 19 houses and related accessories.

***The contractor shall be responsible for executing the following detailed scope of work:***

### **1. Works to main houses:**

- ☐ Construction of houses not less than 6m to 8m
- ☐ Supply and installation metallic external doors with handles and windows including painting works.
- ☐ Supply and installation of wood internal doors with handles painting works.
- ☐ Supply & fix roof covering iron sheet 30BG
- ☐ Supply and apply internal and external plastering
- ☐ Supply and apply external hard plastering
- ☐ Construction of foundation stone locally known as Igisima with all finishing
- ☐ Pavement works using cement
- ☐ Supply and fixing of ceiling made in Triplex
- ☐ Supply and installation of rainwater harvesting gutters including painting works and pit for water reserve.
- ☐ Supply and installation of rainwater harvesting tanks and all accessories
- ☐ Construction of Fence made in local materials (imihati or imiyenzi) and Supply and Fixing One Single Door (1m Large With 2m Height) Made in Iron sheet BG30 and handle.

### **2. Construction of a 2m x 3m kitchen**

- ☐ Excavation of trenches foundation

- ☐ Construction of foundation stone masonry with height of 0.8 m /Igisima.
- ☐ Construction of elevation brick walls using mud bricks with mud mortar
- ☐ Works of plastering internal and external walls of ratio 1:4
- ☐ Supply and fix internal timber door size (900\*1900mm) with timber made 1 window of size 500\*600mm including its accessories
- ☐ Pavement works using cement
- ☐ Supply & Fix Roof Truss in Wooden Member (Rafters & Purlins)
- ☐ Supply & fix roof covering iron sheet 30BG
- ☐ Supply and installation of door and window

### 3. Construction of a 2m x 2m toilet with an 8m³ pit capacity

- ☐ Construction of Toilet in mud bricks with stones foundation
- ☐ Supply and apply internal and external plastering
- ☐ Supply & fix roof covering iron sheet 30BG
- ☐ Pavement works using cement
- ☐ Supply and installation of door with external and internal handles.

**Notice:** All these houses must be constructed in accordance with national building regulations that protect the rights of persons with disabilities. For instance:

- Doors should be at least 100 cm wide and 200 cm high.
- Door handles should be located at a height of 90cm above the ground

Specifically, for people with disabilities, the construction of their houses must comply with building regulations for persons with disabilities.

25 houses will be retrofitted in 3 different lots as follow:

- ✓ Lot 1: Retrofit 10 houses located in Ndora Sector
- ✓ Lot 2: Retrofit 9 houses located in Ndora Sector
- ✓ Lot 3: Retrofit 6 houses including 5 houses located in Kibirizi Sector and 1 house located in Muganza Sector

The detailed table below serves as the **Bill of Quantities (BoQ)** for each house and as the **financial proposal template**.

Number of house and its location	Technical specifications	UNIT	QUANTIT Y	UNIT Price in Rwf	Total price in Rwf
	<b>Works to main house</b>				
	Iron sheets (BG30 0.90M*3m (corrugated pre-painted in red color)	pcs	38		
	Mud Bricks (Rukarakara) Well dried	Pcs	5000		
	Timbers Pcs of 6m with 10cm diameter	Pcs	80		
	Nails for Iron sheets	Kg	10		
	Nails for Timber (12mm and 15mm)	Kg	10		
	Galvanized wire	Kg	6		
	Sand by using Vehicle of 5m3 volume	M3	40		

