

PUBLIC TENDER NOTICE # PIH/IMB/ 10581 /M07/ FY 26

TENDER TITLE: SUPPLY AND DELIVERY OF DENTAL AND OPHTHALMOLOGY DRUGS AND CONSUMABLES FOR COMMUNITY MOBILE CLINIC VAN.

SOURCING METHOD: OPEN COMPETITION FOR DOMESTIC COMPANIES

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 qualified and authorized companies to supply and delivery of dental and ophthalmology drugs and consumables for community mobile clinic van. Interested, qualified and authorized business companies should submit their proposals bearing the following requirements:

I. BIDDERS/ VENDORS ELIGIBILITY CRITERIA

- a) The Bidder 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 Bidder should not have any ongoing contracts with PIH-IMB that demonstrates poor performance.
- c) The Vendor or company 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.

NB: Non-compliance with any of above provision shall result in the annulment of bid examination process/ tender competition

II. COMPULSORY REQUIREMENT

- a) The Bidders must submit company profile include the company name; location details, showing a well-known physical address building; Street number Emails, contacts and having a well-established operating business

- b) The bidders must submit a bid security equals to 2% of the projected amount of the bid issued by an authorized financial institution to guarantee the bid. (TEMPLATE provided as Appendix 2 to TORs).

III. ADMINISTRATIVE REQUIREMENT:

- a) Proof of business registration in the field of pharmaceutical and medical sector issued by Rwanda Development Board for Domestic Business companies or a similar document for regional or international bidders
- b) Valid tax clearance certificate issued by Rwanda Revenue Authority, applicable for domestic companies

IV. 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>)

V. 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.

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 14, 2026 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 15, 2026 00: 00 am.**

VI. SPECIAL NOTES:

- a) PIH team should conduct a due diligence process for new local vendors prior to any procurement award.*
- b) There is no fee paid to obtain the Tender document.*
- c) 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.*
- d) PIH/IMB employees are restricted from participating in any PIH tender.*
- e) For more information about this tender interested bidders shall contact Partners In Health team using following email address: imbprocurement@pih.org/ procurement.pih@gmail.com*
- f) PIH Team will provide to bidders any technical support in regard with this tender during working hours from 9:00 am to 4: 00 pm.*
- g) PIH e-procurement bidding processes tutorial is available on following link : <https://pih-imb.org.rw/eprocurement/biddingvideo.html>*

Done at Kigali on July 15, 2026



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

