Version 2
Effective date: October 1st, 2025

REQUEST FOR PROPOSAL

TENDER FOR A TWO (2)-YEAR NON-EXCLUSIVE FRAMEWORK AGREEMENT FOR THE CONSTRUCTION OF POULTRY HOUSES AND SIMILAR AGRICULTURAL STRUCTURES – FIRST ASSIGNMENT: "THE ESTABLISHMENT OF POULTRY DEMONSTRATION FARMS"

RFP DOCUMENT :20/2026

RFP ISSUE DATE:October 30, 2026

PROPOSAL SUBMISSION DEADLINE: November 13, 2026, 17:00 Kigali Time

CONFIDENTIAL DOCUMENT

PREPARED BY
CARE RWANDA

Table of Contents

Contents

1. ABOUT CARE 2
2. GENERAL CONDITIONS AND CLAUSES 2
2.1. CARE'S GENERAL CONDITIONS 2
2.2. CONFIDENTIALITY/ NON-DISCLOSURE 3
2.3. PUBLICITY 3
2.4. LIABILITY 3
2.5. FORCE MAJEURE 3
2.6. ERRORS AND OMISSIONS 4
2.7. OWNERSHIP OF WORK 4
2.8. CONFLICT OF INTEREST 4
2.9. SAFEGUARDING, HEALTH AND SAFETY, AND ENVIRONMENT 4
3. BIDDER'S DECLARATION 5
4. CONDITIONS AND GUIDELINES FOR SUBMISSION OF PROPOSAL 6
4.1. PROPOSAL GUIDELINES 6
4.2. PROJECT PURPOSE AND DESCRIPTION 7
4.3. PROJECT OVERVIEW 8
4.4. REQUIREMENTS 9
4.5. PROJECT TIMELINE 18
4.6. EVALUATION CRITERIA 19
4.7. APPLICATION PROCESS 22

1. ABOUT CARE

At CARE, we seek a world of hope, inclusion, and social justice, where poverty has been overcome and people live with dignity and security.

This has been our vision since 1945, when we were founded to send lifesaving CARE Packages to survivors of World War II. Today, CARE is a leader in the global movement to end poverty. We put women and girls in the center because we know we cannot overcome poverty until all people have equal rights and opportunities. CARE works in more than 100 countries, reaching millions of people with life-saving and long-term development programs.

For more information about CARE and our work, visit: https://www.care.org/our-work/

2. GENERAL CONDITIONS AND CLAUSES

2.1. CARE'S GENERAL CONDITIONS

The enclosed document is not an offer to contract, but a solicitation of a vendor's proposed intent. Acceptance of a proposal in no way commits CARE to award a contract for any or all products and services to any vendor.

CARE reserves the right to make the following decisions and actions based on its business interests and for reasons known only to CARE:

- To determine whether the information provided does or does not substantially comply with the requirements of the RFP
- To contact any bidder after proposal submittal for clarification of any information provided.
- To waive any or all formalities of bidding
- To accept or reject a proposal in whole or part without justification to the bidder
- To not accept the lowest bid
- To negotiate with one or more bidders in respect to any aspect of submitted proposal
- To award another type of contract other than that described herein, or to award no contract;
- To enter into a contract or agreement for purchase with parties not responding to this RFP
- To request, at its sole discretion, selected Vendors to provide a more detailed presentation of the proposal

- To not share the results of the bids with other bidders and to award contracts based on whatever is in the best interest of CARE.

Any material statements made orally or in writing in response to this RFP or in response to requests for additional information will be considered offers to contract and should be included by vendor in any final contract.

2.2. CONFIDENTIALITY/ NON-DISCLOSURE

All information gained by any vendor concerning CARE work practices is not to be disclosed to anyone outside those responsible for the preparation of this proposal. Any discussion by the vendor of CARE's business practices could be reason for disqualification. CARE, at their discretion, reserves the right to request a non-disclosure agreement.

Reciprocally, CARE commits that information received in response to this RFP will be held in strict confidence and not disclosed to any party, other than those people directly responsible for the evaluation of the responses, without the express consent of the responding vendor.

Finally, the information contained within this RFP is confidential and is not to be disclosed or used for any other purpose by the vendor.

2.3. PUBLICITY

Any publicity referring to this project, whether in the form of press releases, brochures, or photographic coverage will not be permitted without prior written approval from CARE.

2.4. LIABILITY

The selected vendor(s) will be required to show proof of adequate insurance at such time as CARE is prepared to procure the services. The participating vendor will also be required to indemnify and hold harmless CARE for, among other things, any third-party claims arising from the selected vendor's acts or omissions and will be liable for any damage caused by its employees, agents or subcontractors.

2.5. FORCE MAJEURE

a. Neither Party shall be responsible for a performance that is delayed, hindered, or is rendered inadvisable, commercially impracticable, illegal, or impossible by a "Force Majeure Event." A Force Majeure event includes, without limitation, an act of nature, a pandemic, emergency, civil unrest or disorder, actual or threatened terrorism, war, fire, governmental action or interference of any kind, power or utility failures, strikes or other labor disturbances, a health warning issued by the Centers for Disease Control (or similar agency), any other civil or governmental emergency and/or any other similar event beyond a Party's reasonable control.

a. The Party that seeks to invoke this Force Majeure provision (the "Affected Party") shall provide the other Party (the "Unaffected Party") with a written notice within ten (10) days of the date the Affected Party determines a Force Majeure Event has occurred.

