

## **TENDER NOTICE**

Knowledge sharing is a fundamental part of implementation of the agenda 2030 and the Sustainable Development Goals. SDG 17 calls for enhancing “knowledge sharing on mutually agreed terms”, transcending traditional “donor-recipient” relations towards shared learning. In recognition of the importance of knowledge sharing as a means of implementation for SDGs, many countries established special offices within their governments responsible for codifying and sharing successful solutions – at central or sector level. Such offices started emerging in countries at very different levels of development.

Moreover, the National Strategy for Transformation (NST1) for Transformational Governance Pillar, under Rwanda’s Ministry of Foreign Affairs and International Cooperation priority area 3 to strengthen Diplomatic and International Cooperation to accelerate Rwanda and Africa’s development, an action to put in place mechanisms to raise awareness of Rwanda’s Home-Grown Initiatives and Good Practices collectively called innovative initiatives, locally and internationally to support development was required.

As a result, Rwanda Cooperation Initiative was established in 2018 with a mission to become a global gateway for development knowledge exchange by serving as a hub for learning that promotes innovative development initiatives through national and international cooperation. Rwanda Cooperation Initiative shares Rwanda’s knowledge through different activities including Study Visits, Training, Research and Advisory services as well as Project Implementation drawing from Rwanda’s experience.

Rwanda Cooperation Initiative intends to apply a portion of its funds to eligible bidders under the contract for the following tenders for which this Bidding Document is issued:

- 1. Rwanda Cooperation Initiative is publishing a Tender 00026(S/NCB/2024-2025RCI) for Hiring Event Services Management Firm.**
  - **Published on: 7<sup>th</sup> March 2025,**
  - **Deadline for submission of technical proposals and financial separately: 27<sup>th</sup> March 2025 at 11:00AM. N.B: Late bids will be rejected.**
  - **Bid security required is 2000,000Frws**
  - **Submit Technical and Financial proposal separately**
- 2. Rwanda Cooperation Initiative is publishing a Tender 00027(S/NCB/2024-2025RCI) for Hiring a firm for Maintenance Services for RCI Digital platforms.**
  - **Published on: 7<sup>th</sup> March 2025,**
  - **Deadline for submission of Technical and financial proposals separately: 27<sup>th</sup> March 2025 at 11:00AM. N.B: Late bids will be rejected.**
  - **Bid security 700,000Frws**

Rwanda Cooperation Initiative invites all eligible bidders to submit bids for the tender as indicated in detail in the statement of requirements.

Tender Documents in English may be obtained from our head office in Kacyiru, on the **6th Floor** of A&P Building (21, KG 7 Avenue, opposite Marasa Umubano Hotel) upon presentation of proof of payment of a non-refundable fee of **10,000 Frw** to Account N° 000400696230067, opened in *Bank of Kigali (BK)*. Tender Documents may be obtained starting from **7<sup>th</sup> March 2025 from 9:00Am-5:00Pm**.

Enquiries regarding this tender may be addressed to our reception or via email: [info@cooperation.rw](mailto:info@cooperation.rw).

Well printed bids properly bound and presented in **three** copies, one of which is the original must reach our office at the address mentioned above, not later than the above-mentioned deadlines for each Tender. Late bids will be rejected and returned unopened.

Bids will be opened in the presence of bidders or their representatives who choose to attend in Rwanda Cooperation Initiative Board Room on the 6<sup>th</sup> floor. The outer envelope should clearly indicate the tender name and title.

Bidding will be conducted in accordance with the Ministerial Order n° 001/23/10/ TC of 10/10/2023 establishing regulations governing public procurement

Sincerely,

***Digitally signed***  
***CEO, Rwanda Cooperation***

**Ms. Patricie Uwase**  
**Chief Executive Officer**