

TENDER NOTICE # PIH/IMB/ 8788 /M07/ FY 26

TENDER TITTLE: SUPPLY AND DELIVERY OF DRUGS AND OTHER SUPPLIES BULK ORDER FY26

SOURCING METHOD: HYBRID SOURCING DOMESTIC, EAC, REGIONAL AND INTERNATIONAL VENDORS.

Partners In Health (PIH) is a nonprofit organization with its headquarters in Boston, Massachusetts, whose mission is to provide quality health care for poor and most in need populations around the world.

Since 2005, the Ministry of Health in Rwanda has worked with PIH Rwanda, also known as Inshuti Mu Buzima, to improve the quality of care in the country and increase health care access for Rwanda most in need populations. PIH/IMB have since helped to bring high-quality health care to three districts namely: Kayanza, Burera and Kirehe.

Partners In Health / Inshuti Mu Buzima is seeking for proposals from domestic, EAC, regional and international qualified and authorized suppliers / vendors for supply and delivery of drugs and other supplies bulk order FY26 for non-prequalified items to be supplied at Rwinkwavu Partners In Health (PIH)/IMB medical warehouse . Interested, qualified and authorized business companies should submit their proposals bearing the following requirements:

Compulsory requirements:

- The bidders must not be listed as a blacklisted/ suspended vendor by the Rwanda Public Procurement Authority (RPPA) or by Partners In Health.
- The bidder's license must not have been revoked or suspended by the Rwanda FDA
- The bidders must submit a bid security equivalent to five million Rwandan francs (RWF 5,000,000) issued by an authorized financial institution to guarantee the bid.(TEMPLATE provided as Appendix 2 to TORs)

Administrative requirement:

- Proof of business registration in the field of pharmaceutical and medical sector (Rwanda Development Board certificate for Domestic Business companies) or a Similar document for international bidders
- Valid premise license to operate the wholesale pharmacy/ depot issued by the National Regulatory Authority (issued by Rwanda FDA for domestic business companies), or Good Distribution Practices (GDP) certificate issued by recognized institution for international business companies.
- Valid tax clearance certificate issued by Rwanda Revenue Authority, applicable for domestic companies
- A Non-bankruptcy Certificate for international business companies, issued by relevant authorities,

Technical requirements:

- Bidders should consider ToRs especially for section 9 and 10 available in Partners In Health/Inshuti Mu Buzima e-Procurement System following this link: (<https://pih-imb.org.rw/eprocurement/index.php>)

Financially, the bid shall indicate:

1. The bidders shall submit a commitment letter for the submission of the **Performance Security (Bank Guarantee)**. The letter will state that, if awarded, the bidder will provide a Performance Security (Bank Guarantee) prior to signing the contract. The Performance Security will depend on the contract value, as follows:
 - 5% of the contract whose value exceeds FRW 500,000,000;
 - 6% of the contract value between FRW 100,000,000 FRW to FRW 500,000,000;
 - 7% of the contract value between FRW 50,000,000 to FRW 100,000,000;
 - 10% of the contract price whose value is between FRW 20,000,001 to FRW 50,000,000.
 - The performance security is not required for contracts valued at or below FRW 20,000,000.
2. Bids shall be submitted using Rwandan Francs currency for domestic bidders and USD currency for regional and international bidders.
3. The financial offer shall include all applicable taxes and charges
4. The bidders shall indicate shortest delivery time.
5. The bidders must provide clear information on terms and conditions of payment (preferable after delivery).
6. The offer validity shall not be lower than 120 calendar days from the day of the bids submission.

Incoterms:

- DDP Rwinkwavu PIH Medical warehouse for local bidders
- CIP Kigali International Airport for regional and / or international bidders.

Please note the following:

All proposal from interested bidders will be electronically submitted to Partners In Health/Inshuti Mu Buzima e-Procurement System

(<https://pih-imb.org.rw/eprocurement/index.php>) before **August 23, 2025 to 11: 59 pm** (closing time) Kigali time prompt – **Failing to follow this instruction proposals will not be considered.**

The results of public opening will be available in the system starting from **August 24, 2025 00: 00 am**.

Special Notes:

- (1) *There is no fee paid to obtain the Tender document.*
- (2) *Partners In Health is not obliged to purchase or to pay for any costs incurred by the bidder in preparation of his/her proposal in response to this tender notice.*
- (3) *Partners In Health/Inshuti Mu Buzima employees are not allowed to participate in any PIH tender.*
- (4) *For more information about this tender interested bidders shall contact Partners In Health team using following email address : imbprocurement@pih.org*
- (5) *PIH e-procurement bidding processes tutorial is available on <https://www.pih.rw/procurement>*

Done at Kigali on July 24, 2025



Senior Director of Procurement & Logistics

Partners In Health / Inshuti Mu Buzima