

PUBLIC TENDER NOTICE # : PIH/IMB/ 9162 /M10/ FY 26 / DOMESTIC SOURCING

TENDER TITLE: SUPPLY AND DELIVERY OF AGRO-INPUTS, CHEMICAL FERTILIZERS, CROPS SEEDS IN BURERA DISTRICT UNDER FRAMEWORK AGREEMENT.

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 Health 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 qualified and authorized vendors to supply agro-inputs, chemical fertilizers and crops seeds to Burera site.

Interested, qualified and authorized business companies should submit their proposals bearing the following requirements:

I. Preliminary Compulsory Requirements

- (a) The bidders must not be listed as a blacklisted/ suspended vendor by the Rwanda Public Procurement Authority (RPPA) or by Partners In Health.
- (b) **The bidder must provide detailed physical address and location (Street number, Emails, telephones, building etc...) for the business company.**

II. Administrative Requirement

- (a) The bidders must submit Proof of business registration in the same domain issued by Rwanda Development Board (RDB Certificate).
- (b) The bidders must submit VAT registration certificate.
- (c) The bidders must submit a copy of RRA valid tax clearance certificate.
- (d) The bidders must submit Business License tax (Droit de patente) for the last six months.
- (e) The bidder must provide operational business statement including stock and inventory details.

III. Technical requirements:

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

IV. Financially, the bid shall indicate:

- (a) The financial offer shall be submitted using Rwandan Francs currency.
- (b) The financial offer shall include all applicable taxes and charges



- (c) The bidders shall indicate shortest delivery time after reception of LPO.
- (d) The bidders must provide clear information on terms and conditions of payment (preferable after delivery).
- (e) The offer validity shall not be lower than 120 calendar days from the day of the bids submission.

V. Incoterms:

DDP (Delivered Duty Paid) to PIH Burera District office.

VI. Note on tender award

The tender will be awarded item-by-item based on the bidder's capacity to fulfil compulsory, administrative, technical compliance; best competitive advantages as well as optimal terms and conditions of the offer.

VII. Submission of bids:

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 **November 20, 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 from **November 21, 2025 00: 00 am.**

VIII. Important considerations:

- i. *There is no fee paid to obtain PIH Tender document.*
- ii. *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.*
- iii. *Partners In Health/Inshuti Mu Buzima employees are ineligible to participate in any PIH tenders.*
- iv. *For more information about this tender interested bidders shall contact Partners In Health team using following email address: imbprocurement@pih.org/ or /procurement.pih@gmail.com*
- v. *PIH e-procurement bidding processes tutorial is available on: <https://pih-imb.org.rw/eprocurement/biddingvideo.html>*

Done at Kigali on October 21, 2025



Senior Director of Procurement & Logistics

Partners In Health / Inshuti Mu Buzima