2.6. ERRORS AND OMISSIONS

CARE expects the vendor will provide all labor, coordination, support, and resources required based on the vendor's proposal and corresponding final SOW. No additional compensation will be available to the vendor for any error or omission from the proposal made to CARE. The only exclusions are add-ons, deletions, and/or optional services for which the vendor has received written authorization from CARE.

2.7. OWNERSHIP OF WORK

All work created during this contract must be original work, and no third party should hold any rights in or to the work. All rights, title and interest in the work shall be vested in CARE.

2.8. CONFLICT OF INTEREST

CARE encourages every prospective Supplier to avoid and prevent conflicts of interest by disclosing to CARE if the Supplier, or any of its affiliates or personnel, were involved in the preparation of the requirements, design, specifications, cost estimates, and other information used in this RFP.

2.9. SAFEGUARDING, HEALTH AND SAFETY, AND ENVIRONMENT

The selected vendor shall comply with applicable Rwandan environmental, health and safety laws and with CARE's safeguarding requirements, including the prevention of sexual exploitation, abuse and harassment (PSEA). The vendor shall provide appropriate personal protective equipment (PPE) to all workers, train them on occupational health and safety procedures, and ensure fair and safe working conditions in line with the project's Dignified and Fulfilling Work standards.

The vendor shall manage construction waste, drainage and site restoration responsibly, and shall allow CARE access to sites and records for monitoring. Workers and community members shall have access to the project's grievance and feedback mechanism. Bidders shall describe in their technical proposal how these requirements will be met. These requirements will be scored under criterion E (ESHS, Safeguarding and Local Employment) in section 4.6.

3. BIDDER'S DECLARATION

Yes	No	
☐	☐	**Ethics:** By submitting this Proposal/Quote, I/we guarantee that the bidder has not engaged in any improper, illegal, collusive, or anti-competitive arrangements with any competitors; has not directly or indirectly contacted any buyer representative (aside from the point of contact) or gathered information regarding the RFP; and has not attempted to influence or offer any type of personal inducement, reward, or benefit to any buyer representative.
☐	☐	I/We affirm that we will not engage in prohibited behavior or any other unethical behavior with CARE or any other party. We also affirm that we have read the general clause and conditions included in this RFP and that we will conduct business in a way that avoids any financial, operational, reputational, or other undue risk to CARE.

☐	☐	**Conflict of interest**: I/We warrant that the bidder has no actual, potential or perceived Conflict of Interest in submitting this Proposal/Quote; or entering into a Contract to deliver the Requirements. CARE Procurement's Point of Contact will be notified right away by the bidder if a conflict of interest occurs during the RFP process.
☐	☐	**Bankruptcy**: I/We have not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there are no judgments or pending legal issues that could hinder the ability to conduct business.
☐	☐	**Offer Validity Period:** I/We confirm that this Proposal/Quote, including the price, remains open for acceptance for ninety (90) days from the proposal submission deadline.
☐	☐	**I/We** understand and recognize that you are not bound to accept any proposal you receive, and we certify that the goods offered in our Quotation are new and unused.
☐	☐	By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorized by the Organization/s to make this declaration on its/their behalf

Bidder Name:	
Title/Designation:	
Company Name:	
Date:	
Signature:	

4. CONDITIONS AND GUIDELINES FOR SUBMISSION OF PROPOSAL

4.1. PROPOSAL GUIDELINES

This Request for Proposal represents the requirements for an open and competitive process. In this RFP, “Bidder” means a firm submitting a proposal; “Supplier”, “Vendor” and “Contractor” refer to the firm(s) selected for award.

Bidders are requested to provide written notification via email to (**RWA.Procurement@care.org**) of their **intent to participate or to decline to participate in the bidding process by November 4, 2026. This notification is requested for planning purposes only; it is not a condition for submitting a proposal.**

Proposals will be accepted until **November 13, 2026, at 17:00 Kigali time** delivered via email solely to **(RWA.Procurement@care.org),** no later than the above specified date.
Any proposals received after this date and time will not be accepted. All proposals must be signed by an official agent or representative of the company submitting the proposal.

If the organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal.

Additionally, all costs included in proposals must be all-inclusive, including any outsourced or contracted work. Any proposals which call for outsourcing or contracting work must include the name and description of the organizations being contracted.

All costs must be itemized to include an explanation of all fees and costs.
Contract terms and conditions will be negotiated upon selection of the winning bidder for this RFP. All contractual terms and conditions will be subject to review by the CARE legal department, and will include scope, budget, schedule, and other necessary items pertaining to the project.

Any verbal information obtained from, or statements made by representatives of CARE shall not be construed as in any way amending this RFP. Only such corrections or addenda as are issued in writing by CARE to all RFP participants shall be official. CARE will not be responsible for verbal instructions.

4.2. PROJECT PURPOSE AND DESCRIPTION

CARE is issuing this RFP (Request for Proposal) soliciting qualified bidders to submit proposals for a non-exclusive Framework Agreement (FWA) for the construction of poultry houses and similar agricultural structures. The first assignment under the FWA will be the Establishment of 12 Poultry Demonstration Houses.

