



Department	Type/ Hype the form of the required documents	Title of tender	Quantity
One PIH Partnerships	Supply of Goods	Rwandan small baskets with UGHE colors	10
	Supply of Goods	Branded postcards and envelop	50
	Supply of Goods	Tea (Gold blend Rwanda Mountain Tea - Tea bags)	20
	Supply of Goods	Coffee beans	20
	Supply of Goods	UGHE branded giftbags (laminated velvet paper bags)	50
	Supply of Goods	Rwandan Imigongo with UGHE colors (Small in size)	25
	Supply of Goods	UGHE branded wooden round plate	50
	Supply of Goods	Keychain with a wooden lion	50
	Supply of Goods	Paper holder (velvet laminated thick paper)	40
	Supply of Goods	Mini photo booklet highlighting the work that UGHE does	40
	Supply of Goods	Baseball hats	40
	Supply of Goods	Otoscopies	6
	Supply of Goods	Scrubs	36
	Supply of Goods	OR Shoes	41
	Supply of Goods	Disposable Gloves (boxes)	50
	Supply of Goods	Masks (boxes)	50
	Supply of Goods	Face mask(surgical) for senior IM	10 boxes
	Supply of Goods	N95 masks	5 boxes
	Supply of Goods	Surgical gloves/ Boxes	50
	Supply of Goods	Aniseptics /Bottles	72
	Supply of Goods	Ultrasound gel	36psc
	Supply of Goods	Ultrasound gel for senior IM	18 Pcs
	Supply of Goods	Gloves for senior IM	20 boxes
	Supply of Goods	Ophthalmoscope	2
	Supply of Goods	Bootcamp materials for Primary eye care course	
	Supply of Goods	Facial masks during the clerkship period	20 boxes
	Consultancy Services	At least 1 Urologist and 1 Paediatric Surgeon for Senior Clerkship	For 1 month per group
	Consultancy Services	Internists	2
Consultancy Services	Transport for visiting and Butaro based faculties in Kigali to RMH		
Consultancy Services	Accomodation in Kigali for Visiting and full time faculties		

Division of Clinical Medicine	Consultancy Services	Training of all local faculty on Pediatric curriculum implementation	A half day package of fully equipped meeting hall, refreshment and dinner
	Consultancy Services	1 MFM and 1 Gynecology oncology	01 month each
	Consultancy Services	Anaesthesiologists	4
	Non Consultancy Services	Full day clerkship planning workshop	Full day package of fully equipped meeting hall, refreshment and lunch
	Non Consultancy Services	Training of all local faculty involved on Anaesthesia and critical care curriculum implementation	A half day package of fully equipped meeting hall, refreshment and lunch
	Non Consultancy Services	Accomodation in Kigali for visiting faculty	1
	Non Consultancy Services	Transport in Kigali for visiting faculty	1
	Non Consultancy Services	Transport of faculty during the bootcamp	3
	Non Consultancy Services	Reimbursement for 2 OCOs support in the bootcamp- Honoraria	2
	Non Consultancy Services	exam logistics in Kigali (Transport of examiners, lunch for examiners)	
	Non Consultancy Services	A half day faculty development session - Fundamentals of teaching and assessment in clinical setting -10 participants	11
	Non Consultancy Services	A half day meeting with hospital based part time surgical obgyn faculty for senior clerkship planning	A half day package of fully equipped meeting hall, refreshment and lunch
	Non Consultancy Services	A 2 day Consultative workshop on senior clerkship planning (Including Capacity building training)	2 day package of fully equipped meeting hall, refreshment and lunch
	Non Consultancy Services	A half day meeting with hospital based part time surgical faculty to review the years 2023/24 clerkship and way forward	A half day package of fully equipped meeting hall, refreshment and dinner
	Non Consultancy Services	A half day meeting with hospital based part time surgical obgyn faculty for senior clerkship review of Junior clerkship	A half day package of fully equipped meeting hall, refreshment and lunch
Institute of Global Health	Consultancy Services	data collectors for pracitcum	40
	Consultancy Services	visiting faculty	10
	Consultancy Services	teaching assistant	20
Center for One Health	Consultancy Services	Strategic Plan Consultant	1
	Consultancy Services	Data Collectors	12
	Supply of Goods	Laborator Equipment	1
	Supply of Goods	Travel needs (airline, hotel etc)	10
	Supply of Goods	Printing needs (flyers, reports, banners)	1
	Supply of Goods	Printing needs (flyers, reports, banners)	1
	Supply of Goods	Travel needs (airline, hotel etc)	1
	Supply of Goods	One Health Field School (hotel, transport, food)	1
Center for Nursing and Midwifery	Supply of goods	Books for the Masters in Global Nursing Leadership - for 15 students for 7 modules	105
	Supply of goods	Training materials for 2 weeklong intensives of the GLNM	60
	Supply of goods	Refurbishment of BL2TH Nursing Wellness Center	1
	Supply of goods	3 curriculum validation workshops for surgical nursing, critical care nursing and clinical midwifery	3
	Supply of goods	Supplies for proposed podoconiosis clinic in Butaro	1
	Non consultancy services	5 GLNM coaches	5
	Non consultancy services	5 MGNL Leadership Coaches	5

