



International School of Kigali

REQUEST FOR PROPOSAL FOR A CONSTRUCTION OF A MODERN HUT HOUSE

I. About the School

ISK is an internationally accredited, non-profit, KG - G12 school offering a relevant, US based curriculum to a culturally diverse student body focused on the development of intrinsic learners with intercultural competencies. ISK commits to being an inclusive school that cultivates student curiosity, compassion, engagement and the value of diversity while they are engaged in meaningful change both locally and globally. Currently, the ISK community represents more than 40 nationalities.

II. Purpose of the Request for Proposals

International School of Kigali is looking forward to constructing a Rwandan culture house on a (15m*8m) and (13.5m*7) surface.

III. Scope of Work

- This project consists of constructing a Rwandan Modern Hut that will be the new classroom for Rwandan culture classes.
- It will be a 4 sided Hut (2 full walls and 2 other open sides with only woods railing balcony).
- The floor will be concrete and one lockable store room will be added in the inside of the hut.
- The inside will be in form of a raked seating (Sitting stairs and performance Floor)
- The hut must have a ditch /trench surroundings to hold rainwater from the roof

IV. Project Goals

- Completion in less than 60 days
- Meeting the Budget
- Strong and durable House
- Compliance with local building codes
- Builder responsible for leading in requisition of building permits

V. Final Project Due

We are looking forward to the completion of this project by the end of August 2023.

VI. Budget Constraints

ISK will consider all tenders under \$10,000 USD for all of the above.

VII. Evaluation Metrics

International School of Kigali will evaluate bidders and proposals based on the following criteria:

- Previous experience/past performance history.
- Samples and/or case studies from previous projects.
- Projected costs.
- Experience and technical expertise.
- Responsiveness and answers to questions in the next section.

VIII. Submission Requirements

Bidders must adhere to the following guidelines to be considered:

- The service provider must be registered in RDB, authorized to operate in Rwanda, and able to issue EBM invoices/receipts. Proof of registration will be required.
- Only bidders who meet all 3 metrics in the evaluation section should submit a proposal.
- Proposals will be accepted up to Monday, 15 June, 2023 at 16 pm. Late proposals will not be reviewed.
- Include samples and references with your proposal.
- Proposals should not be more than 5 pages. Failure to comply to this guideline will result in an automatic rejection.
- A proposed schedule must also be included and clearly expressed.

IX. Important Point.

We encourage our proposers to first come for a field visit to get a better idea of the project and to get more technical explanation on the project before submission on their proposals.

X. Proposal Submission and Contact Information

The school will only accept electronic proposals submitted through email to Director@iskr.org (cc: finance@iskr.org).

Feedback will be sent to those who submitted the proposals through email.

For questions or concerns connected to this RFP, we can be reached at:

+250788290323: Emmanuel Nzabamwita (Facilities Manager)

+250783225121: Axel Mbishinzemungu (Procurement Officer)