	Stones for constructing foundation, Pavement of Main house, Kitchen and Toilets (using Vehicle of 5m3	M3	50		
	Cement for Pavement, Igisima and foundation (Sacs of Sac of 50 kg with 32.5 N (CIMERWA). No mud is allowed in neither foundation, Igisima and pavement.	Sacs	30		
	External plastering including hard plastering (Sacs of Cements) Sac of 50 kg with 32.5 N (CIMERWA) with 1:4 ratio for mixture of cement and sand	Sacs	20		
	External windows (Metallic) with metal frame HS and 70cm/80cm of Size	Pcs	4		
	External doors (Metallic)(Pieces) with door handles (KALE No1), metal frame HS and 100cm/200cm of size	Pcs	2		
	Internal doors (Wood) 100cm/200cm with metal frame HS and door handles (KALE No1).	Pcs	4		
	Water harvesting gutter with 4m of length and its accessories	ml	18		
	Supply and install Rain water harvesting tank (5m3 or 5000 Liters) and Stone, Cement and metal for 2 cubic meter pit lining floor. (See annexed a detailed BoQ)	Pcs	1		
	Ceiling (Triplex)	Pcs	20		
	Painting all doors and windows with oil paint	m2	4		
	Fence of the house made in local materials (imihati or imiyenzi) with wooden (Pinusi/inturusu zumye) logs With the Height of 1.5m, Supply and fix simple gate (1m Large Height 1.5m), (Pinusi/inturusu zumye) made in iron sheet BG 30 and latch/Igikondo.	ff	1		
	Timber using in Constructing Plafond	pcs	45		
	<b>The Labor Cost</b>	Pers on	1		
	<b>Sub total</b>				
	<b>Construction of Kitchen With 2*3m</b>				
	Excavation of Trenches Foundation	m3	4		
	Construction of Foundation Stone Masonry with Height Of 0.8 M/Igisima.	m3	4		
	Construction of Elevation Brick Walls Using Mud Bricks (Rukarakara) With Mud Mortar	Pieces	1500		
	Works of plastering of wall of ratio 1:4 plaster on internal wall	Sacs	20		
	Pavement works using cement	Sacs	10		
	Wooden door with size 1m*2m	Pcs	1		
	Wooden Window with size 0.5m*0.6m	pcs	1		

	<b>Sub -total</b>				
	<b>Works of constructing the Toilet</b>				
	Excavation and pit	m3	8		
	Stone, Cement and metal for pit lining floor	m3	5		
	Cement for masonry and plaster	Sacs	10		
	Superstructure (Wall)	ff	3		
	Roofing covering	pcs	3		
	Wooden door with Internal and external latch/Igikondo	Pcs	1		
	Labor Cost	Pers on	1		
	<b>Sub total</b>				
	<b>Grand Total per one house</b>				

### Detailed BoQ for rain water harvesting tanks

No	Description	Unit	Quantity
1	Site installation	Ls	1
2	Terracing, digging, cutting, excavation, backfilling, overlay of surplus soil and land remediation, including all accruals.	Cum	8
3	Supply and install PVC 90 mm PN 10	pcs	5
4	Socle foundation in stones joined by mortar cement proportioned with 250Kg/m3. The faces remaining visible will have to be assembled carefully in apparent masonry joint with blinding concrete 5 cm thick and screed cement on the top of foundation, the height of the socle from above the ground will be not less than 70cm	Cum	7
5	Construction drainage channel in stone masonry, blinding concrete 5 cm thick on base and screed cement mortar on the top with 2 cubic meter pit for water retention.	Cum	1
6	Supply of accessories including Elbow &T Pvc 90mm	pcs	10
7	Supply and fix the filter in welded mesh at the entrance of channel to soakpit	Ls	1
8	Supply and install plastic water tank of 5 m3	pcs	1
9	Supply and install an original water tap	pcs	1

**Summary of financial proposal shall be presented as follows:**

No	Lot No	Description	No of Houses	Total amount per one house	Total amount for all houses tax inclusive
1	1	Retrofit houses located in Ndora Sector	10		
2	2	Retrofit houses located in Ndora Sector	9		
3	3	Retrofit 6 houses including 5 houses located in Kibirizi Sector and 1 house located in Muganza Sector	6		

## 5. Required Documents for Submission

- Application letter addressed to the executive Secretary.
- RDB certificate (certificate not related to the area of required works will be rejected)
- A valid RSSB clearance certificate.
- A valid Tax Clearance Certificate issued by RRA.
- Proof of use of the Electronic Billing Machine (EBM) (An invoice submitted in the past or EBM usage certificate).
- A Site Visit Certificate to be issued by DUHAMIC-ADRI during the visit
- 3 certificates of good completion for similar work (construction or retrofitting similar buildings) with their contracts (Certificates without contracts will not be accepted)
- CV and degree of project leader (A0 in Civil Engineering)
- A commitment letter proving to complete the assignment in a period not exceeding 40 calendar days starting from the contract signing date.
- The financial proposal (quotation) must include all applicable taxes.

