

## **REQUEST FOR EXPRESSION OF INTEREST**

### **TITLE: RENTING WAREHOUSES, DATA TRADE INPUT (DTI) FOR CLEARING AGENTS AT LA CORNICHE, RUSUMO, GATUNA AND KAGITUMBA ONE STOP BORDER POSTS**

#### **1. INTRODUCTION**

The Government of Rwanda has established One Stop Border Posts (OSBP) at La corniche border in Rubavu District, Rusumo border in Kirehe District, Gatuna border in Gicumbi District and Kagitumba border in Nyagatare District to streamline and facilitate trade and movement of goods and people between Rwanda and neighboring countries. Among facilities established at the borders there are warehouses designated for storage of goods while waiting for customs clearance and the offices of customs Agents (clearing agents) commonly referred to as Data Trade Input (DTIs).

For an effective management proper management of the warehouses and DTI at the mentioned OSBP, RRA works with third part through a lease agreement.

It is in that perspective that, RRA wishes to hire to one or more private firms/individuals for the management of the warehouses and DTI at the mentioned OSBP as per the specifications indicated below.

#### **2. OBJECTIVE**

The overall objective of the expression of interest is to get qualified service provider (s) who will offer quality service at reasonable cost on the operationalization of specified OSBPs operating 24 hours per day in order to facilitate business across the borders.

#### **3. LOTS**

##### **3.1 Warehouses:**

<b>LOTS</b>	<b>WAREHOUSE</b>	<b>LOCATION</b>
Lot 1	La Corniche One Stop Border Post	Rubavu District, border with DRC
Lot 2	Rusumo One Stop Border Post	Kirehe District border with Tanzania

Lot 3	Gatuna One Stop Border Post	Gicumbi District border with Uganda
Lot 4	Kagitumba One Stop Border Post	Nyagatare District border with Uganda

### 3.2 Data Trade Inputs (Customs Agents Offices)

LOTS	DATA TRADE INPUTS (DTI)	LOCATION
Lot 5	La Corniche One Stop Border Post	Rubavu District, border with DRC
Lot 6	Rusumo One Stop Border Post	Kirehe District border with Tanzania
Lot 7	Gatuna One Stop Border Post	Gicumbi District border with Uganda
Lot 8	Kagitumba One Stop Border Post	Nyagatare District border with Uganda

## 4. REQUIREMENTS

Requirements for an OSBP Warehouse Management:

1. Firms/ Individuals should have cargo handling equipment and experience in Cargo handling, to be able to serve the customer;
2. Firms/ Individuals should have experience in warehouses operations at high demand for at least **three (3)** years;
3. Firms/ Individuals should have qualified staff with experience in warehouse operations;
4. Firms/ Individuals should have warehouse management system which can be easily interfaced with Customs Management System;
5. Firms/ Individuals should have electronic weighing equipment approved by the competent Authorities;
6. Firms/ Individuals should be VAT registered and have an EBM Machine;
7. Firms/ Individuals should have Tax Clearance Certificate;
8. Firms/Individuals' personnel should wear the uniform and always having the badge while working at the border;

9. The Firms/ Individuals shall be responsible for taking care for the warehouse and ensure that the rental fees are paid on time;

## 5. DURATION

The successful bidder is the bidder who will meet all the requirements and with highest rental cost, both sides shall sign a rental contract for one (1) year, which can be renewed/revised based on the performance and on the mutual consent of both parties.

## 6. PAYMENT

After signing the contract, the successful bidder shall pay annual rental fees to the account indicated in the contract.

## 7. FINANCIAL FORMS

<b>Lots</b>	<b>Warehouse</b>	<b>Annual rental fees (Rwf)</b>
Lot 1	La Corniche One Stop Border Post	
Lot 2	Rusumo One Stop Border Post	
Lot 3	Gatuna One Stop Border Post	
Lot 4	Kagitumba One Stop Border Post	
	<b>Data Trade Input (DTI)</b>	<b>Annual rental fees (Rwf)</b>
Lot 5	La Corniche One Stop Border Post	
Lot 6	Rusumo One Stop Border Post	
Lot 7	Gatuna One Stop Border Post	
Lot 8	Kagitumba One Stop Border Post	

## 8. SUBMISSION

Rwanda Revenue Authority (RRA) hereby invites all interested qualified firms/individuals, to submit expression of interests comprising the following:

1. Submission letter of expression of interest well signed;
2. Valid tax clearance certificate;
3. Proof of having Electronic Billing Machines and be VAT registered;
4. Quotation stating clearly proposed renting amount to be paid to public treasury;
5. Financial statements for previous two years.

Well-sealed expression of Interest must be submitted not later than **22<sup>nd</sup> November, 2024 at 10:00 am local time** clearly market **“Expression of Interest to renting warehouses and/or Data trade input (DTI) for Clearing Agents at la Corniche, Rusumo, Gatuna and Kagitumba One Stop Border Posts** “at RRA headquarter Office (Kicukiro-Sonatubes-Silverback Mall) 2<sup>nd</sup> Floor, Administration and Logistics Division.

The interested firms/individuals, who wish to visit the above-mentioned **Warehouses and Data Trade Input (DTI) can access them anytime from 8 am to 4 Pm local time (working days) starting from 5<sup>th</sup> November to 12<sup>th</sup> November 2024 with the help of the RRA office at the border**

**Expression of Interest will be opened on 22<sup>nd</sup> November 2024 at 10:30 am local time in the presence of the firms/individuals, or their respective representatives at RRA headquarter Office (Kicukiro-Sonatubes-Silverback Mall) 2<sup>nd</sup> Floor, Administration and Logistics Division.**

  
**Dr. Innocente MURASI**  
**Deputy Commissioner General**

