

**ToR for Infrastructure Development Works at Kitazigurwa
Agriculture Training Farm**

Project: Shaping the Next Generation of Agriculture-YESPAR Project

Client: Rwanda Rural Rehabilitation Initiative (RWARRI)

Type of contract: Contractor

Length of assignment: 45days

Tentative Start date: December 9th ,2025

Tentative End date: January 24th ,2026

Location/Duty station: Kitazigurwa Farm, Eastern Province, Rwanda

Reports to: RWARRI, YESPAR Project Manager

Submission Link: <https://rwarrims.rwarri.org/observer/quotation-requests/69295a1ef239f8629062de75/fill>

1. BACKGROUND

About RWARRI

Rwanda Rural Rehabilitation Initiative (RWARRI) is a national NGO committed to enhancing the social and economic welfare of rural communities in Rwanda. Established in 2003, it is registered with the Government of Rwanda (No. 37/11 14/SC&RT) and the Rwanda Governance Board (RGB No. 023/11).

About YESPAR Project

RWARRI partners with the SUYANA Foundation (Switzerland) to implement **Youth Empowerment for Sustainable and Profitable Agriculture in Rwanda (YESPAR)**, also called “Shaping the Next Generation of Agriculture.” The project operates in Rwamagana, Kayonza, and Ngoma districts, equipping youth with practical skills in mechanization, irrigation, and post-harvest handling and storage.

Project Context at Kitazigurwa Farm

To operationalize YESPAR’s training activities in Kayonza District, a demonstration farm has been designated at Kitazigurwa. For the farm to function effectively as a practical training site, its infrastructure must be upgraded and expanded. This TOR outlines the work required to prepare the site for host mechanization, irrigation, and post-harvest training modules.

2. OBJECTIVES OF THE ASSIGNMENT

Main Objective:

To implement construction and rehabilitation works at Kitazigurwa Farm including renovation of the existing building, construction of the machinery hangar, installation of the water tank and soak

pit, establishment of water and electricity supply lines, and execution of external works such as boundary wall construction and gate installation.

Specific Objectives:

1. Renovate the existing building for structural stability and functionality.
2. Design and construct a machinery hangar for secure storage and maintenance of equipment.
3. Design and construct gender-responsive washrooms with proper sanitation.
4. Construct and integrate a 3,000-liter water storage tank into the farm's irrigation system.
5. Provide reliable water and electricity systems across the facility.
6. Execute external work.
7. Ensure all works meet national construction, safety, and environmental standards.

3. SCOPE OF WORK

3.1 Renovation of Existing Building

- Site installation including all required work.
- Fixing the walls (bricks, etc.).
- Painting works.
- Repair of shoulder and plinth (veranda).
- Repair of windows and doors.
- Rehabilitation of roof on top of building.
- Supply and installation of gutters.
- Supply and installation of downpipes for rainwater.
- Supply and fixing of roof barge boards

3.2 Machinery Hangar Construction

- Preparation of architectural and structural design for the hangar.
- Excavation for foundation of the hangar.
- Construction of unreinforced concrete foundation for hangar.
- Masonry stone foundation.
- Construction of boundary wall for hangar structure.
- Supply and fixing of vertical tubes for hangar (8 pieces).
- Supply and fixing horizontal tubes for hangar (8 pieces).
- Roof installation using tubes (40×40×1.5 mm).
- Hardcore using quarry stones.
- Concrete pavement inside the hangar.
- Construction of garage inspection pit

3.3 Gender-Responsive Washrooms

- Accessible, separate facilities for male and female users using block cement covered by roof metal.
- Install sanitation facilities, handwashing stations, and hygiene accessories.

