



Tender Reference Number: RTP-PROC-08-2026-002

Procurement Method: Full Tender Process

Submission Deadline: 26/08/2026

INVITATION TO BID (ITB) FOR PURCHASING & SUPPLY OF TEACHING AND LEARNING (PLAY) MATERIALS FOR THE 64-SCHOOL BASED AND 36 COMMUNITY BASED ECD CENTERS.

I. Background

Right To Play is a global organization that uses the power of play to protect, educate and empower children to rise above adversity. Established in 2000, every year, Right To Play reaches millions of children through experiential programming in 13 countries in Africa, Asia, the Middle East and North America.

In Rwanda, since 2003, Right To Play has implemented numerous projects both in humanitarian and development contexts. Currently Right To Play is in close collaboration with Ministry of Education (MINEDUC), National Child Development Agency (NCDA) and partner districts namely Kayanza, Ruhango and Rubavu districts are implementing a 3 year's ECD Project entitled: "INKINGI Y'EJO PROJECT" aiming to improve child learning, socio-emotional, and physical development to support the school readiness of children 3 to 6 years old. Right To Play work with 100 ECD centres including 64 School based ECD Centres and 36 Community Based Centres in Kayanza, Ruhango and Rubavu Districts.

II. Rationale behind purchasing Teaching and learning

Teaching and learning materials are critical for Early Childhood Development (ECD) as they promote learning through play, helping children develop cognitive, physical, language, social-emotional, problem-solving, and critical-thinking skills. These materials create an engaging environment that supports holistic child development and lays a strong foundation for lifelong learning.

To support quality ECD services, Right To Play Rwanda, through the Inkingi y'Ejo Project, intends to procure teaching and learning materials (play materials) for 100 ECD centers (64 school-based and 36 community-based) across the target districts. Right To Play is therefore seeking an experienced supplier to supply these materials to the selected ECD centers.

III. Criteria of the Teaching and Learning Materials to be purchased

- Alignment with the National pre-primary competence-based curriculum
- Materials should be safe, durable, and child-friendly
- Materials should be of high quality and age appropriate
- Promotion of inclusion of children with diverse learning needs
- They should be gender sensitive

IV. Description of terms for the supply and distribution of the teaching and learning materials

The materials to be provided to schools must comply with the technical specifications indicated for each item on the list.

The materials that will be supplied will be delivered to Right To Play field offices in Ruhango, Kayonza and Rubavu on the cost of the supplier and the verification of quantities and quality of the purchased items will take place at RTP Field office level based on the distribution schedule communicated by the supplier to Right To Play at least 3 week before the delivery date.

Below is attached the list of teaching and learning materials for reference.

V. List of Teaching and Learning Materials

No	Item Description	Picture	Quantity	Unit price/Rwf (Including Taxes & Delivery cost)	Total Price/ RWF Including Taxes & Delivery cost)
1	Jumping Ropes / Imigozi yo gusimbuka		400 pcs		
2	Large Play Balls / Imipira yo gukina (rough-textured, size 2)		200 pcs		
3	Small Play Balls / Udupira duto (tennis-balls)		300 pcs		

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4	Animal Dolls / Ibipupe by'inyamaswa (5 animals/ set cotton locally made)		100 set		
5	Boy Dolls / Ibipupe by'abahungu (cotton clothing locally made)		500pcs		
6	Girl Dolls / Ibipupe by'abakobwa (cotton clothing locally made)		500 pcs		
7	Kitenge Play Fabrics / Udutenge (2-panel London fabric 5meters)		1000 pcs		
8	Car Toys / Imodoka (2 different wood car toys locally made)		500pcs		
9	Colored Building Blocks (box of 50 pieces, wood locally made)		100set		
10	Shape Sorting Board / Urutonde rw'imirongo (locally made)		100pcs		
11	Toy Guitar / Gitare y'umukino (wood locally made)		100pcs		
12	Lacing Beads (50 pieces, wood locally made)		100set		