This RFP is an invitation to bid, not an offer of contract. Bidders must submit a response that complies with the minimum requirements contained herein. The works form part of the Supporting and Enhancing Resilient and Viable Employment Opportunities (SERVE) Project, implemented by CARE Rwanda with the support of the Mastercard Foundation.

Framework Agreement: CARE intends to establish non-exclusive Framework Agreements for a period of two (2) years from signature. The FWA does not commit funds or guarantee any minimum volume of work. Each assignment will be commissioned through a separate call-off (work order or purchase order) stating the sites, drawings, BOQ quantities and completion period, issued only against an approved budget.

First assignment: the establishment of twelve (12) poultry demonstration houses described in sections 4.3 and 4.4 will be the first call-off under the FWA. It is the basis for the technical and financial evaluation in section 4.6.

Rates: the unit rates submitted for the first assignment will apply to all call-offs during the FWA term. The rates are fixed for the first twelve (12) months; after that, the Supplier may request one review, supported by evidence, capped at 5% and not exceeding the change in published construction price indices over the same period. Items not in the BOQ will be priced from the FWA rates where possible or agreed in writing before work starts.

Allocation of call-offs and performance: Call-offs will go to the highest-ranked FWA holder; if it declines or lacks capacity, the call-off will go to the next-ranked holder, with the reason recorded on file. Performance will be evaluated after each call-off; unsatisfactory performance may lead to suspension or termination of the agreement.

4.3. PROJECT OVERVIEW

CARE is seeking qualified Bidders to submit proposals for the first assignment under the FWA, the Establishment of 12 Poultry Demonstration houses for CARE Rwanda, covering twelve (12) sites across the 10 project districts listed below.

Requirements Specs	Qty.	Unit of Measurement	Required Delivery Lead Time	Delivery Address	Contract Period
Establishment of Poultry Demonstration Farms	12 sites (see Site List below)	Per BOQ below	2 months from site handover (see note)	Project districts: Rwamagana, Kayonza, Ngoma, Kirehe, Gakenke, Rulindo, Rubavu, Nyabihu, Huye and Nyamagabe (see Site List)	First assign ment: 3 months from call-off signing

Note: construction at each site must be completed within two (2) months of site handover. The three-month period of the first assignment covers mobilization, construction, final inspection and handover. Defects liability period: six (6) months after handover.

Site List

No.	District	Sector	Number of sites
1	Rwamagana	Karenge	1
2	Kayonza	Ruramira	1
3	Ngoma	Remera	1
4	Kirehe	Nyamugali	1
5	Gakenke	Gakenke	1
6	Rubavu	Nyundo	1
7	Huye	Mbazi	1
8	Rulindo	Ntarabana & Rusiga	2
9	Nyabihu	Shyira	1
10	Nyamagabe	Kibirizi	2
	Total		12

First Assignment: This first assignment under the Framework Agreement (FWA) entails the establishment of twelve (12) poultry demonstration houses across the 10 project intervention districts. It will be awarded as a single package to the highest-ranked FWA holder, and the corresponding technical and financial proposal will form the basis of the evaluation process.

4.4. REQUIREMENTS

Notes to bidders

1. The BOQ below applies to each site. Each site comprises one poultry house, an isolation room, a storeroom, a fence, a pit latrine block, a water tank and external works, as shown in the architectural drawings (Annex A). The structural drawings and technical specifications referred to in the BOQ are provided in Annex B. Site information for each site (location, access, terrain, water and power) is provided in Annex C.

BOQ – Construction of Poultry House (per site)

No.	Description of Works	Unit	Qty.
A. PRELIMINARIES & SITE WORKS			
A1	Site installation, clearing, earthworks cut, fill and evacuation to approved site or overlay of the surplus soils, including all accruals.	m²	700
A2	Setting out of the building	Item	1
A3	Foundation Excavation of trenches for foundation, W= 0.4; D= 1m	m³	64
A4	Disposal of surplus excavated material	m³	45
B. SUBSTRUCTURE			
B1	Foundation Blinding of concrete 75mm thick C10	m³	0.6
B2	Stone masonry foundation of 0.5m thickness, jointed with M250 mortar,	m³	24

B3	Supply and install damp proof course (DPC) & Damp-proof membranes (DPM) using approved bituminous felt or polyethylene sheet (minimum 1000 gauge), laid horizontally in walls at plinth level, including all necessary materials, labor, and accessories.	m	100
C. FLOOR WORKS			
C1	Base Hardcore (stones pitching) of 30 cm with a filling of Concrete B2	m³	80
C2	Floor finishing on the upper side of the hardcore base, and on side pavement as pavement finishing with a rough mortar class M400	m³	63
C3	Power-floated/trowelled cement floor finish	m²	600
D. WALLS & SUPERSTRUCTURE			
D1	Elevation concrete block (CMU) and cement mortar elevation (Brickwork; Burnt Clay Bricks approved; solid; bedded and jointed in cement and sand (1:4) mortar, including the value of work	m³	96
D2	RHS 60x40x1.5mm thick as roof shade Columns (front columns to be fixed in the ground and back columns in the handwashing wall)	pcs	32
D3	RHS 40x40x1.5mm thick as roof shade traversals and trusses	pcs	40
D4	Supply and install insect/bird-proof ventilation mesh, galvanized steel/stainless steel mesh with maximum 2–3 mm openings, including framing, cutting, fixing, sealing, fasteners, and all necessary accessories complete in accordance with the drawings and Engineer's instructions.	m²	400
D5	Internal/external wall finishes where required	m²	200

