

TENDER SPECIFICATIONS

Public supply contract for “**Supply and installation of specialized equipment for Fab Labs supporting innovation and smart city initiative in Rwamagana**”

Reference №: **RWA23001-10009**

Country: **Rwanda**

Direct Negotiated Procedure with Prior Publication

Deadline for requesting clarifications:	Until the tenth day before the deadline for submission of tenders
---	---

Deadline for submission of tenders:	10 September 2026 at 4:00 PM (Kigali (UTC+2))
-------------------------------------	---

Table Of Contents

1 General Remarks.....	4
1. The contracting authority	4
2. Rules governing the public contract	4
3. Applicable law and competent courts	5
2 Subject-Matter and Scope of The Public Contract	6
1. Type of contract	6
2. Lots	6
3. Items	6
4. Duration of the public contract	6
5. Variants	6
6. Options	6
3 Award Procedure	7
Section (A) - General procedure instructions	7
1. Award procedure	7
2. Publication	7
3. Further information	7
Section (B) - Instructions for preparation of tenders	8
4. Validity period of tenders	8
5. Data to be included in the tender	8
6. Tender currency	9
7. Determination of prices	9
8. Elements included in the price	9
Section (C) - Submission of tenders	9
9. Submission of tenders	9
10. Tender signature	10
11. Deadline for submission and opening of tenders	10
Section (D) - Selection, Awarding & Conclusion	11
12. Exclusion grounds	11
13. Qualitative selection	11
14. Overview of the procedure	12
15. Award criteria	12
16. Awarding the public contract	13
17. Concluding the contract	13
4 Special Contractual Provisions	15
Section (A) - General	15
1. Use of electronic means (art. 10)	15
2. Managing official (Art. 11)	15
3. Confidentiality (art. 18)	15
4. Protection of Personal Data	16
5. Intellectual property (Art. 19 to 23)	16

Section (B) - Financial guarantees	16
6. Performance Bond (Art. 25 to 33).....	16
Section (C) - the public contract documents.....	18
7. Conformity of performance (Art. 34).....	18
Section (D) - Changes to the public contract.....	18
8. Replacement of the supplier (Art. 38/3, °1)	18
9. Revision of prices (Art. 38/7)	19
10. Indemnities for suspensions ordered by the contracting authority during contract performance (Art. 38/12)	20
11. Unforeseeable circumstances	20
12. Taxation having an effect on the value of the public contract (Art. 38/8)	20
13. Terms of introduction (Art. 38/14 to 38/17)	21
Section (E) - CONTROL AND MONITORING OF THE PUBLIC CONTRACT	21
14. Provisional Acceptance	21
Any defects, deficiencies, or non-compliance identified during the verification process shall be rectified by the Supplier at no additional cost before Provisional Acceptance is granted.....	21
15. Final Acceptance	21
Section (F) - Performance modalities	22
16. Deadlines and terms (Art. 116)	22
17. Place of performance (Art. 118)	22
18. Transfer of ownership (Art. 132)	22
Section (G) - Means of action	22
19. Failure of performance (Art. 44)	22
20. Fines for delay (Art. 46 and 123).....	23
21. Measures as of Right (Art. 47 and 124)	23
Section (H) - End of the public contract.....	23
22. Acceptance of the products delivered (Art. 64, 120 and 128-131)	23
23. Guarantee period (Art. 65 and 134)	24
24. Final acceptance (Art. 135)	24
25. Invoicing and payment (Art. 66-72 and 127).....	24
5 Terms of reference	26
1. Context and description of the need	26
2. Requirements and Specifications	27
6 Selection file	50
1. MINIMUM REQUIRED QUALIFICATION FOR THE COMPANY.....	50
2. key staff profile and experience	50
7 Forms.....	51
1. Identification form	51
2. FINANCIAL IDENTIFICATION form	53
3. Tender form - Prices	54
4. Declaration on honour - Exclusion grounds	58
8 Overview of the documents to be submitted	60

1 GENERAL REMARKS

1. THE CONTRACTING AUTHORITY

- 1.1. The contracting authority of this public contract is Enabel, public-law company with social purposes, with its registered office at Rue Haute 147, 1000 Brussels in Belgium (enterprise number 0264.814.354, RPM/RPR Brussels), called ' Enabel ' pursuant to the entry into force of Law of 23 November 2017 changing the name of the Belgian Technical Cooperation and defining the missions and functioning of Enabel, the Belgian agency for development cooperation.
- 1.2. Enabel has the exclusive competence for the execution, in Belgium and abroad, of public service tasks of direct bilateral cooperation with partner countries. Moreover, it may also perform other development cooperation tasks at the request of public interest organisations, and it can develop its own activities to contribute towards realisation of its objectives.
- 1.3. For this public contract Enabel, in Rwanda, is represented by¹:

Name	Position
Ms. Virginie HALLET	Country Director
Mr. Réal NIMPAGARITSE	Expert in Contracting and Administration

- 1.4. **Attention:** even if Enabel as contracting authority is based in Belgium, Enabel has different "permanent establishments" in partner countries, who are 'customer' in the sense of tax legislation.² As a result, services of this contract are deemed to be located in Rwanda and applicable tax legislation is legislation of Rwanda. For more information on this tax regime, you can contact Evariste SIBOMANA, CONTRAT OFFICER.

2. RULES GOVERNING THE PUBLIC CONTRACT

- 2.1. The following, among others, apply to this public contract:
 - (a) The Law of 17 June 2016 on public procurement;
 - (b) The Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors;
 - (c) The Royal Decree of 14 January 2013 establishing the general rules for the execution of public contracts;
 - (d) The Law of 17 June 2013 on motivation, information, and remedies in public procurement, certain works, supply, and service contracts, and concessions;
 - (e) Circulars of the Prime Minister with regards to public procurement;
 - (f) Enabels policy regarding sexual exploitation and abuse – June 2019;
 - (g) Enabels policy regarding fraud and corruption risk management – June 2019.

¹ or any other person duly holding a mandate of representation, in accordance with the applicable Enabel's mandate structure.

² Article 13a of Council Implementing Regulation (EU) No 1042/2013: The place where a non-taxable legal person is established, as referred to in the first subparagraph of Article 56(2) and Articles 58 and 59 of Directive 2006/112/EC, shall be: the place where the functions of its central administration are carried out, or the place of any other establishment characterised by a sufficient degree of permanence and a suitable structure in terms of human and technical resources to enable it to receive and use the services supplied to it for its own needs (= permanent establishment).

- 2.2. All Belgian regulations on public contracts can be consulted on <https://bosa.belgium.be/en/themes/public-procurement>;

Enabel's Code of Conduct and the policies mentioned above can be consulted on Enabel's website via <https://www.enabel.be/who-we-are/integrity/>.

3. APPLICABLE LAW AND COMPETENT COURTS

- 3.1. Belgian legislation applies for this public contract and no other. In the event of a conflict regarding the interpretation, application or performance of these tender specifications, the parties will first try all conciliation possibilities. Except for an emergency, the parties avoid litigation in court without preliminary notification.
- 3.2. In case of court action, correspondence must (also) be sent to the following address:
- Enabel S.A.
Global Procurement Services
To the attention of Ms Laura Jacobs
Rue Haute 147
1000 Brussels
Belgium
- 3.3. Any litigation regarding this public contract is the exclusive competence of the Brussels legal district courts and tribunals. French or Dutch are the languages of proceedings.

2 SUBJECT-MATTER AND SCOPE OF THE PUBLIC CONTRACT

1. TYPE OF CONTRACT

- 1.1. This tender concerns the supply, delivery, installation, testing, commissioning, and warranty support of specialized Hanga Hub/FabLab equipment for the Rwamagana Yego Center.
- 1.2. The assignment aims to establish a fully operational innovation and digital fabrication space that supports entrepreneurship, digital skills development, prototyping, and smart city initiatives in Rwamagana District. The contract also includes general end-user training to ensure the effective and sustainable use of the supplied equipment.

2. LOTS

- 2.1. This public contract is not divided into lots.
- 2.2. The main reasons for not dividing this public contract into lots are:
 - The contract requires a fully integrated Hanga Hub/FabLab solution.
 - Dividing it into lots could create compatibility and coordination risks between suppliers.
 - A single contractor ensures clear accountability for supply, installation, commissioning, training, and warranty support.
 - It facilitates efficient implementation, reduces delays, and simplifies contract management.
 - It ensures consistent quality, technical standards, and after-sales support across all equipment.

3. ITEMS

- 3.1. This public contract consists of the items listed under clause 1 of chapter 8 **Forms - Tender form - Prices**.
- 3.2. These items are grouped together to form one single contract. It is not possible to tender for one or several items and the tenderer must submit price quotations for all items of the contract.

4. DURATION OF THE PUBLIC CONTRACT

- 4.1. This public contract starts **upon award notification** and ends **upon final acceptance** (clause 16 of chapter 4 Special Contractual Provisions).
- 4.2. This public contract **MAY NOT** be renewed.

5. VARIANTS

- 5.1. Variants are **NOT** allowed. Each tenderer may submit only one tender, no variants will be accepted.

6. OPTIONS

- 6.1. The tenderer may **NOT** submit options. Free options are forbidden. Any proposed option will be discarded.

3 AWARD PROCEDURE

SECTION (A) - GENERAL PROCEDURE INSTRUCTIONS

1. AWARD PROCEDURE

This public contract will be awarded through a Direct Negotiated Procedure with Prior Publication pursuant to Article 41, § 1, °1 of the Law of 17 June 2016 on public procurement.

2. PUBLICATION

This contract is advertised in

2.1. The following official platform:

(a) The Belgian Public Tender bulletin (<https://www.publicprocurement.be/bda>)

2.2. The following platforms:

(a) Website of Enabel (www.enabel.be);

(b) Website of the OECD (Organisation for Economic Co-operation and Development).

3. FURTHER INFORMATION

3.1. Public procurement administrator

The awarding of this public contract is coordinated by:

Evariste SIBOMANA

Contract Officer

evariste.sibomana@enabel.be

All communication between the contracting authority and (prospective) tenderers regarding this public contract must go through this contact. Any other form of contact with the contracting authority about this public contract is prohibited unless otherwise stated in these tender specifications.

3.2. Requesting clarifications

Prospective tenderers have until the **tenth day**, inclusive, before the deadline for submission of tenders to submit any questions regarding these tender specifications and the contract. All inquiries must be sent in writing to the procedure coordinator mentioned under clause 3.1 (evariste.sibomana@enabel.be), and will be answered in the order received.

Until the notification of the award decision no information will be given about the evolution of the procedure.

3.3. Publication of clarifications and/or amendments to the tender specifications

The complete overview of questions and answers, as well as any amendments to these tender specifications, will be available at the sixth day before the deadline for submission of tenders, at the latest.

These updates will be published on the same platforms as mentioned under clause 2.

The tenderer is to submit his tender after reading and taking into account any corrections made to these tender specifications that are published or that are sent to him by e-mail. To do so, when the tenderer has downloaded the tender specifications, it is strongly advised that he gives his coordinates to the public procurement administrator mentioned under clause 3.1 and requests information on any modifications or additional information.

SECTION (B) - INSTRUCTIONS FOR PREPARATION OF TENDERS

4. VALIDITY PERIOD OF TENDERS

The tenderers remain bound by their tender for a period of **120 (one hundred and twenty) calendar days** from the tender reception deadline date.

5. DATA TO BE INCLUDED IN THE TENDER

- 5.1. Tenderers are advised to consult the general principles set out under Heading 1 of the Law of 17 June 2016 on public procurement, which are applicable to this award procedure.
- 5.2. The tender and all annexes to the tender form must be drawn up in English.
- 5.3. By submitting a tender, the tenderer automatically waives any of their own general or specific sales conditions, even if these are mentioned in any annexes to their tender.
- 5.4. The tenderer must clearly indicate within their tender any information that is confidential and/or relates to technical or business secrets, which may not be divulged by the contracting authority.
- 5.5. The tenderer must use the tender forms provided in the annex (see Section 7). Should the tenderer fail to use these forms, they shall bear full responsibility for ensuring that the documents submitted are in perfect concordance with the forms.
- 5.6. The tenderer also attaches the following to his tender:
 - (a) All documents demanded for the application of qualitative selection (see clause 13 and 6 Selection file) and award criteria (see clause 15);
 - (b) A detail of the prices quoted, listing for each item the various elements that are included in the price and the applicable taxes;
 - (c) Any document required to establish the power of attorney of the signer(s).
- 5.7. Where the tender is submitted by a group of economic operators, it must include a copy of the following documents for each of the participants in the group:
 - (a) Identification form (clause 1 of chapter 7 Forms);
 - (b) Declaration on honour - Exclusion grounds (clause 4 of chapter 7 Forms);
 - (c) The statutes and any other document required to establish the power of attorney of the signer(s);
 - (d) The association agreement signed by each participant, clearly showing who represents the association.
- 5.8. Participants in a group of economic operators must designate one member of the group who will represent the group vis-à-vis the contracting authority.
- 5.9. In accordance with Article 73 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, where an economic operator wants to rely on the capacities of other entities (particularly subcontractors or independent subsidiaries) for replying to criteria of economic and financial capacity or technical and professional aptitude (see Selection file), it shall

prove to the contracting authority that it will have at its disposal the resources necessary, for example, by producing a commitment by those entities to that effect.