	Non consultancy services	20 MGNL Adjunct Faculty	20
Infrastructure	Supply of goods	Lubrificant Oil of Grass Cutting machines	20
	Works	Works for Ventilation Improvement	4
	Supply of goods	Supply of cement	50
	Supply of goods	Supply of sand	20
	Works	Water proofing of HC1-5	5
	Consultancy Services	Facility maintenance management system	1
	Supply of goods	Maintenance tool, equipment and materials	1
	Supply of goods	Land scaping requirements	1
	Works	Surface rendering for the generator area	1
	Supply of goods	Supply of PPEs (Safety shoes)	10
	Supply of goods	Supply of reflectors	20
	Supply of goods	Electrical Materials	1
	Supply of goods	Plumbing Materials	1
	Works	STP Water proofing	1
	Works	STP Disludging	1
	Works	Kitchen Extract duct maintenance	1
	Supply of goods	Generator Service Spare parts	1
	Works	HVAC Maintenace service	4
	Works	Kitchen Maintenace Service contract	4
	Supply of goods	STP Chlorine	20
	Supply of goods	STP Dozing Pump	1
	Supply of goods	STP Sludge return Pump	1
	Supply of goods	Water Meters	10
	Supply of goods	Streetlight Poles	4
	Supply of goods	Transformer Main Board and Earthing	1
	Works	Campus Garden irrigation	1
Supply of goods	Earth resistance Tester	1	
Procurement and Contracting	Non Consultancy Services	Catering services for the workshop	4
	Non Consultancy Services	Procurement meeting	4
	Supply of Goods	Stationaries	4
	Consultancy Services	Carrier's services	1
	Consultancy Services	E-procurement System Upgrade	1
	Consultancy Services	Team Trainnigs	6
	Non Consultancy Services	Hiring a Contract Management Coordinator	1
	Non Consultancy Services	Advertisement of Tenders	30
	Supply of Goods	Ipad Tablets	2
	Non Consultancy Services	Field Visit for Countrywide Hotel Surveys	5
	Non Consultancy Services	Internal Staff Promotions (Procurement Officer Position)	3
	Non Consultancy Services	Kigali House Accommodation	9
	Works	Expatriate Annual leave Flights	
	Non Consultancy Services	Kigali Office space	1

