

TECHNICAL SPECIFICATIONS FOR THE RENOVATION OF RALGA OFFICE BUILDING

1. Introduction

Rwanda Association of Local Government Authorities (RALGA) is a membership organization established in 2002 by the districts of Rwanda to enable them to fulfill the responsibilities entrusted to them under the decentralization policy adopted in 2000. It was legally registered in 2003 as a non-governmental organization. Its vision is to have efficient local government entities where people and stakeholders are involved in the development, and its objective is to assist local government entities in achieving their mission, complying with principles of good governance and decentralization. The objective of RALGA is to assist local Government entities in achieving their mission, complying with principles of good governance and decentralization.

RALGA's office building located in Masaka Sector, Kicukiro District, was inaugurated in 2011 and needs to be renovated.

It is against that background that RALGA invites competent companies to bid for the renovation of the above mentioned building.

2. Objective and scope of this tender

The objective and scope of this tender include the supply of materials indicated in the bill of quantities and the renovation works of RALGA's office building, parking, gate, guard house, and storing facility.

3. Bill of quantities

| Bill of quantities for the renovation of RALGA office building located in Masaka sector, Kicukiro district | | | | | |
|--|--|----------------|----------|------------------|--------------|
| No | Item description | Unit | Quantity | Unit price (RWF) | Total Amount |
| I. | Main building | | | | |
| 1.1 | Internal part | | | | |
| 1 | Supply and painting internal walls using Dutton paint: repair wall before painting | m ² | 667 | | |
| 2 | Repair damaged and clean the ceiling using a special soap | Ls | 1 | | |

| | | | | | |
|------------|---|----------------|-----|--|--|
| 3 | Skirting wood libuyu and painting (black and white oil gloss paint) | lm | 176 | | |
| 4 | Kitchen (cabinet base repair) | Ls | 1 | | |
| 5 | Repair, supply and painting on ceiling (meeting room and reception) | m ² | 73 | | |
| 6 | Supply and replace existing partition wall damaged (meeting room, capacity building and reception) | pc | 4 | | |
| 7 | Supply and fix toilet paper holder | pc | 4 | | |
| 8 | Supply and fix locks (handle) for all windows | pc | 34 | | |
| 9 | Supply and fix cylinder locks(kale) | pc | 44 | | |
| 10 | Supply and replace broken glasses (dining room and recruitment A) | m ² | 5 | | |
| 11 | Supply and fix metallic grill on window made metallic tube 40x40 mm | pc | 1 | | |
| 12 | Supply and fix curtains (rolling original) | pc | 34 | | |
| 13 | Supply and replace rubber damaged | Lm | 35 | | |
| 13 | Supply and fix door lock (ladies' toilet) | pc | 1 | | |
| 14 | Doors repair (women and men toilet) | pc | 5 | | |
| 15 | Doors replacement including fixation | pc | 6 | | |
| 16 | Remove and re-construct the floor tiles in recruitment A (including the replacement of damaged tiles the same quality of similar) | m ² | 20 | | |
| 17 | Remove and re-construct the floor tiles in stair (including the replacement of damaged tiles the same quality of similar). | m ² | 8 | | |
| 18 | Painting parking Kerbs by using gloss paint (black and white) | lm | 180 | | |
| | S/Total | | | | |
| 1.2 | External part | | | | |

| | | | | | |
|-------------|---|----------------|-----|--|--|
| 1 | Supply and painting external wall (weather guard) | m ² | 638 | | |
| 2 | Supply and painting External-ceiling (oil paint) | m ² | 110 | | |
| 3 | Supply and replace the damaged metallic gutter for rain water (20*30 cm) | m ² | 12 | | |
| 4 | Supply and painting metallic gutter | lm | 110 | | |
| 5 | Painting external plinth (epoxy floor) | lm | 110 | | |
| | S/Total | | | | |
| II. | Straight ramp | | | | |
| 1 | Supply and painting weather guard straight ramp and column | m ² | 312 | | |
| 2 | Supply and painting straight ramp, floor paint (epoxy floor) | m ² | 120 | | |
| 3 | Supply and paint roof truss and fence (garde-fous) | Ls | 1 | | |
| | S/Total | | | | |
| | | | | | |
| III. | Rehabilitation of 3 containers stores | | | | |
| 1 | Replacement of iron sheets covering the 3 containers (BG 28) | m ² | 168 | | |
| 2 | Provide 40x40 x1.5 mm steel tube for all purlins and truss members | lm | 60 | | |
| 3 | Provide 60x40 x1.5 mm tube for column | lm | 42 | | |
| 4 | Metallic gutter for rain water collection | lm | 6 | | |
| 5 | Supply and installation including fitting of rain water drop down pipe in PVC 90 PN10 | lm | 20 | | |
| 6 | Repair damaged platform for the containers | m ² | 30 | | |
| 7 | Supply and fix locks for windows | pc | 2 | | |
| 8 | Repair damaged door (welding) | pc | 1 | | |
| 9 | Soak way pit 2 m ³ full of gravel and hardcore (stones) | m ² | 2 | | |