6. TENDER CURRENCY

All prices given in the tender form must obligatorily be quoted in **euro**.

7. DETERMINATION OF PRICES

- 7.1. This public contract is a **price-schedule** contract, meaning that only the unit prices are fixed. The price to be paid will be obtained by applying the unit prices mentioned in the inventory to the quantities actually performed.
- 7.2. In accordance with Article 37 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, the contracting authority may for the purpose of verifying the prices carry out an audit of any and all accounting documents and perform on-the-spot checks with a view of verifying the correctness of the indications supplied.

8. ELEMENTS INCLUDED IN THE PRICE

- 8.1. The tenderer is to include in his unit prices any charges and taxes generally inherent to the performance of the contract, with the exception of the value-added tax. The applicable VAT is quoted separately, if applicable.
- 8.2. The following are specifically included in the prices:
 - (a) Packaging (except if it remains the property of the tenderer), loading, trans-shipment, intermediate unloading, transportation, insurance, and customs clearance;
 - (b) Unloading, unpacking, and deployment at the place of delivery, provided that the procurement documents specify the exact place of delivery and the means of access;
 - (c) Documentation pertaining to the delivery of supplies and any documentation required by the contracting authority;
 - (d) Assembly and commissioning;
 - (e) Training required for operation;
 - (f) Where applicable, the measures imposed by occupational safety and health legislation;;
 - (g) Customs and excise duties.
 - (h) After-sales/warranty technical support.
 - (i) Acceptance costs:
- 8.3. All prices are based on **Incoterms® 2020: DDP**.

SECTION (C) - SUBMISSION OF TENDERS

9. SUBMISSION OF TENDERS

- 9.1. The tenderer may only submit one tender per contract.

9.2. Considering article 14, § 2, °3 of the Law of 17 June 2016 on public procurement, it would not be appropriate to impose the obligation to use electronic means of communication referred to in article 14, § 7, of the Law of 17 June 2016 on public procurement, and this because the use of electronic communication tools requires specialised office equipment that contracting authorities do not usually have.

9.3. Therefore, the tenderers shall submit their tenders as follows:

One original copy of the completed tender shall be submitted on paper.

The tenderer shall attach copies of the documents requested in these tender specifications. These copies may be submitted as one or more PDF files on a USB stick.

The submission is to be made in a properly sealed envelope, bearing the following information:

Tender: **RWA23001-10009 - Supply and installation of specialized equipment for Fab Labs supporting innovation and smart city initiative in Rwamagana**

To the attention of: **Evariste SIBOMANA, Contract Officer.**

9.4. The tender must be submitted before 10 September 2026, at 4:00 PM Kigali (UTC+2), in one of the following ways:

(a) By mail (standard or registered mail): In this case, the sealed envelope should be placed in a second closed envelope addressed to:

**Evariste SIBOMANA
Enabel Rwanda
KN 67 ST, n°10
SANLAM TOWERS,
Wing A, 6th Floor
Kigali, Rwanda.**

(b) Delivered by hand with an acknowledgment of receipt: The tender may be delivered in person on working days during office hours, from 9 am to 12 pm and from 1 pm to 5 pm - see the address provided under this clause 9.4 (a).

9.5. **The contracting authority draws the attention of the tenderer to the fact that submitting a tender by email does not satisfy the requirements of this clause 9. A tender submitted by email will be discarded.**

10. TENDER SIGNATURE

10.1. **The tender and all accompanying documents must be numbered and signed by the tenderer or his/her representative.** The same applies to any alteration, deletion or note made to this document. The representative must clearly state that he/she is authorised to commit the tenderer.

10.2. Signatures are placed by the person(s) empowered or mandated to commit the tenderer. This obligation applies to each participant when the tender is submitted by a group of economic operators (consortium). These participants are jointly liable.

10.3. When the submission report is signed by a mandatary, he or she must clearly indicate whom he or she represents. The mandatary attaches the original electronic deed or private document that transfers these powers to him or her or a scanned copy of that proxy.

11. DEADLINE FOR SUBMISSION AND OPENING OF TENDERS

11.1. Tenders must be in the possession of the contracting authority before **10 September 2026 at 4:00 PM (Kigali (UTC+2)).**

- 11.2. The tender opening session will take place behind closed doors at the address given under clause 9 for the submission of tenders.

SECTION (D) - SELECTION, AWARDING & CONCLUSION

12. EXCLUSION GROUNDS

- 12.1. The obligatory and facultative grounds for exclusion are provided in the declaration on honour attached to these tender specifications (see clause 4 of chapter 7 Forms and chapter 8).
- 12.2. By submitting the declaration enclosed in the annex to these tender specifications, the tenderer certifies that they are not in any of the exclusion cases listed in Articles 67 to 70 of the Law of 17 June 2016 on public procurement, nor Articles 61 to 64 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors.
- 12.3. The grounds for exclusion apply to all participants submitting a joint bid as a consortium of economic operators and third parties (in particular subcontractors or independent subsidiaries) whose capacity is invoked with regard to the criteria of economic and financial capacity or technical and professional aptitude (see clause 13 and 6 Selection file), in accordance with Article 73 § 1 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors.
- 12.4. The contracting authority will verify the accuracy of this declaration on honour for the tenderer with the highest ranked tender. To this end, the contracting authority will request the tenderer concerned to provide the necessary information or documents to verify their personal situation. The tenderer must submit this information by the fastest means and within the deadline set by the contracting authority.
- 12.5. The tenderer may attach these documents directly to his tender. If the tenderer fails to deliver the requested document(s) on time, the contracting authority reserves the right to exclude the tenderer.
- 12.6. Tenderers are strongly advised not to wait for the request of the contracting authority and to request the documents they have not attached to their tender as soon as possible from the competent authorities of the country where they are based. After all, in some cases, it may take a long time to obtain particular documents.
- 12.7. The contracting authority will directly obtain any information or documents that can be accessed free of charge by digital means from the instances that manage the information or documents. This is the case for Belgian tenderers (via the Telemarc platform), with the exception of the extract from the criminal record, which must be requested by the tenderer himself.
- 12.8. **Conflicts of Interest – Revolving Doors (Article 51 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors)**
- Without prejudice to Articles 6 and 69, paragraph 1, 5° of the Law of 17 June 2016 on public procurement, a conflict of interest also includes any “revolving doors” situation. This occurs when a natural person who previously worked for a contracting authority — whether as internal staff, in a hierarchical position, as a civil servant, public officer, or in any other capacity linked to the contracting authority — subsequently intervenes under a public contract awarded by that same contracting authority. A conflict of interest arises when there is a connection between the activities previously performed by the individual for the contracting authority and the activities carried out under the awarded contract.

13. QUALITATIVE SELECTION

- 13.1. By means of the documents requested in the 'Selection file' (**6 Selection file**), the tenderer must demonstrate sufficient capacity to successfully perform this public contract.

- 13.2. Only tenders from tenderers who meet the selection criteria will be taken into consideration to participate in the comparison of tenders based on the award criteria outlined in clause 15 subject to the regularity of these tenders.
- 13.3. To meet the criteria of economic and financial capacity and the criteria on technical and professional aptitude, the tenderer may rely on the capacity of:
- (a) all participants submitting a joint bid as a consortium of economic operators;
 - (b) other entities (in particular subcontractors or independent subsidiaries) regardless of the legal nature of the relationship with these entities, in accordance with Article 73 § 1 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors.
- 13.4. For all such participants or entities, the contracting authority must verify that there are no grounds for exclusion.
- 13.5. In accordance with Article 73 of the Royal Decree of 18 April 2017 on the award of public contracts in the classical sectors, where an economic operator wants to rely on the capacities of other entities (particularly subcontractors or independent subsidiaries) for replying to criteria of economic and financial capacity or technical and professional aptitude, it shall prove to the contracting authority that it will have at its disposal the resources necessary, for example, by producing a commitment by those entities to that effect.

14. OVERVIEW OF THE PROCEDURE

- 14.1. In a first phase, the tenders submitted by the selected tenderers will be evaluated as to their formal and material regularity.
- 14.2. The contracting authority reserves the right to have the irregularities in a tender regularised.
- 14.3. In a second phase, the formally and materially regular tenders will be evaluated as to their content by an evaluation commission. The contracting authority will restrict the number of tenders to be negotiated by applying the award criteria stated in these tender specifications (clause 15). This evaluation will be conducted on the basis of the award criteria and aims to set a shortlist of tenderers with whom negotiations will be conducted.
- 14.4. Then, the negotiation phase follows. In view of improving the contents of the tenders, the contracting authority may negotiate with tenderers the initial tenders and all subsequent tenders that they have submitted, except final tenders. The award criteria and the minimum requirements are not negotiable. However, the contracting authority may also decide not to negotiate. In this case, the initial tender is the final tender.
- 14.5. When the contracting authority intends to conclude the negotiations, it will so advise the remaining tenderers and will set a common deadline for the submission of any BAFO's (*Best and Final Offer*). Once negotiations have closed, the BAFO's will be evaluated as to its regularity and compared on the basis of the award criteria. The tenderer whose BAFO shows the best value for money (obtaining the best score based on the award criteria given under clause 15) will be designated the successful supplier for this public contract, after having been verified for absence of exclusion grounds and respect for the criteria of qualitative selection.

15. AWARD CRITERIA

- 15.1. The contracting authority will select the regular tender that it considers to be the most economically advantageous, based on the following criteria:

Award Criterion	Criterion Weight (%)	Criterion Evaluation or Formula
Quality of the technical Value of the equipment (Technical compliance)	30	With regards to the ‘quality and the technical value’ criterion, tenders, tenders shall be scored out of 30 points on the basis of the predefined technical criteria and scoring methodology set out in the tender documents: - Only tenders complying with the minimum technical requirements shall be admitted to technical scoring. Any variance affecting a mandatory or essential requirement shall render the tender technically non-compliant. - The bid complying with the minimum requirements will score at 20 out of 30%; - Minor variance (variance which cannot have negative impact on the usage of the equipment), will lose one point; - The bid with the best technical proposal (distancing positively from the minimum requirements) will get 1 extra point to each best criterion, up to max 10 points.
Financial proposal	70	Score bid A = (Total Price of lowest bid * 70)/Total price of bid A

15.2. The scores for the award criteria will added up. This public contract will be awarded to the tenderer that submitted the tender with the highest final score, after the contracting authority has verified the accuracy of the declaration on honour of this tenderer and provided the control shows that the declaration on honour corresponds with reality.

16. AWARDING THE PUBLIC CONTRACT

16.1. This public contract will be awarded to the tenderer who has submitted the most economically advantageous tender.

16.2. In accordance with Article 85 of the Law of 17 June 2016 on public procurement, the contracting authority is under no obligation to award the contract. The contracting authority may choose either not to award the public contract or to restart the procedure, if necessary, through another award procedure.

17. CONCLUDING THE CONTRACT

17.1. The contract is formed upon notification to the successful tenderer of the approval of their tender.

17.2. Notification is made via email with proof of the date of dispatch.

17.3. The full public contract consists of the following documents:

- (a) These tender specifications and their annexes;
- (b) The approved BAFO and all of its annexes;
- (c) The letter notifying the award decision;
- (d) Any later documents accepted and signed by both parties, as appropriate.

- 17.4. In the interest of transparency, Enabel commits to publishing an annual list of recipients of its contracts. By submitting their tender, the successful tenderer agrees to the publication of the contract title, nature and object of the contract, their name and location, and the contract amount.

4 SPECIAL CONTRACTUAL PROVISIONS

This chapter of these tender specifications holds the specific administrative and contractual provisions that apply to this public contract by way of derogation from the 'General Implementing Rules for public procurement' of the Royal Decree of 14 January 2013 (Royal Decree of 14 January 2013 establishing the general rules for the execution of public contracts), hereinafter referred to as "GIR", or as a complement or an elaboration thereof. The numbering of the articles below (between brackets) follows the numbering of the "GIR" articles. Unless indicated, the relevant provisions of the "GIR" apply in full.

SECTION (A) - GENERAL

1. USE OF ELECTRONIC MEANS (ART. 10)

The use of electronic means for exchanges during the performance of the contract is permitted unless stated otherwise in these tender specifications. In such cases, notifications from the contracting authority will be sent to the address or registered office mentioned in the tender.

2. MANAGING OFFICIAL (ART. 11)

- 2.1. The managing official for this public contract is **Nelson Gaspard HABIYAREMYE, GIS & Smart City Expert**, email: gaspard.habiyaremye@enabel.be. The managing official is responsible for overseeing the performance of the contract.
- 2.2. Once this public contract is concluded, the managing official serves as the primary point of contact for the supplier. All correspondence or questions regarding the performance of the contract should be directed to him, unless otherwise explicitly stated in these tender specifications.
- 2.3. The managing official has full authority to monitor the satisfactory performance of the contract, which includes issuing service orders, preparing reports and statements, approving supplies, progress reports, and reviews. They may order changes to the contract with regards to its subject-matter or performance, provided that such changes remain within its original scope.
- 2.4. However, the signing of amendments or any other decision or agreement implying derogation from the initial terms and conditions of the contract are not part of the competence of the managing official. For such decisions the contracting authority is represented as stipulated under clause 1 of chapter 1 General Remarks.
- 2.5. Under no circumstances is the managing official allowed to modify the terms and conditions (e.g. performance deadline) of the contract, even if the financial impact is nil or negative. Any commitment, change or agreement that deviates from the conditions in these tender specifications and that has not been notified by the contracting authority, will be considered null and void.

