



## REQUEST FOR PROPOSAL HIGH

To: **Whom it may concern**

Attention

From: **Operations Department, Global Secretariat**  
cc: **AIMS-Teacher Training Program**

Date: **24/04/2019**

Fax number:

Our file ref.: **RFQ/AIMS-SEC-RWANDA-  
TTP-24-04-2019/002**

N° of pages including this  
page: 7

Re: **SMART CLASSROOM FURNITURE**

**If you do not receive all pages, please contact us immediately. Thank you.**

### MESSAGE:

The African Institute for Mathematical Sciences, Next Einstein Initiative (AIMS-NEI) in Kigali. Within the framework of our operations, we would like to request your best and final offer (BAFO) in Rwanda francs (RWF) for the following commodities:

#### 1. Type:

- **Chairs in metals and plastics for students as their measurements appeared on the Attachment C in the first 14 schools only on Attachment A.**
- **Round tables in MDF materials and metals for students as they appeared on the attachment C in all the schools on Attachment A.**
- **1 teacher's cabinet, 1 Desk in MDF materials and metals and 1 chair for each of the 16 schools on Attachment A.**

#### 2. Inspection:

Site inspections can be carried out at each schools listed in Attachment A.

#### 3. Destination:

All furniture will be provided in classrooms of the schools listed on the Attachment A.

#### 4. Delivery delay:

Immediate - All detailed designs are required **URGENTLY**. Please advise best delivery delay ex-works and to which location.

The final delivery schedule will be finalised at the time of placing the Purchase Order / Contract. Furthermore, please advise daily capacity and lead time required for fulfilling to above-mentioned requirement.

**The work should be completed in 30 days from the date on this request for proposal.**

#### 5. Liquidated Damages:

Arrival after agreed delivery schedule will be subject to a deduction from the invoice of 0.1% per day up to maximum 5% of the total value of the contract.

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Within 30 days from the reception of invoice (works completion at all sites by the contractor), i.e. Final acceptance of works, completion of works, commercial invoice.

**7. Your offer should clearly state the following:**

- a) Place of working of your company
- b) Price per unit.
- c) Sub-total (i.e. total without VAT)
- d) 18% VAT (Electronic billing receipt)
- e) Grand Total
- f) Bank information (Bank name, bank account and account name)
- g) Discounts.
- h) Firm delivery date to each school - **timing is essential**

**8. Pertinent information:**

1. Proposal is required for the Operation of Smart Classrooms at the schools listed in Attachment A. Therefore, it is essential that the proposal is delivered as a matter of urgency.
2. Exact delivery date must be stated.
3. We reserve the right to split up the order between several sellers.
4. AIMS-NEI Purchasing Terms and General Conditions attached hereto are applicable.

**9. All or None Clause:**

The AIMS-NEI reserves the right to accept the whole or part of your offer and the lowest bid need not be accepted. Should your offer be accepted, you will be required to sign, stamp and return our formal Purchase Order confirming your acceptance of the agreed terms and conditions.

**10. Required documents and certificates:**

(All documents in **English** to clearly state "Academic")

- **Financial offer – signed and stamped detailed quotation (including cost per unit) and all applicable charges.**
- **Technical offer – Signed and stamped including design, technical specifications and bill of materials. Consider the attachment B.**
- **Business registration certificate from RDB**
- **Tax clearance certificate**
- **Company profile including at least three client references.**

**11. Validity:**

Your offer must remain valid until 03/05/2019 before which a purchase order, if placed, should be accepted by you.

**12. Confirmation:**

Please acknowledge receipt of this request and indicate your intention to bid.



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**13. Offer:**

**Deadline for Quotation:**

Sealed Bids must be received latest by 15:00 hrs on 3<sup>rd</sup> May 2019 (Kigali time) or earlier if possible. Please submit 1 original sealed bid and one sealed copy to the following location:

**Location**

African Institute for Mathematical Sciences

Physical address: No 1 Rue 590 KG St,

Kigali, Rwanda

Attn: Moulaye Camara,

Managing Director, Operations

Ref. **RFQ/AIMS-SEC-RWANDA TTP-24-04-2019/002 Request for Quotation\_Smartclassrooms FURNITURES**

Offers not sent as such will be automatically disqualified from the tender process.