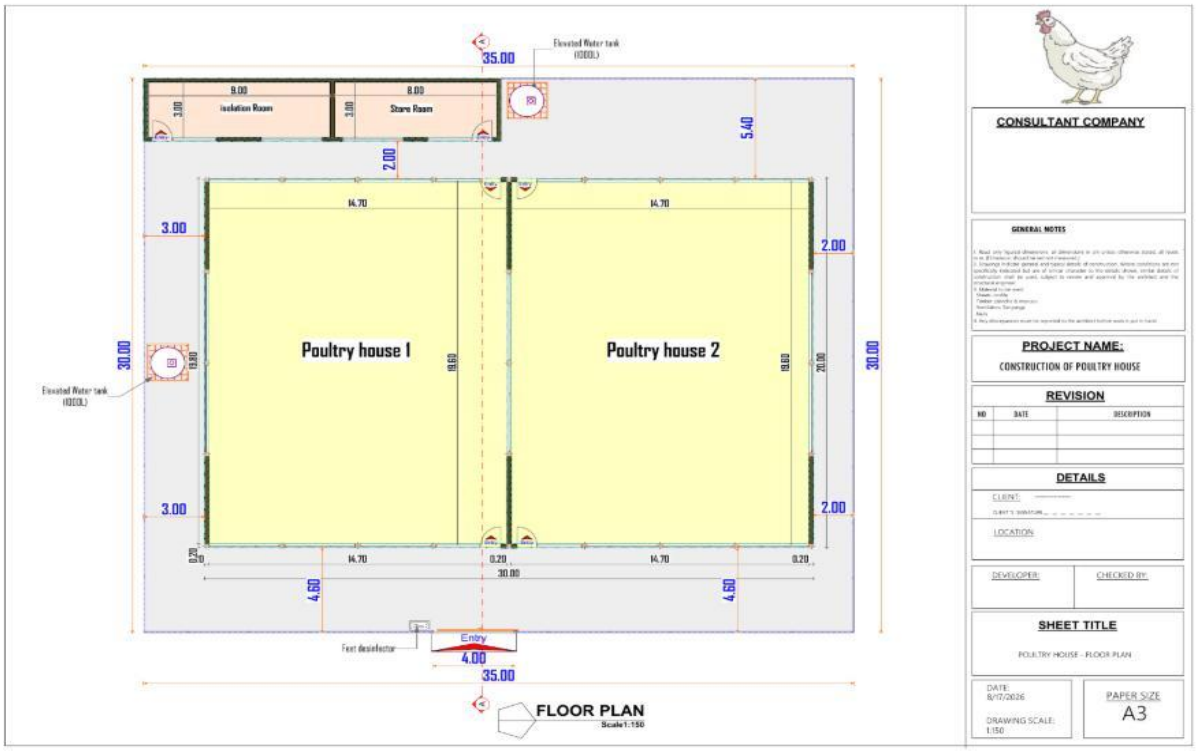
E. ROOFING			
E1	Roof covering in iron sheets BG28 (IT4 Gauge 28 decra profiled roof sheets or approved equivalent, including self-drilling screws fixed to metal purlins with and including self-drilling screws, washers, and nuts at 1400mm centers, Ridge or hip sheet to match include the value of fixing.)	m²	650
E2	Supply and install pre-painted galvanized steel ridge covers of approved profile, colour and thickness, typically 0.5 mm, along the roof ridge. The ridge covers shall be properly aligned, overlapped and securely fixed with suitable roofing screws fitted with sealing washers. All joints shall be weatherproof, and installation shall comply with the manufacturer's recommendations and the approved roofing design.	m	30

