



<b>REQUEST FOR QUOTATION (RFQ)</b> Proposed Rehabilitation Works for Kepler Premises located in Western Province, Karongi District, Kiziba Refugee Camp	<b>Date:</b> February 17, 2023
	<b>Reference:</b> K/KZB/RFQ/001/2023

**\*Note:** This is not a contract

Dear Sir / Madam:

We kindly request you to submit your quotation for the proposed classroom Rehabilitation and Fence Construction for Kepler Premises located in Western Province, Karongi District, Kiziba Refugee Camp as detailed in Annex 1 ( BOQ) of this RFQ. When you prepare your quotation, please strictly follow the BOQ attached hereto.

Soft copies of the quotations must be submitted to [procurement@kepler.org](mailto:procurement@kepler.org) by March 3, 2023, before 17:00 pm.

It is your responsibility to ensure that your quotation will reach the address above on or before the deadline. Quotations that are received by Kepler after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Please take note of the following requirements and conditions pertaining to your quotation submission:

Exact Address to submit the quotation	To: <a href="mailto:procurement@kepler.org">procurement@kepler.org</a>
Deadline for the Submission of the Quotation	Before 17:00 PM on March 3, 2023
Language requirement	All documentations must be written in English. Documents written in any other languages shall be rejected.
Currency of the Quotation	Only in Rwandan Franc (quotation in any other currencies will be rejected)
Admin Documents to be submitted	<b>Quotation must be accompanied by:</b> <ol style="list-style-type: none"><li>1. Registration Certificate issued by RDB*</li><li>2. VAT Registration Certificate*</li><li>3. Tax and RSSB clearance certificates*</li><li>4. Company Profile, which should not exceed five (5) pages,</li></ol>



	<p>5. Three (3) reference letters of certificates from reputable client organizations for the similar works completed within the last three(3) years*</p> <p><b>Note:</b> The documents marked by a star are mandatory.</p>
Opening the bids	<ul style="list-style-type: none"> <li>❖ Kepler will not hold a public opening. The submissions will be evaluated internally and bidders will be communicated about the results.</li> </ul>
Evaluation Criteria	<ul style="list-style-type: none"> <li>❖ The quotation that complies with all the specifications, requirements and offers the lowest price, as well as all other evaluation criteria indicated, shall be selected. Any offer that does not meet the requirements shall be rejected.</li> <li>❖ However, the lowest responsive bidder who will have provided a price which is extremely higher or lower compared to the market reality will not be regarded as successful.</li> </ul>
Kepler will award to:	One bidder
Additional Conditions of Contract	<p><b><u>Schedule of Fiscal Aspects</u></b></p> <p><b>Payments to the Contractor:</b> Payment will be processed against agreed milestones.</p> <p><b>Defects liability period (warranty):</b> 12 (Twelve) months from the date of final bill and issuance of Provisional handover.</p>
Lead time-completion timeframe	Within a maximum of 4 weeks after the signing of the contract
Submission requirements	<p>The quotation should be addressed to: <b>“Kepler”</b></p> <ul style="list-style-type: none"> <li>❖ Name of your company</li> <li>❖ Address and telephone number of your company</li> <li>❖ Name and signature of the person submitting the quote</li> <li>❖ Official company’s stamp</li> <li>❖ Company’s VAT number/ TIN number</li> <li>❖ VAT (18%) should be calculated separately</li> <li>❖ Exact specifications stipulated in the Bill of Quantities (BOQ)</li> </ul>





Site visit by the bidders	Any bidder who wants to make a site visit will request for an appointment at least two days in advance via the contacts mentioned below.  Note that bidders can request for visuals of the site.
Validity of the quotation	60 days
Contacts for clarification	Tel: +250 781 440 117

At any time during the validity of the quotation, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by Kepler after it has received the quotation. At the time of award of Contract, Kepler reserves the right to vary (increase or decrease) the quantity or scope of the services, by up to a maximum twenty five per cent (25%) of the total contract value, without any change in the unit price or other terms and conditions.





## Quotation submission Form

**TO: Kepler**

Dear Sir/Madam,

Having examined the Solicitation Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide Professional Services for the sum as may be ascertained in accordance with the Price Schedule attached herewith and made part of this Quotation.

We undertake, if our quotation is accepted, to commence and complete delivery of all services specified within the time frame stipulated.

We understand that you are not bound to accept any proposal you may receive.

Name of Bidder:

Address of Bidder:

Authorised Signature:

Name & title of Authorised Signature:

Date:

Kepler is not bound to accept any quotation, nor award a contract, nor be responsible for any costs associated with a Supplier's preparation and submission of a quotation, regardless of the outcome or the manner of conducting the selection process.

