

Kigali, on 29th November 2021

Ref/N^o 19/RISA-WB/2021

Rwanda Information Society Authority (RISA)
Telecom House
8 KG 7 St, Kacyiru, Kigali
P.O. Box 6603 Kigali-Rwanda

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – FIRMS SELECTION)

RWANDA DIGITAL ACCELERATION PROJECT

Project ID: 173373

Assignment Title: Technical assistance to carry out a feasibility study to inform the GoR on best approach to digitalize civil registry archives across all sectors and cells

Reference N^o: 000010/C/ICB/2021/2022/RDAP

The Government of Rwanda has received financing from the World Bank toward the cost of the RWANDA DIGITAL ACCELERATION PROJECT and intends to apply part of the proceeds for consulting services.

The consulting services include Technical assistance to carry out a feasibility study to inform the GoR on best approach to digitalize civil registry archives across all sectors and cells for a period of 6 months.

The detailed ToR for the assignment are attached to this request for expressions of interest.

Rwanda Information Society Authority now invites eligible consulting firms to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are: Relevant technical and managerial capability of the firm (Provide the structure of the firm, general qualifications, do not provide CV of staff at this stage) Experience working with the public sector and/or working with large international organizations, Proven experience of at least 5 years in the ICT / digital sector, trailblazing digital transformation in the developing world and supporting digitization of public systems and services, in particular.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank Procurement Regulations for IPF Borrowers November 2020, setting forth the World Bank policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture. In the case of a JV, all the partners in the JV shall be jointly and severally liable for the entire contract, if selected and all partners must be registered in eProcurement System for Rwanda. A declaration of forming a JV is acceptable at the time of EOI, which shall be replaced by a signed agreement later on at the time of submission of technical and financial proposals. The Authorized representative of the JV is the one that should be submitting.

A Consultant will be selected in accordance with the QCBS method set out in the Procurement Regulations.

Further information can be obtained through eProcurement System at any time before deadline of submission of EOI.

EOI must be delivered in writing through eProcurement System for Rwanda at (www.umucyo.gov.rw) not later than 31st December 2021 at 16:30 local time and shall be opened through the eProcurement System on the same date at 17:00 local time.

Note: Interested consultants who are not yet registered should apply first for a digital certificate on www.govca.rw and then register their business on www.umucyo.gov.rw (eProcurement system for Rwanda) through supplier registration, in order to submit your proposal.

We strongly encourage you to review the videos below on how to register and use the Umucyo system prior to submitting your EOI:

- [Supplier registration](#)
- [Registration of certificate](#)
- [Submission of bid](#)

Please do ensure to only use a Windows operated computer for your registration on www.umucyo.gov.rw.

Sincerely,

Innocent B. MUHIZI
Chief Executive Officer
Rwanda Information Society Authority

