



Education Development Center, Inc.
(Hereafter referred to as "EDC")

Request for Quotations #008/14

Delivery Services

Issue date: March 10th, 2014

EDC is an international non-profit organization that develops, delivers, and evaluates innovative programs to address some of the world's most urgent challenges. Our work includes research, training, educational materials and strategy, with activities ranging from seed projects to large-scale initiatives. EDC enjoys a worldwide reputation for its excellence in program and fiscal management and for the impact of its work.

The Language, Literacy and Learning Initiative (L3) is a 5.5-year project implemented by the Education Development Center (EDC) in Rwanda in collaboration with the Ministry of Education (MINEDUC). One of the major goals of L3 is to improve reading skills in P1 to P4.

As part of its program of support, the L3 initiative has developed audio and print materials, which are to be delivered to schools.

EDC's work on the L3 project is funded by the United States Agency for International Development (USAID); organizations submitting quotations in response to this Request for Quotations (RFQ) have no relationship with USAID under the terms of this RFQ or any resultant contract. All communications regarding this RFQ must be directed to EDC.

1. Purpose and Eligibility

1.1 Purpose

The purpose of this RFQ is to invite prospective offerors to submit quotations to provide the services of distributing student books to schools in the districts listed in **Annex D**. There will be two distributions: one for student books for Terms 1 and 2 and one for student books for Term 3.

1.2 Eligibility

This procurement is open to offers from organizations which are incorporated or legally organized under the laws of any country which is not sanctioned by the US Government. Offers from organizations which are incorporated or legally organized under laws of the any country which is sanctioned by the US Government shall not be considered. In addition, organizations must have currently active registration in Rwanda, demonstrating that the organization can legally operate in Rwanda.

2. General Information

2.1 Original RFQ Document

EDC shall retain the RFQ, and all related terms and conditions, exhibits and other attachments, in original form in an archival copy. Any modification of these, in the offeror's submission or subsequent contract, is grounds for immediate disqualification.

2.2 RFQ Provisions

1. All information provided by EDC in this RFQ is offered in good faith. EDC makes no certification that any item is without error. EDC is not responsible or liable for any use of the information or for any claims asserted there from.
2. This RFQ does not under any circumstances commit EDC to pay any costs incurred by the offeror in the submission of a quotation. This is the offeror's responsibility.
3. All materials submitted in response to this RFQ shall become the property of EDC upon delivery to EDC.
4. Additional documentation may be required prior to selection.
5. All quotations in response to this RFQ and other communications related must be done in English.

2.3 Schedule of Events

The following schedule applies to this RFQ but may change in accordance with EDC's needs or unforeseen circumstances. Changes in this timeline will be announced as formal modifications to the RFQ.

Date and Time	Time Table
March 13 th , 2014 12 PM Rwanda Local Time	Deadline for Request for any Clarifications from EDC
March 17 th , 2014	Estimated date for Issuance of Clarifications by EDC
March 21 th , 2014 5 pm Rwanda Local Time	Deadline for Submission of Quotations
March 28 th , 2014	Estimated Date for Notification to Offerors on Quotation Status

3. Quotation Submission and Selection

3.1 Offeror's Understanding of the RFQ

In responding to this RFQ, the Offeror fully understands the RFQ in its entirety and in details, including making any inquiries to EDC as necessary to gain such understanding. Clarification questions must be submitted by potential offerors—in writing—by March 13th, 2014, 12 PM Rwanda local time. Responses will be published in writing. EDC reserves the right to disqualify at its sole discretion any offeror who submits a quotation that is not responsive or that demonstrates less than such understanding. That right extends to cancellation of the contract if a contract has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to EDC.

3.2 Communication

Verbal communication shall not be effective unless formally confirmed in writing by the EDC Contact Person in charge of managing this RFQ process. In no case shall verbal communication govern over written communications.

Offerors' inquiries, questions, and requests for clarification related to this RFQ are to be directed in writing in English before March 13th, 2014 12 PM Rwanda local time to:

Education Development Center, Inc. L3 Initiative
Attention: SENZEYI Aimee and Uziah Mwanje
E-mail: asenzeyi@edc.org and umwanje@edc.org

Please send an email to asenzeyi@edc.org to obtain an excel copy of **Annex D** and an excel copy of **Annex E**. In addition, in response to an email request sent to asenzeyi@edc.org, offerors may obtain an excel document listing the individual schools in each district and the number of books per individual school. Emails must be sent prior to the deadline date for submission of quotations.