3. CONFIDENTIALITY (ART. 18)

- 3.1. Suppliers who, during the performance of the contract, receive information or documents or data of any kind that are classified as confidential and relate, in particular, to the subject matter of the contract, the resources required for its performance and the operation of the contracting authority's services, shall take the necessary measures to prevent such information, documents or data from being disclosed to third parties who have no right to know them.
- 3.2. Suppliers who, in the performance of the contract, have knowledge of a drawing or model, know-how, method or invention belonging to the contracting authority or jointly to the contracting authority and the supplier, shall refrain from any communication concerning the drawing or

model, know-how, method or invention to third parties, unless those elements are the subject of the contract.

4. PROTECTION OF PERSONAL DATA

4.1. Processing of personal data by the contracting authority

The contracting authority undertakes to process the personal data that are communicated to it in response to the call for the tenders with the greatest care, in accordance with legislation on the protection of personal data (General Data Protection Regulation, GDPR). Where the Belgian law of 30 July 2018 on the protection of natural persons with regard to the processing of personal data contains stricter provisions, the contracting authority will act in accordance with said law.

4.2. Processing of personal data by the supplier

Where during contract performance, the supplier processes personal data of the contracting authority or in execution of a legal obligation, the following provisions apply :

For any processing of personal data carried out in connection with this public contract, the supplier is required to comply with Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (GDPR) and the Belgian law of 30 July 2018 on the protection of natural persons with regard to the processing of personal data.

By simply participating in the contracting process, the tenderer certifies that he will strictly comply with the obligations of the GDPR for any processing of personal data conducted in connection with that public contract.

Given the public contract, it is to be considered that the contracting authority and the supplier will each be responsible, individually, for the processing.

5. INTELLECTUAL PROPERTY (ART. 19 TO 23)

- 5.1. The contracting authority **does not acquire** the intellectual property rights created, developed, or used during performance of the public contract.
- 5.2. Unless otherwise specified in the procurement documents and without prejudice to clause 5.1, when this public contract involves the creation, manufacture, or development of designs, logos, or similar works, the contracting authority acquires the intellectual property rights to these works. This includes the right to trademark, register, and protect them.
- 5.3. For any domain names created under this public contract, the contracting authority similarly acquires the right to register and protect them unless stated otherwise in the procurement documents.
- 5.4. As the contracting authority does not acquire the intellectual property rights, it shall obtain a patent license for the results protected by intellectual property law. This license must cover the modes of exploitation specified in the procurement documents.

SECTION (B) - FINANCIAL GUARANTEES

6. PERFORMANCE BOND (ART. 25 TO 33)

6.1. **Scope and amount (Art. 25)**

The performance bond is a requirement for this public contract and **is set at 5%** of the total value of the contract, excluding VAT. The resulting value will be rounded up to the nearest 10 euros.

6.2. Nature of the performance bond (Art. 26)

In accordance with the applicable legal and regulatory provisions, the performance bond may be provided in the form of cash, public funds, or a joint performance bond. It may also be issued as a surety bond by a credit institution meeting the requirements of the law governing credit institutions or by an insurance company approved for branch 15 (bonds) under the law governing insurance companies.

By way of derogation from Article 26 of the “GIR”, the performance bond may be posted through an institution with its registered office in one of the countries of destination of the supplies. The contracting authority reserves the right to accept or refuse the posting of the bond through such an institution. The tenderer shall provide the name and address of this institution in the tender.

This derogation is intended to provide local tenderers with the opportunity to submit a tender, taking into account the specific requirements of the contract.

In principle, the performance bond shall not have an expiry date. However, the Contracting Authority may accept a performance bond with an expiry date. In such cases, the contractor shall ensure that the performance bond is renewed as necessary in order to ensure continuous coverage of the entire contractual term.

The performance bond shall be issued in favour of the Contracting Authority. However, in view of the nature of the project and its implementation context, the Contracting Authority shall have the right, at any time during the execution of the contract or thereafter, to transfer or assign the benefit of the performance bond, in whole or in part, to the final beneficiary of the works.

In such case, the contractor undertakes to take all necessary measures, at no additional cost, to ensure that the performance bond remains valid, enforceable, and fully effective for the benefit of the final beneficiary, including, where required, the amendment or reissuance of the guarantee.

6.3. Deadline for submitting the performance bond (Art. 27)

The successful tenderer is required to provide proof of the posting of the performance bond within 30 calendar days from the conclusion of the procurement contract.

The period specified above is suspended during the period of closure of the supplier's business for paid annual holidays and the days off in lieu stipulated by regulation or by a collective binding labour agreement.

6.4. Posting of the performance bond (Art. 27)

The performance bond must be posted by the successful tenderer in one of the following ways:

- (a) Cash deposit: Deposit the amount in the account of the Deposit and Consignment Office ([Dutch](#) or [French](#) procedure to enter a deposit in e-DEPO) or of a public institution performing a similar function similar;
- (b) Public Funds: Deposit with the State cashier at the National Bank's headquarters in Brussels or one of its provincial branches, on behalf of the Deposit and Consignment Office or a similar public institution;
- (c) Joint surety : By the deposit, via an institution that lawfully carries out this activity, of a deed of joint surety with the Deposit and Consignment Office or with a similar public institution;
- (d) Guarantee : Provide the deed of undertaking of the credit institution or the insurance company.

6.5. Proof of deposit (Art. 27)

Proof of posting the performance bond must be provided as applicable by submission to the contracting authority of:

- (a) A deposit receipt from the Deposit and Consignment Office or a similar public institution;
- (b) A debit notice from the credit institution or insurance company;

- (c) An deposit certificate issued by the State Cashier or a similar public institution;
- (d) The original copy of the deed of joint surety stamped by the Depot and Consignment Office or by a similar public institution;
- (e) The original copy of the deed of undertaking issued by the credit institution or the insurance company granting a guaranty.

These documents, signed by the depositor, must state why the performance bond was posted and its precise usage, consisting of a concise indication of the subject-matter of the procurement contract and a reference to the procurement documents, as well as the name, first name and full address of the supplier and, where relevant, that of the third party that made the deposit on the supplier 's account, bearing the statement 'lender' or 'mandatory', as appropriate.

Proof that the required performance bond has been posted must be sent to the address that will be mentioned in the contract conclusion notification.

6.6. Release of bond

For the provisional acceptance: This is equal to a request to release the first half of the performance bond

For the final acceptance: This is equal to a request to release the second half of the performance bond, or, in case no provisional acceptance applied, to release the whole of the performance bond.

SECTION (C) - THE PUBLIC CONTRACT DOCUMENTS

7. CONFORMITY OF PERFORMANCE (ART. 34)

The supplies must comply in all respects with the procurement documents. In the absence of specific technical specifications in the procurement documents, the performance of the contract must meet the highest standards of good practice in the relevant field.

SECTION (D) - CHANGES TO THE PUBLIC CONTRACT

8. REPLACEMENT OF THE SUPPLIER (ART. 38/3, °1)

8.1. Scope

The clause may be applied in case the supplier is unable to continue the performance of the contract due to termination of the contract (art. 61, 62 or 62/1, °2 of the “GIR”) or after taking an ex officio measure (art. 47 of the “GIR”).

8.2. Nature of the amendment

In derogation of art. 47, § 2, °3 of the “GIR”, the contracting authority may, in all the above cases, immediately award a new contract to the subcontractor(s) of the supplier already involved in the performance of the contract or to the second-ranked tenderer, for all or part of the contract still to be performed, and this without initiating a new award procedure. This agreement will take the form of an amendment to the original contract to be concluded between the contracting authority and the new supplier.

8.3. Conditions under which this revision clause may be used

Provided that they meet the selection criteria and the exclusion grounds set out in this document, and if they can meet the initial conditions of the contract, the contracting authority may conclude

a contract for account with the supplier 's subcontractor(s) already involved in the performance of the contract.

To this end, the contracting authority shall contact the subcontractor(s) or his (their) representative(s), asking whether he (they) can meet the original terms of the contract. If the subcontractor(s) cannot meet the original conditions, a contract for account may be concluded under amended conditions. Before concluding such an amended contract, the contracting authority shall check whether the new conditions are still more advantageous than those of the tenderer ranked second during the evaluation of the tenders under the original award procedure. If this is not the case, the contracting authority will conclude a contract for account as referred to in the paragraph below.

If the contracting authority is unable or unwilling to avail itself of the option mentioned in the preceding paragraph, a contract for account may be concluded with the tenderer who was ranked second during the evaluation of the tenders under the original award procedure, provided that he meets the selection criteria and the exclusion grounds set out in this document. To this end, the contracting authority contacts the second-ranked tenderer or his representative to ask whether he agrees to maintain his bid. If that bidder agrees without reservation, the contracting authority proceeds to award and conclude the contract for account. If the tenderer in question does not agree to maintain the terms of his initial tender or if his modified tender does not remain the most economically advantageous on the basis of the evaluation of the tenders under the original award procedure (after exclusion of the initial supplier), the contracting authority shall address itself:

- (a) either successively, according to the ranking, to the other regular tenderers. In this case too, the contracting authority contacts the tenderer concerned or his representative to ask whether he agrees to maintain his tender. If that tenderer agrees without reservation, the contracting authority proceeds to award and conclude the contract for account ;
- (b) or simultaneously to all the other regular tenderers, asking them to revise their tender, on the basis of the initial terms of the contract, in order to award and conclude the contract on the basis of the tender that has become the most economically advantageous.

In any case, the contracting authority shall ensure that verification of the absence of grounds for exclusion and compliance with the selection criteria has taken place in an impartial and transparent manner, either in the context of the initial award procedure or at the time of the conclusion of the contract for account, so that no contract is awarded to a tenderer (or subcontractor) who should have been excluded or who does not meet the selection criteria. The minimum requirements of qualitative selection may, where appropriate, be adjusted in proportion to the remaining part of the contract if the contract for account is concluded only for part of the contract still to be performed.

The contract for account will be concluded by means of an amendment to the original contract, which will be signed by the contracting authority and the new supplier. If the contract has already been partially performed, this amendment will accurately mention all parts of the contract that still need to be performed. The amendment shall also mention all the changed conditions compared to the original tender of the initial supplier, and compared to the original tender of the new supplier. If necessary, the amendment shall state the method of application of the original conditions to the remaining part of the contract. All other conditions stated in the contract documents (the tender specifications and the original tender of the initial or new supplier), shall continue to apply unchanged.

If a contract for account is concluded, a copy of the amendment concerning the contract to be concluded shall be sent to the initial supplier by electronic transmission, in deviation from art. 47, § 3 (3) of the "GIR".

If, following the application of an ex officio measure (art. 47 of the "GIR"), the price of the new contract for account concluded is higher than that of the initial contract, the initial supplier shall bear the additional costs.

9. REVISION OF PRICES (ART. 38/7)

Price revisions are not allowed under this contract.

10. INDEMNITIES FOR SUSPENSIONS ORDERED BY THE CONTRACTING AUTHORITY DURING CONTRACT PERFORMANCE (ART. 38/12)

- 10.1. The contracting authority reserves the right to suspend the performance of the contract for a given period, mainly because it considers that the procurement contract cannot be performed without inconvenience at that time.
- 10.2. The performance period is extended by the period of delay caused by this suspension, provided that the contractual performance period has not expired. If it has expired, the return of fines for late performance may be agreed.
- 10.3. When activities are suspended, based on this clause 10.3, the supplier is required to take all necessary precautions, at his expense, to protect the supplies already performed and the materials from potential damage caused by unfavourable weather conditions, theft or other malicious acts.
- 10.4. The supplier has a right to damages for suspensions ordered by the contracting authority when:
 - (a) The suspension lasts in total longer than one twentieth of the performance period and at least ten working days or fifteen calendar days, depending on whether the performance period is expressed in working days or calendar days;
 - (b) The suspension is not due to unfavorable weather conditions or other circumstances beyond the contracting authority's control which, in the contracting authority's discretion, constitute an obstacle to the continued performance of the contract at that time;
 - (c) The suspension occurs during the contract's performance period.

11. UNFORESEEABLE CIRCUMSTANCES

- 11.1. As a general rule, the supplier is not entitled to request modifications to the contractual terms for circumstances unknown to the contracting authority.
- 11.2. A decision by the Belgian state to suspend cooperation with a partner country, or a decision of a government of a partner country to suspend cooperation with the Belgian state (and/or Enabel as an Institution) constitutes an unforeseeable circumstance under this clause 11. In the event that the Belgian state or the partner country terminates or ceases activities, which implies therefore the financing of this public contract, Enabel will make reasonable efforts to negotiate a fair maximum compensation amount.

12. TAXATION HAVING AN EFFECT ON THE VALUE OF THE PUBLIC CONTRACT (ART. 38/8)

- 12.1. For this public contract, a price revision resulting from a change in taxation is possible if the case occurs in Belgium or in the country of performance concerned by this public contract and has an incidence on the value of the public contract.
- 12.2. Such price revision is only possible if both the following conditions apply:
 - (a) The change entered into force after the tenth day preceding the deadline for submission of tenders, and
 - (b) Either directly, or indirectly by means of an index, such taxation is not included in the revision formula provided for in procurement documents in application of Article 38/7 of the "GIR".
- 12.3. In the event of an increase in charges, the supplier must prove that it has actually borne the additional charges it has claimed and that they are related to the performance of the contract.