Human Resource	Non Consultancy Services	Employee wellness program	1
	Works	Employee Life Insurance	1
	Supply of Goods	Safeguarding IEC materials	1
	Consultancy Services	SEAH Victims psycho-social support	1
	Consultancy Services	Professional Development Trainings	1
	Non Consultancy Services	Career Fairs for talent attraction	1
	Works	Babies Play room	1
	Consultancy Services	Culture Audit	1
	Consultancy Services	UGHE Staff Team Building	1
	Non Consultancy Services	Automated performance management system	1
	Non Consultancy Services	Kigali house booking system	1
	Non Consultancy Services	CSR-Genocide survivors support	1
	Consultancy Services	Partnerships team training	1
	Non Consultancy Services	Payroll system	1
	Non Consultancy Services	End of year party	1
	Non Consultancy Services	HR Team Building Activities	1
	Supply of Goods	Staff Birthday Celebration-Cakes	
	Supply of Goods	Valentine's Day Celebration	1
	Works	New Office Partitioning	1
	Non Consultancy Services	Office Movers/Removalist	1
	Consultancy Services	Online Mental Health Service	1
	Supply of Goods	Labour Day Venue and Refreshments	1
	Supply of Goods	Happy Hour Refreshments	
	Supply of Goods	Kigali Office Consumables	1
	Supply of Goods	Kigali House Consumables	1
	Non Consultancy Services	Extra Rooms in case of staff needs and requests	
	Non Consultancy Services	Staff Airtime and Internet	1
	Non Consultancy Services	BambooHR system	
	Non Consultancy Services	Jobs in Rwanda job board	
	Non Consultancy Services	Any international Job Board	
	Consultancy Services	Translation services	
	Non Consultancy Services	Printing	
	Non Consultancy Services	SEAH meetings and Trainings. (some meetings need only water, other meetings need, all refreshments, juice, tea coffee breaks etc while others will need food too)	
	Non Consultancy Services	Content Design and printing for Water drops, Posters,branded pens, note books	
Supply of Goods	Toll Free line		
Supply of Goods	Safeguarding boxes		
Non Consultancy Services	Counselling Services for Survivors and Hotel services for meetings		
Consultancy Services	Risk mitigation activity planning		
Non Consultancy Services	Print out of CGE fliers	1000	
Center for Gender Equity	Consultancy Services	Preceptor to MGHD practicums	15 groups

	Consultancy Services	External examiner	15	
Monitoring and Evaluation	Non Consultancy Services	Design of annual and impact reports and other M&E documents	3	
	Non Consultancy Services	Development of M&E Management Information System	1	
	Non Consultancy Services	Participation in Scientific Conferences/symposia/workshops Per Staff	2	
	Non Consultancy Services	Conducting at least one research project related to M&E	1	
	Consultancy Services	Conducting a study visit at one of the universities with strong M&E systems	1	
	Simulation Center	Supply of Goods	Supply of task trainer (Gaumard IV arm)	2
Supply of Goods		Supply of task trainer (Digital rectal Exam trainer)	1	
Supply of Goods		Supply of task trainer (Laerdal CPR trainer: Little Anne and AED Trainer 6 packs (1 set)	1	
Supply of Goods		Supply of sim trainer (Venous cut down)	3	
Supply of Goods		Supply of sim item (cover protection for our old Anatomage table)	1	
Supply of Goods		Supply of SIM Audio visual equipment (2 ways communication "Midland Xt70 Adventure Walkie-talkie") > 2 sets	2	
Supply of Goods		Supply of SIM Audio visual equipment (Camera)	1	
Supply of Goods		SIM items for moulage & simulating wounds/bleeding (moulage) > kit	1	
Supply of Goods		Artificial blood concentrate for PPH & bleeding simulations (4oz bottles)	4	
Supply of Goods		Supply of SIM Audio visual equipment (Tripod)	1	
Supply of Goods		DHL shipment of the above trainers & sim equipment bought in the US	1	
Supply of Goods		Maintenance of our high fidelity manikins (Flight ticket, in country transport, meals, accomodation & consultation fees of the Anatomical parts and charts team from South Africa)	1	
Supply of Goods		SIM consumables (IV catheter, IV fluids, POP, Chest tubes, surgical instruments (scissor, needle holder), foley catheters, chest tubes,	1	
Supply of Goods		SIM Low-cost materials for surgery and OB training (plastic boxes, vinyl tissues, carpet, plastic film, jello, medical gelatin, silicon, foam, wodden boxes)	1	
Supply of Goods		UPS for Cardiology patient simulator K	1	
Supply of Goods		SIM training certificates	1	
Non Consultancy Services		Transport booking during SIM training (coaster)	3	
Non Consultancy Services		Cathering	2	
Non Consultancy Services		SUZA team flight tickets (round trip Zanzibar/Kigali)> 1	2	
Non Consultancy Services		SUZA team accomodation in Kigali (4 nights in Kigali>90\$/night)	2	
Non Consultancy Services		SUZA team transport & meals allowance in Kigali	2	
Non Consultancy Services		UGHE team ticket to SUZA (Rwanda to Zanzibar)	1	
Non Consultancy Services		UGHE/IDS team ticket to SUZA (US to Zanzibar)	2	
Non Consultancy Services		UGHE team transport & meals allowance in Zanzibar	3	
Non Consultancy Services		UGHE team accomodation in Zanzibar	3	
Non Consultancy Services		SIM instructor course at SUZA (venue, certificates, other logistics, consultation fees for Nafissa) > November 2024 course	1	
		Supply of Goods	Printers	3
		Supply of Goods	Laptop and their accessories for the finance office	15
		Supply of Goods	AV Infrastructure upgrade for 4 classrooms (Case Study room, G0 and G1)	1
		Supply of Goods	IT Infrastructure and Networking upgrade (Meeting Room Booking System)	1

