

23 July 2025

Request for Expression of Interest for Contractors for Construction and Rehabilitation of WASH Infrastructure

In order to enhance access to water, sanitation and hygiene (WASH) services in line with National Strategy for Transformation (NTS-2), UNICEF is supporting the Government of Rwanda in the implementation of WASH interventions aimed at strengthening policy and institutional framework; provision of WASH services in communities, schools and health centres; hygiene and sanitation promotion; capacity building for sustainable operation and maintenance at the national and sub-national levels; climate resilient WASH programming, and emergency preparedness and response.

In this regard, expressions of interest are solicited from qualified contractors having relevant expertise and experience for carrying out of works related to construction and rehabilitation of WASH infrastructure in communities, schools and health centres, on need basis.

1. Qualification and equipment/material requirements

- (i) Legally registered to undertake water, sanitation and hygiene related construction works in Rwanda;
- (ii) Registration with RPPA – minimum category E;
- (iii) Minimum of five (5) years' experience in Rwanda including experience in construction of similar infrastructure, preferably water supply, sanitation and hygiene facilities in communities, schools and health facilities; and
- (iv) Possess adequate equipment, human resources and financial capacity.

2. Response requirements

The interested contractors should submit their expression of interest and the supporting document that clearly demonstrate they meet the mandatory requirements including the following information.

- (i) Profile of the company including detailed information about the company's background, organizational structure, areas of expertise, key personnel and logistic capacity;
- (ii) Copy of the company's registration certificate issued by RDB and proof of compliance with RSSB and RRA;
- (iii) Evidence of classification under RPPA categories;
- (iv) Description of general and specific works carried out during the last five years (as per Annex-1 and Annex-2, respectively);
- (v) List of current contract commitments and works in progress (as per Annex-3);
- (vi) Information regarding any litigation, current or during the last five years, in which the Bidder was/is involved, the parties concerned, and the disputed amounts and awards; non-performing contracts; or declaration of "no pending lawsuits", where applicable (as per Annex-4);
- (vii) Profiles/CVs of the key professional staff (name, date of birth, years with the firm, total years of experience, nature of experience in this firm and others, education/other trainings and knowledge of local Kinyarwanda and English languages);
- (viii) List of equipment (as per Annex-5); and

- (ix) Copies of the audited financial statements for last three (3) years including balance sheet and income statement showing annual turn-over for the last five years (as per Annexes 6 and 7).

3. Submission of expression of interest

Expression of Interest with all relevant supporting documents should be sent through email: rwasupply@unicef.org to UNICEF Rwanda Country Office, "Expression of Interest for Construction and Rehabilitation of WASH Infrastructure – August 25". The deadline for the receipt of the Expression of Interest is 1700hrs on 6th August 2025. For any further information related to this expression of interest, please contact Ingabire Grace (ggingabire@unicef.org).

Contractors not meeting the minimum mandatory requirements or who do not submit all the required supporting documents will not be considered.

Please note the following:

- This expression of interest does not constitute a solicitation. We do not require bids or proposals at this stage; we merely seek your expression of interest in participating in future tenders.
- A response to this expression of interest does not automatically ensure that you will be selected to participate in the tender.
- UNICEF reserves the right to change or cancel the requirement at any time during the expression of interest and/or solicitation process. UNICEF also reserves the right to require compliance with additional conditions as and when issuing the final tender document or to reject any/all expressions of interest without assigning any reasons whatsoever.
- Contractors who have participated in UNICEF Rwanda's invitation for expression of interest or bids in the past for construction works are requested to renew their expression of interest & participate in this process.

Annex-1: General Experience

Under this section, the contractor shall fill in the form below and provide relevant information over his general experience as a Works Contractor over the last 5 (five) years.

Bidder's Legal Name: _____

Date: _____

Bidding No.: _____

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Starting Month / Year	Ending Month / Year	Contract Identification	Role of Bidder
_____	_____	Contract name: Brief Description of the Works performed by the Bidder: Total contract amount: Name of Employer: Address:	_____
_____	_____		_____
_____	_____		_____
_____	_____		_____
_____	_____		_____
_____	_____		_____

Annex-2: Specific Experience

Under this section, the contractor shall fill in the form below and provide details regarding specific experience as a Contractor for works carried out over the last five (5) years. Each reference sheets must be accompanied by the certified copy of the Completion Certificate of the respective project.