3.3 Quotation Submission

Quotations must be provided on the offeror's letterhead or stationery and must be delivered via email to:

Education Development Center, Inc. L3 Initiative
Attention: SENZEYI Aimee and Uziah Mwanje
E-mail: asenzeyi@edc.org and umwanje@edc.org

Or be hand delivered to:

Education Development Center, Inc.

Attention: SENZEYI Aimee and Uzziiah Mwanje

Hand delivery address: Prester House, Blvd de L'Umuganda • Kacyiru / Gasabo District

Quotations sent via email must have the subject line of "Quotation in response to RFQ #008/14" and must include the number of emails (for example, Email 1 of 2, Email 2 of 2, etc.) in the subject line. The quotation itself must include all documents required by this RFQ in Word, Excel, or pdf format and those documents must be attached to the email message(s); all attachments must be clearly labeled and must be numbered sequentially in order for EDC to review the quotation. If the quotation is sent in more than one email message, the offeror must send all of the email messages with the quotation submission on the same day and time the sending of the emails as closely as practicable.

Quotations which are hand delivered must be in a closed and sealed envelope.

It is the responsibility of the offeror to ensure that the quotation is delivered to EDC by the deadline date listed in this RFQ. The quotation delivery time shall be the time the quotation is received by EDC. Late submissions will not be considered. All quotations must be received before the deadline and time, March 21st, 2014 5:00pm Rwanda local time.

3.4 Eligibility of Quotations

3.4.1 Complete Quotations

Offerors must submit all components required by this RFQ, including its annexes, in order for their quotation to be complete. Before evaluating quotations, EDC will determine which quotations include the components required by the RFQ to be considered a complete quotation. Please note that although EDC will determine certain quotations to be complete, this determination does not signify that an award will be made to one or any of the offerors with complete quotations. Only complete quotations will be evaluated and considered for award.

3.4.2 Past Performance

Offerors may be disqualified if a check of past performance demonstrates that the offeror has not been able deliver similar services on time and in a satisfactory manner.

3.5 Evaluation Criteria

EDC shall evaluate all eligible quotations based on price as detailed in Section 3.6.

3.6 Selection

EDC may award one or more firm-fixed price contracts resulting from this RFQ to the offeror(s) whose quotation(s) conforming to this RFQ. EDC reserves the right to (a) reject any or all quotations, (b) accept other than the lowest quotation, or (c) accept more than one quotation.

EDC may award a contract without discussions with offerors. As such, offerors are strongly encouraged to submit their best quotations with their original submissions. EDC reserves the right to conduct site visits and/or to conduct discussions, which may result in revisions to quotations, with one or more than one or all offeror(s) if EDC determines, at its sole discretion, discussions to be necessary. Discussions may include oral presentations provided by the offeror.

Distribution must be completed promptly after issuance of a contract resulting from this RFQ. Therefore, eligible quotations will be reviewed and evaluated as follows:

- For each lot, all eligible quotations that guarantee delivery within 30 calendar days after issuance of a contract resulting from this RFQ shall be reviewed first and award shall be made to the offeror that guarantees delivery within 30 calendar days and proposes the lowest price for that lot.
- If, for a particular lot, there are no eligible quotations that guarantee delivery within 30 calendar days after issuance of a contract resulting from this RFQ, then, for that lot, all eligible quotations that guarantee delivery within 45 calendar days after issuance of a contract resulting from this RFQ shall be reviewed next and award shall be made to the offeror that guarantees delivery within 45 calendar days and proposes the lowest price for that lot.
- If, for a particular lot, there are no eligible quotations that guarantee delivery within 60 calendar days after issuance of a contract resulting from this RFQ, then, for that lot, all eligible quotations that guarantee delivery within 60 calendar days after issuance of a contract resulting from this RFQ shall be reviewed next and award shall be made to the offeror that guarantees delivery within 60 calendar days and proposes the lowest price for that lot.