In case of a reduction, there is no revision if the supplier proves that he paid the charges at the old rate.

13. TERMS OF INTRODUCTION (ART. 38/14 TO 38/17)

- 13.1. The contracting authority or the supplier who wishes to rely on one of the review clauses, as referred to in Articles 38/9 to 38/12 of the "GIR", must give written notice of the facts or circumstances invoked on which it relies within 30 days, either after they occurred or after the date on which the contracting authority or the supplier should normally have known about them.
- 13.2. The supplier may only invoke the application of one of these review clauses if it succinctly discloses the influence of the facts or circumstances invoked on the course and cost of the contract to the contracting authority within the period mentioned under clause 13.1, regardless of whether the contracting authority is aware of the facts or circumstances.

SECTION (E) - CONTROL AND MONITORING OF THE PUBLIC CONTRACT

14. PROVISIONAL ACCEPTANCE

Provisional acceptance shall be issued upon successful completion of installation, configuration, integration, calibration, testing, and commissioning of all supplied equipment

The Contracting Authority shall verify that the equipment:

- Complies with the applicable technical specifications;
- Is complete, compatible and properly installed;
- Is safe, fully operational and fit for its intended use; and
- Is free from defects or non-compliance affecting its safety, functionality or operational readiness.

ANY DEFECTS, DEFICIENCIES, OR NON-COMPLIANCE IDENTIFIED DURING THE VERIFICATION PROCESS SHALL BE RECTIFIED BY THE SUPPLIER AT NO ADDITIONAL COST BEFORE PROVISIONAL ACCEPTANCE IS GRANTED

15. FINAL ACCEPTANCE

Final Acceptance shall be granted upon the expiry of the warranty period, which commences on the date of Provisional Acceptance, provided that:

- All defects, malfunctions, deficiencies, and reservations identified during the warranty period have been satisfactorily resolved;
- The Supplier has fulfilled all warranty and after-sales support obligations under the Contract; and
- All required reports, records, and supporting documentation have been submitted and accepted by the Contracting Authority.

The expiry date of the warranty period shall not automatically constitute Final Acceptance. Final Acceptance shall only be granted once the Contracting Authority has confirmed that the equipment continues to operate satisfactorily and that all contractual obligations have been fully discharged.

SECTION (F) - PERFORMANCE MODALITIES

16. DEADLINES AND TERMS (ART. 116)

16.1. The supplier must deliver the goods within **4 (four) months**, starting from **the day after the date on which the service provider received the award notification letter**.

17. PLACE OF PERFORMANCE (ART. 118)

The supplies must be delivered at the following address:

Location	Yego Center, Rwamagana District
Full Address	RN3 Road, Rwamagana District, Eastern Province, Rwanda
GPS Coordinates	-1.9491875, 30.4403594
Google Maps Plus Code	3C2R+84H, Rwamagana
Contact Person	Anathole NKUSI, Yego Center Coordinator Nelson Gaspard HABİYAREMYE, GIS & Smart City Expert Enabel

18. TRANSFER OF OWNERSHIP (ART. 132)

The contracting authority automatically becomes the owner of the supplies as soon as they have been accepted for payment pursuant to Article 127 of the "GIR".

SECTION (G) - MEANS OF ACTION

19. FAILURE OF PERFORMANCE (ART. 44)

19.1. The supplier shall be considered in breach of this public contract under the following circumstances:

- (a) When contract performance is not carried out in accordance with the conditions specified in the procurement documents;
- (b) When, at any time, contract performance has not progressed in such a way that it can be fully completed on the due dates;
- (c) When the supplier fails to comply with written orders issued in due form by the contracting authority.

Any failure to comply with the provisions of the public contract, including the non-compliance with orders from the contracting authority, will be documented in a report ('process verbal'). A copy of this report will be sent immediately to the supplier either by registered post or e-mail (with proof of the exact dispatch date).

- 19.2. The supplier must address the defects without delay. He may assert his right of defence, either by registered post or e-mail (with proof of the exact dispatch date), addressed to the contracting authority within fifteen days from the date of dispatch of the report (process verbal). Silence on his part after this period shall be deemed as acknowledgement of the reported facts.
- 19.3. Any defects that can be attributed to the supplier may result in the application of one or more measures as provided in Articles 45 to 49, 123 and 124 of the "GIR".

20. FINES FOR DELAY (ART. 46 AND 123)

- 20.1. Fines for delay differ from penalties referred to in Article 45 of the "GIR". They are due, without the need for notice, by the mere lapse of the performance period without the issuing of a report and they are automatically applied for the total number of days of delay.
- 20.2. Fines for delay are calculated, according to Article 123 of the "GIR", at a rate of **0.1%** per day of delay, with a **maximum of 7.5%**, of the value of the supplies that were delivered with the same delay.
- 20.3. If the execution deadline is an award criterion, the penalty rate may increase to a **maximum of 10%**, depending on the weight assigned to this criterion in the tender specifications.
- 20.4. Without prejudice to the application of these fines, the supplier shall indemnify the contracting authority where appropriate against any damages owed to third parties on account of its delay in performing the contract.

21. MEASURES AS OF RIGHT (ART. 47 AND 124)

- 21.1. When, upon the expiration of the deadline specified in Article 44, § 2 of the "GIR", to present justifications, the supplier has remained inactive or has submitted justifications deemed insufficient by the contracting authority, the latter may invoke the measures as of right outlined in clause 21.2. However, the contracting authority may apply these measures before the expiration of the aforementioned term when the supplier has explicitly acknowledged the identified shortcomings.
- 21.2. The measures as of right are:
- (a) Unilateral termination of the contract. In this case the entire performance bond, or if no bond has been posted an equivalent amount, is acquired as of right by the contracting authority as lump sum damages. This measure excludes the application of any fine for delay in performance in respect of the terminated part;
 - (b) Completion of all or part of the unfulfilled contract by the contracting authority itself;
 - (c) Conclusion of one or more replacement contracts with one or more third parties for all or part of the contract remaining to be performed.

The measures outlined in points (a), (b), and (c) will be executed at the expense, risk, and peril of the defaulting supplier. However, any fines or penalties imposed during the performance of a replacement contract will be borne by the new supplier.

SECTION (H) - END OF THE PUBLIC CONTRACT

22. ACCEPTANCE OF THE PRODUCTS DELIVERED (ART. 64, 120 AND 128-131)

- 22.1. The contracting authority checks the deliveries at the place of delivery. The supplies will not be accepted until after having satisfied the inspections, technical acceptance operations and prescribed tests. Any damage shall be recorded. The result of this inspection and the exact date

of arrival of the deliveries shall be recorded in a report or, where applicable, on the delivery note or invoice referred to in Article 118, § 2 of the “GIR”.

- 22.2. Upon expiry of the thirty-day period starting from delivery, as appropriate, a report of provisional acceptance or refusal of acceptance will be drawn up.
- 22.3. In this contract, provisional acceptance is carried out as follows: Full acceptance is carried out at the place of delivery without prior partial acceptance at the place of manufacture. Provisional Acceptance is completed in full at the place of delivery. The contracting authority has thirty (30) days to inspect and test the supplies and notify the supplier of its acceptance or rejection. This period begins the day after the supplies arrive at the place of delivery, provided that the contracting authority has received the delivery note or invoice. The thirty-day period provided for in Article 127 of the “GIR” (clause 25) is included herein.

23. GUARANTEE PERIOD (ART. 65 AND 134)

The warranty period commences on the date on which provisional acceptance is given. It lasts for **1 (one) year**.

24. FINAL ACCEPTANCE (ART. 135)

- 24.1. Final Acceptance occurs upon expiry of the warranty period. It is implicit when the delivery has not led to any claims during said period.
- 24.2. If delivery has led to complaints during the warranty period, a report of final acceptance or refusal of acceptance will be issued within 15 days prior to the expiry of said period.

25. INVOICING AND PAYMENT (ART. 66-72 AND 127)

- 25.1. The contracting authority shall verify and pay the amount due to the supplier within a processing period of thirty days from delivery, provided that the contracting authority is in possession of the duly established invoice.
- 25.2. Only deliverie/services that have been performed correctly, in accordance with these tender documents, may be invoiced. The invoice must be issued in **euro**.
- 25.3. If delivery takes place in several instalments, the processing period shall commence on the date of delivery for each partial delivery.
- 25.4. The supplier sends (one copy only of) the invoices and the contract acceptance report (original copy) to the following address:

**Enabel in Rwanda,
KN 67 Street, Plot N° 10,
SANLAM Towers, Wing A, 6th Floor.
Kigali Rwanda**

- 25.5. Attention to gaspard.habiyaremye@enabel.be cc rwainvoices@enabel.be .
- 25.6. In order for Enabel to obtain the VAT exemption and customs clearance documents as quickly as possible, the original invoice and all ad hoc documents will be transmitted as soon as possible before provisional acceptance.
- 25.7. Payment modalities and expected outputs

No advance payment shall be requested or paid under this Contract. Payments shall be made upon satisfactory completion of each milestone, submission of all required supporting documentation, and formal inspection, verification, and written approval by the Contracting Authority, as detailed below:

Deliverables / Milestones	Expected Outputs	Payment
<i>Supply, Delivery, Installation, Testing and Commissioning of the Hanga Hub/FabLab Equipment</i>	- Delivery of all Hanga Hub/FabLab equipment, tools, accessories, software, spare parts, starter consumables, and all related components in accordance with the Contract requirements. - Submission of all applicable manufacturer documentation, technical specifications, software licenses, and warranty certificates. Software licenses shall remain valid for the period specified in the Technical Specifications and shall commence no earlier than the date of Provisional Acceptance. - Completion of installation, configuration, integration, calibration, testing, and commissioning of all supplied equipment. - Demonstration that all equipment and associated components are complete, compatible, properly installed, safe, fully functional, and ready for their intended use. - Rectification of any defects, malfunctions, or non-conformities identified during installation, testing, and commissioning.	80% of the Total Contract Price after signature of the Provisional acceptance report by the contracting authority
<i>Training, Documentation and Technical Handover</i>	- Delivery of practical, hands-on training at the Hanga Hub/FabLab facility in Rwamagana for a period of five (5) working days for up to five (5) designated participants, including Fab Masters, operators, and other designated Hub personnel. - Submission of training materials, attendance records, and a Training Completion Report. - Submission of final consolidated user manuals, operational guidelines, maintenance procedures, equipment inventory, and all other required technical documentation. - Formal technical handover of the installed equipment and associated documentation to Rwamagana District and designated Hub personnel. - Submission of an Implementation Completion Report. - Approval of the final comprehensive report	20% of the Total Contract Price - after approval of the Final report

5 TERMS OF REFERENCE

1. CONTEXT AND DESCRIPTION OF THE NEED

1. Background

Enabel, as implementing partner using funding from the European Union (EU), in collaboration with the Government of Rwanda through the Ministry of Infrastructure (MININFRA), RISA, and the Rwamagana District, is implementing the Urban Economic Development Initiative (UEDi – Phase 2 / CLIMURBA) with the objective of making beneficiary satellite cities more attractive, inclusive, and innovation-driven.

As part of the initiative, the project seeks to support Smart City and Public Space development through strengthening innovation ecosystems and youth empowerment initiatives in beneficiary districts.

Hanga Hubs are innovation and skills development spaces designed to support youth, entrepreneurs, and startups through access to digital fabrication technologies, ICT equipment, co-working facilities, mentorship, and digital skills training.

The hubs contribute to Rwanda's Vision 2050, NST2, and the ICT Sector Strategic Plan by promoting innovation, employability, entrepreneurship, and technology-driven economic growth. In this context, the project intends to support the Rwamagana Yego Center through the supply, on-site deliverer, installation and commissioning Hanga Hub/FabLab equipment together with the provision of end-user training for testing.

2. General Objective

To strengthen innovation, entrepreneurship, digital skills development, and smart city initiatives in Rwamagana District through the supply, installation, commissioning, and operationalization of Hanga Hub/FabLab equipment, together with the provision of technical training and capacity-building support for sustainable operation and utilization.

3. Specific Objectives

The specific objectives of the assignment are to:

- Establish a complete, safe and fully operational Hanga Hub/FabLab facility at the Rwamagana Yego Center through the supply, installation and commissioning of the required equipment and related components.
- Ensure that designated Hub personnel have the knowledge and practical skills required to safely operate, manage and perform basic preventive maintenance and troubleshooting of the supplied equipment.
- Ensure the continued operational performance of the supplied equipment through the provision of appropriate documentation, spare parts, warranty coverage and after-sales technical support.

4. Scope of Work

The supplier shall provide a complete, ready-to-operate Hanga Hub/FabLab solution including the supply, delivery, installation, configuration, testing, commissioning, training, and warranty support for all equipment specified under this contract.

All equipment shall be new, genuine, and supplied with manufacturer-standard accessories, required software, software license, starter consumables, essential spare parts, and documentation necessary for full functionality and operational readiness.

The supplied equipment shall be capable of supporting high-quality digital fabrication, prototyping, innovation, entrepreneurship, and skills-development activities in line with the objectives of the Hanga Hub initiative.

