



REQUEST FOR PROPOSALS (RFP): DESIGN, SUPPLY AND INSTALLATION OF GLASS REINFORCED PLASTIC (GRP) TANK

Date: December 04th, 2025

1. Background:

The University of Global Health Equity (UGHE) mission is to radically change the way health care is delivered around the world by training next generations of global health professionals who strive to deliver more equitable, quality health services for all.

The University of Global Health Equity (UGHE) seeks to enhance its water storage capacity and sustainability infrastructure through the design, supply, installation, and commissioning of a modular Glass Reinforced Plastic (GRP) potable water tank system.

The GRP tank will have a total capacity of approximately 400 cubic meters (400 m³) and will be installed above ground on a reinforced concrete base structure. The system shall include inlet and outlet connections (75mm PPR inlet and 110mm HDPE outlet connected to the existing booster pump set for effective water distribution across the campus. The contractor shall design, supply, install, test and commission one (1) factory-manufactured GRP (Glass Reinforced Polyester) storage tank of nominal capacity 400 m³ (400,000 liters) with associated inlet/outlet piping, valves.

1. More details on the services are provided in the Terms of Reference.
2. The RFP includes the following documents:

Section 1 - Letter of Invitation

Section 2 - Instructions to Firms (including Data Sheet)

Section 3 - Technical Proposal - Standard Forms

Section 4 - Financial Proposal - Standard Forms

Section 5 - Terms of Reference

3. Well prepared proposals from interested and qualified bidders must be submitted electronically through the UGHE eProcurement System <https://ughe.app/eprocurement/index.php> no later than December 17th, 2025, 10:00 Kigali time
4. A Mandatory site visit will be held at UGHE Butaro campus on December 10th, 2025, 11:00AM at UGHE Butaro Campus

5. Any clarification requests can be sent by email to: ughe-procurement@ughe.org, no later than December 12th 2025.
6. It shall remain the responsibility of the Contractor to ensure that your proposals are submitted in UGHE's eProcurement system. Kindly ensure that they are signed and free from any virus or corrupted files.
7. 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.
8. The Proposal that complies with all the specifications, requirements, as well as all other evaluation criteria indicated, shall be Considered.
9. Any discrepancy between the unit price and the total price (obtained by multiplying the unit price and quantity) shall be re-computed by UGHE. The unit price shall prevail, and the total price shall be corrected.
10. At any time during the validity of the Proposals, no price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UGHE after it has received the Proposals.
11. 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.

Thank you and we look forward to receiving your Proposals.

Sincerely,



Shvon Byamukama, PhD

Deputy vice Chancellor for Administrative and Financial Affairs.

University of Global Health Equity

Instructions to Bidders, Data Sheet

Item No.	Description
1	Name of the Client: UNIVERSITY OF GLOBAL HEALTH EQUITY Method of selection: Quality & Cost Based Selection
2	Financial Proposal to be submitted together with Technical Proposal: YES Name of the assignment is: SUPPLY AND INSTALLATION OF GLASS REINFORCED PLASTIC (GRP) TANK
3	A Mandatory site visit will be held: Yes , A mandatory site visit is scheduled on the 10th of December 2025, at 11:00AM, at UGHE Butaro Campus The Client's representative is: Head of Infrastructure, University of Global Health Equity
4	The Client will provide the following inputs and facilities: None
5	Proposals must remain valid 120 days after the submission date.
6	Clarifications may be requested not later than 12th of December 2025 The address for requesting clarifications is: ughe-procurement@ughe.org
7	Proposals shall be submitted in ENGLISH
8	The format of the Technical Proposal to be submitted is: As per the forms provided
9	Amounts payable by the Client to the Consultant under the contract to be subject to local taxation: YES .
10	Firms to state price in the national currency: YES
11	Type of Contract: FIDIC Yellow Book (Plant and Design-Build)
	Performance Guarantee: Yes (10%)

	Retention: 5%
	Insurance: Yes (CAR and Worker's Insurance)
	<ul style="list-style-type: none"> • Manufacturer's warranty: The Supplier shall provide a minimum ten (10) year structural warranty covering the GRP laminate integrity against all manufacturing defects. • Defects Liability Period: Minimum Twelve (12) months from date of handover.
12	Expected Timeline of the Assignment: 6 Months
13	<p>Documents to be submitted:</p> <ul style="list-style-type: none"> a) Completed BOQ Breakdown, Work Plan, Technical Proposal & Financial Proposal Forms. b) Copy of Trading license/ Certificate of incorporation c) Valid Certified copy / original Certificate from RSSB (for local firms) d) Valid Certified copy / original Tax clearance Certificate from RRA (for local firms)
14	<p>Evaluation criteria:</p> <ol style="list-style-type: none"> 1. Methodology (Compliance with technical Specifications, quality assurance plan, Product catalogue, Warranty & after-sales support) - 20 pts 2. Experience in Design, Supply and installations and references of similar size (400m³) GRP tanks or Pressed Steel Tanks – 40 pts 3. The Supplier shall provide a minimum ten (10)-year structural warranty covering the GRP laminate integrity against all manufacturing defects in English- 20 pts 4. Qualification and experience of the Key personnel proposed- (See Terms of Reference for Staff) 20 marks. <p>Total Points for Technical Score: 100 Pts</p> <p>The minimum technical score required to pass for financial evaluation is 75%</p>