4. Technical Specifications and Requirements

4.1 Specifications for Services

Offerors may submit quotations for one, more than one, or all of the lots specified in **Annex D**. All of the other specifications listed in Section 4.1 must be met.

EDC may award contract(s) for one, some, all, or none of the districts for which an offeror submits a quotation.

4.1.1 Service Requirements

The selected offeror(s) must deliver boxes containing student books to schools. **Annex D** specifies the number of schools in each of the lots.

The student books (readers) are all B4 size, 25 cm x 17.6 cm.

The weights of the student books (readers) are:

Book	Weight
P1 Kinyarwanda Readers Term 1	97 gms
P1 Kinyarwanda Readers Term 2	146 gms
P2 Kinyarwanda Readers Term 1	153 gms
P2 Kinyarwanda Readers Term 2	153 gms
P2 English Readers Term 1	111 gms
P2 English Readers Term 2	138 gms
P1 Kinyarwanda Readers Term 3	146 gms
P1 English Readers Term 3	125 gms
P2 Kinyarwanda Readers Term 3	153 gms
P2 English Readers Term 3	132 gms

The selected offeror(s) must pick up the boxes of student books (readers) from SPEDAG INTERFREIGHT Warehouse: SPEDAG INTERFREIGHT Rwanda Ltd, PO Box 7349, Magerwa Road, Kigali - Rwanda Tel: +250

784893420. Student books (readers) will be packed into boxes and the boxes will be labeled by EDC with the school name and sector details.

The selected offeror(s) must ensure that the boxes are delivered in an enclosed delivery vehicle or are covered by material that will protect the boxes from rain, moisture, dust, dirt, or other elements that could damage the books.

On arrival at the school, the selected offeror(s) must have the head of the schools to check the contents of the box, sign and stamp two original delivery notes approving the quantity and contents. The selected offeror(s) must provide one original signed and stamped delivery note to the head of the school and return one signed and stamped original delivery note to Aimee Senzeyi at EDC. A template for the delivery note will be provided by EDC at the time of issuance of a contract resulting from this RFQ.

Lots include one of the following distributions:

Distribution of Books for Terms 1 and 2

- P1 Kinyarwanda Readers Term 1
- P1 Kinyarwanda Readers Term 2
- P2 Kinyarwanda Readers Term 1
- P2 Kinyarwanda Readers Term 2
- P2 English Readers Term 1
- P2 English Readers Term 2

Distribution of Books for Term 3

- P1 Kinyarwanda Readers Term 3
- P1 English Readers Term 3
- P2 Kinyarwanda Readers Term 3
- P2 English Readers Term 3

4.1.2 Delivery Locations

The delivery areas are specified in **Annex D**. The delivery areas have been divided into lots. Each lot contains one district, a specified number of schools within that district, and a specified number of books to be delivered to the schools in that district. The selected offeror(s) must deliver to all schools within each lot for which they receive a contract resulting from this RFQ.

4.1.3 Delivery Schedule

EDC's preference is for delivery of materials within 30 day of issuance of a contract resulting from this RFQ. As part of the quotation offerors must submit a delivery schedule for each lot separately. It is anticipated that EDC will issue contracts for delivery of lots 1-30 (Books for Terms 1 and 2) in late March or early April and that that EDC will issue contracts for delivery of lots 31-60 (Books for Term 3) in late April or early May.

4.1.4 Warranty

All offerors must provide a document with proposed or applicable warranty for services in order for their quotation to be reviewed. In addition to any other express or implied warranties, offerors must expressly warrant that:

- Offeror will perform the Services in accordance with industry standards;
- Offeror will be solely responsible for any loss or damage of the goods during storage or delivery.
- Offeror will carry reasonable insurance and provide proof of insurance.

The warranties set forth shall not be waived by reason of the acceptance of services or payment therefore by EDC.

5. Price Quotation Requirements

The price quotation must include the costs for the services including any necessary components to provide the services specified in Section 4.1. The quotation must be in the format specified in **Annex E**. If the offeror is a US entity, the price quotation must be in US dollars. If the offeror is a non-US entity, the price quotation must be in Rwandan Francs and be converted into US dollars and the exchange rate used to convert from Rwandan Francs to US dollars must be specified and justified. All offerors must provide a price guarantee that the quotation price remains valid for 90 days.