2. REQUIREMENTS AND SPECIFICATIONS

2.1 General Requirements and Compliance

All supplies shall be new, genuine, and guaranteed as to origin. They shall be free from defects affecting their appearance, safety, reliability, or intended operation and shall comply fully with the Technical Specifications and Technical Sheets (see section 2.2.4: detailed technical specifications)

The Tenderer shall submit, as part of its technical offer:

- The duly completed technical specification form for all proposed equipment.
- A copy of the certificates and attestations of origin for the proposed supplies (where applicable)
- Product brochures, catalogues, photographs, manufacturer datasheets, or equivalent technical documentation (where applicable)
- Any other documentation/information necessary to demonstrate compliance with the required specifications and applicable standards

The submitted documentation shall clearly identify:

- The item number corresponding to the technical schedules;
- The item description;
- The proposed brand and model;
- The proposed technical specifications; and
- The applicable quality standards and certifications

All supplied equipment, software, installation works, and related services shall comply with:

- Manufacturer specifications and installation requirements;
- Applicable health, safety, and equipment-specific standards;
- Applicable ICT, electrical, and technical installation standards;
- Applicable laws, regulations, and technical requirements in Rwanda; and
- or the items 1-9 (big equipment – see table below), the proposed equipment shall comply with the applicable CE marking requirements and/or relevant UL, EN, IEC, ISO standards, or equivalent internationally recognised standards. The Tenderer shall identify the applicable standards for each item and provide valid documentary evidence of compliance.

Where a specific standard or certification is required in technical specifications, the Tenderer shall provide the corresponding evidence of compliance

2.2. Specifications

The selected supplier shall carry out, at minimum, the following activities:

2.2.1. Supply, Delivery, and Installation of Equipment

The Supplier shall supply, deliver, install, configure, integrate, and commission all approved Hanga Hub/FabLab equipment, accessories, software, licences, and related components required for the complete and proper operation of the facility.

The Supplier shall:

- Supply all equipment in accordance with the approved technical specifications.
- Provide all cables, connectors, mounting materials, software, software licences, and ancillary accessories necessary for full functionality.
- Deliver all equipment and related components to the designated installation site.
- Install, configure, integrate, and calibrate all supplied equipment.

- Ensure compatibility and interoperability among all supplied systems and components.
- Comply with applicable health, safety, electrical, ICT, and technical installation standards.
- Restore the installation area to a clean and safe condition upon completion of the works.

Necessary software licences shall be provided for a minimum of five (5) designated users and remain valid for at least twelve (12) months from the date of provisional acceptance. The Supplier shall indicate the licence type, validity period, number of users or devices covered, renewal conditions, and any associated renewal costs.

The equipment shall be suitable for operation under normal indoor conditions at the Rwamagana Yego Centre and compatible with the available electrical infrastructure. Any site preparation requirements necessary (if any) for proper installation and operation shall be clearly identified in the Supplier's offer.

2.2.2. Testing, Commissioning, Training and Quality Control

Following installation, the Supplier shall perform all necessary functional, safety, and performance tests and commission all supplied equipment.

The Supplier shall:

- Demonstrate that all equipment is complete, correctly installed, safe, and fully operational.
- Demonstrate compliance with the contractual technical specifications and manufacturer requirements.
- Rectify, at no additional cost, any defects, malfunctions, incompatibilities, or non-compliance identified during installation, testing, or commissioning.
- Conduct a formal handover session with the beneficiary and relevant stakeholders.

The Supplier shall provide practical training and capacity-building support to ensure that designated users can safely, independently, and effectively operate and maintain the supplied equipment.

The Supplier shall:

- Conduct practical training at the Hanga Hub/FabLab facility in Rwamagana for a period of five (5) days for up to five (5) designated participants, including Fab Masters, operators, or other designated hub personnel.
- Cover equipment installation, operation, administration, safety procedures, preventive maintenance, basic troubleshooting, and facility management requirements.
- Provide all necessary training materials, presentations, user manuals, operational guides, and practical exercises required for effective knowledge transfer.
- Deliver both theoretical and hands-on training sessions using the installed equipment to ensure that participants acquire the knowledge and practical skills necessary for the safe and effective use of the equipment.
- Ensure that participants are able to perform routine operation, basic maintenance, and first-line troubleshooting of the supplied equipment upon completion of the training.
- Submit attendance records, training materials, and a training completion report upon completion of the training activities.

Quality control and verification activities shall include confirmation of:

- Delivered quantities against contractual requirements;
- Compliance of the supplied make, model, and technical specifications;
- Availability of all required accessories, software licences, spare parts, and documentation;
- Absence of transport damage, manufacturing defects, or missing items; and
- Compliance with applicable technical, quality, and safety standards.

2.2.3. Maintenance Requirements, Spare Parts and Warranty

The Supplier shall provide all maintenance support, technical documentation, spare parts, warranty services, and after-sales support necessary to ensure the reliable and continuous operation of the supplied equipment

Maintenance and Documentation

The Supplier shall provide all applicable manufacturer documentation, including:

- Technical specifications;

- User manuals;
- Maintenance guides;
- Software licences;
- Warranty certificates; and
- Other relevant technical records.

The Supplier shall ensure that users receive sufficient guidance to perform routine operation, basic preventive maintenance, and first-level troubleshooting in accordance with manufacturer recommendations

Spare Parts and Accessories

The Supplier shall provide all mandatory accessories, essential spare parts, and maintenance kits specified in the technical specifications and required to support initial operation and routine maintenance. All items shall be fully compatible with the supplied equipment

Warranty and After-Sales Support

The Supplier shall provide a minimum warranty period of one (1) year commencing from the date of provisional acceptance. The warranty shall cover all supplied equipment, accessories, software-related elements, and installation works.

During the warranty period, the Supplier shall notably:

- Diagnose and rectify defects or malfunctions.
- Repair or replace defective equipment, parts, or components at no additional cost.
- Cover all associated labour, transportation, spare parts, reinstallation, testing, and commissioning costs.
- Provide post-commissioning technical assistance and after-sales support.
- Comply with the response, repair, and replacement timelines proposed in its offer and accepted under the contract.

2.2.4. Detailed technical specifications/Technical offer

All bidders are required to complete the table below as part of their technical offer. The information provided will form the basis of the technical evaluation and will be used to assess the compliance of the proposed equipment with the stated requirements.

Columns 1 to 4 have been completed by the Contracting Authority and **must not be modified** by bidders. Bidders are required to complete the remaining columns by providing a clear and detailed description of the proposed item, including its specifications, brand, model, and applicable quality standards. The information provided must clearly demonstrate compliance with the required technical specifications.

Important Note: Generic statements or words such as “Yes,” “As per specifications,” “Comply,” “Compliant,” “As specified,” or simply copying and pasting the technical specifications from this solicitation document are **not acceptable**. Bidders must provide specific and verifiable details of the proposed products. Failure to provide adequate information may result in the bid being considered non-responsive and may lead to the rejection of the proposal. The offer must be clear enough to allow the evaluators to make an easy comparison between the requested specifications and the offered specifications

BIDDER'S RESPONSE TO THE REQUIRED TECHNICAL SPECIFICATIONS

Detailed technical specification of the FabLab Equipment Big Machines ³					
N ^o	1. Item name	2. Equipment Description and Intended Use	3. Technical Specifications	4. Technical specifications proposed by the bidder	5. Notes, remarks, ref to documentation
1	CNC Router Machine	The CNC Router Machine shall be used for precision cutting, drilling, engraving, carving, and machining of wood, plywood, MDF, plastics, composites, and other compatible materials. The machine shall support furniture production, cabinetry, signage, decorative carving, prototyping, and complex 2D and 3D machining applications	▪ Cut/Movement Area: min (96x48 inch), (2.67x1.24m); ▪ Spindle Type: Air cooled; ▪ Spindle Speed: 1000 to 26000 rpm; ▪ Drive Motor: Open Loop steppers; ▪ Input Voltage: 220v single or three phase; ▪ Preassembled; ▪ 3 axis; Minimum Accessories The supplier shall provide all standard manufacturer-supplied accessories, including at minimum: ▪ CNC Router Machine complete with controller ▪ Machine control software and licenses (where applicable) ▪ USB or Ethernet communication accessories ▪ Tool kit for setup, calibration, and maintenance ▪ Collet set compatible with supplied cutting tools ▪ User manuals and maintenance guides ▪ Power cables and installation accessories ▪ Emergency stop and safety components		

³ For items 1-9, the proposed equipment shall comply with the applicable CE marking requirements and/or relevant UL, EN, IEC, ISO standards, or equivalent internationally recognised standards. The Tenderer shall identify the applicable standards for each item and provide valid documentary evidence of compliance.

			Spare Parts One (1) complete spare set of router bits and one (1) spare tooling kit, both compatible with the supplied CNC machine		
2	Professional Grade 3D Printer	The 3D Printer shall be used for the design, development, and fabrication of prototypes, tools, functional parts, educational models, and product development applications.	- Build volume: min. 223x220x205mm (8.7x8.6x8in); - Display: min. 2.4-inch (6 cm) touchscreen; - Print Technology: Fused filament fabrication (FFF); - Filament Diameter: approx. 0.4 - 2.85 mm; - Nozzle Temperature: approx. 180 - 300 Degree Celsius; - Supported OS: Mac, OS, Window, Linux; - Connection: Wi-Fi, Ethernet, USB; Minimum Accessories All as Included by the Manufacturer including at minimum: - One (1) complete power cable - One (1) USB cable and/or USB storage device for file transfer - One (1) set of printer tools required for assembly, calibration, and maintenance - One (1) build plate/print bed surface - One (1) filament holder/spool holder - One (1) nozzle cleaning kit - One (1) scraper or print removal tool - One (1) set of user manuals and technical documentation (electronic and/or printed) - Printer software and required licenses		

			Spare Parts - Two (2) spare nozzles (0.4 mm) - One (1) spare build plate or build surface sheet - One (1) spare hot-end assembly or print core - One (1) spare extruder drive gear kit		
3	Hobby Grade 3D Printer	Used for creating prototypes, educational models, tools, and functional parts.	- Materials: PLA, PETG, ASA, ABS, PC (Polycarbonate), CPE, PVA/BVOH, PVB, HIPS, PP (Polypropylene), Flex, nGen, Nylon, Carbon filled, Wood fill and other filled materials; - Build volume: 250×210×210mm (9.84×8.3×8.3 in); - Layer height: 0.05 - 0.35 mm; - Filament Diameter: 0.4 - 1.75 mm; - Max Printing Speed: 200mm/s; - Nozzle Temperature: 180 - 300 Degree Celsius; - Connection: Wi-Fi, Ethernet via Raspberry; - Print medium: SD card; Accessories all as Included by the Manufacturer including at minimum: - Filament spool holder - Tool kit for assembly and maintenance - Nozzle cleaning tools - Print removal tool/scrapper - SD card and/or USB storage device - Power cable and all required connection accessories - User manual and maintenance guide		

			Spare Parts ▪ Two (2) spare nozzles ▪ One (1) spare build surface sheet or build plate ▪ One (1) spare thermistor or heating element		
4	Laser Cutter	Engraving and cutting almost all kinds of materials including wood, acrylic, leather, plastic. Can also mark bare metals when coated with a metal marking solution.	☐ Working area: min; 29x17 inch (equal to 74x43cm) or 24x24 inch (equal to 60x60cm); ☐ Laser Type: CO₂ Laser ☐ Laser Power: 30 - 120W; ☐ Resolution: up to 2668dpi; ☐ Speed and Power: 140-165ips; ☐ Print Interface: USB, Wireless, Ethernet Connections, Windows Compatible; ☐ Electrical: 220/240volts, 50-60Hz, single or three phase; Accessories: all as Included by the Manufacturer including at minimum: • Integrated laser cooling system (where required) • Air assist system • Exhaust fan and ducting kit • Machine stand or support cabinet • USB cable and communication accessories • Alignment and calibration tools • Operator and maintenance manuals • Basic machine tool kit • Honeycomb or knife-blade cutting table • Power cable and all installation accessories Spare Parts • One (1) spare laser lens		

			• One (1) spare mirror set • One (1) spare nozzle • One (1) set of replacement air filters (where applicable) • Spare belts and limit switches		
5	Small CNC milling machine	The Small CNC Milling Machine shall be used for rapid prototyping, precision machining, model making, product development, and fabrication of small parts from plastics, foams, waxes, and other non-metallic materials. The machine shall be suitable for educational institutions, innovation hubs, fabrication laboratories, and training centres.	☐ Workpiece table size: min. 232.2x156.6mm (9.14x6.17 in); ☐ Material: Modeling Wax, Chemical Wood, Foam, Acrylic, Poly acetate, ABS, PC board; ☐ Spindle Motor: DC motor; ☐ Spindle Speed: 3,000 to 9,000 rpm; ☐ Interface: USB ☐ Dedicated AC Adaptor: AC 100-240V $\pm$ 10% 50-60 Hz ☐ Power requirements: AC 100-240V $\pm$ 10% 50-60 Hz ☐ Power Consumption: Approx 50W Accessories: all as Included by the Manufacturer including at minimum: • Complete machine with controller and power adapter • USB communication cable • Machine setup and calibration tools • Workpiece clamping kit • Collet set compatible with supplied cutting tools • Tool holder(s) • User manuals and maintenance guides • CNC control and CAM software licenses (where applicable) Spare Parts • One (1) spare collet set • One (1) spare spindle belt (if belt-driven) • One (1) spare tool holder • One (1) spare fuse set		