15	<p>Financial Evaluation:</p> <p>The lowest evaluated Financial Proposal (Fm) is given the maximum financial score (Sf) of 100.</p> <p>The formula for determining the financial scores (Sf) of all other Proposals is calculated as following:</p> <p>$Sf = 100 \times Fm / F$, in which “Sf” is the financial score, “Fm” is the lowest price, and “F” the price of the proposal under consideration.</p> <p>The weights given to the Technical (T) and Financial (F) Proposals are:</p> <p>Technical = 70%, and</p> <p>Financial = 30%</p> <p>Proposals are ranked according to their combined technical (St) and financial (Sf) scores using the weights (T = the weight given to the Technical Proposal; F = the weight given to the Financial Proposal; T + F = 1) as following:</p> <p>$S = St \times T\% + Sf \times F\%$.</p>
16	UGHE will award contract to: One Vendor
17	Type of Contract to be Signed: Lumpsum contract
18	Advance Payment: Advance payment will be given after presentation of a valid Advance Payment Guarantee (If required)
19	Conditions for Release of Payment: Approval of invoice of services rendered or Advance Payment Guarantee, if required
20	<p>Annexes to this RFP:</p> <ul style="list-style-type: none"> a) Technical proposal submission forms b) Financial proposal submission forms c) Terms of Reference
21	<p>Date of Submission of proposals:</p> <p>Date of Submission: Before 17^h of December 2025, 10:00 Kigali time</p>

Technical Proposal – Standard Forms /Annexes

{*Notes to Consultant* shown in brackets { } throughout Section 3 provide guidance to the Consultant to prepare the Technical Proposal; they should not appear on the Proposals to be submitted.}

FORM TECH-1

TECHNICAL PROPOSAL SUBMISSION FORM

{Location, Date}

To:

Dear Sir/Madam:

We, the undersigned, offer to provide the consulting services for (*insert Title of Assignment*). in accordance with your Request for Proposal dated (*Insert date*) and our Proposal.

We are hereby submitting our Proposal, which includes this Technical Proposal, and a Financial Proposal.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

If negotiations are held during the period of validity of the Proposal, i.e., before the date indicated in the Data Sheet, we undertake to negotiate on the basis of the proposed staff.

We undertake, if our Proposal is accepted, to initiate the consulting services related to the assignment not later than 7 days after the signature of the contract.

Our Proposal shall be valid and remain binding upon us for the period of time specified in the Data Sheet

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized Signature {In full and initials}:

Name and Title of Signatory:

Name of Consultant

Address:

Contact information (phone and email):

FORM TECH-2

CONSULTANT'S ORGANIZATION AND EXPERIENCE

A - Consultant's Organization

[Provide here a brief (two pages) description of the background and organization of your consultancy]

B - Consultant's Experience

1. List only previous similar assignments successfully completed in the last 10 years. List only those assignments for which the Consultant was legally contracted by the Client as a company or was one of the joint venture partners. The Consultant should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by the Client.

Assignment name:	Approx. value of the contract (in currency: Rwanda francs or freely convertible currency]
Country: Location within country:	Duration of assignment (weeks):
Name of Client:	Total N° of staff-months of the assignment:
Address:	Approx. value of the services provided by your consultant under the contract (<i>in currency: US\$, Euro, RWF, etc...</i>):
Start date (month/year): Completion date (month/year):	N° of professional staff-months provided by associated Consultants:
Name of associated Consultants, if any:	Name of senior professional staff of your consultant involved and functions performed

	(indicate most significant profiles such as Project Director/Coordinator, Team Leader):
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

FORM TECH-3

DESCRIPTION OF APPROACH, METHODOLOGY, AND WORK PLAN IN RESPONDING TO THE TERMS OF REFERENCE

A description of the approach, methodology and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing for training, if the Terms of Reference specify training as a specific component of the assignment.

