



Our Health
Our Future

Section 1. Letter of Invitation (LOI)

National Tender Ref. 019/S/2014-2015/RSSB/OB

Title: Hiring a consultant firm to supervise construction works of low cost housing in BATSINDA

1. The **Rwanda Social Security Board**, (hereinafter called "Client") has funds towards the cost to hire a consultant firm to supervise construction works of low cost housing in BATSINDA. The Client intends to apply a portion of the funds to eligible payments under the contract for which this Request for Proposals is issued.

2. The **Rwanda Social Security Board** now solicits proposals to provide the following consulting services: To hire a consultant firm to supervise construction works of low cost housing in BATSINDA. Details on the services are provided in the Terms of Reference.

3. Tender Documents in English may be obtained on any working day from 7:00 hours to 17:00 hours from **15th September 2014** at the office of procurement unit, 7th floor, RSSB Building upon presentation of proof of payment of a non-refundable fee of **10,000 FRw** (Ten thousand francs) to Account **N° 040-0281146-73**, for RSSB entitled "**Revenus d'investissement**" opened at Bank of Kigali. The tender document is on **our website: www.rssb.rw**.

4. This Request for Proposal (RFP) is open to all interested consultant firm fulfilling the requirements.

5. The RFP includes the following documents:

Section 1 - Letter of Invitation

Section 2 - Instructions to Consultants (including Data Sheet)

Section 3 - Technical Proposal - Standard Forms

Section 4 - Financial Proposal - Standard Forms

Section 5 - Terms of Reference

Section 6 - Standard Forms of Contract

6. Please inform us in writing at the following address:

Director General

Rwanda Social Security Board

PO. Box 250

Kigali, Rwanda

Tel: +250 252 598400

Fax: +250 252 584445

Email: procurement@rssb.rw

7. A bid guarantee of **one million Rwandan Francs (RWF 1,000,000)** is required.
8. Well printed technical and financial bids, properly bound and presented in four copies one of which is the **original** enclosed in separate envelopes, must reach at the address mentioned above not later than **16th October 2014 at 2:00 pm**. Late bids will be rejected.
9. Technical bids will be opened the same day **at 2:30 pm hours** in the presence of bidders or their representatives who choose to attend at **10th floor, RSSB Building in the meeting room**.
10. A compulsory site visit is scheduled on **29th September 2014 at 2: pm** local time.
11. A Consultant will be selected under a Quality and Cost Based Selection (QCBS) and procedures described in this RFP, in accordance with the Law N° 12/2007 of 27/03/2007 on Rwanda Public Procurement, and the law N° 05/2013 of 13/02/2013 modifying and completing the law N° 12/2007 of 27/03/2007 on Public Procurement.

Done at Kigali, 12 / 09 / 2014


Marcel MPAMO NKUSI

Director of Corporate Services