			• Spare limit switches		
6	3D Scanner	The 3D Scanner shall be used to capture accurate three-dimensional digital models of physical objects and components. and converting them into digital 3D models for design, prototyping, reverse engineering, and educational applications.	☐ Minimum Scan Volume: 20x20x20mm; ☐ Maximum scan volume:2000x2000x2000mm; ☐ Field of View: Horizontal- approx.45°, Vertical-approx.58°, Diagonal- approx.70°; ☐ Scan Speed: 10 - 15 fps; ☐ Working Distance: approx.150~400 mm		
7	Professional Embroidery Machine	The Professional Embroidery Machine shall be used for creating high-quality embroidery patterns, logos, decorative designs, lettering, and customized stitching on a wide range of fabrics for garment production, fashion design, training, prototyping, and small-scale manufacturing.	☐ Number of Needles: min. 6; ☐ Connections: Wi-Fi, Ethernet, USB; ☐ Display: LCD Touchscreen Color, on screen editing; ☐ Embroidery Frame Patterns: Approx.156 stitch types; ☐ Embroidery Area: Approx. 300 x 200 mm; ☐ Max Embroidery Speed: up to 1000 Stitches/min; ☐ Voltage: 220 - 240V; ☐ Machine Size: 444 x 248 x 300; Accessories The supplier shall provide all standard accessories supplied by the manufacturer, including at minimum: • Embroidery machine complete with all manufacturer-standard accessories • Main embroidery hoop/frame (300 × 200 mm or equivalent) • Additional embroidery hoops of different sizes (if supplied by the manufacturer) • Embroidery needle set • Bobbins and bobbin case set • Thread spool holders • Tool kit for setup and maintenance • Power cable and connectivity accessories		

			• User manuals and maintenance guides • Machine operation software and drivers		
8	Beginner Sewing and Embroidery Machine	The Beginner Sewing and Embroidery Machine shall be used for learning, training, hobby projects, garment construction, quilting, decorative stitching, and basic embroidery on a variety of fabrics. The machine shall be suitable for educational institutions, makerspaces, training centers, innovation hubs, and beginner users.	☐ Use: Embroidery, Quilting, Sewing; ☐ Needles: min. 1; ☐ Connections: Wi-Fi, Ethernet, USB; ☐ Display: LCD Touchscreen Color; ☐ Embroidery Frame Patterns: Approx.140 stitch types; ☐ Embroidery Area: Approx. 180 x 130mm; ☐ Max Embroidery Speed: 600-700 Stitches/min; ☐ Max. Sewing Speed: 700-900 Stitches/min; ☐ Workspace (cm): approx.20 cm; ☐ Voltage: 220 - 240V; ☐ Machine Size: 444 x 248 x 300; Accessories The supplier shall provide all standard accessories supplied by the manufacturer, including at minimum: • Embroidery hoop/frame compatible with the specified embroidery area • Standard sewing foot • Embroidery foot • Zigzag foot • Buttonhole foot • Zipper foot • Bobbin set and bobbin case • Needle set • Seam ripper • Cleaning brush • Screwdriver/tool kit • Power cable • USB cable		

			• User manuals and maintenance guides • Machine cover Spare Parts • One (1) additional set of embroidery hoops covering the full range of standard hoop sizes supported by the supplied machine • One (1) Quilting kit • One (1) Walking foot • One (1) Overcasting foot • One (1) Free-motion embroidery foot • One (1) Extension table • One (1) Thread stand/rack • One (1) Additional bobbin sets • One (1) Additional presser feet kit • One (1) Embroidery digitizing software • One (1) Carrying case • One (1) Maintenance kit		
9	Vinyl Cutter	The Vinyl Cutter shall be used for precision cutting of self-adhesive vinyl, heat transfer vinyl (HTV), vehicle graphics, signage, decals, labels, apparel graphics, stencils, and other specialty graphic applications. The machine shall be suitable for educational, commercial, prototyping, branding, and small-scale production environments.	☐ Driving method: Digital control servo motor; ☐ Cutting method: Media-moving method; ☐ Cutting Area: Length: 25000x584mm (984.25x22.9 in); ☐ Interface: USB; ☐ Cutting speed: 10 to 800 mm/sec; ☐ Material width: 50 to 800 mm; Accessories The supplier shall provide all standard manufacturer-supplied accessories, including at minimum: • Complete Machine stand • Standard cutting blade holder		

			• Minimum three (3) cutting blades • USB communication cable • Power cable • User manuals and maintenance guides • Cutting software and drivers required for operation • Basic maintenance and adjustment tools Spare Parts Suppliers are encouraged to propose and separately price: • Additional blade holders • Additional cutting blades (standard, fine-detail, and heavy-duty) • Pen plotting attachment • Additional media stands and rollers • Cutting mats • Weeding tools and kits • Heat press machine (for HTV applications) • Spare pinch rollers • Spare drive belts • Maintenance kit		
Detailed technical specification of the FabLab Equipment- Small Machines					
Nº	1.Item name	2.Equipment Description and Intended Use	3.Technical Specifications	4. Technical specifications proposed by the bidder	5. Notes, remarks, ref to documentation
10	Orbital Sander	sander to allow users to find the perfect Speed for whatever task they need to Complete, with an optimal on-board system for filtering fine dust.	• Random orbital sander • Pad size: 125 mm (5") • Variable speed: 4,000–12,000 OPM • Dust collection bag/port • Power: 250–350 W		
11	Belt Sander	used for rapid sanding, smoothing, leveling, shaping, and finishing of wood, plywood, MDF, laminated boards, and other compatible materials.	combines power and speed with ease-of-use features and less noise for fast and efficient stock removal • Belt size: 75 × 533 mm minimum • Variable speed control • Dust collection system		

			• Power: 700–1,000 W • Low vibration design		
12	Jigsaw	The Jigsaw shall be used for precision cutting of straight, curved, circular, and irregular shapes in wood, plywood, MDF, plastics, laminates, and other compatible materials. Iled cuts	Components: Cover Plate, Hex Wrench, Jig Saw Blade, Multi-Purpose Jigsaw Blades, 10 Piece, Assorted, Jig Saw Blade Set for Cutting Wood and Metal • Variable speed: 500–3,000 SPM • T-shank blade compatibility • Cutting capacity: Wood ≥ 65 mm, Steel ≥ 6 mm • Bevel cutting up to 45° • Includes assorted wood and metal blades		
13	Circular Saw	Shall be used for fast and accurate straight cutting, cross-cutting, rip cutting, bevel cutting, and trimming of wood, plywood, MDF, particleboard, laminates, and other compatible materials.	Circular Saw delivers smooth, straight cuts. Variable speed control (2,000-5,200 RPM) • Blade diameter: 185–190 mm • Variable speed: 2,000–5,200 RPM • Cutting depth ≥ 60 mm at 90° • Bevel adjustment up to 45° • Dust extraction port		
14	Portable Bandsaw	Shall be used for precise straight and curved cutting of wood, plastics, and other compatible materials. It supports furniture manufacturing, joinery, prototype development, and general fabrication by enabling accurate and efficient material cutting.	Cutting a wide variety of materials • Cutting capacity ≥ 100 mm round stock • Variable speed control • Suitable for steel, aluminum, plastic, and wood • Blade size compatible with machine • Portable design		
15	Miter Saw	Shall be used for manual cutting and trimming of wood, plywood, and other compatible materials. It supports furniture manufacturing, joinery, carpentry, and general woodworking where precision, portability, and flexibility are required.	Create cuts at any angle. • Blade diameter: 255 mm (10") minimum • Mitre range: $\pm 45^\circ$ minimum • Bevel range: $0-45^\circ$ • Cutting capacity $\geq 75 \times 130$ mm • Includes carbide-tipped blade and work clamp Components: Miter Saw, tooth carbide-tipped blade, table extensions, clamp assembly, a dust bag, and a dust port adapter		
16	Hand Saw	Shall be used for manual cutting and trimming of wood, plywood,	All-purpose wood saw • Blade length: 450–550 mm		

		and other compatible materials. It supports furniture manufacturing, joinery, carpentry, and general woodworking where precision, portability, and flexibility are required.	• Hardened steel blade • Triple-ground teeth • Ergonomic handle • Suitable for general woodworking		
17	Angle Grinder	Shall be used for cutting, grinding, polishing, and surface finishing of metal, wood, masonry, and other compatible materials. It supports fabrication, maintenance, and general workshop applications by enabling efficient material shaping and finishing.	Can be used for a variety of tasks like cutting rebar and concrete, removing rust and paint, grinding welding beads, and sharpening blades. • Disc diameter: 115–125 mm • Speed: 10,000–12,000 RPM • Power: 700–1,200 W • Spindle lock • Protective guard included		
18	Bench Grinder	Shall be used for sharpening, grinding, deburring, and polishing metal tools and components. It shall support workshop maintenance, tool preparation, and general fabrication by ensuring accurate and efficient finishing operations.	high-speed material removal • Wheel diameter: 150–200 mm • Motor power: 350–750 W • Dual grinding wheels • Eye shields and tool rests • Speed: 2,800–3,600 RPM		
19	Cordless Drill	Shall be used for drilling holes and driving screws into wood, metal, plastics, and other compatible materials. It shall support furniture manufacturing, assembly, installation, maintenance, and general workshop applications.	Cordless Driver-Drill Kit • Battery: 18–20 V Li-Ion • Chuck size: 13 mm keyless • Torque: ≥ 50 Nm • Two-speed gearbox • Includes charger and batteries		
20	Column Drill	Shall be used for precise and accurate drilling of holes in wood, metal, plastics, and other compatible materials. It shall support furniture manufacturing, fabrication, assembly, and general workshop applications by ensuring consistent and repeatable drilling operations.	Easy realization of holes • Drilling capacity: ≥ 25 mm in steel • Chuck capacity: 3–16 mm • Variable speed or minimum 12 speeds • Motor power: ≥ 750 W • Adjustable work table		

21	Rotary Hammer	Shall be used for drilling and hammer drilling in concrete, masonry, stone, and other compatible materials. It shall support construction, installation, and maintenance applications requiring efficient and accurate drilling.	Powered Drill Kit • SDS-Plus chuck • Impact energy ≥ 2.5 J • Drilling capacity in concrete ≥ 24 mm • Power: 700–900 W • Hammer, drill, and chisel modes		
22	Electric Hand Planer	Shall be used for planing, smoothing, trimming, and leveling wooden surfaces and edges. It shall support furniture manufacturing, joinery, and general woodworking by ensuring accurate material preparation and finishing.	Maximum width of milling, mm: 75 Maximum milling depth, mm: 2 Cutting speed, m / s: 34 kind of current: Single phase voltage, approx.: V: 220 Power, approx.: W: 370 Rotation frequency of knives, min. rpm: 9500 Electric motor frequency, min. rpm: 1200		
23	Portable Welder	Shall be used for welding, joining, and repairing metal components in steel and other compatible metals. It shall support fabrication, maintenance, installation, and general workshop applications through portable and efficient welding operations.	Capable of welding up to alloy, mild steel, weld steel, stainless steel, copper, and cast iron. • Inverter welding technology • Welding current: 20–200 A • Suitable for mild steel, stainless steel, cast iron, and copper alloys • Input voltage: 220–240 V • Thermal overload protection		
24	Sharpener /Trimmer/ Router	Shall be used for trimming, edge profiling, grooving, chamfering, and decorative routing of wood and other compatible materials. It shall support furniture manufacturing, cabinetry, joinery, and finishing applications by ensuring precise and high-quality edge work.	• Variable speed: 10,000–30,000 RPM • Power: 500–1,200 W • Includes plunge and fixed base • Collet sizes: 6 mm and 8 mm • Depth adjustment mechanism		
25	Soldering Iron	Shall be used for soldering electrical and electronic components, wires, and circuits. It shall support equipment assembly, repair, maintenance,	Output power: approx. 80W Soldering temperature: 150 to 480° C Dimension (W x H x D): approx.. 105 x 90 x 90 mm Display: Digital display for set temperature Construction: 1 channel		

		and prototyping in workshop and laboratory applications.			
26	Solder fume extractor	Shall be Used to remove and filter fumes, smoke, and harmful particles generated during soldering operations. It shall support safe workshop and laboratory environments by improving air quality and protecting users during electronic assembly and repair activities.	Soldering steam extractor serves to extract solder fumes at the soldering workplace in order to avoid inhalation of the harmful soldering vaporous and to filter out the soldering vaporous from the air Power: 20W Air flow rate approx. approx..120 m3/h Material: Activated carbon Construction: approx.. filter size 130 mm Temperature, 0-40 °C		
27	Hot Air Gun	Shall be Used for heating, shrinking, softening, drying, and removing materials such as adhesives, coatings, plastics, and heat-shrink tubing. It shall support electrical assembly, repair, fabrication, and workshop finishing applications.	Hot Air Heat Gun; 240 Volt; 1600 Watt; 350-500C • Two-stage airflow control • Overheat protection • Ergonomic grip		
28	Magnifier Lamp	Used for magnified inspection, detailed assembly, soldering, and repair of small components. It shall support electronics work, precision manufacturing, quality control, and workshop applications requiring enhanced visibility.	Technologies: LED Lens: Ø 100 mm real glass lens Power: 6 W Rated luminous flux: 560 lm		
29	Helping Hand for Soldering	Shall be used to securely hold small components and circuit boards during soldering and assembly operations. It shall support precision electronics repair and prototyping by improving stability and accuracy.	Helping Hand for Soldering with magnifying glass, LED lighting for working in dark environments and a soldering iron shelf. Crocodile clamps adjustable in all directions Magnifying lens Ø 65 mm • Magnification: 3.5× • Adjustable crocodile clips • LED illumination • Soldering iron holder		
30	Stripper pliers	Shall be used for stripping insulation from electrical wires	Stripper pliers for round cables, 0.2-6.0 mm2		

