

REQUEST FOR QUOTATION (RFQ)

RFQ Number	RFQ: 001/SUNCASA/RFQ/ARCOS-2024
RFQ Date	June 27, 2024
Issues by	Albertine Rift Conservation Society (ARCOS) Kigali/Rwanda
For the procurement of	Shading Nets
Due Date	July 8, 2024
Quotations to be submitted to	The Albertine Rift Conservation Society (ARCOS) by email at admin@arcosnetwork.org

1. DESCRIPTION OF REQUIREMENTS

Under the Scaling Urban NbS for Climate Adaptation in Sub-Saharan Africa (SUNCASA) project, implemented by International Institute for Sustainable Development (IISD) in partnership with World Resources Institute (WRI), Albertine Rift Conservation Society (ARCOS) invites qualified companies to submit quotations for **57 Shading Nets**. This quantity should be delivered by a successful vendor by **July 18, 2024**.

The award of a contract hereunder is subject to the bidder's ability to meet the criteria herein and the availability of funds. Issuance of this RFQ does not constitute an award or commitment on the part of ARCOS nor does it commit ARCOS to pay for costs incurred in the preparation and submission of a quotation.

2. EVALUATION CRITERIA

Quotes will be evaluated against the following criteria.

- Completion of all required elements of this RFQ
- Price/cost competitiveness
- Capacity to deliver within the allocated timeframe
- Experience delivering similar products or services

3. CONSIDERATION

ARCOS may, at its discretion and without explanation to the prospective vendors, choose to discontinue this RFQ process without obligation to such prospective vendors, make the award in full or in part, or make multiple awards under this RFQ. Contract will not be awarded to vendors debarred or named on restricted parties lists.

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4. QUOTATION SUBMISSION PROCEDURES

Quotations must be submitted by e-mail at admin@arcosnetwork.org by **July 8, 2024**.

Bidders must submit the following documents:

1. Company profile showing the company background and physical address.
2. Registration certificate from RDB.
3. Certificate of tax clearance to RRA still valid.
4. VAT certificate.
5. Electronic Billing Machine (EBM) certificate.
6. At least three (3) purchase orders or delivery notes as proof of providing similar products or services.
7. Validated shad net import permit.
8. Signed quotation indicating the unit cost, total cost, technical description, and delivery period, as described in section 4.1.

4.1. Equipment/Service Requirements

No	Item Name	Detailed Descriptions	Delivery Period	Quantity (number)	Unit Cost (Rwf)	Total cost (Rwf)
	Shading Nets	Black color Shading Nets, 55% of Ultraviolet, size of 1.8cm*80m, and 85 gsm (grams per square meter)		57		
	Total			57		

The successful vendor will be paid after delivery and presenting the signed delivery note by ARCOS staff. The following documents will be required for payment processing: invoice submission letter, EMB invoice, and copy of purchase order. The payment will be processed within one week.

Prepared in Kigali on June 27, 2024

Mrs Jacqueline NTUKAMAZINA



Director of Development, Operations and Partnerships, ARCOS