a) Technical Approach and Methodology

b) Work Plan

c) Organization and staffing

- a) Technical Approach and Methodology. *{Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TORs), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s), and the degree of detail of such output. Please do not repeat/copy the TORs in here.}*
- b) Work Plan. *{Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing your understanding of the TOR and ability to translate them into a feasible working plan. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the Work Schedule Form.}*
- c) Organization and Staffing. *{Please describe the structure and composition of your team, including the list of the Key Experts, Non-Key Experts and relevant technical and administrative support staff.}*

Financial Proposal - Standard Forms

FORM FIN-1

FINANCIAL PROPOSAL SUBMISSION FORM

{Location, Date}

To: [Name and address of Client]

Dear Sir/Madam,

We, the undersigned, declare that:

- a) We have examined and have no reservations to the Request for proposals for
(Insert title). Services.
- b) We offer our services in conformity with the services required in the RFP
- c) The total price of our proposal, excluding any discounts offered in item below is:
..... (Insert amount in words and figures in Rwandan Francs) taxes inclusive.
- d) The discounts offered and the methodology for their application are: Discounts: If our bid
is accepted, the following discounts shall apply:.....
- e) Our Financial Proposal shall be binding upon us subject to the modifications resulting from
Contract negotiations, up to expiration of the validity period of the Proposal
- f) We have no conflict of interest in accordance with the UGHE code of conduct.
- g) We understand that you are not bound to accept the lowest evaluated proposal or any
other proposal that you may receive

Yours sincerely,

Authorized Signature

Name and Title of Signatory:

Name of Consultant:

TERMS OF REFERENCE FOR SUPPLY AND INSTALLATION OF GLASS REINFORCED PLASTIC (GRP) TANK

1. Background

University of Global Health Equity (UGHE) has its mission to radically transform global health education and health care delivery around the world by training generations of health professionals who strive to deliver equitable, quality, and holistic health services for all.

2. Project summary & objectives

The University of Global Health Equity (UGHE) seeks to enhance its water storage capacity and sustainability infrastructure through the design, supply, installation, and commissioning of a modular Glass Reinforced Plastic (GRP) potable water tank system.

The GRP tank will have a total capacity of approximately 400 cubic meters (400 m³) and will be installed above ground on a reinforced concrete base structure. The system shall include inlet and outlet connections (75mm PPR inlet and 110mm HDPE outlet connected to the existing a booster pump set for effective water distribution across the campus. The contractor shall design, supply, install, test and commission one (1) factory-manufactured GRP (Glass Reinforced Plastic) storage tank of nominal capacity **400 m³ (400,000 liters)** with associated inlet/outlet piping, valves.

3. Scope of Works

1. Conduct detailed topographical and geotechnical surveys to confirm that the proposed GRP tank location sits on stable, well-compacted ground. Surveys shall ensure accurate platform levelling, assess soil bearing capacity, and identify any risks of differential settlement or embankment instability. All findings shall guide the design of the concrete foundation slab and verify that the surrounding embankments are properly graded and stabilized to prevent slippage or landslides
2. Detailed design and shop drawings (structural) for tank, base plinth, pipework.
3. Supply a factory-built or sectional GRP water tank, complete with all required standard and optional accessories. All pipework connections, cross arms, ladders, bolts, nuts, and ancillary fittings shall be manufactured from stainless steel (inox) to ensure full corrosion resistance and long-term durability.
4. Supply of inlet piping (75 mm PPR), outlet piping (110 mm dia) — specify material to match pressure class), valves, instrumentation and ancillaries.
5. Supply & construction of reinforced concrete plinth base and anchorage bolts.
6. Civil works for minor containment/ drainage around plinth and access.
7. The Contractor shall relocate and connect the existing pump to the new GRP tank and ensure full integration of the existing and new tanks to operate seamlessly in series.

8. Carry out full installation, testing, commissioning, and performance verification of the GRP tank. The contractor shall bear all costs associated with testing and commissioning, including water and power consumption during construction. In the event of leakage within the warranty period, the contractor shall be responsible for the cost of any water loss resulting from tank failure.
9. As-built drawings, O&M manual, spare parts and warranty.

4. Deliverables

- Preliminary design report and calculations (tank sizing, structural loads, plinth design assumptions, anchorage).
- Detailed shop drawings for tank, pipework, plinth base and access platform. Drawings to include dimensions, elevations, nozzle locations and lifting points.
- Materials submittals: GRP laminate schedule, resin type, reinforcement, fittings.
- Factory test certificates and QA documentation.
- Installation completion certificate, commissioning report and performance test results.
- Operation & Maintenance manual, DB wiring diagrams, spare parts list and warranties of at least 10years, note any failure of the tank will be remedied by the contractor at own cost.
- Training session: one-day on-site operator training for tank operation & maintenance.
- The bidder must submit their Financial Proposal. The Financial Proposal must contain a comprehensive, all-inclusive cost breakdown for all services and works described in the Terms of Reference. All prices shall be quoted in Rwandan Francs and must remain valid for 120 days from the bid submission date.