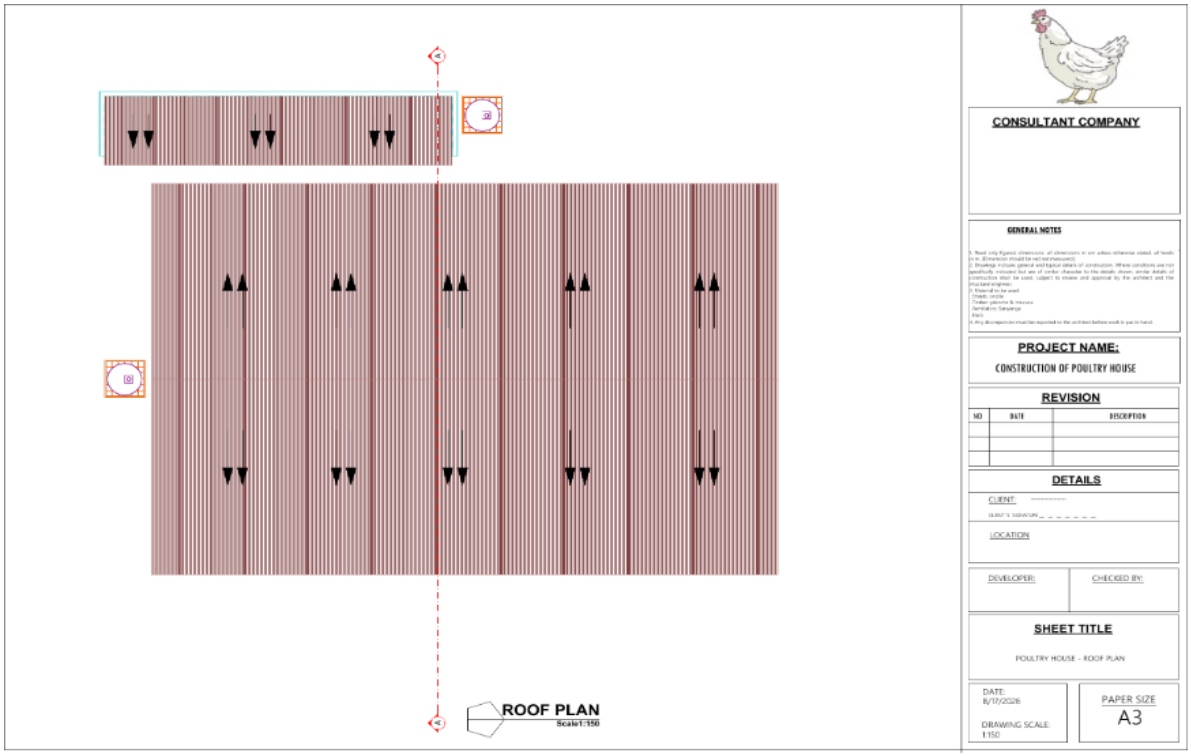
E3	Supply and Installation of Galvanized Steel Purlins: cold-formed steel C-section or Z-section purlins of the sizes, thicknesses, steel grades and protective coating specified in the approved structural drawings. Purlins shall be securely fixed to the roof trusses using approved bolts, cleats or other specified connections. All work shall comply with the approved structural design, applicable standards and manufacturer's recommendations. The rate shall include cutting, fabrication, connections, fasteners, installation and protection of damaged galvanized surfaces.	pcs	60
E4	Supply and fix metallic gutter made of 2mm thick plate - 150mm deep by 200mm wide. More specs as per the steel structures	m	60
E5	Supply and installation of roof water downpipes towards evacuation manhole DN90 PVC with accruals	m	30
E6	Supply and installation of a plastic water tank 5 m³ on metallic tubes structure of 60x40x2mm as column and 80x40x2mm as junctions to be set on top with its accessories	Item	1

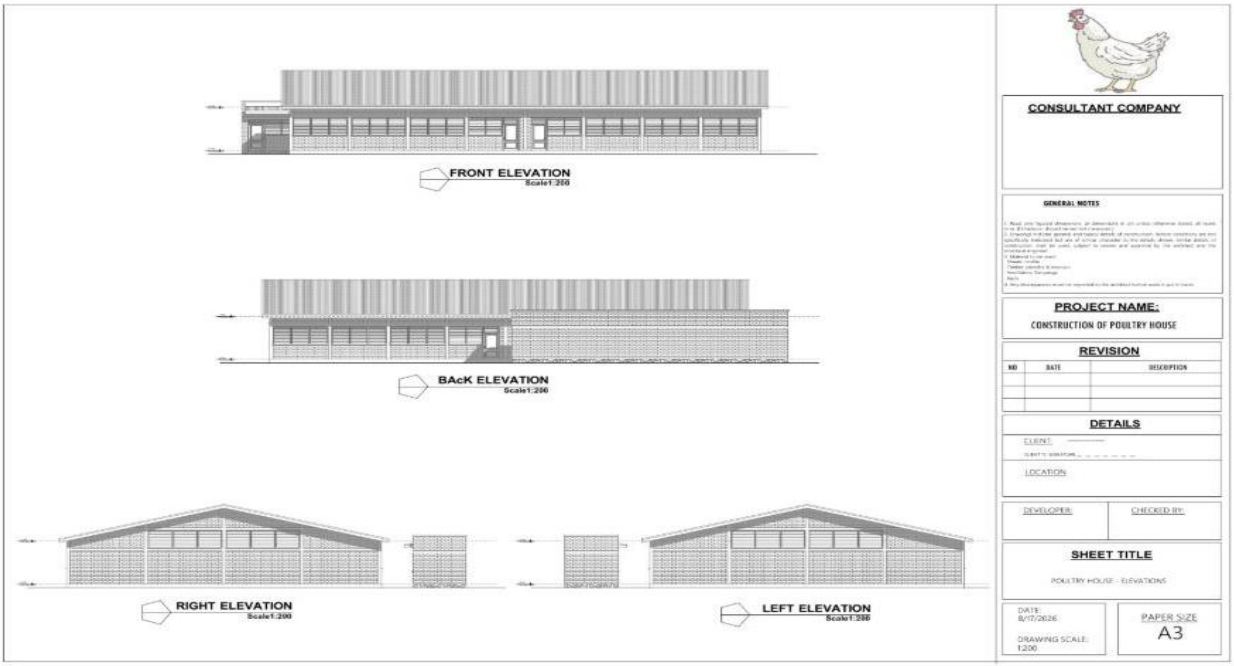
F. DOORS & WINDOWS			
F1	3000x2100 mm thickness of 1.5mm with powder coating doors locked by Kale original No.1 or approved equivalent	No.	1
F2	Internal wooden door(plywood) the frame done in HS metallic and locked by Kale original No.1 or approved equivalent, well varnished ordinary	No.	2
F3	Ventilation openings with wire mesh	m²	150
G. ELECTRICAL INSTALLATION			
G1	Electric copper wire 2.5 mm²	Roll	5
G2	Electrical installation: round ceiling lamp 40W	No.	20
G3	Switches	No.	10
G4	External security lights	No.	4
H. EXTERNAL WORKS			
H1	Construction of rectangular stone masonry ditch for evacuating surface water from the pavement with 20x20 cm	ls	1
H2	Prepare and Pave 2 m width access Pathway with 4 cm thick smooth concrete over the concrete flooring of 10 cm and 20 cm rubble stone filled below	ls	1