Bidder's Legal Name: _____

Date: _____

Bidding No.: _____

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Similar Contract Number: ____ [insert specific number] of ____ [insert total number of contracts required].	Information		
Contract Identification	_____		
Award date	_____		
Completion date	_____		
Brief Description of similar activities (as described in the TOR) performed by the Bidder	<i>Insert details related to Physical size, Complexity, Methods used and Physical Production rate of the works</i>		
Role in Contract	<input type="checkbox"/> Contractor	<input type="checkbox"/> Management Contractor	<input type="checkbox"/> Subcontractor
Total contract amount	_____		RWF _____
If partner in a JVCA or subcontractor, specify participation of total contract amount	_____ %	_____	RWF _____
Employer's Name:	_____		
Address:	_____ _____ _____		
Telephone/fax number:	_____		
E-mail:	_____		

Annex-3. Current Contract Commitments / Works in Progress

Under this section, the Bidder shall fill in the form below and provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Name of contract	Employer, contact address/tel/fax	Value of outstanding work (current RWF)	Estimated completion date	Average monthly invoicing over last six months (RWF/month)
1.				
2.				
3.				
4.				
5.				
etc.				

Annex-4. Historical Contract Non-Performance

Under this section, the Bidder shall fill in the form below.

Bidder's Legal Name: _____

Date: _____

Bidding No.: _____

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Non-Performing Contracts			
<input type="checkbox"/> Contract non-performance did not occur within the last five years <input type="checkbox"/> Contract non-performance occurred within the last five years as indicated below			
Year	Outcome as Percentage of Total Assets	Contract Identification	Total Contract Amount (current value, RWF)
_____	_____	Contract Identification: Name of Employer: Address of Employer: Matter in dispute:	_____
Pending Litigation			
<input type="checkbox"/> No pending litigation within the last five years <input type="checkbox"/> Pending litigation within the last five years as indicated below			
Year	Outcome as Percentage of Total Assets	Contract Identification	Total Contract Amount (current value, RWF)
_____	_____	Contract Identification: Name of Employer: Address of Employer: Matter in dispute:	_____
_____	_____	Contract Identification: Name of Employer: Address of Employer: Matter in dispute:	_____

Annex-5: Contractor's Equipment Schedule

Under this section, the Bidder shall use the form below and provide detailed information over the equipment it holds carrying out the works.

Item	Nos.	Make	Year	Capacity	Present Condition	Country of origin	Present location
1.	Equipment						
1.1	Equipment 1						
1.2	Equipment 2						
1.3	Equipment 3						
1.4	Equipment 4						
1.5	Equipment ...						

Annex-6. Financial Situation

Under this section, the Bidder shall fill in the form below and attach the requested documents.

Bidder's Legal Name: _____

Date: _____

Bidding No.: _____

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To be filled in by the Bidder for the last 5 financial years.

Financial information in RWF	Historic information for last five (5) financial years (RWF)						
	Year 1	Year 2	Year 3	Year ...	Year n	Avg.	Avg. Ratio
Information from Balance Sheet							
Total Assets (TA)							
Total Liabilities (TL)							
Net Worth (NW)							
Current Assets (CA)							
Current Liabilities (CL)							
Information from Income Statement							
Total Revenue (TR)							
Profits Before Taxes (PBT)							

Bidders must attach copies of financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following conditions:

- a) Must reflect the financial situation of the Bidder and not sister or parent companies;
- b) Historic financial statements must be audited by a certified accountant;
- c) Historic financial statements must be complete, including all notes to the financial statements;
- d) Historic financial statements must correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).

Annex-7: Average Annual Turnover

Under this section, the Bidder shall fill in the form below.

Bidder's Legal Name: _____

Date: _____

Bidding No.: _____

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To be filled in by the Bidder for the last five (5) financial years.

Annual turnover data (construction only)	
Year	Amount and Currency

*Average Annual Construction Turnover	_____

*Average annual turnover calculated as total certified payments received for work in progress or completed over the last 5 financial years divided by that same number of years.