6. Contract Type and Payment

One or more firm-fixed price contracts may be awarded in response to this RFQ. The payment schedule for any resultant contract is anticipated to be as follows:

Deliverable	Payment Amount
Upon award of a contract resulting from this RFQ	30%
Upon satisfactory delivery of all materials and satisfactory submission of signed and stamped original delivery notes to the EDC office	70%
The total payment amount shall be reduced by 1% per calendar day for per late delivery. Late shall be defined as any deliveries that occur after the date listed on the delivery schedule submitted by the offeror and incorporated into any contract resulting from this RFQ.	

EDC reserves the right, at its sole discretion, to revise the payment schedule before issuance of a contract. EDC further reserves the right to require the offeror to provide a performance security or a bank guarantee.

7. Organization Overview and Offeror Certification

7.1 Organization Overview

In order for their quotation to be considered, the offeror must complete and submit the organizational information form included in Annex A to this RFQ and submit all the attachments required by Annex A to this RFQ.

7.2 Organizational Certification

In order for their quotation to be considered, the offeror must complete and submit the organizational certification included in Annex B to this RFQ.

Annex A—Organizational Information Form

Full legal name of the Offeror's company: _____

Year the Offeror's company was established: _____

Contact information regarding the quotation:

(a) Individual's full name and title: _____

(b) Full office address: _____

(c) Telephone number: _____

(d) Fax number: _____

(e) Email address: _____

Offerors that currently have a Dun & Bradstreet Number are requested to provide this information. Offerors who are not registered with Dun & Bradstreet may do so at <http://fedgov.dnb.com/webform>. There is no charge for this registration. A Dun & Bradstreet Number is not required for submission of a quotation, but may be required before a contract is issued. Whether or not an offeror currently has a Dun & Bradstreet number will not affect the evaluation of the offeror's quotation.

Offeror's Dun & Bradstreet Number: _____

The following documents must be included in your quotation.

Documentation showing the Offeror's current legal incorporation in the country in which it is incorporated:

☐ Attached

A copy of the Offeror's currently active registration in Rwanda, demonstrating that the organization can legally operate in Rwanda.

☐ Attached

A list of the offerors's key individuals including: (a) the principal officers of the organization's governing body (e.g., chairman, vice chairman, treasurer and secretary of the board of directors or board of trustees); (b) the principal officer and deputy principal officer of the organization (e.g., executive director, deputy director, president, vice president); (c) the program manager(s) for the proposed contract; and (d) any other person who will have significant responsibilities for administration of the US Government-financed activities or resources under the proposed delivery of the commodities.

☐ Attached

Names, email addresses, phone numbers and contact people at three organizations to which the offeror has provided similar services in Rwanda during the last 24 months, whom EDC can call on as references, and a description of the type of services provided to each organization.

☐ Attached

Information regarding any current litigation in which the offeror, or any of the entities in the collaboration, are involved, regardless of jurisdiction where the litigation resides.

☐ Attached

☐ Offeror certifies that it is not currently involved in any litigation

Signature of Authorized Officer:

Name:	_____	Title:	_____
Signature:	_____	Date:	_____

Annex B—Organizational Certification

This certification attests to the Offeror's awareness and agreement to the content of this RFQ and all accompanying calendar schedules and terms and provisions contained herein, including but not limited to the payment terms in Section 6.

The Offeror must ensure that this certification is duly completed and correctly executed by an authorized officer of the Offeror's company.

1. This quotation is submitted in response to an RFQ issued by EDC. The undersigned is a duly authorized officer, hereby certifies that:

(Offeror Name)

Agrees to be bound by the content of this Quotation and agrees to comply with the terms, conditions and provisions of the referenced RFQ. The quotation shall remain in effect for a period of 90 calendar days as of the Due Date of the RFQ.

2. The undersigned further certify that their firm (check one):

☐ IS

☐ IS NOT

Currently debarred, suspended, or proposed for debarment by any United States federal entity. The undersigned agree to notify EDC of any change in this status, should one occur, until such time as an award has been made under this procurement action.

