



TERMS OF REFERENCE (TOR)

FOR Provision of Relief support (A.2.)

1. Background

The "Association de la Jeunesse pour la Promotion des Droits de l'Homme et de Développement" (AJPRODHO-JJUKIRWA) is a local Youth Organisation that works for the promotion of Human rights in Rwanda. The major role of the organization is to foster Human rights promotion and development, access to justice, governance, Economic empowerment, research, advocacy, and civil society strengthening.

In partnership with UN women, AJPRODHO is implementing the Project entitled "POST COVID-19 RELIEF SUPPORT FOR TEEN MOTHERS IN NYAGATARE AND GATSIBO DISTRICTS".

2. Objectives:

Programmatically, the aim of the intended intervention is Recovering better and inclusively from COVID-19 through Gender Sensitive Social Protection System in Rwanda. Specifically, the objective of the intervention is "to provide post COVID response through direct support to 840 teen mothers by giving them small domestic animals (Goats), tailoring machines and school materials to recover from post COVID-19 effects". **Provision of the above relief support package will be made of:**

- 90 Tailoring machines to 90 teen mothers.
- 250 goats to 250 teen mothers. The certified goat must be roosted or at the point of maturation.
- The scholastic materials to 500 teen mothers. These materials will include 1 dozen of notebooks, 5 Pens (Bic), 1 school bag, 2 packets of hygienic pads, and 1 bar of soap (1kg) for each of 500 students/teen mothers



3. Expected Results:

840 Teen mothers mostly affected by COVID-19 in Nyagatare and Gatsibo district increased access on socio-economic resources to reduce their vulnerability by providing them with:

- 90 Tailoring machines
- 250 goats
- The scholastic materials for 500 teen mothers

4. Timeline and Responsibilities

#	Activity Description	Proposed dates	Responsible
1	Develop ToR of the Activity	16 th February 2022	AJPRODHO
2	Procurement processes	17 th Feb-15 th March 2022	Procurement Team/AJPRODHO
3	Delivery	23 rd March 2022	Supplier
4	Distribution	24 th March 2022 at Gatsibo and 24 th March 2022 Nyagatare	AJPRODHO
5	Reporting deadline	28 th March 2022	AJPRODHO

5. Minimum Qualifications and Requirements

Interested and eligible bidders shall submit the following:

- Expression of interest addressed to the Executive Secretary of AJPRODHO
- RDB certificate.
- VAT Certificate.
- A proof of payment of a non-refundable fee of Ten thousand Rwandan francs (Rwf 10,000) to Account No: 100003074627 held at the Bank of Kigali(BK)
- Two good completion certificates



6. Submission and Deadline

All required documents must be written in English and submitted electronically or physically/hard copies in Separate folders/enveloped documents marked technical and Financial Offer respectively indicating the lot number applied for to ajprodhoojjukirwa@yahoo.com or at AJPRODHO-JIJUKIRWA Head Office located at Remera, KG 201 Street Rukili 2, No 16 (neighbour to AVEGA and La Croix Du Sud hospital) not later than **Thursday 17th March 2022** on any working day from 8:00am to 5:00PM. Late bids will be rejected. Enquiries regarding this tender may be addressed to the Procurement Office of AJPRODHO at Remera, KG201, St Rukiri II, No 16, Tel. (+250) 788 386 660

All applications should be addressed to the Legal representative of AJPRODHO-JIJUKIRWA

Done at Kigali on 16/02/2022

MUTSINZI MUSA

Board Chairperson

AJPRODHO-JIJUKIRWA