5. GRP Tank - Technical Specifications

5.1 General

- Capacity: **400 m³ (400,000 L)** (nominal).
- Shape: Vertical cylindrical or modular sectional type — bidder to propose the most economical & practical arrangement given site constraints. Contractor must provide a clear justification and stamp with manufacturer's structural calculations.
- Intended service: Potable water storage. Materials and resins must be certified safe for potable water contact.

5.2 Materials & Construction

- Laminate: Hand-laid and (Glass fiber + polyester vinyl ester for potable water). Resins and gelcoats must be certified for potable water compatibility.
- Wall thickness & reinforcement: As per manufacturer design for the specific diameter/height and hydrostatic loads; include local buckling checks, hoop strength and axial loads. (Contractor to provide laminate schedule by course and location).
- Internal finish: Smooth potable-grade gelcoat.

- External finish: UV-resistant protective coating.
- Joints: If sectional, bolted flanges with approved gasket material rated for potable water and the design pressure. Flanged joint design must be watertight and accessible for maintenance. Optionally single-piece if transportable and site allows.
- Lifting points: Adequate rated lifting eyes/points with safe working load marked.

5.3 Nozzles, fittings & accessories (minimum)

- Inlet nozzle: **75 mm** nominal diameter PPR connection stub-out with transition flange or adaptor for PPR piping. Provide isolation valve upstream.
- Outlet nozzle: **110 mm** nominal diameter (contractor to ensure compatible material and pressure rating) with isolation valve and non-return valve on the pump suction line as needed.
- Overflow: 1 no. sized to handle max inflow (pipe to be extended to safe discharge). Provide anti-siphon and screened outlet.
- Drain: Minimum 50 mm drain with valve at lowest point.
- Air release / vacuum valves: Automatic air release valves at top/high points and vacuum breakers as necessary.
- Manway: Minimum one (1) 600–700 mm diameter manhole with removable cover, gasket and ladder access.
- Access ladder and safety cage if top access required. Provide handrail on top walkway and anti-slip walkway.
- Level monitoring: -Float type level transmitter with local level gauge.
- Pressure relief / expansion provisions if required by site conditions.
- Tie-downs / anchors: Anchor points for plinth bolting.

5.4 Design & Testing

- Design for full hydrostatic head (full tank). Contractor to provide structural calculations showing wall stresses, support loads and buckling checks.
- Factory testing: hydrostatic test at manufacturer prior to shipment; leak test and visual inspection. Provide certificates.
- Site testing after installation: fill and hold test (24–72 hours) to confirm no visible leakage and level stability. Record observations.

6. Plinth & Civil Works

6.1 Concrete Plinth

- Provide reinforced concrete plinth base sized per the tank base footprint and structural loads. Plinth shall be slightly elevated (300–500 mm above finished ground level) to allow drainage. Contractor must provide calculations for bearing pressure; assume worst-case full water load ~400 tonnes plus tank self-weight.

- Concrete: Minimum C30 with required reinforcement per design drawings. Provide curing procedures and tests.
- Anchor bolts: Grade B7.8 or as per specification, set in cast-in place with hold-down nuts and washers. Provide stainless steel inserts where in contact with water lines or fittings to avoid corrosion.
- Plinth finish: Level and flat to manufacturer tolerances for tank seating. Provide neoprene bearing pads or bedding mortar as specified.

6.2 Drainage & Containment

- Slope around plinth base to prevent standing water. Provide perimeter drainage channel directing leak/overflow to safe discharge point. Consider bunding/secondary containment if required by client.

6.1 Access & Safety

- Stair/ladder to tank top, handrails at top walkway, non-slip surfaces according to manufacturer's recommendations, locking manhole cover to restrict unauthorized access.

7. Inlet & Outlet Piping

7.1 Inlet piping

- Size: **75 mm nominal PPR** inlet pipe from source connection to tank inlet. PPR (Polypropylene Random Copolymer) suitable for potable water and rated for working pressures at site temperature.
- Include isolation valve (PN16 or higher), and air release near top. Provide suitable flange/adaptor to tank nozzle.

7.2 Discharge piping

- Include isolation valve, NRV, air-release valves where appropriate. Provide expansion joints or flexible coupling at pump connections.