3. The offeror, by checking the applicable box, certifies that –

(a) If the offeror is a **U.S. entity**,

1. it operates as ☐ a corporation incorporated under the laws of the State of _____ (state), ☐ an individual, ☐ a partnership, ☐ a nongovernmental nonprofit organization, ☐ a state or local governmental organization, ☐ a private college or university, ☐ a public college or university, ☐ an international organization, or ☐ a joint venture;

2. its status* is (check all that apply);:

☐ Small Business (SB) (self-certification)¹

☐ Small Disadvantaged Business (SDB) (self-certification)

☐ HUBZone Small Business (self-certification not available), certification issued by

☐ Woman Owned Small Business (WOSB) (self-certification)

☐ Veteran Owned Small Business (VOSB) (self-certification)

☐ Service Disabled Veteran Owned Small Business Concern (SDVOSP) (self-certification)

☐ Large Business (LB)

☐ Other Certification, certification: _____

OR

(b) If the offeror is a **non-U.S. entity**, it operates as ☐ a corporation organized under the laws of _____ (country), ☐ an individual, ☐ a partnership, ☐ a nongovernmental nonprofit organization, ☐ a nongovernmental educational institution, ☐ a governmental organization, ☐ an international organization, or ☐ a joint venture.

¹ Please refer to Annex C for standard definitions of "small business," "small disadvantaged business," etc.

4. Offeror agrees to comply with all applicable U.S. federal laws and regulations including those governing affirmative action, E-Verify, equal employment opportunity, use of human participants in research, disabilities, prohibitions against supporting terrorism, prohibitions on human trafficking and prohibitions against discrimination, and, if the value of the contract resulting from this RFQ is \$10,000 or more, Executive Order 13496, Notification of Employee Rights Under Federal Labor Laws, see 29 CFR Part 471, Appendix A to Subpart A. Offeror hereby certifies that it is not delinquent on any State or Federal tax. Offeror will cooperate with EDC in its efforts to comply with all laws, regulations and any award terms and conditions imposed by EDC by the sponsor(s) of this project.

5. Person[s] authorized to negotiate on behalf of this firm for purposes of this RFQ are:

Name:	_____	Title:	_____
Signature:	_____	Date:	_____
Name:	_____	Title:	_____
Signature:	_____	Date:	_____

Signature of Authorized Officer:

Name:	_____	Title:	_____
Signature:	_____	Date:	_____

Notification: Under 15 U.S.C. 645(d), any person who misrepresents its firm's size status shall (1) be punished by a fine, imprisonment, or both; (2) be subject to administrative remedies; and (3) be ineligible for participation in programs conducted under the authority of the Small Business Act.

**If you are certified or a member of one of the qualifying groups, please register with Dun & Bradstreet at http://www.dnb.com/us/duns_update/. There is no charge for this registration.*

Annex C—Definitions (Applicable to U.S. Offerors Only)

Small Business (SB)

The Small Business Administration (SBA), for most industries, defines a "small business" either in terms of the **average number of employees** over the past 12 months, or **average annual receipts** over the past three years. In addition, SBA defines a U.S. small business as a concern that: is organized for profit; has a place of business in the US; operates primarily within the U.S. or makes a significant contribution to the U.S. economy through payment of taxes or use of American products, materials or labor; is independently owned and operated; and is not dominant in its field on a national basis. The business may be a **sole proprietorship**, partnership, corporation, or any other legal form. In determining what constitutes a small business, the definition will vary to reflect industry differences, such as size standards (reference **NAICS** (www.census.gov/eos/www/naics/)).

Small Disadvantaged Business (SDB)

A Small Disadvantaged Business (SDB) is a small business that is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged.

The SBA defines socially disadvantaged groups as those who have been, historically, subjected to "racial or ethnic prejudice or cultural bias" within the larger American culture. Identified groups include: African Americans, Asian Pacific Americans, Hispanic Americans, Native Americans and Subcontinent Asian Americans. Members of other groups may qualify if they can satisfactorily demonstrate that they meet established criteria.

