



UMBRELLA OF ORGANIZATIONS OF PERSONS WITH DISABILITIES IN THE FIGHT AGAINST HIV AND FOR HEALTH PROMOTIONS (UPHLS)

UPHLS is an Umbrella of organizations of Persons with Disabilities in the Fight against HIV&AIDS and for Health Promotion with a vision of an inclusive society where persons with disabilities are empowered and enjoy wellbeing. The mission of UPHLS is to strengthen the capacities of organizations for persons with disabilities & stakeholders to promote the rights of Persons with Disabilities for inclusive services and participation.

UPHLS is looking for interested and qualified transport service providers for transport services (Car hire) within and outside Kigali to be used during the field activities.

Please take note of the following requirements and conditions relating to the service provider of the above-mentioned services:

Function:	Vehicle hiring services for UPHLS activities
Type of Vehicle	Cfr to the list
Vehicles needed	Number of vehicles required will vary depending on the assignment
Location of service	Nationwide (30 Districts of the Country)
Currency of Quotation	Local Currency: Rwandan Francs
Deadline for the Submission of Bids documents	14 th September 2026 at 04:00 pm local time

I. Documents to be submitted:

Brief Overview of the company (Company profile), including physical business address

- Business Registration Certificate;
- Evidence of Tax registration and a valid RRA Tax clearance certificate
- Valid RURA registration certificate
- List of vehicles registered in the name of the business firm,





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Three (3) reference letters or recommendation certificates from recognized NGOs, government institutions, or private sector organizations, confirming similar service delivery in the past three (3) years

II. Type of vehicles and pricing

The below table provides details of the type of vehicles needed and in 30 districts of Rwanda

District	Type of car	Unit price including taxes (daily price with fuel, driver & Return trip and Overnight	Unit price including taxes self-driver (Driver and fuel excluded)
	Small cars		
	RAV4		
	4 x 4 Toyota Land cruiser/ Prado or similar (Prado TXL, Land cruiser VX or Prado)		
	4 x 4 Toyota (Tout terrain/All terrain)- VIGO		
	FUSO		
	Daihatsu		
	Small Coaster (28 seating capacity)		
	Big coasters VIP (36 seating capacity)		
	Land cruiser V8, Land cruiser GX (VIP)		
	Executive Van		



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III. Submission and selection

Well written bids documents prepared in English, will be sent to this email address infos@uphls.org, not later than 14th September 2026 at 04:00 pm local time.

NB: In one document

The bids will reach the address email above on or before the deadline. Bids documents that are received by UPHLS after the deadline indicated above, for whatever reason, shall not be considered for evaluation.

Bidders will be first evaluated on terms of the requirements, those who do not fulfil all the requirements will be disqualified.

UPHLS reserves the right to accept or reject any application based on the evaluation criteria.

Done at Kigali on 04th September, 2026

The image shows a circular blue stamp of UPHLS. The text around the border reads 'UMUHOZI W'UBUKUNZU' at the top, 'UPHLS' in the center, and 'UMUHOZI W'UBUKUNZU' at the bottom. Below the center, it says 'LUTANT CONTRE LE VIH ET LE SIDA'. A handwritten signature in blue ink is written over the stamp.

KARANGWA François Xavier

Executive Director