IT	Supply of Goods	IT Support accessories & Adapters	1
	Supply of Goods	Meraki Subscription	1
	Supply of Goods	IronWiFi Subscription	1
	Supply of Goods	Cylance Subscription	1
	Supply of Goods	Mosyle Subscription	1
	Supply of Goods	Microsoft Subscription	1
	Supply of Goods	ITG subscription	1
	Supply of Goods	SnipeIT Subscription	1
	Supply of Goods	Doodle Subscription	1
	Supply of Goods	Zoom Subscription	1
Finance	Supply of Goods	FY25 Audit	1
	Supply of Goods	Finance systems	2
	Supply of Goods	Screen and Accessoires	10
Campus Operations	Supply of Goods	Campus Consummables(monthly)	1
	Supply of Goods	Office Supplies(monthly)	1
	Supply of Goods	Campus drinking water	1
	Works	Campus fumigation	1
	Supply of Goods	Cooking gas	1
	Works	Waste disposal	1
	Supply of Goods	Campus life materials & event	1
	Consultancy Services	Digital system maintenance	1
	Works	Bicycle routine maintenance	1
	Consultancy Services	Gym maintenance	1
	Supply of Goods	Campus medical products	1
	Supply of Goods	Fuel for UGHE vehicles	1
	Non Consultancy Services	Vehicle Technical Inspection	1
	Works	Vehicle maintenance services	1
	Supply of Goods	FF&E(S) - Ubuntu	1
	Non Consultancy Services	Clerkship expenses	1
	Non Consultancy Services	Contract amendment - Cleaning services	1
	Supply of Goods	Campus furnitures & equipment	1
	Non Consultancy Services	Tender - Campus dining services	1
	Non Consultancy Services	Public auction	1
	Non Consultancy Services	Outdoor seats and dustbins	1
	Supply of Goods	Common areas of HC 7&8	1
	Non Consultancy Services	Mental Health clinics	1
	Supply of Goods	Event supplies	1
	Consultancy Services	Hiring law firms or legal consultants.	1
	Consultancy Services	Hring a Qualified real estate agency.	1
	Non Consultancy Services	Service contracts with utility providers (internet) & direct procurement (water electricty)	1
Consultancy Services	Hiring Trainers to provide training to the staff	1	

Deputy Vice Chancellor Administrative and Financial Affairs	Consultancy Services	Hiring a Consultancy firm for Job Grading and Salary Structure Review	1
	Consultancy Services	Hiring tax consultants	1
	Non Consultancy Services	Travel Services	1
	Consultancy Services	Hiring an audit firm	1
	Consultancy Services	Procurement for essential emergency services and supplies.	1
	Non Consultancy Services	Hiring Event management firm/logistics selected for organizing key/small events	1
	Consultancy Services	Hiring team-building service providers.	1
	Non Consultancy Services	Office Relocation, transportation, interior design, and its outfits.	1
Office of the Dean of Medical School and Health Sciences	Non Consultancy Services	Flight tickets for studentsUGHE- HMS	12
	Non Consultancy Services	Flight tickets for Faculty UGHE- HMS	8
	Supply of Goods	Immunization and tests	12
	Supply of Goods	One SUV for visiting faculty	1
	Supply of Goods	One bus for visiting faculty	1
	Supply of Goods	Simulation lab Equipment	1
	Supply of Goods	Sciences lab	1
	Supply of Goods	IT infrastructure	1