| | | | | | |
|-------------|---|----------------|----|--|---|
| | S/Total | | | | |
| | | | | | |
| III. | Guard house | | | | |
| 1 | Paint for external wall (weather guard) | m ² | 42 | | |
| 2 | Paint for internal wall (silk vinyl) | m ² | 40 | | |
| 3 | Repair and painting for doors and windows | m ² | 7 | | |
| | S/Total | | | | |
| | | | | | |
| IV. | Gate & parking | | | | |
| 1 | Supply, fix sliding gate using metallic tube 60x40x1.5 mm | Ls | 1 | | |
| 2 | Repair and painting flag pole with halyard | Ls | 1 | | |
| 3 | Parking line painting | Ls | 1 | | |
| 4 | Supply and replace roof for parking car shade | Ls | 2 | | |
| | S/Total | | | | |
| | | | | | |
| | GRAND TOTAL | | | | - |
| | Tax 18% | | | | - |
| | GRAND TOTAL VAT INCLUSIVE | | | | - |

4. Bidder's profile

The bidder should be a registered company possessing enough experience in the field of construction works to be demonstrated by a list of similar works executed and at least three (3) certificates of good performance and completion for assignments of similar nature and complexity.

5. Competences and qualifications of the bidder

Key personnel and corresponding requirements:

a) Construction technician

- At least A1 in civil engineering, construction technology option with enough skills in construction;
- At least 5 years of working experience in construction.

b) Painting specialist

- A2 or a certificate in painting or related field;
- Experience of at least 5 years of experience in building painting works.

c) Welder

- A2 or certificate in welding;
- Experience of at least 3 years of experience in welding works.

6. Duration of works

The renovation works shall be completed in one (1) month starting from the contract signing. The bidder should therefore indicate in the bid a schedule of works including provisional and definitive reception.

7. Visit

Interested bidders shall visit the site on 23rd June 2022 at 3.00 pm. At the end of the visit, a certificate to be included in the bid shall be issued to each visiting prospective bidder.

8. Technical evaluation criteria

- Experience in similar works (certificates of performance and completion)
- Qualification of the 3 key personnel directly involved in the works
- Proposed schedule for executing the works

9. Selection method

For the bidders who will have qualified for the step of financial evaluation, the selection method shall be Cost-Based Selection.

10. Notification

The outcome of the evaluation for both technical and financial steps shall be notified to the bidders electronically.

11. Validity of bids

The validity of bids shall be 3 months starting from the deadline for submission of bids. RALGA may cancel or suspend the tender process at any time before the contract signing.

12. Performance guarantee

Upon notification and before contract signing, the successful bidder shall provide a performance guarantee issued by a recognized financial institution for the entire contract.

13. How to access to tender document

The detailed tender document related to the renovation on of RALGA office building on RALGA website www.ralga.rw.

14. Application procedures

The bidders shall submit their technical and financial proposals in English well sealed separately to the Secretary General of Rwanda Association of Local Government Authorities (RALGA) not later than Thursday 8th July 2022 at 10:00 a.m. at RALGA Office in Masaka, Kicukiro District. The opening of the bids shall take place the same day at 10:30 p.m., and the bidders or their representatives will be allowed to attend this opening.

The bids must comprise the following:

- Submission letter;
- Technical proposal with company's profile, approach on how to accomplish the assignment;
- Updated CV of indicated key personnel with relevant copies of diplomas and work-related certificates;
- Separate file of financial proposal.

For any additional information, send an email to info@ralga.rw

Done at Kigali on 21st June 2022



Ladislav NGENDAHIMANA
Secretary General