H3	Construction of one complete external pit latrine block, including excavation, foundations, 400 mm thick stone masonry in cement-sand mortar (1:4), 200 mm thick compacted hardcore filling, 50 mm thick sand blinding, concrete works, masonry walls and cubicle partitions, reinforced concrete pit cover slab, roofing, doors and fittings, ventilation pipes, toilet slabs and squatting pans, floor and wall finishes, plastering, painting, external drainage, and all associated labour, materials, transport and equipment, complete in accordance with approved drawings and specifications.	ls	1
I. FENCE			
I1	Preliminary works Excavation of trenches for foundation and footings depth 1.2 m	m^3	108
I2	Foundation Blinding concrete 5cm	m^3	3
I3	Foundation in stone masonry bound with cement mortar that varies between 1.4m and 1.8m, 40 cm thick plus jointing and shaping.	m^3	108
I4	Cement screed on top of foundation	m^2	7.5
I5	Elevation concrete block (CMU) and cement mortar elevation (Brickwork; Burnt Clay Bricks approved; solid; bedded and jointed in cement and sand (1:4) mortar, including the value of work	m^3	90
I6	Fixing the gate of 3mx2.10m Supply whose frame is of 60cm*60cm metallic tubes, 1.5mm thick; with horizontal tubes spaced at 40cm	No.	1

Annex A – Architectural Drawings (per site)




ROOF PLAN
Scale1:150
CONSULTANT COMPANY
GENERAL NOTES
PROJECT NAME:
CONSTRUCTION OF POULTRY HOUSE
REVISION
NO
DATE
DISCRIPTION
DETAILS
CLIENT:
LOCATION
DEVELOPER:
CHECKED BY:
SHEET TITLE
POULTRY HOUSE - ROOF PLAN
DATE:
8/17/2026
DRAWING SCALE:
1:150
PAPER SIZE
A3


FRONT ELEVATION
Scale1:200
BAcK ELEVATION
Scale1:200
RIGHT ELEVATION
Scale1:200
LEFT ELEVATION
Scale1:200
CONSULTANT COMPANY
GENERAL NOTES
PROJECT NAME:
CONSTRUCTION OF POULTRY HOUSE
REVISION
NO
DATE
DESCRIPTION
DETAILS
CLIENT:
LOCATION:
DEVELOPER:
CHECKED BY:
SHEET TITLE
POULTRY HOUSE - ELEVATIONS
DATE:
8/17/2026
DRAWING SCALE:
1:200
PAPER SIZE
A3

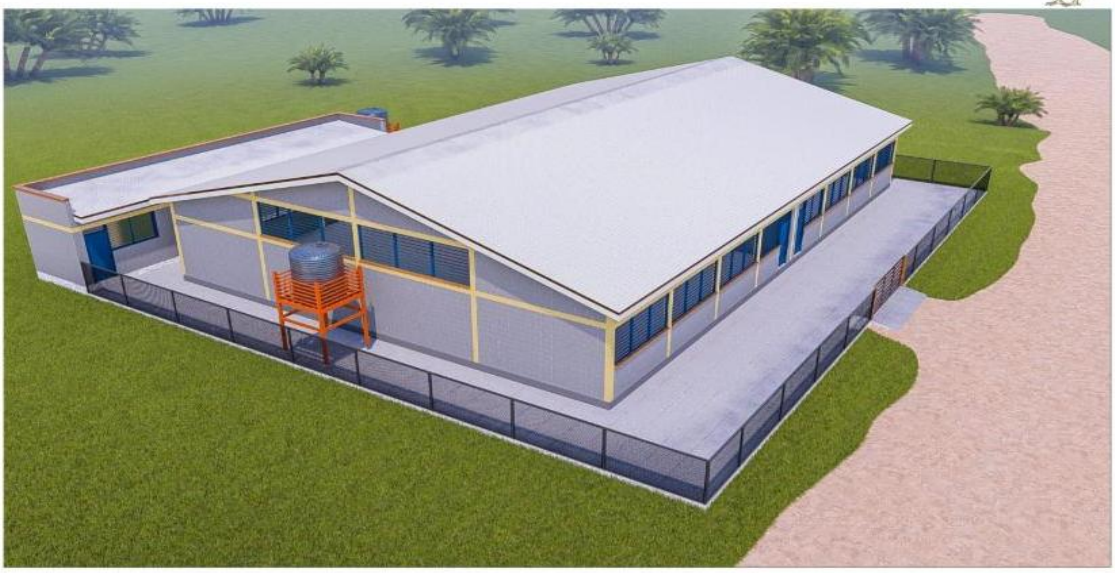

Poultry house
Store Room
SECTION-A
Scale1:150
CONSULTANT COMPANY
GENERAL NOTES
PROJECT NAME:
CONSTRUCTION OF POULTRY HOUSE
REVISION
NO
DATE
DESCRIPTION
DETAILS
CLIENT:
LOCATION:
DEVELOPER:
CHECKED BY:
SHEET TITLE
POULTRY HOUSE - SECTION
DATE:
8/17/2026
DRAWING SCALE:
1:150
PAPER SIZE
A3

Annex B – Structural Drawings and Technical Specifications

PERSPECTIVE 2



PERSPECTIVE 3





4.5. PROJECT TIMELINE

All bidders are advised to strictly follow the timeline below as noted.