**All the above documents are mandatory; failure to submit any of them will result in automatic disqualification.**

## 6. site Visit

There will be a mandatory site visit scheduled on 03 February 2026 in Gisagara District, covering Kibirizi, Muganza and Ndora Sectors, starting at 11:00 AM.

Visit contact person: +250788892124

## 6. Bid submission

The bid documents shall be submitted in a sealed envelope to the DUHAMIC-ADRI Head Office located at Kicukiro /Niboye no later than February 05, 2026, at 11:00AM (only hard copies will be accepted).

### Note:

- Bidders are allowed to bid on more than one lot; however, no bidder will be awarded more than one lot
- Bidders who are blacklisted by RPPA are not eligible to participate in this tender. DUHAMIC-ADRI reserves the right to reject such bids.
- Prior to signing the contract, DUHAMIC-ADRI may request the successful bidder to provide a performance guarantee equivalent to 10% of the contract value.
- Prior to contracting, DUHAMIC-ADRI may conduct a vetting process to the successful bidders to ensure compliance with anti-terrorism and other regulatory requirements.
- DUHAMIC-ADRI reserves the right to conduct due diligence on the references provided by the bidder. If any reference is found to be unauthentic, it will lead to the immediate disqualification of the bidder. The same applies to administrative documents such as Tax Clearance and RSSB clearance.
- Women-, youth-, and persons-with-disabilities–led companies that meet the required conditions and qualifications are encouraged to apply.
- The financial proposal (quotation) must include all applicable taxes.
- Local companies from Gisagara Districts fulfilling the requirements are highly encouraged to apply.

## 7. Safeguarding clause

Safeguarding and protection from Sexual Exploitation and Abuse (PSEA) is everyone's responsibility who works directly or indirectly with DUHAMIC-ADRI services delivery and operations. All DUHAMIC-ADRI staff and affiliates, including volunteers and Suppliers; sub-Suppliers' staff and implementing partners are required to adhere to DUHAMIC-ADRI's full safeguarding and protection policy procedures and the separate Code of Conduct that always values principles of PSEA.

DUHAMIC-ADRI has a zero tolerance to Sexual Exploitation and any other form of abuse. Child and vulnerable abuse, exploitation, harassment, discrimination, and human trafficking are strongly prohibited behaviors. All implementing partners/suppliers who are contracting with DUHAMIC-ADRI must adhere to DUHAMIC-ADRI's full safeguarding and protection policy in addition to the code of conduct.

By applying to this tender, the supplier, is committed to denounce and to report any safeguarding issues or fraud face to face or at the reporting email for safeguarding issues at "feedback@duhamic.org.rw", Toll Free: 8470 and telephone number: 0788305329 without delays.

By Applying to this tender as a supplier, I understand that DUHAMIC-ADRI has the rights to ensure 100% compliance with safeguarding and protection policies via spot checks or any other form of control mechanisms. If my business isn't compliant, DUHAMIC-ADRI will take appropriate measures or immediately stop the contract of financial support depending on the nature and severity of the safeguarding incident detected.

## 8. Data Protection and Confidentiality

The successful bidder shall comply with all applicable data protection and privacy laws in force in the Republic of Rwanda, including Law No. 058/2021 relating to the protection of personal data and privacy. Any personal data, confidential information, or organizational records accessed during contract execution shall be used solely for the purposes of performing the contract, kept strictly confidential, and protected against unauthorized access, disclosure, loss, or misuse. Such data shall not be shared with third parties without prior written authorization from DUHAMIC-ADRI, and any actual or suspected data breach shall be reported immediately.

Thank you for expressing interest in working with DUHAMIC-ADRI.

Done at Kigali January 29, 2026

MUHIGIRWA Benjamin

Executive Secretary