		and cutting or preparing conductors for connections. It shall support electrical assembly, repair, maintenance, and workshop applications requiring accurate wire handling.	• Automatic stripping mechanism • Hardened steel jaws • Ergonomic handles		
31	Small Vice	Shall be used to securely hold small workpieces during cutting, drilling, soldering, assembly, and repair operations. It shall support precision workshop activities by providing stability and accurate positioning of components.	Small vise for precision mechanics. Rotatable and pivotable on all sides (also downwards), 75 mm jaws with protective cover (for sensitive work pieces). • Jaw width: 75 mm • 360° rotation • Tilting mechanism • Protective jaw covers • Cast steel construction		
32	Long Nose Pliers	used for gripping, bending, twisting, and manipulating wires and small components. It shall support electrical work, assembly, repair, and precision workshop applications requiring access to confined areas.	• Long Nose Pliers, Length: 130–150 mm • Hardened steel jaws • Insulated handles • Precision tip design		
33	Diagonal Cutting Pliers	used for cutting wires, cables, and small metal components. It shall support electrical work, assembly, repair, and general workshop applications requiring precise and efficient cutting.	• Side cutter approx.. 125 mm, • Hardened cutting edges • Suitable for copper and soft steel wire • Ergonomic grip		
34	Small Wire Stripper	used for removing insulation from small electrical wires and preparing conductors for connections. It shall support electronics assembly, electrical repair, and precision wiring applications.	• Small Wire Stripper approx.. 165 mm, Ø 0.81 mm • Automatic stripping action • Hardened steel construction		
35	Large Wire Stripper	used for stripping insulation from larger electrical wires and cables while preparing conductors for connections. It shall support electrical installation, maintenance, repair, and	Large Wire Stripper approx.. 165 mm, Ø 2.6 mm • Automatic stripping action • Adjustable stop mechanism		

		workshop applications requiring efficient wire			
36	Microcontroller development kit (Eg.Arduino Kit or similar)	used for developing, testing, and prototyping electronic circuits, embedded systems, and automation projects. It shall support learning, innovation, programming, and practical applications in electronics and control systems.	a Microcontroller development board compatible with the Arduino Uno R3, Mega 2560 R3, and Nano platforms, or equivalent.		
37	Raspberry Pi 4 Starter Kit	used for developing, testing, and prototyping computing, electronics, programming, and automation applications. It shall support embedded systems development, IoT projects, digital learning, and innovative technology	CPU: Raspberry Pi 4 4GB Model B with 1.5GHz 64-bit quad-core ARMv8 CPU Connectivity: Dual-band 2.4GHz/5GHz Wi-Fi & Bluetooth, Gigabit Ethernet Connector USB-C Power-in 3.5mm Audio OUT Power Button Full-Sized HDMI0 port GPIO expansion board Always-On switch Adjustable speed fan		
38	Raspberry Pi Touchscreen Display for Pi 4	used as an interactive visual interface for Raspberry Pi-based computing, programming, and embedded system projects. It shall support user interface development, IoT applications, automation, and digital prototyping.	7" Touchscreen Display. Screen Dimensions: 194mm x 110mm x 20mm (including standoffs), Viewable screen size: 155mm x 86mm, Screen Resolution 800 x 480 pixels, 10 finger capacitive touch. Connects to the Raspberry Pi board using a ribbon cable connected to the DSI port. Adapter board is used to power the display and convert the parallel signals from the display to the serial (DSI) port on the Raspberry Pi. Power supply and enclosure included		
39	Development board of the AVR	used for programming, testing, and prototyping microcontroller-based electronic circuits and embedded systems. It shall support electronics development, automation projects, learning, and control system applications.	6D development board of the AVR experimental box ATmega16 development board • ATmega16/ATmega32 based • Integrated programmer interface • Input/output expansion headers • On-board power supply and LEDs		

40	Arduino-compatible microcontroller development board with integrated prototyping area	used for developing and testing low-power IoT, sensor-based, and wireless communication applications. It shall support environmental monitoring, data collection, remote sensing, and embedded system prototyping.	The microcontroller development board(s) shall be fully compatible with standard Arduino Uno R3, Mega 2560 R3, and Nano hardware and the Arduino IDE. The board(s) shall support commonly used educational modules, including LCD1602 display modules (parallel and/or I ² C interface), breadboards, power supply modules, sensors, actuators, and other standard Arduino-compatible peripherals.		
41	Oscilloscope	used for measuring, displaying, and analyzing electrical signals and waveforms in electronic circuits. It shall support circuit testing, troubleshooting, research, development, and electronics repair applications.	Channels: Minimum 2 analog channels and 2 digital input channels. Analog bandwidth: Minimum 15 MHz. Maximum real-time sampling rate: At least 100 MSa/s. Memory depth: Minimum 4 K samples. Internal storage: Minimum 8 MB, with USB interface for data storage and transfer. Display: Minimum 3.0-inch color display with a minimum resolution of 400 × 240 pixels. Waveform display: Capable of displaying and measuring standard analog waveforms, including sine, square, triangular, and sawtooth signals. Power supply: Rechargeable battery suitable for portable operation. Connectivity: USB interface for data transfer and firmware updates. Accessories: USB cable, test probes, charging adapter, and user manual.		
42	Power Supply	Shall be used to provide regulated electrical power for testing, operating, and developing electronic circuits and devices. It shall support electronics prototyping, circuit testing, research, and repair applications.	• Output Voltage: 0-30 VDC, • Current: 0-10 A, • Power: 300w, • Operating voltage: 110-240 V • Adjustable voltage/current • Overload and short-circuit protection		

43	Fastening Bit Box Set	Shall be used for fastening and loosening screws, bolts, and other fasteners using compatible hand and power tools. It shall support assembly, installation, maintenance, and general workshop applications requiring different bit sizes	• Bit set comprising a minimum of ninety-nine (99) pieces. • Suitable for use with impact drivers and impact wrenches. • Includes a range of impact-rated screwdriver bits, at a minimum: ○ Slotted (flat-head) ○ Phillips (PH) ○ Pozidriv (PZ) ○ Torx (TX) ○ Hex (Allen) • Includes bit holder(s) and standard accessories (e.g., socket adapters and magnetic bit holder), • Bits manufactured from impact-resistant tool steel (e.g., S2 steel or equivalent). • Supplied in a durable, compartmentalized storage case.		
44	Hand Files Set	Shall be used for shaping, smoothing, deburring, and finishing wood, metal, and other compatible materials. It shall support fabrication, assembly, repair, and general workshop applications requiring precise material finishing.	• Workshop files set, 5 pcs • Flat, round, half-round, triangular and square profiles • Hardened steel		
45	Countersink Drill Bit Set	Shall be used for drilling holes and creating recessed openings for screw heads in wood, metal, plastics, and other compatible materials. It shall support furniture manufacturing, assembly, fabrication, and finishing applications requiring accurate fastening.	• Set of at least twenty-two (22) countersink drill bits. • Suitable for drilling and countersinking pilot holes for screw sizes 5 mm, 6 mm, 7 mm, 8 mm, 10 mm, 11 mm, and 12 mm. • High-speed steel (HSS) or equivalent. • Standard shank compatible with conventional drill chucks. • Supplied in a durable storage case.		
46	Router/Shapener Bit	Shall be used for cutting, profiling, grooving, edging, and decorative shaping of wood, MDF, and other compatible	• Set of at least twenty-two (22) router/shaper bits. • Manufactured from high-speed steel (HSS) or equivalent durable material.		

		materials. It shall support furniture manufacturing, cabinetry, joinery, and finishing applications requiring precise and detailed machining.	• Suitable for use with standard woodworking routers/shapers. • Supplied in a durable protective storage case.		
47	Drill Set	Shall be used for drilling holes in wood, metal, plastics, and other compatible materials using hand or power tools. It shall support fabrication, assembly, maintenance, and general workshop applications requiring different drill sizes and types.	• Set of approximately five (5) drill bits. • Drill bit diameters ranging from 15 mm to 35 mm. • Suitable for drilling abrasive wood-based materials, including plywood, hardwood, particleboard (chipboard), medium-density fibreboard (MDF), high-density fibreboard (HDF), and laminated wood. • Manufactured from high-quality steel with carbide-tipped cutting edges or equivalent wear-resistant material. • Supplied in a protective storage case.		
48	Chisel	Shall be used for cutting, carving, shaping, and removing material from wood, metal, and other compatible materials. It shall support carpentry, joinery, furniture manufacturing, and general workshop finishing applications.	• Set of approximately six (6) wood chisels. • Hardened and tempered steel blades. • Blade widths ranging from 6 mm to 25 mm (including common sizes within this range). • Ergonomic, impact-resistant handles suitable for use with a wooden or rubber mallet. • with Individual protective blade caps. • Supplied in a durable storage case or tool roll.		
49	General Maintenance Tool Set	Shall be used for routine repair, adjustment, installation, and maintenance activities across mechanical, electrical, and workshop applications. It shall support general fabrication, equipment servicing, and day-to-day maintenance operations.	• Tool set comprising mini two hundred and twenty-seven (220) pieces. • Includes, at a minimum: • Socket set with ratchet handle(s), extension bars, and accessories. • Combination wrenches/spanners. • Screwdrivers • Hex key (Allen key) set (metric and/or imperial, as applicable). • Pliers (combination, long-nose, diagonal cutting, and locking). • Adjustable wrench. • Claw hammer or engineer's hammer.		

			• Utility knife with spare blades. • Measuring tape (minimum 5 m). Spirit level. • Wire stripper/cutter suitable for electrical work. • Electrical voltage tester or test screwdriver. • Assorted fastener accessories (where supplied by the manufacturer). • Tools manufactured from chrome vanadium (Cr-V) steel or equivalent durable material with a corrosion-resistant finish. • Ergonomic, non-slip handles on hand tools • Supplied in a heavy-duty, compartmentalized carrying case with dedicated storage for each tool		
50	Dust Extractor	Shall be used for collecting and removing dust, wood particles, and debris generated during cutting, sanding, drilling, and machining operations. It shall support a clean, safe, and efficient workshop environment by improving air quality and maintaining equipment performance.	• Dust Extractor approx.42L • Capacity: approx. 42 L • Wet and dry vacuum capability • Power: 1,000–1,500 W • Hose and accessories included		
51	Soldering Station	Shall be used for precise soldering, desoldering, and repair of electronic components, wires, and circuit boards. It shall support electronics assembly, prototyping, maintenance, and workshop applications requiring controlled temperature soldering.	Soldering Station 120 V, • Power: 70 W minimum • Temperature range up to 450°C • Digital temperature control • Replaceable tips		

52	Glue Gun	Shall be used for applying hot adhesive for bonding, fixing, and assembling wood, plastics, fabrics, and other compatible materials. It shall support crafts, prototyping, furniture finishing, and general workshop applications requiring quick and reliable bonding.	• Industrial hot melt glue gun • Compatible with 11–12 mm glue sticks • Power: 60–120 W • Fast heat-up time • Temperature-controlled heating chamber		
Warranty and After-Sales Support Period			Proposed warranty, after-sales support, and technical assistance period <i>(Minimum 12 months from the date of Provisional Acceptance)</i>	... Months	
Proposed Delivery and Implementation Period (DDP) <i>(Maximum implementation period: 4 Months)</i>			Proposed delivery and implementation period, including delivery, installation, configuration, testing, commissioning, user training, and provisional handover <i>(Maximum implementation period of 4 months following receipt of the Award Notification Letter)</i>	... Months	

****Unless expressly stated otherwise as a minimum, maximum, exact value, or permitted range, all dimensions and measurements indicated in the Technical Specifications shall be understood as approximate. Minor variations may be accepted provided that they do not adversely affect the equipment's intended use, performance, safety, compatibility, installation, or available space.***

6 SELECTION FILE

1. MINIMUM REQUIRED QUALIFICATION FOR THE COMPANY

The following minimum requirements will be assessed during the selection stage. Bidders must demonstrate compliance with all the criteria below:

1. LEGAL REGISTRATION

The bidder must be a **legally registered company** for at least **three (3) years**

Proven by a copy of a valid company registration certificate issued by a competent authority.

2. RELEVANT EXPERIENCE

The bidder must demonstrate **at least** one similar experience in supply, delivery, installation, commissioning, and support of technology solutions, technical equipment, machinery, tools, ICT systems, laboratory equipment, manufacturing equipment, digital fabrication systems, or other related infrastructure used for innovation, education, training, research, or production purposes. Proven by a company profile and/or a list of delivered equipment.

Proven by certificates of satisfactory completion or other references considered acceptable by the Contracting authority.

3. FINANCIAL CAPACITY

The bidder must demonstrate a **cumulative turnover of at least EUR 150,000** during the last three (3) completed financial years. The bidder shall provide documentary evidence substantiating compliance with this requirement, such as audited financial statements, certified accounts, or other acceptable financial records.