For further information:

Email: [procurementpanel@nexteinsteinstem.org](mailto:procurementpanel@nexteinsteinstem.org)

**and clearly mention:**

- **Chairs in metals and plastics for students.**
- **Round tables in MDF materials and metals for students.**
- **1 teacher's cabinet, 1 Desk in MDF materials and metals and 1 chair for each of the 16 schools.**

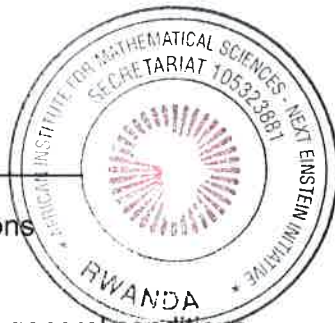
**14. PLEASE DO NOT SUBMIT OFFERS BY EMAIL**

Offers not addressed and sent as required will NOT be considered.

Please acknowledge receipt of this request and indicate your intention to bid.

Thank you and best regards

Moulaye Camara,  
Managing Director, Operations



Enclosures:

- AIMS-NEI terms and general conditions
- Suppliers registration form

## SMART CLASSROOM FOR REHABILITATION

NO	School Name	District of School	Paint	Plaster	chairs	desk for teachers	round tables	Floor (Tiles)	Ceiling (types)	Grillages for doors and windows	Vertical blinds (curtains)	Room Size(m)	Area in m <sup>2</sup>
1	ES RUTOBWE	KAMONYI	yes	yes	yes	Yes	yes	yes	yes	no	yes	8x9	72
2	ES NYANZA	NNYANZA	yes	yes	yes	Yes	yes	yes	yes	no	yes	10x9	90
3	COLLEGE SAINT BERNARD KANSI	GISAGRA	yes	no	yes	Yes	yes	yes	yes	no	yes	5x7 or 9x7	63
4	GS KIYONZA	NYARUGURU	yes	yes	yes	Yes	yes	yes	yes	no	yes	9x7	63
5	GS MUSHAKA	RUSIZI	yes	no	yes	Yes	yes	yes	yes	no	yes	8x6	54
6	GS KARENGERA	NYAMASHEKE	yes	no	yes	Yes	yes	yes	yes	no	yes	7.5x8.5	63.25
7	GS RURAGWE	KARONGI	yes	no	yes	Yes	yes	yes	yes	no	yes	9x7	63
8	GS UMUBANO 1	RUBAVU	yes	no	yes	Yes	yes	yes	yes	no	yes	7x8	56
9	College ADEC RUHANGA	NGORORERO	yes	no	yes	Yes	yes	yes	yes	no	yes	8x9	72
10	GS MUSANZE 1	MUSANZE	yes	no	yes	Yes	yes	yes	yes	yes	yes	9x7	63
11	GS JENDA	NYABIHU	yes	no	yes	Yes	yes	yes	yes	yes	yes	9x7	63
12	GS BUHABWA	KAYONZA	yes	yes	yes	Yes	yes	yes	yes	no	yes	9x7	63
	GS St ALOYS											20x7 or 10x7	70
13	RWAMAGANA	RWAMAGANA	yes	no	yes	Yes	yes	yes	yes	no	yes	10x7	70
14	GS KAGOROGORO	GICUMBI	yes	Yes	yes	Yes	yes	yes	yes	no	yes	8x7	56
15	UR-CE RUKARA	KAYONZA	no	no	no	Yes	yes	no	yes	no	yes		
16	UR-CE RUKARA	KAYONZA	no	no	no	Yes	yes	no	yes	no	yes		
<b>TOTAL</b>			<b>14</b>	<b>4</b>	<b>716</b>	<b>16</b>	<b>160</b>	<b>14</b>	<b>16</b>	<b>2</b>	<b>16</b>		<b>911.25</b>

**NOTE:**

- All schools with the area above 70 m<sup>2</sup> will be having 10 round tables which can support 5 students to each.
- All schools with the area between 60 – 70 m<sup>2</sup> will be having 8 round tables which can support 6 to 7 students to each.
- All schools with the area between 50 - 60 m<sup>2</sup> will be having 6 round tables which can support 8 to 9 students to each.