7.3 Fittings & Valves

- Valves: Ball / gate isolation valves rated for working pressure; NRV stainless steel as required. Valves accessible and keyed where required.
- Flanges: PN16/PN25 or as per design pressure with appropriate gaskets for potable water. Bolts to be stainless steel where in contact with potable water.
- All pipework supports, anchors and hangers must be provided.

8. Instrumentation, telemetry & safety

- Tank level transmitter.
- Pressure gauges at key points.
- Lockable isolating valves at key locations.

- Emergency shutdown and local manual override capability.

9. Quality Assurance & Standards

- Materials, workmanship and design must comply with internationally recognized good engineering practice. Contractor to propose applicable standards for materials and fabrication and confirm compliance.
- Manufacturer must have at least 5 years' proven experience manufacturing large GRP tanks (at least 400Cum or demonstrable track record with similar or larger projects). Provide at least three (3) references.
- All welds, joints and bonded areas must be inspected and QA records submitted.
- Manufacturer shall perform factory inspection/testing; buyer or buyer's representative reserves right to inspect at factory.

10. Testing, Commissioning & Acceptance

10.1 Pre-commissioning

- Visual checks, bolt torque checks, instrument calibration, electrical insulation tests, cable continuity and earthing tests.
- Hydrostatic filling test & leak checks (hold for minimum 24 hours).
- Pump dry run prevention interlocks.

10.2 Commissioning

- Provide commissioning report with instrument readings, photographs and any deviations.

10.3 Performance Acceptance

- 7-day operational demonstration (or agreed test period) under normal operating conditions to confirm reliability. Any defects to be rectified at Contractor expense.

11. Warranties & Guarantees

- **Manufacturing warranty:** Minimum 10 years structural warranty for GRP laminate integrity against manufacturing defects.
- **Works & installation warranty:** Minimum **12 months** from date of handover.

12. Documentation & Training

- Provide the following at handover:
 - Maintenance schedules, spare parts list, recommended spares
 - O&M manual in English and (optional) local language.
 - One-day on-site operator training and one-day maintenance staff training.

13. Health, Safety & Environment

- Contractors must follow the site HSE plan, provide PPE, and ensure safe lifting/handling procedures for tank modules.
- Waste, resin residues, solvents and packing materials must be managed and disposed per local regulations.

14. Tender Submission Requirements

Bidders must include:

1. Technical proposal with design rationale, data sheets, and drawings.
2. Bill of Quantities (BOQ) with itemized unit prices.
3. CVs of key personnel and manufacturer brochure.
4. ISO Factory Tests Certificates
5. After-sales support plan and warranty statement.
6. At least three references for similar-sized GRP tank projects.

15. Indicative Bill of Quantities

1. Supply and delivery of 400 m³ GRP potable water tank (including all internal/external finishes) — (1 No).
2. Tank accessories: manway, vents, overflow, drain, level transmitter, ladders, handrails.
3. 75 mm PPR inlet piping, valves & fittings (length to be specified on drawings).
4. 110 mm outlet piping, valves & fittings (length to be specified).
5. Concrete plinth & civil works (qty m³ concrete, reinforcement, anchor bolts).
6. Installation, testing, commissioning, and handover.
7. Spares and operator training.

16. Evaluation Criteria

- Methodology (Compliance with technical Specifications, quality assurance plan, Warranty & after-sales support.) - **20 pts**
- Experience in Design, Supply and installations and references of similar size (400m³) **GRP tanks or Pressed Steel Tanks – 40 pts**
- The Supplier shall provide a minimum ten (10)-year structural warranty covering the GRP laminate integrity against all manufacturing defects in English- **20 pts**
- Key Personnel – **20 Pts**
 - **Civil and Structure Engineer** – A0 in Civil Engineering with 5 Years Experience and Member of a Professional Body (IER)
 - **MEP Engineer** – A0 in a related field with 5 Years Experience, Member of a Professional Body and/or RURA Certified
 - **Plumber** - 5 Years Experience
 - **Professional Installer** – At least 5 Years Experience in similar works

The supplier shall engage with a recognized geotechnical laboratory for site investigations before contract award

17. Notes & Assumptions

- The tender assumes potable water service; if water chemistry is aggressive or contains chemicals, the bidder shall propose alternative resin or internal lining suitable for the fluid.
- All local permits, inspections and approvals will be the responsibility of the Contractor unless otherwise specified in the contract.

18. Sample Acceptance Test

1. Hydrostatic test of tank and site fill test (24–72 hours).
2. Function test of level sensors, alarms etc
3. Final performance test showing required flow & head and stable operation for 4 hours continuous (or 24 hours as agreed).