2. KEY STAFF PROFILE AND EXPERIENCE

- 1.1. The tenderer shall ensure the availability of qualified staff capable of performing the contract effectively. The tenderer must include in their submission an overview of the staff to be assigned to the contract, detailing their qualifications, degrees, and relevant professional experience.
- 1.2. Specifically, the tenderer must demonstrate having access to, or the capability to deploy, the following:

N°	Minimum Requirement
1	at least two (2) key personnel to carry out the installation, testing, commissioning and training activities required under the contract. The bidder shall provide: • The curriculum vitae of each proposed key personnel, clearly indicating their qualifications, relevant professional experience and proposed role under the contract; • Evidence in the curriculum vitae that at least one (1) of the proposed key personnel has completed at least one similar assignment involving practical training or capacity-building activities related to technical equipment, machinery, systems or comparable solutions; and

7 FORMS

1. IDENTIFICATION FORM

Identification form Legal private entity

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

PRIVATE/PUBLIC-LAW ENTITY WITH A LEGAL FORM

OFFICIAL NAME <i>As indicated on the official document.</i>	
COMMERCIAL NAME <i>(if different from official name)</i>	
ABBREVIATION <i>(if applicable)</i>	
LEGAL FORM	
TYPE OF ORGANISATION <i>(Delete as appropriate)</i>	- FOR PROFIT - NOT FOR PROFIT - NGO
PRINCIPAL REGISTRATION NUMBER	
SECONDARY REGISTRATION NUMBER <i>(if applicable)</i>	
PLACE OF REGISTRATION <i>City</i> <i>Country</i>	
DATE OF REGISTRATION <i>DD MM YYYY</i>	
VAT NUMBER	
ADDRESS OF REGISTERED OFFICE <i>Street+ P.O. Box</i> <i>Postal code</i> <i>City, Region/Province</i> <i>Country</i>	
TELEPHONE NUMBER	
E-MAIL	
DATE <i>DD MM YYYY</i>	SIGNATURE OF AUTHORISED REPRESENTATIVE

Identification form Public actor - entity

Please complete the form in CAPITAL LETTERS and LATIN LETTERS.

OFFICIAL NAME <i>As indicated on the official document.</i>	
ABBREVIATION <i>(if applicable)</i>	
LEGAL FORM	
PRINCIPAL REGISTRATION NUMBER	
SECONDARY REGISTRATION NUMBER <i>(if applicable)</i>	
PLACE OF REGISTRATION <i>City</i> <i>Country</i>	
DATE OF REGISTRATION <i>DD MM YYYY</i>	
VAT NUMBER	
ADDRESS OF REGISTERED OFFICE <i>Street+ P.O. Box</i> <i>Postal code</i> <i>City, Region/Province</i> <i>Country</i>	
TELEPHONE NUMBER	
E-MAIL	
DATE <i>DD MM YYYY</i>	SIGNATURE OF AUTHORISED REPRESENTATIVE

2. FINANCIAL IDENTIFICATION FORM

ACCOUNT NAME (1)			
ADDRESS			
TOWN/CITY		POST CODE	
COUNTRY			
CONTACT			
TELEPHONE		TELEFAX	
E - MAIL			

<u>BANK (2)</u>			
- -			
NAME OF BANK			
ADDRESS (OF BRANCH)			
TOWN/CITY		POST CODE	
COUNTRY			
ACCOUNT NUMBER			
IBAN (3)			
NAME OF SIGNATORIES	NAME & FORENAME	FUNCTION	

STAMP of BANK + SIGNATURE of BANK'S REPRESENTATIVE (both are obligatory)

DATE + SIGNATURE OF ACCOUNT HOLDER (Obligatory)

(1) The name or title under which the account was opened and not the name of the authorised representative.

(2) It is preferable to attach a copy of a recent bank statement. Please note that the bank statement must provide all the information indicated above under "ACCOUNT NAME" and "BANK". In this case, the bank's stamp and the signature of its representative are not required. The signature of the account holder is obligatory in all cases.

(3) If the IBAN code (international bank account number) is applicable in the country where your bank is situated.

3. TENDER FORM - PRICES

The prices for each item in the inventory are established relative to the value of these items in relation to the total value of the tender. All general and financial costs as well as the profits are distributed between the various items in proportion to their weight.

No	Item	Type	Unit	Quantity	Unit price	Total price	VAT
1	CNC Router Machine	Unit price	piece	1	€	€	%
2	Professional Grade 3D Printer	Unit price	piece	2	€	€	%
3	Hobby Grade 3D Printer	Unit price	piece	6	€	€	%
4	Laser Cutter	Unit price	piece	1	€	€	%
5	Small CNC milling machine	Unit price	piece	1	€	€	%
6	3D Scanner	Unit price	piece	2	€	€	%
7	Professional Embroidery Machine	Unit price	piece	1	€	€	%
8	Beginner Sewing and Embroidery Machine	Unit price	piece	2	€	€	%
9	Vinyl Cutter	Unit price	piece	1	€	€	%
10	Orbital Sander	Unit price	piece	1	€	€	%
11	Belt Sander	Unit price	piece	1	€	€	%
12	Jigsaw	Unit price	piece	1	€	€	%
13	Circular Saw	Unit price	piece	1	€	€	%
14	Portable Bandsaw	Unit price	piece	1	€	€	%
15	Miter Saw	Unit price	piece	1	€	€	%
16	Hand Saw	Unit price	piece	20	€	€	%

No	Item	Type	Unit	Quantity	Unit price	Total price	VAT
17	Angle Grinder	Unit price	piece	1	€	€	%
18	Bench Grinder	Unit price	piece	1	€	€	%
19	Cordless Drill	Unit price	piece	1	€	€	%
20	Column Drill	Unit price	piece	1	€	€	%
21	Rotary Hammer	Unit price	piece	1	€	€	%
22	Electric Hand Planer	Unit price	piece	1	€	€	%
23	Portable Welder	Unit price	piece	1	€	€	%
24	Sharpener /Trimmer/ Router	Unit price	piece	1	€	€	%
25	Soldering Iron	Unit price	piece	2	€	€	%
26	Solder fume extractor	Unit price	piece	2	€	€	%
27	Hot Air Gun	Unit price	piece	1	€	€	%
28	Magnifier Lamp	Unit price	piece	2	€	€	%
29	Helping Hand for Soldering	Unit price	piece	2	€	€	%
30	Stripper pliers	Unit price	piece	2	€	€	%
31	Small Vice	Unit price	piece	3	€	€	%
32	Long Nose Pliers	Unit price	piece	3	€	€	%
33	Diagonal Cutting Pliers	Unit price	pece	3	€	€	%
34	Small Wire Stripper	Unit price	piece	3	€	€	%

No	Item	Type	Unit	Quantity	Unit price	Total price	VAT
35	Large Wire Stripper	Unit price	piece	3	€	€	%
36	Arduino Kit	Unit price	piece	5	€	€	%
37	Raspberry PI 4 Starter Kit	Unit price	piece	4	€	€	%
38	Raspberry Pi Touchscreen Display for Pi 4	Unit price	piece	12	€	€	%
39	Development board of the AVR	Unit price	piece	12	€	€	%
40	Sodaq Mbili board	Unit price	piece	4	€	€	%
41	Oscilloscope	Unit price	piece	1	€	€	%
42	Power Supply	Unit price	piece	1	€	€	%
43	Fastening Bit Box Set	Unit price	piece	1	€	€	%
44	Hand Files Set	Unit price	piece	1	€	€	%
45	Countersink Drill Bit Set	Unit price	piece	1	€	€	%
46	Router/ Shapener Bit	Unit price	piece	1	€	€	%
47	Drill Set	Unit price	piece	1	€	€	%
48	Chisel	Unit price	piece	1	€	€	%
49	General Maintenance Tool Set	Unit price	piece	1	€	€	%
50	Dust Extractor	Unit price	piece	1	€	€	%
51	Soldering Station	Unit price	Piece	8	€	€	%
52	Glue Gun	Unit price	piece	8	€	€	%
Total price VAT excluded						€	
Total price VAT included						€	

Note:

- The use of this form to quote is mandatory.
- Prices related to imported items shall be quoted on a DDP basis to the final place of delivery, zero-rated for VAT and exempted from import duties, 5% withholding tax, and applicable levies in Rwanda, subject to the relevant exemption certificates/documents being provided by the Contracting Authority.
- All other costs up to final delivery shall be borne by the Supplier and included in the quoted price. No additional costs shall be payable by the Contracting Authority, except where such exemption certificates/documents cannot be provided.

Done at:

Date:

By (Name of entity):

Represented by (Full name):

Signature of authorised representative:

4. DECLARATION ON HONOUR - EXCLUSION GROUNDS

Hereby, I / we, acting as legal representative(s) of above-mentioned tenderer/beneficiary/partner/co-contractor declare that the tenderer is not in any of the following cases of exclusion:

The counterparty or one of its directors has not been convicted by a final judicial decision of any of the following offenses:

- a. Participation in a criminal organization;
- b. Corruption;
- c. Fraud;
- d. Terrorist offenses, offenses linked to terrorist activities or incitement to commit such offenses, complicity, or attempt;
- e. Money laundering or terrorism financing;
- f. Child labor and other forms of trafficking in human beings;
- g. Employment of third-country nationals in illegal residence;
- h. Creation of offshore companies.

The counterparty fulfills its obligations related to the payment of taxes, duties, and social security contributions for an amount exceeding €3,000, unless it can demonstrate that it holds one or more certain, due, and unencumbered claims against a contracting authority for at least the amount corresponding to the overdue tax or social debt.

The counterparty is not in a state of bankruptcy, liquidation, cessation of activities, judicial reorganization, has not admitted bankruptcy, is not the subject of liquidation or judicial reorganization, or any analogous situation derived from similar procedures in other national regulations.

The counterparty has not committed any serious professional misconduct that questions its integrity. Serious professional misconduct particularly includes:

- a. Breach of Enabel's policy on sexual exploitation and abuse;
- b. Breach of Enabel's policy on fraud and corruption risk management;
- c. Violation of local legislation concerning sexual harassment at work;
- d. Serious false statements or use of false documents in providing information required for exclusion checks or selection criteria, or concealing information;
- e. Evidence sufficient to conclude anti-competitive acts, agreements, or arrangements;

Regarding conflict of interest:

The counterparty or its directors have no actual or potential conflict of interest, no real or potential business or family relationship, nor appear to have such, with any member of Enabel's Board, personnel, or others involved in tender preparation, selection, or contract execution.

or

The counterparty informs Enabel of any actual, potential, or reasonably perceived conflict of interest that may affect or appear to affect impartiality in the procurement, granting, selection, or contract execution process.

→ *A detailed description of any such conflicts, including nature and persons involved, will be annexed to this declaration.*

The counterparty has not committed any serious or persistent failures during the execution of a prior essential contractual obligation with another contracting authority resulting in measures, damages, or comparable sanctions.

The counterparty attests that no restrictive measures have been taken against it related to international peace and security violations such as terrorism, human rights violations, destabilization of sovereign states, or proliferation of WMD.

The counterparty does not appear on any sanction lists maintained by the United Nations, European Union and Belgium, as well as.

I/we commit to promptly inform Enabel of any change in the above points, including sanctions or embargo measure adopted by the United Nations, the European Union and/or Belgium occurring after our signature of this Declaration.

Certified true and sincere,

Done at:

Date:

By (Name of entity):

Represented by (Full name):

Signature of authorised representative:

8 OVERVIEW OF THE DOCUMENTS TO BE SUBMITTED

1. **LEGAL IDENTIFICATION FORMS – SECTION 8 ART.** Error! Reference source not found.
2. **FINANCIAL IDENTIFICATION FORM – SECTION 8 ART. 2**
3. **ECONOMIC AND FINANCIAL CAPABILITY – SECTION 6 ART 2**
4. **COMPANY PROFILE WITH REQUIRED DOCUMENTS – SECTION 6 ART 4**
5. **KEY STAFF PROFILE WITH REQUIRED DOCUMENTS – SECTION 6 ART 5**
6. **TECHNICAL OFFER – SECTION 5 ART 2.2.4**
7. **TENDER FORM PRICES – SECTION 8 ART. 3**
8. **DECLARATION ON HONOUR – EXCLUSION CRITERIA – SECTION 8 ART.** Error! Reference source not found.
9. **POWER OF ATTORNEY**

The Tenderer shall include in his tender the power of attorney empowering the person signing the bid on behalf of the company, joint venture or consortium. In case of a consortium or a temporary association, the joint bid must specify the role of each member of the consortium. A group leader must be designated, and the power of attorney must be completed accordingly.
10. **CRIMINAL RECORD CERTIFICATE FOR THE PERSON MANDATED TO COMMIT FOR THE FIRM**
11. **CERTIFICATION OF CLEARANCE WITH REGARDS TO THE PAYMENTS OF SOCIAL SECURITY CONTRIBUTIONS**

At the latest before award, the Tenderer must provide a certification from the competent authority stating that he is in order with the obligations with regard to the payments of social security contributions that apply by law in the country of establishment.

12. TAX CLEARANCE CERTIFICATE

At the latest before award, the Tenderer must provide a recent certification (up to 6 months) from the competent authority stating that the Tenderer is in order with the payment of applicable taxes that apply by law in the country of establishment.