Any technical questions arising during the preparation of your response to this RFP should be submitted in writing via email to (**RWA.Procurement@care.org**) no later than November 6, 2026.

Schedule of Activities/ To-do	Date of the Activity/ Deadline of Submission	Responsible	Remarks
RFP Issued	October 30, 2026	CARE	
Bidders to notify CARE of intention to participate in bidding	November 4, 2026	Supplier	For planning only; not a condition for submitting a proposal.
Deadline for submission of clarification questions to CARE	November 6, 2026	Supplier	Deadlines must be strictly observed.
CARE to answer all clarifications	November 9, 2026	CARE	

Supplier's Deadline of Submission of Proposal	November 13, 2026	Supplier	Deadlines must be strictly observed.
Evaluation of Proposal	From November 16 to November 27, 2026	CARE	
Vendor presentation and/or physical verification (for clarification and due diligence only; not scored)	December 3, 2026	Supplier	
Finalists selected and Notification of award (FWA and first call-off)	December 16, 2026	CARE	Upon notification, the contract negotiation with the winning bidder will begin immediately.

4.6. EVALUATION CRITERIA

CARE will evaluate all proposals based on the following criteria. To ensure consideration for this Request for Proposal, proposals must be complete and address all of the following criteria:

- **A. Methodology, Work Plan, Quality Control and Risk Management:** The proposed methodology, construction sequence, work plan and Gantt chart (including weather contingency), quality assurance and control, and risk management must meet the scope in the BOQ, drawings and specifications for each lot applied for, and be presented clearly.
- **B. Previous Similar Works: Bidders will be evaluated on completed projects similar to this requirement (poultry or livestock houses, agricultural or institutional buildings, warehouses, steel-roof structures and fencing), as well as completion certificates and references. The minimum requirements in section 4.7, item 2 are checked pass/fail at Stage 1; the number, scale and relevance of similar works beyond the minimum are scored here.**
- **C. Key Personnel**: Bidders must provide descriptions and documentation of the qualifications and experience of the key personnel proposed for this contract (site engineer or project manager, site supervisors or foremen, and a health and safety focal person) in delivering similar works.
- **D. Delivery Capacity across Multiple Sites:** Bidders will be evaluated on their capacity to build multiple sites in different districts at the same time. This covers the proposed completion period, mobilization plan, number of teams, equipment, materials sourcing and storage, and logistics to each district.
- **E. ESHS, Safeguarding and Local Employment**: Bidders will be evaluated on their approach to environmental, health and safety management (PPE, worker training, waste, drainage and site restoration), safeguarding and PSEA, worker grievance arrangements, and their commitment to employ local labour, including young people, in line with section 2.9.
- **F. Price (Value and Cost):** Bidders will be evaluated on the cost of their offer for the works described in the BOQ and drawings.

1. Technical Proposal	
A. Methodology, Work Plan, Quality Control and Risk Management	20%
B. Previous Similar Works	15%
C. Key Personnel	15%
D. Delivery Capacity across Multiple Sites	15%
E. ESHS, Safeguarding and Local Employment	5%
Subtotal	70%
2. Financial Proposal (Value and Cost)	
F. Price (Value and Cost)	30%
Subtotal	30%
Total	100%

Stage 1 – Eligibility (pass/fail): only bidders who submit all documents listed under "Application Process", item 1 (Company Eligibility and Registration), and who meet the minimum requirements in item 2 (Relevant Experience) and item 4 (Financial Capacity), will proceed to technical evaluation. **Stage 2 – Technical evaluation:** proposals are scored against criteria A–E using the scoring guide below. A minimum technical score of **49 out of 70 points (70%)** is required to proceed to the financial evaluation.

Stage 3 – Financial evaluation: Financial scores will be calculated per lot (see section 4.3), using the price of the first assignment, as: (lowest technically compliant price ÷ bidder's price) × 30. The price used for each lot is the sum of unit rate × quantity for all BOQ items in that lot, per site, multiplied by the number of sites in the lot. Arithmetic errors will be corrected by CARE. A bid is considered abnormally low where its price for a lot is more than 20% below CARE's engineer's estimate for that lot. Such bidders must submit a rate analysis, and a bid whose price cannot be justified may be rejected. Quantities in the BOQ are used for evaluation and may be re-measured at construction.

Scoring guide

Each member of the evaluation committee will score every sub-criterion independently using the rating scale below and will record a written justification for each score. Points for each sub-criterion = (rating ÷ 5) × maximum points. A bidder's technical score is the average of all evaluators' scores. All evaluators will sign a conflict-of-interest and confidentiality declaration before receiving the proposals. Scores and justifications will be filed with the evaluation report.

