



Umuryango w'Abahinzi n'Aborozi bo mu Rwanda «IMBARAGA» Organisation des Agriculteurs et Eleveurs du Rwanda

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TERMS OF REFERENCE (ToR)

INSTALATION OF VEGETABLE NURSERIES

1. Introduction

IMBARAGA Farmers Organization is a Rwandan non-governmental organization established in 1992 by local farmers. Its core mission is to support the transformation of agriculture from traditional practices to a more professional, profitable, and socially impactful sector. IMBARAGA aims to make agriculture a viable economic activity that significantly contributes to improving the livelihoods and welfare of farmers. The organization's mission is to increase farmers' professionalism through capacity building for enhanced productivity and competitiveness, while also protecting their social and economic rights through lobbying and advocacy. IMBARAGA envisions a professional farmer who is a change maker, driving both economic development and social transformation within their communities.

Within this framework, IMBARAGA is implementing the Youth Entrepreneurship in Agriculture in Rwanda (YEA-R) Program, which aims to empower young people to engage in agriculture as a sustainable and viable business. The program supports youth-led agribusiness initiatives through targeted interventions, including access to productive assets, technical support, and market-oriented value chains.

In line with the objectives of the YEA-R Program, IMBARAGA Farmers Organization hereby invites eligible and qualified suppliers to submit bids for the establishment of 80 vegetable nurseries to ensure a reliable and high-quality supply of vegetable seedlings. These nurseries serve both production and learning purposes, enabling youth participants to acquire practical skills in modern nursery management.

2. Objective of the assignment

The objective of this assignment is to install 80 nurseries fully equipped to support vegetable production under YEA-R Program.

3. Scope of work

The selected contractor shall be responsible for:

- Installation of 80 nurseries (16 nurseries / district in 5 districts: Rubavu, Rutsiro, Nyamasheke, Rusizi and Muhanga).
- Delivery and installation at designated sectors' sites

4. Technical specifications

Each nursery shall meet the following requirements:

- **Dimensions:**
 - a. Length: 10 meters
 - b. Width: 3 meters
 - c. Height: 2.5 meters
- **Structure:**
 - a. Built using durable wooden frames
 - b. Strong and stable construction suitable for outdoor conditions
- **Covering:**
 - a. Fully covered with black shade net on all sides roof included
 - b. Roof covered with plastic polyethylene sheeting for protection against rain
- **Internal setup:**
 - a. Equipped with raised platforms (tables)
 - b. Each nursery must accommodate at least 70 seedling trays

5. Locations of implementation

The nursery shall be constructed (16 nurseries in each district) in the following districts and sectors:

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- a. Rusizi District: Bugarama, Rwimbogo, Gashonga and Giheke sectors
- b. Nyamasheke District: Kanjongo, Bushenge, Bushekeri and Macuba sectors
- c. Rutsiro District: Kivumu, Boneza, Mushubati and Nyabirasi sectors
- d. Rubavu District: Busasamana, Bugeshi, Kanzenze and Mudende sectors
- e. Muhanga District: Nyamabuye, Shyogwe, Cyeza and Nyarusange sectors

6. Duration of the assignment

The assignment must be completed within one (1) month.

7. Mandatory documentation

Bidders must submit the following documents as part of their bid:

a) Technical proposal, including:

- a. Description of the proposed installation methodology and delivery plan
- b. Evidence of similar assignments successfully completed (Certificates of Good Completion)

b) Financial proposal requirements

Bidders must provide a clear detailed financial proposal indicating the unit price and total price.

8. Required supporting documents

Bidders must submit the following documents:

- a. Rwanda Development Board (RDB) Registration Certificate
- b. Rwanda Revenue Authority (RRA) Tax Clearance Certificate
- c. Certificates of Good Completion for similar services

9. Submission of bids

- Bids must be submitted via email to: Imbaragaprourement@gmail.com
- The submission must include:
 - a. Technical proposal
 - b. Financial proposal
- **Deadline for submission:** March 27th 2026 at 05:00 PM

- Late submissions will not be considered.

10. Evaluation criteria

Bids will be evaluated based on the following criteria:

- Compliance with technical specifications
- Relevant experience and past performance
- Delivery capacity and schedule
- Financial competitiveness
- Completeness and validity of required documentation

11. Contract award

The contract shall be awarded to the bidder whose proposal is determined to be responsive and offers the best value for money, in accordance with the evaluation criteria.

Done at Kigali, 23th March 2026

Jean Paul Munyakazi,

Legal Representative,

IMBARAGA Farmers Organization