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## ATTACHMENT A: LIST OF SCHOOLS

NO	School Name	District of School
1	ES RUTOBWE	KAMONYI
2	ES NYANZA	NNYANZA
3	COLLEGE SAINT BERNARD KANSI	GISAGRA
4	GS KIYONZA	NYARUGURU
5	GS MUSHAKA	RUSIZI
6	GS KARENTERA	NYAMASHEKE
7	GS RURAGWE	KARONGI
8	GS UMUBANO 1	RUBAVU
9	College ADEC RUHANGA	NGORORERO
10	GS MUSANZE 1	MUSANZE
11	GS JENDA	NYABIHU
12	GS BUHABWA	KAYONZA
13	GS St ALOYS RWAMAGANA	RWAMAGANA
14	GS KAGOROGORO	GICUMBI
15	UR-CE RUKARA	KAYONZA
16	UR-CE RUKARA	KAYONZA

## ATTACHMENT B: Bill of Quantity

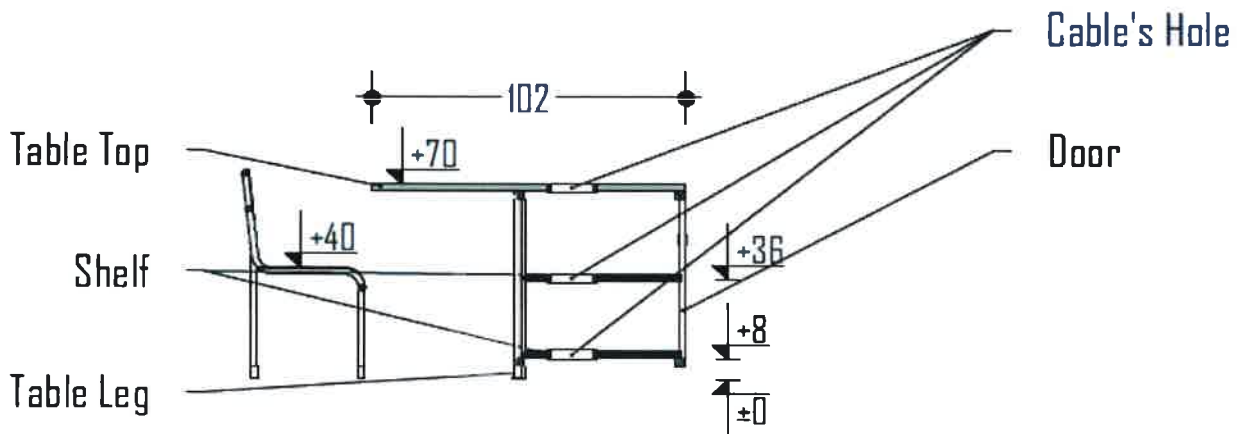
No	Item	Description	Unit	Required quantity	Rate	Total cost
1	Chairs for students					
2	Desks for teacher					
3	Chairs for teacher					
4	Round tables					
5	Cabinet					

