



REQUEST FOR EXPRESSION OF INTEREST (EOI)

Provision of Consultancy Services – Design, Supervision & Project Management Phase IV Campus Expansion Project (Classrooms, Basic Science Laboratory & Transformative Learning Centre)

24 September 2025

The University of Global Health Equity (UGHE) invites eligible consultancy firms to submit applications for prequalification for the provision of Design, Supervision, and Project Management Services for the Phase IV Campus Expansion Project at UGHE Butaro Campus, Burera District, Rwanda.

The project consists of:

1. Classrooms and Basic Science Laboratory Building (approx. 4,993 sqm) with six classrooms each accommodating 110 students,
2. Transformative Learning Centre (TLC) with approx. 3,209 sqm

Both facilities will be located on the UGHE Butaro Campus

A. Brief Scope of Services

The consultancy scope includes:

1. Topographical & Geotechnical Surveys
2. Design Services (**Architectural, Structural, MEP, ICT/AV, Landscaping**)
3. Bills of Quantities (BoQs), Specifications & Tender Support Documents
4. Construction Supervision & Project Management (including Contract Administration, QA/QC, HSE, and Reporting)

B. Eligibility & Qualification Requirements

Applicants must provide evidence of compliance with the following requirements:

1. Administrative Documents
 - Company registration, tax clearance, relevant professional licenses, Company portfolio or experience on similar project



- In the case of a Joint Venture (JV), a legally binding JV Agreement must be submitted as part of the application. All JV members are jointly and severally liable, with the lead partner clearly identified. Sub-consultants may be proposed for specialized services, but the lead consultant remains fully responsible for their performance and compliance.
- The Consultant may engage sub-consultants for specialized services, but remains fully responsible for their performance, deliverables, and compliance with all contract requirements. An MoU with each sub-consultant must be provided, along with the company profile, relevant experience, and expertise in the assigned tasks. A complete list of proposed sub-consultants and their details shall accompany the submission.

2. Experience

- At least **3 similar large-scale projects** (design + supervision) in the past 5 years
- Evidence of working under FIDIC frameworks.

3. Key Personnel (CVs, proof of qualifications and relevant professional licenses)

Position	Minimum Qualification	Professional Registration	Total Experience (Years)	Similar Works Experience (Years)
Project Manager (PMP an advantage)	Bachelor's Degree (A0) in Civil Engineering or related field	Member of a recognized professional body	15	5
Architect	Bachelor's Degree (A0) in Architecture	Registered Architect (professional body)	10	5
Civil/Structural Engineer	Bachelor's Degree (A0) in Civil Engineering	Member of IER	10	5
MEP Engineer	Bachelor's Degree (A0) in Mechanical/Electrical Engineering	Member of a Professional Body and RURA Certified (Category C)	10	5
Quantity Surveyor	Bachelor's Degree (A0) in Quantity Surveying	Member of relevant professional body (preferred)	10	5
ICT/AV Specialist	Bachelor's Degree (A0) in ICT or related field	Relevant professional registration (if applicable)	10	4
BIM Manager	Bachelor's Degree (A0) in Engineering or Architecture	Certification in BIM Software	5	3



Biomedical Engineering Expert	Bachelor's Degree (A0) in Biomedical Engineering or related field	Professional registration (preferred)	7	5
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4. Declaration of non-blacklisting, no pending litigation, and integrity compliance.

C. Proposal Submission Requirements

1. Administrative Documents

- Certificate of Incorporation
- Tax Compliance Certificate
- Professional Licenses

2. Technical Proposal

- Firm Profile & Experience
- Methodology & Work Plan (≤ 6 months)
- Key Personnel CVs
- Past BIM Model Sample
- QA/QC Procedures
- HSE Plan

3. References & Track Record

List of past clients/projects (with contacts for reference checks).

D. Evaluation Criteria

Criteria	Weight	Basis of Evaluation
Administrative Documents	Pass/Fail	Registration, licenses, compliance documents
BIM Modelling Technical Capability	Pass/Fail	Proof of BIM models, methodology
Experience	60%	Relevant past projects, references
Key Personnel	40%	Qualifications, registrations, CVs, (All key personnel shall provide written confirmation, through sign-off, of their availability throughout all phases of the project implementation.)

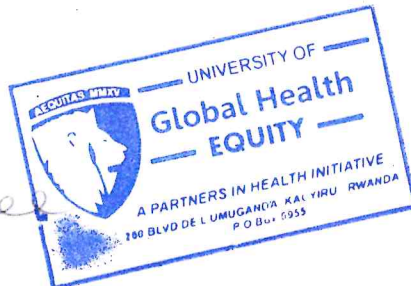


E. Submission

1. Well prepared proposals from interested and qualified bidders must be submitted to: aniyonshuti@ughe.org, gngwenderi@ughe.org and dkayigamba@ughe.org, before 23:59 October 12th 2025 Kigali Time.
2. Any clarification requests can be sent by email to: aniyonshuti@ughe.org, jmunyaneza@ughe.org, gngwenderi@ughe.org, no later than October 07th 2025.
3. It shall remain the responsibility of the Consultant to ensure that the proposals are submitted before the deadline, signed and free from any virus or corrupted files.
4. Services offered shall be reviewed based on completeness and compliance of the Proposals with the minimum specifications described above and any other annexes providing details of UGHE requirements.
5. The Proposal that complies with all the specifications, requirements, as well as all other evaluation criteria indicated, shall be Considered.
6. UGHE is not bound to accept any Proposals, nor award a contract/Purchase Order, nor be responsible for any costs incurred by the bidder while conducting the selection process.
7. **Only prequalified firms will be invited to participate in the subsequent tender process.**

Thank you and we look forward to receiving your Proposals.

Sincerely,



Shivon Byamukama, PhD

Deputy Vice Chancellor for Administrative and Financial Affairs.

University of Global Health Equity