Rating scale

Rating	Descriptor
0 – Not addressed	Information missing or not relevant to the requirement.
1 – Poor	Major gaps; does not meet the requirement.

Rating	Descriptor
2 – Weak	Partly meets the requirement; significant weaknesses or little evidence.
3 – Adequate	Meets the requirement, with minor weaknesses.
4 – Good	Fully meets the requirement, supported by clear evidence.
5 – Excellent	Exceeds the requirement, with strong, verifiable evidence.

Scoring matrix

Criterion / sub-criterion	Max. points	Evidence evaluators look for
A. Methodology, Work Plan, Quality Control and Risk Management	**20**	
A1. Methodology and construction sequence	8	Clear, site-specific sequence covering all BOQ sections; compliance with drawings and specifications confirmed.
A2. Work plan and Gantt chart	6	Realistic schedule for every site in the lot(s), within the completion period, with weather contingency.
A3. Quality assurance/control and risk management	6	Inspection and test plan, materials testing, handover procedure; key risks identified with mitigation.
B. Previous Similar Works	**15**	
B1. Number and relevance of similar works (last 5 years)	8	Poultry/livestock, agricultural or institutional buildings, steel-roof structures, fencing, beyond the minimum of three.
B2. Scale and complexity	4	Contract values and multi-site or rural delivery comparable to the lot(s) applied for.
B3. Client feedback	3	Quality of references and completion or handover certificates; verifiable client contacts.
C. Key Personnel	**15**	
C1. Site engineer / project manager	7	Relevant degree, registration with the professional body, years of experience and similar projects (CV and copies of certificates).
C2. Site supervisors / foremen	5	One per concurrent site team; relevant experience.
C3. Health and safety focal person	3	Named person with OHS training or experience.

Criterion / sub-criterion	Max. points	Evidence evaluators look for
D. Delivery Capacity across Multiple Sites	**15**	
D1. Number of teams and concurrent delivery	6	Enough teams to build all sites in the lot(s) at the same time; evidence of past multi-site delivery.
D2. Equipment	4	Owned or leased equipment list, with evidence of ownership or lease.
D3. Materials sourcing, storage and logistics	3	Supply arrangements and a transport plan to each district.
D4. Mobilization plan	2	Mobilization within a stated number of days of contract signing.
E. ESHS, Safeguarding and Local Employment	**5**	
E1. Environmental, health and safety management	2	PPE, worker training, waste, drainage and site restoration (section 2.9).
E2. Safeguarding and PSEA; grievance arrangements	2	PSEA commitment, worker code of conduct, access to the grievance mechanism.
E3. Local and youth employment	1	Stated commitment to hire local labour, including young people, with decent working conditions.
Total technical score	**70**	Minimum 49/70 to proceed to Stage 3.

4.7. APPLICATION PROCESS

The proposals should indicate the following:

1. Company Eligibility and Registration

- Company Profile.
- Copy of RDB Registration Certificate.
- Copy of VAT Registration Certificate.
- Valid RRA Tax Clearance Certificate.
- Valid RSSB Clearance Certificate.
- Valid trading license and registration or classification as a construction contractor with the relevant Rwandan authority

- **2. Relevant Experience – minimum requirements (pass/fail)**

- Evidence of experience in building construction for at least five (5) years
- Minimum three (3) references for similar projects completed in the last five (5) years, including client contact details
- At least three (3) completion or handover certificates demonstrating successful delivery of similar works
- Evidence of simultaneous delivery of multiple sites, where applicable (scored under criterion D; not a pass/fail requirement)

3. **Technical Capacity**

- Technical proposal describing the approach and methodology, including the construction sequence, quality assurance and control, and handover
- Detailed work plan and Gantt chart for all sites in the lot(s) applied for, showing mobilization and the completion period
- CVs and copies of qualifications of key personnel: site engineer or project manager, site supervisors or foremen (one per site team) and a health and safety focal person.
- List of owned or leased equipment and the logistics plan (materials sourcing, storage and transport to each district)
- Confirmation that the offer complies with the BOQ, drawings and specifications
- Manufacturer or distributor authorization or supply agreements for key materials where applicable
- ESHS and safeguarding approach (section 2.9), including PPE, worker training, waste management, grievance arrangements and planned local and youth employment.

4. Financial Capacity

- Financial offer submitted as a **separate PDF** from the technical proposal. It must use the BOQ price schedule (unit rate and total, **VAT inclusive**) and price all items in each lot applied for. A lot with unpriced items will be considered non-responsive for that lot. The unit rates will apply to all call-offs under the FWA (see section 4.2).
- Audited financial statements or other evidence of financial capacity for 2023, 2024 and 2025, showing an average annual turnover at least equal to the bidder's total price for the lot(s) applied for, or a bank letter confirming access to credit of the same amount (pass/fail).
- Commitment to accept retention of 5% of each payment, released at the end of the defects liability period.

5.Verification

- Physical verification of the company's facilities, equipment, and ongoing or completed project sites, plus reference checks, will be conducted for the recommended bidder(s) for each lot prior to contract award; CARE may also verify other bidders where needed.

Interested bidders are requested to submit their offer not later than **November 13, 2026, at 17:00 Kigali time** to the following e-mail address: RWA.Procurement@care.org with Subject Line **"RFP 20/2026 FWA – Poultry Demonstration Farms**".

Kigali, October 30, 2026

Procurement Unit

