

**TENDER NOTICE # PIH/IMB/ 9804 /M04/ FY 26**

**TENDER TITLE: SUPPLY AND DELIVERY OF GENUINE AND BRAND NEW MOTOR VEHICLE SPARE PARTS, TYRES, OIL AND BATTERIES UNDER FRAMEWORK AGREEMENT**

**SOURCING METHOD: DOMESTIC OPEN COMPETITION.**

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: Kayonza, Burera and Kirehe.

Partners In Health / Inshuti Mu Buzima is seeking for proposals from domestic qualified and authorized companies to Supply and delivery of vehicle spare parts, tyres, oil and batteries under Framework Agreement. Interested, qualified and authorized business companies should submit their proposals bearing the following requirements:

**I. BIDDERS/ VENDORS ELIGIBILITY CRITERIA**

- a) The Bidders should not be suspended or blacklisted by PIH-IMB or OnePIH nor blacklisted or revoked licenses by the Rwanda Public Procurement Authority or other relevant regulatory bodies.
- b) The Bidders should not have any ongoing contracts with PIH-IMB that demonstrates poor performance.
- c) Vendors or Companies owner must not be employed by PIH or One PIH within five past years, unless PIH seeks their expertise for consultancy services based on proven specialized knowledge.
- d) Any bidder that owns operates, or exercises controlling shareholding in more than one company is strictly prohibited from submitting more than one bid under this tender. Submission of multiple bids by related or affiliated entities under the same beneficial ownership shall constitute a breach of tender participation rules.

**II. COMPULSORY REQUIREMENT**

- a. The Bidders must provide detailed physical address of his/her business location including company name, building; Street number, Emails, contacts.
- b. The bidders must provide evidence of an operating business store and stock for the same categories of commodities He/she is interested in before any tender award.

***NB: Non-compliance with any of above provision (I & II) shall result in the annulment of tender award.***

**III. 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 valid tax clearance certificate issued by Rwanda Revenue Authority.
- d. The bidders must submit Business License tax (Patente) for the last six months.

#### **IV. TECHNICAL REQUIREMENTS:**

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

#### **V. FINANCIALLY, THE BID SHALL INDICATE:**

1. The bids shall be submitted using Rwandan Francs currency.
2. The financial offer shall include all applicable taxes and charges
3. The bidders shall indicate shortest delivery time after reception of purchase order
4. The bidders must provide clear information on terms and conditions of payment (preferable after delivery).
5. The offer validity shall not be lower than 120 calendar days from the day of the bids submission.

#### **VI. INCOTERMS:**

DDP (Duty Paid) to Rwinkwavu IMB warehouse.

#### **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 May 29, 2026 at 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 **May 30, 2026 00: 00 am.**

#### **VIII. SPECIAL NOTES:**

- a) *There is no fee paid to obtain the Tender document.*
- b) *PIH/IMB 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.*
- c) *PIH/IMB employees are restricted from participating in any PIH tender.*
- d) *For more information about this tender interested bidders shall contact Partners In Health team using following email address: [imbprocurement@pih.org](mailto:imbprocurement@pih.org)/ [procurement.pih@gmail.com](mailto:procurement.pih@gmail.com)*
- e) *PIH/IMB Team will provide to bidders any technical support in regard with this tender during working hours from 9:00 am to 4: 00 pm.*
- f) *PIH e-procurement bidding processes tutorial is available on following link :*

<https://pih-imb.org.rw/eprocurement/biddingvideo.html>

Done at Kigali on April 27, 2026



**Senior Director of Procurement & Logistics**  
**Partners In Health / Inshuti Mu Buzima**