Economically disadvantaged individuals are defined as those for whom impaired access to financial opportunities has hampered the ability to compete in the free enterprise system, in contrast to people in similar businesses who are not identified as socially disadvantaged.

HUBZone Small Business - Historically Underutilized Business Zone

A small business concern that appears on the list of Qualified HUBZones Small Businesses maintained by the US Small Business Administration. To determine if your business is located in a HUBZone, or to apply online, go to The Small Business Administration's HUBZone website <https://eweb1sp.sba.gov/hubzone/internet/index.cfm>.

Woman-owned Small Business (WOSB)

A small business that is at least 51 percent owned and actively managed by one or more women with either U.S. citizenship or U.S. resident alien status. Learn more at SBA's Office of Women's Business Ownership at <http://www.sba.gov/aboutsba/sbaprograms/onlinewbc/index.html>.

Veteran-Owned Small Business (VOSB)

A small business concern that is:

- i. At least 51% unconditionally owned by one or more veterans as defined at 38 U.S.C. 101(2) or, in the case of any publicly owned business, at least 51% of the stock of which is unconditionally owned by one or more veterans; and
- ii. The management and daily business operations of which are controlled by one or more veterans.

Learn more at SBA's Office of Veterans Business Development <http://www.sba.gov/aboutsba/sbaprograms/ovbd/index.html>.

Service Disabled Veteran-Owned Small Business Concern (SDVOSB)

A small business concern that is:

- i. At least 51% unconditionally owned by one or more service-disabled veterans or, in the case of any publicly owned business, at least 51% of the stock of which is unconditionally owned by one or more service-disabled veterans, and;
- ii. The management and daily business operations of which are controlled by one or more service disabled veterans, or in the case of a service disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

“Service Disabled Veteran” means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service connected as defined in 38 U.S.C. 101(16). Learn more at the US Dept. of Veteran Affairs

<http://vabenefits.vba.va.gov/vonapp/main.asp>.

Annex D—List of Lots

Below is the list of districts and the number of schools within each lot as well as the numbers of books to be delivered to schools in each lot.

District	Province	Number of Schools	P1 Kinyarwanda Readers Term 1 Quantity	P1 Kinyarwanda Readers Term 2 Quantity	P2 Kinyarwanda Readers Term 1 Quantity	P2 Kinyarwanda Readers Term 2 Quantity	P2 English Readers Term 1 Quantity	P2 English Readers Term 2 Quantity
<u>Lot 1 (Distribution of Terms 1 and 2 books)</u>								
KAYONZA	Eastern	68	25762	25762	18270	18270	18270	18270
<u>Lot 2 (Distribution of Terms 1 and 2 books)</u>								
NYANZA	Southern	77	22927	22927	17025	17025	17025	17025
<u>Lot 3 (Distribution of Terms 1 and 2 books)</u>								
BUGESERA	Eastern	79	29734	29734	19334	19334	19334	19334
<u>Lot 4 (Distribution of Terms 1 and 2 books)</u>								
GATSIBO	Eastern	78	36112	36112	24236	24236	24236	24236
<u>Lot 5 (Distribution of Terms 1 and 2 books)</u>								
KIREHE	Eastern	53	31119	31119	17952	17952	17952	17952
<u>Lot 6 (Distribution of Terms 1 and 2 books)</u>								
NGOMA	Eastern	63	24873	24873	17015	17015	17015	17015
<u>Lot 7 (Distribution of Terms 1 and 2 books)</u>								
NYAGATARE	Eastern	80	33851	33851	23824	23824	23824	23824