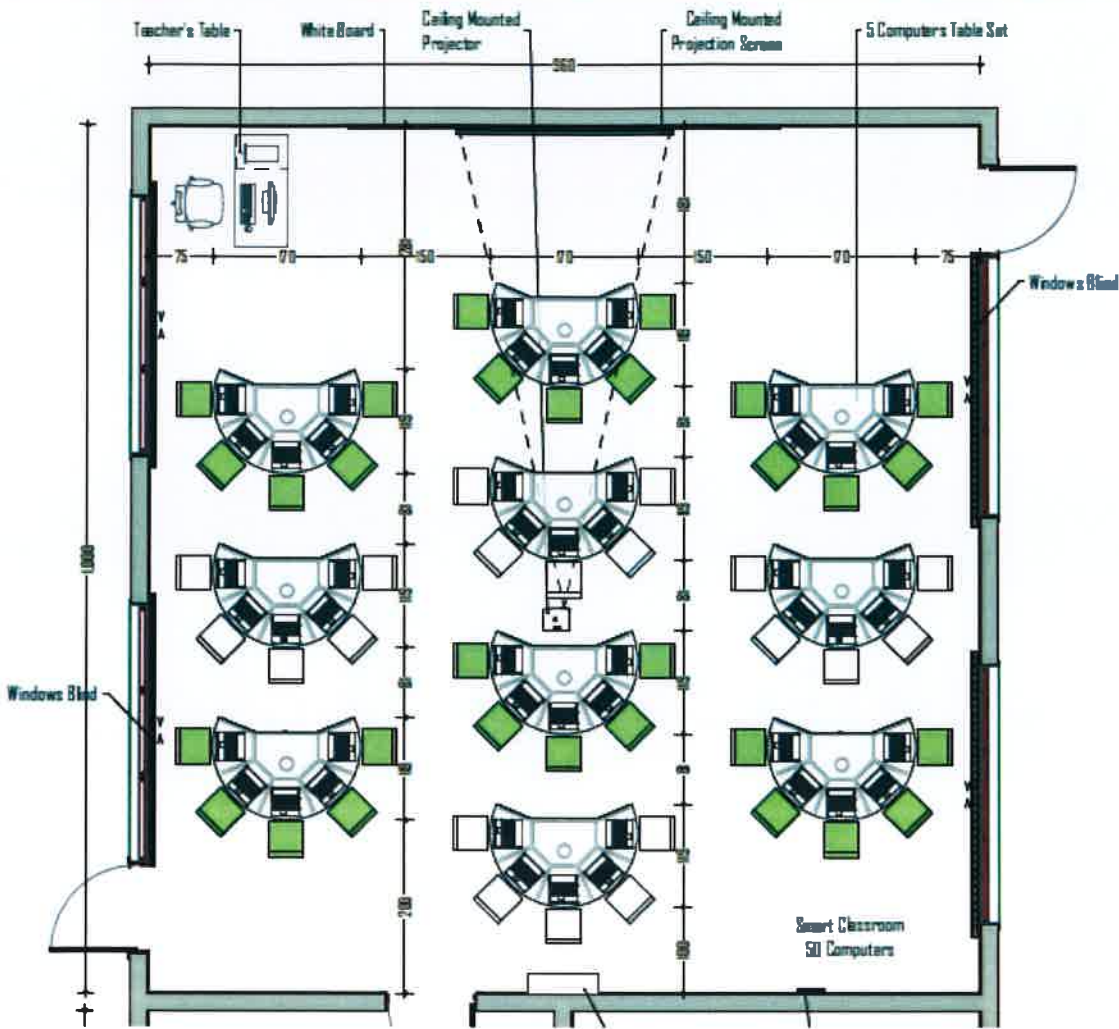


### ATTACHMENT C: SMART CLASSROOM DESIGN

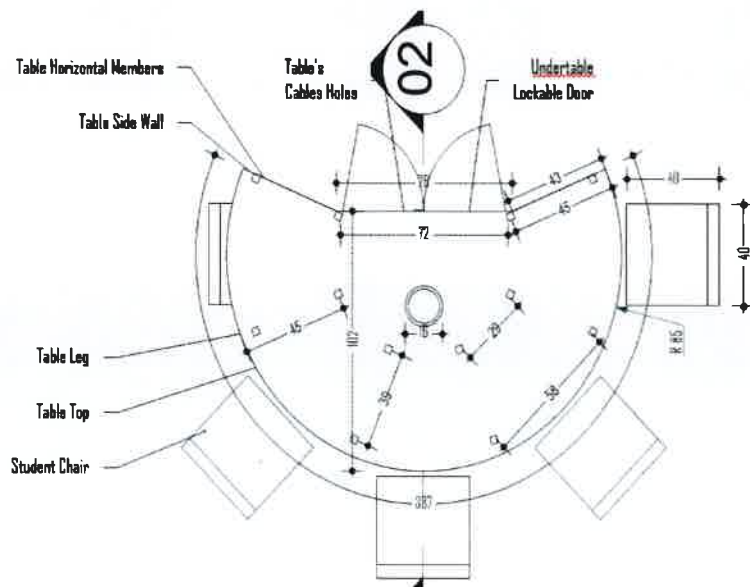


### CHAIR'S DESIGN FOR STUDENT





**TYPICAL SMART CLASSROOMS SEATING ARRANGEMENT. ALL DIMENSIONS IN CENTIMETERS**



**SMART TABLE DESIGN FOR STUDENT**