3.4 Water Storage tank and soak pit

- Construct the stone base for tank and install a 3,000-liter water storage tank including all accessories.
- Construct the soak pit for the toilets

3.5 Water and Electricity Systems

- Power supply from REG pole including all accessories (1 phase).
- Water supply from main HDPE pipe 32PN10 for 400 meters

3.6 External works

- Excavation works for trenches for boundary wall.
- Wall foundation using unreinforced concrete (15 MPa).
- Stone masonry foundation for boundary wall.
- Boundary wall using block masonry with pointing.
- Coping on top of the wall.
- Reinforced concrete columns for gate.
- Sliding door for gate (4×2 m)

BoQ for the construction materials

#	Designation	Unit	QTY
A	Renovation works of existing building to become a storage and trainers' room		
1	Site Installation including all required works and related services like Insurance, office ... (lumpsum)	Ls	1
2	Fixing the walls (bricks etc)	m2	50
3	Painting works	m2	75
4	Repair shoulder and plinth (veranda)	Ls	1
5	Supply and fix the door and window glazing of 6mm (window glass)	m2	13
6	Repair doors and windows	Ls	1
7	Supply and fix the door locks Kale (brand)	Pc	4
8	Installation of electricity including socket, lights in the building only without the main supply	Ls	1
9	Supply and fix the new gutters	lm	34
10	Painting works on lintel and trusses as well as every where needed	Ls	1

B	Toilet + Changing room		
1	Earth works and puts nearby in the excavated hole	Ls	1
2	FOUNDATION: UNREINFORCED CONCRETE: 15MPa/50mm thick plain concrete (1:3:6) blinding under: foundation bases	m3	1
3	STONE MASONRY FOUNDATION: Stone masonry foundation with the ration of sand and cement 1:4	m3	4
4	Block wall elevation work in class II mortar in: 200mm.thick brick wall(external) bedded and joined in cement -sand (1:3) mortar, with pointing only	m3	14
5	Reinforced concrete lintel with class of concrete C25	m3	1
6	Hardcore using quarry stone	m3	7
7	Pavement inside the room	m3	2
8	Floor ceramic tiles 40x40	m2	21
9	Installation of electricity including light and power socket	Ls	1
10	Supply door using tubes	m2	7
11	Roof: installation of trusses using the tubes of 60x40x2, 40x40x1.25 and corrugated sheet metal of BG 30 including the transparent sheet	m2	22
12	Supply the gutter and its down pipe	Ls	1
13	Supply the WC Toilet	Pc	3
14	Supply washing basins	Pc	3
15	Supply and fix urinals for good quality	Pc	2
16	Toilet paper holder	Pc	3
17	Soap holder	Pc	3
18	construct the soak pit of 6m max including the concrete cover of 1m dia.	Ls	1
19	Construction the plinth for water tank	Ls	1
20	Supply and install the plastic water tank of 3000L	Pc	1
C	Metal Hangar building		
1	Earth works before doing any other works	Ls	1

2	FOUNDATION: UNREINFORCED CONCRETE: 15MPa/50mm thick plain concrete (1:3:6) blinding under: foundation bases	m3	1
3	Concrete foundation for vertical tubes	m3	1
4	Supply and fix the vertical tube for hangar 80x40x2	Pc	8
5	Supply and fix the horizontal tube for hangar 40x40x1.5	pc	8
6	Roof installation using the tubes of 40x40x1.25 and corrugated sheet metal of BG 30 including the transparent sheet	m2	54
7	Supply and fix the gutters	Lm	8
8	Down pipe for rainwater	Lm	4
9	Supply and fix the roof barge board	Lm	28
10	Hardcore using quarry stone	m3	8
11	concrete pavement inside on top of hardcore 10cm thick	m3	5
12	Construction the garage pit	Ls	1
D	External works +Power (1phase) +water		
1	Power supply from REG pole including all accessories	Ls	1
2	Water supply from the main HDPE pipe 32PN10 at feeder road including all earth works and accessories (toilets)	m	400
3	Reinforced concrete columns for gate	m3	0
4	Sliding door for gate 4x2 according to the drawing using tubes 40x40x1.5 and 30x30x1.25	m2	16
5	Excavation works for trenches for boundary wall	m3	17
6	Wall foundation: UNREINFORCED CONCRETE: 15MPa/50mm thick plain concrete (1:3:6) blinding under: foundation bases	m2	1
7	STONE MASONRY FOUNDATION for wall: Stone masonry foundation with the ration of sand and cement 1:5	m3	21
8	Boundary wall using block masonry with pointing only with 1.8m height (bricks made of cement and sand and mortar in between)	m3	30
9	Coping on top of the wall	lm	73

3.7 Quality Assurance, Handover, and Documentation

- Use high-quality materials and approved specifications.
- Conduct testing and commissioning of all systems.
- Submit as-built drawings, manuals, and warranties.