Thank you and we look forward to receiving your quotation.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Stephanie Gasana', written over a circular blue stamp.



Stephanie Gasana

Chief of Staff

Kepler



**PROJECT NAME: CLASSROOM REHABILITATION & FENCE CONSTRUCTION WORKS AT KEPLER  
IN KIZIBA CAMPUS**

**LOCATION: KIZIBA REFUGEE CAMP**

**BIDDER NAME:**

**TIN NUMBER:**

**PROJECT OWNER: KEPLER**

**BILLS OF QUANTITIES FOR THE CLASSROOM REHABILITATION & FENCE  
CONSTRUCTION WORKS AT KEPLER IN KIZIBA CAMPUS**

**AREAS OF REHABILITATION:**

- 1 Rehabilitation of the two classrooms
- 2 Roof extension on one side to create a covered verandah
- 3 Construction of a fence around the two classrooms

S/N	ITEM DESCRIPTION	UNIT	QTY	U. PRICE (Frws)	AMOUNT (Frws)
<b>1. REHABILITATION OF NEW CLASSROOMS</b>					
<b>I PRELIMINARY WORKS ON SITE</b>					
1.1	Soil egalization, Stripping and loading of the vegetation layer included light earthwork on all surroundings	Ls	1.0		0
<b>S/Total for Preliminary works</b>					<b>0</b>
<b>II CLASSROOM REHABILITATION</b>					
1.2	Reparation of Wall and floor cracks	Ls	1.0		0
1.3	Installation of Ceiling made of trimber structure and plywood (Plywood: use "Super" or equivalent)	Sqm	96.0		0
1.4	Oil based paint on internal walls at 150cm height from floor level (color to be chosen by client)	Sqm	84.0		0
1.5	Latex Paint application inside classrooms (from 1.5m high)	Sqm	112.0		0
1.6	Paint application on blackboards	Sqm	24.0		0
1.7	Supply and application of emulsion paint on concrete structures (ring beam, columns and lintels) outside	Sqm	64.6		0
1.8	Oil based paint on plinths inside classrooms	Sqm	11.2		0
1.9	Supply and application of oil based paint on openings (doors and windows)	Sqm	79.4		0
1.10	Supply and application of oil based paint on new and existing gutters and fascia boards	Sqm	44.9		0
1.11	Emulsion paint of ceiling (color to be chosen by client)	Sqm	96.0		0
1.12	Electrical reinstallation	Ls	1.0		0
<b>S/Total for classroom rehabilitation</b>					<b>0</b>
<b>2. VERANDAH EXTENSION</b>					
2.1	Supply and fixing of metal structure: Rafters, posts and struts. Use metal rectangular hollow tubes of 60*40*1.5mm	m	120.0		0
2.2	Iron sheets (autoportant iron sheets, blue color BG 30)	Sqm	95.0		0
2.3	Metal gutters	m	18.0		0
2.4	Metal fascia board	m	11.0		0
2.5	1100 PVC downpipes with all accessories	m	4.5		0
2.6	Pavers made of burnt bricks	Sqm	95.0		0
2.7	lampstair Construction made of stone masonry with 350kg/m3 mortar and jointed outside (details: cfr attached drawings)	cum	11.4		0
<b>S/Total for verandah extension</b>					<b>0</b>
<b>3. FENCE</b>					
3.1	Timber frames: horizontal and vertical members joined using nails (fence L*H: 55m*1.9m)	m	55.0		0
3.2	Fence Frame covering with corrugated iron sheets BG 32, blue color (fence L*H: 55m*1.9m)	Sqm	104.5		0
<b>S/Total for Fence</b>					<b>0</b>
<b>4. MISCELLANEOUS WORKS</b>					
4.1	Making and installation of welded steel metal frames of water channels	m	32.0		0



4.2	stair construction. Use traditional non cemented stone masonry) Stair sizes: L: 8.5m, H: 3.5m.	Ls	1.0		0
4.3	Retaining wall made of rubble bonded with cement mortar dosed at 300kg / m3 with jointing on visible parts	m <sup>3</sup>	7.5		0
4.4	Outside rendering and landscaping	Ls	1.0		0
<b>S/Total for miscellaneous works</b>					<b>0</b>
<b>GRAND TOTAL WITHOUT TAXES</b>					<b>0</b>
<b>VAT (18%)</b>					<b>0</b>
<b>WITHHOLDING TAXES (3%)</b>					<b>0</b>
<b>GRAND TOTAL (TAXES INCLUDED)</b>					<b>0</b>
<i>Please us the space bellow to share information about how long it would take to get the work done.</i>					
Done at ....., On ...../12/2022					
Prepared by:					