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13	Wooden Geometric Shape Frames (8 items/ set locally made)		300 set		
14	Geometric Pattern Blocks / Tangram Shape Set (wood locally made)		100 set		
15	Drums (wood and leather locally made) Medium		1 00pcs		
16	Shape Sorting and Recognition Set (5 shapes, locally made)		100 set		
17	Alphabet Letter Set (locally made)		100 set		
18	Number Set 0–10 (locally made)		100 set		
19	Spiral Balance Toy (locally made)		100 pcs		
20	Rainbow Stacking Puzzle (locally made)		100 pcs		
21	Stilts / Walking Stilts (locally made)		100 pairs		
22	Large Mat / Umukeya (polypropylene printed 3m*4m)		100 pcs		

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23	Handwashing Stand Bucket of 10L & Small bassin/ Kandagira ukarabe		100 pcs		
24	Play Materials Storage Box (metal, 70cm x 50cm)		100pcs		
Total Price (in RWF)					

Bidders are requested to present their prices using the provided pricing format to facilitate efficient and accurate analysis.

IX. Evaluation Criteria

Proposals will be evaluated using the following criteria

- Proven similar work experience & references: 20%
- Samples 40%
- Financial proposal: 40% (The quotation of a unit price including all applicable taxes for each of the above-described items, the sub-total cost for each item and the total cost for all items) price must be in Rwandan francs only.

VI. Submission of bid

Mandatory and Eligibility requirement: The bidder must submit the following administrative documents as part of the application file:

1. Company Profile (maximum one page), including the company's email address, telephone number, and physical office address.
2. Company registration certificate
3. Valid clearance certificate from RRA& RSSB
4. Reference from two former or current clients for the past 2 years providing related supplies.
5. Submission of a bank confirmation letter demonstrating a minimum liquidity of RWF 25,000,000, or a valid credit facility of an equivalent amount issued by a financial institution recognized and licensed to operate in Rwanda.
6. Samples of all the Items
7. Financial Bid with Delivery Time

The bidder who fails to comply with the all required eligibility requirements here above will automatically be disqualified.

VIII. Delivery modalities and time

The bidders/ supplier must submit samples of the teaching and learning materials well packed and sealed to Right To Play for evaluation. After the evaluation completion, unsuccessful bidders will be called to take their samples while the successful bidder will be required to deliver the materials to Right To Play field offices in Ruhango, Kayanza, and Rubavu after signing the Contract & Purchase Order. The provision of the approved teaching and learning materials shall be completed within twenty twenty-one (21) consecutive working days from the date of contract

Notes:

- The bid shall remain valid for a period of Ninety (90) days from the bid submission deadline and should be indicated in your quote.
- Additional information regarding this tender may be requested through the email address; rwandaprocurement@righttoplay.com. Such requests shall be accepted from the date of publication of the tender notice up to one (1) day before the bid submission deadline.

X. How to apply

All eligible and qualified suppliers interested in this invitation are requested to submit their bids, in a single and well-organized document, including one (1) original and one (1) copy, enclosed in a sealed envelope along with clearly marked samples, no later than 26/08/2026 at 10:00 AM, at Right To Play Offices located in Kiyovu, KN 16 AVE, 17 Kiyovu. The subject of your offer must entitle: ***"RTP-ECD teaching and learning materials"***.

Note: No bids will be accepted or received after the submission deadline date and time specified above. The opening of bids will be conducted same date on 26/08/2026 in the conference room of Right To Play, located at No. 17 KN 16 Avenue, Kiyovu, Nyarugenge, Kigali, Rwanda at 10:30AM and Bidders are invited to attend the public opening of the financial proposals.

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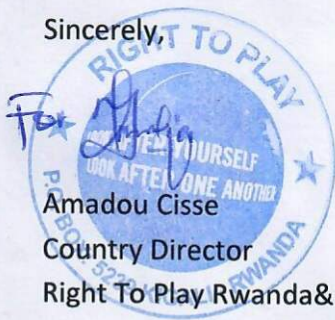
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Rights Reserved

- Right to Play reserves the right to reject any bid deemed inappropriate.
- Right To Play reserves the right to cancel the entire procurement process without incurring any liability whatsoever.
- Right To Play will only contact potentials Suppliers and communication of the bid results will be shared through bidders' email addresses.

Done at Kigali on 13/08/ 2026

Sincerely,



Amadou Cisse

Country Director

Right To Play Rwanda & Burundi