4. DELIVERABLES

- **Assessment and Design Reports:** Structural assessment and technical designs for buildings, hangar, washrooms, water, and electricity systems.
- **Renovated Building:** Fully functional for training and administrative purposes.
- **Machinery Hangar:** Completed and operational with safety features.
- **Washrooms:** Functional and gender responsive.
- **Water Storage Tank:** Constructed and installed.
- **Water and Electricity Systems:** Tested and operational.
- **Handover Package:** As-built drawings, operational manuals, and formal handover report.

5. CONTRACTOR RESPONSIBILITIES

- Comply with national construction, safety, and environmental standards.
- Submit regular progress reports.
- Communicate delays with mitigation plans.
- Provide technical documentation and maintenance guidance.

5.1 ETHICS, CONFIDENTIALITY, AND PROPRIETARY INTERESTS

5.1.1 Ethical Considerations

- **Prevention of Sexual Exploitation and Abuse:** Fully comply with RWARRI's Policy on the prevention of Sexual Exploitation and Abuse to safeguard both staff and external stakeholders from any form of exploitation or abuse.
- **Prevention of Terrorism:** Guarantee that no resources provided under this Agreement, whether financial or in-kind, are used, directly or indirectly, to support terrorist groups or individuals.
- **Anti-Fraud and Anti-Corruption:** Abide by RWARRI's Anti-Fraud and Anti-Corruption Policy. RWARRI enforces a zero-tolerance approach to fraudulent, corrupt or collusive practices
- **Compliance and Sustainability:** Adhere to all relevant national standards, regulations, and sustainability principles.

5.2 Payment modalities

Payment shall be made progressively based on completion of specific activities and submission of corresponding execution reports:

- **Advance Payment (30%):** initial payment of 30% of the contract amount upon contract signing

- **Second Installment (40%)**

Paid upon **completion of the first phase of work**, specifically:

- Renovation of the existing building (all works under Section 3.1)
- Completion of the gender-responsive washrooms including the soak pit and water tank plinth (all works under Section 3.3 and related components in 3.4)
- Installation of water and electricity systems within the renovated building and washrooms construction
- Submission and approval of a mid-term progress report with photo evidence

- **(Final) Installment (30%)**

Paid upon full completion and handover of:

- Machinery hangar construction (Section 3.2)
- External work including fencing, gate installation, landscaping, and car park (Section 3.6)
- Final connections of water and electricity across the entire facility
- Testing, commissioning, and correction of any defects
- Submission of as-built drawings, warranties, and the final completion report
- Formal acceptance and sign-off by RWARRI

7. CONTRACTOR QUALIFICATIONS & EXPERIENCE

- Proven experience in the construction and renovation of agricultural/commercial facilities.
- Financial capacity to deliver the project.
- Relevant technical certifications and licenses.

8. SUBMISSION REQUIREMENTS

- **Technical Proposal:** Work plan, team composition, preliminary designs.
- **Financial Proposal:** Total cost in RWF with breakdown, Guarantee from recognized insurance company
- **References:** Valid Company registration, RRA clearance, RSSB clearance, and staff certifications.
- **Commitment Statement:** Ability to complete within timeline through well designed implementation Plan

9. EVALUATION CRITERIA

Criteria	Weight
Technical approach and understanding	35%

Criteria	Weight
Experience and qualifications	30%
Implementation plan and timeline	20%
Financial competitiveness and stability	15%
Total	100%

10. FIELD VISIT

A field visit will be conducted to allow bidders to assess the site's conditions before submitting proposals, this shall be done using bidders own mean of transportation.

- **Field Visit Date:** *To be confirmed by RWARRI (proposed: December 4th, 2025)*
- **Time:** 02:00 PM – 4:00 PM
- **Meeting Point:** Kitazigurwa Farm, Rwamagana District
- **Contact Person:** Sophie Iradukunda
- **Phone:** +250788357004
- **Application Deadline:** December 7, 2025

Interested bidders are encouraged to attend the field visit to ensure realistic costing and full understanding of site conditions.

December 1, 2025

RWARRI 's Executive Director

UWIZEYE Belange