<u>Lot 8 (Distribution of Terms 1 and 2 books)</u>								
RWAMAGANA	Eastern	51	21041	21041	15573	15573	15573	15573
<u>Lot 9 (Distribution of Terms 1 and 2 books)</u>								
GASABO	Kigali	52	21022	21022	15606	15606	15606	15606
<u>Lot 10 (Distribution of Terms 1 and 2 books)</u>								
NYARUGENGE	Kigali	28	12548	12548	9171	9171	9171	9171
<u>Lot 11 (Distribution of Terms 1 and 2 books)</u>								
KICUKIRO	Kigali	30	9808	9808	7126	7126	7126	7126
<u>Lot 12 (Distribution of Terms 1 and 2 books)</u>								
BURERA	Northern	91	30789	30789	21106	21106	21106	21106
<u>Lot 13 (Distribution of Terms 1 and 2 books)</u>								
GAKENKE	Northern	109	23635	23635	17462	17462	17462	17462
<u>Lot 14 (Distribution of Terms 1 and 2 books)</u>								
GICUMBI	Northern	99	28934	28934	20553	20553	20553	20553
<u>Lot 15 (Distribution of Terms 1 and 2 books)</u>								
MUSANZE	Northern	77	26278	26278	20004	20004	20004	20004
<u>Lot 16 (Distribution of Terms 1 and 2 books)</u>								
RULINDO	Northern	79	17264	17264	14289	14289	14289	14289

<u>Lot 17 (Distribution of Terms 1 and 2 books)</u>								
GISAGARA	Southern	66	26315	26315	16690	16690	16690	16690
<u>Lot 18 (Distribution of Terms 1 and 2 books)</u>								
HUYE	Southern	91	21243	21243	14426	14426	14426	14426
<u>Lot 19 (Distribution of Terms 1 and 2 books)</u>								
KAMONYI	Southern	88	24198	24198	17089	17089	17089	17089
<u>Lot 20 (Distribution of Terms 1 and 2 books)</u>								
MUHANGA	Southern	106	20648	20648	14406	14406	14406	14406
<u>Lot 21 (Distribution of Terms 1 and 2 books)</u>								
NYAMAGABE	Southern	102	28659	28659	18645	18645	18645	18645
<u>Lot 22 (Distribution of Terms 1 and 2 books)</u>								
NYARUGURU	Southern	89	18043	18043	21514	21514	21514	21514
<u>Lot 23 (Distribution of Terms 1 and 2 books)</u>								
RUHANGO	Southern	71	27963	27963	16109	16109	16109	16109
<u>Lot 24 (Distribution of Terms 1 and 2 books)</u>								
KARONGI	Western	122	26402	26402	17427	17427	17427	17427
<u>Lot 25 (Distribution of Terms 1 and 2 books)</u>								
NGORORERO	Western	99	30832	30832	20069	20069	20069	20069
<u>Lot 26 (Distribution of Terms 1 and 2 books)</u>								

NYABIHU	Western	88	27965	27965	16054	16054	16054	16054
<u>Lot 27 (Distribution of Terms 1 and 2 books)</u>								
NYAMASHEKE	Western	138	28905	28905	22622	22622	22622	22622
<u>Lot 28 (Distribution of Terms 1 and 2 books)</u>								
RUBAVU	Western	75	30494	30494	18991	18991	18991	18991
<u>Lot 29 (Distribution of Terms 1 and 2 books)</u>								
RUSIZI	Western	110	25624	25624	19862	19862	19862	19862
<u>Lot 30 (Distribution of Terms 1 and 2 books)</u>								
RUTSIRO	Western	92	24345	24345	19972	19972	19972	19972

District	Province	Number of Schools	P1 Kinyarwanda Readers Term 3 Quantity	P1 English Readers Term 3 Quantity	P2 Kinyarwanda Readers Term 3 Quantity	P2 English Readers Term 3 Quantity
<u>Lot 31 (Distribution of Term 3 books)</u>						
KAYONZA	Eastern	68	25762	25762	18270	18270
<u>Lot 32 (Distribution of Term 3 books)</u>						
NYANZA	Southern	77	22927	22927	17025	17025
<u>Lot 33 (Distribution of Term 3 books)</u>						
BUGESERA	Eastern	79	29734	29734	19334	19334
<u>Lot 34 (Distribution of Term 3 books)</u>						

GATSIBO	Eastern	78	36112	36112	24236	24236
<u>Lot 35 (Distribution of Term 3 books)</u>						
KIREHE	Eastern	53	31119	31119	17952	17952
<u>Lot 36 (Distribution of Term 3 books)</u>						
NGOMA	Eastern	63	24873	24873	17015	17015
<u>Lot 37 (Distribution of Term 3 books)</u>						
NYAGATARE	Eastern	80	33851	33851	23824	23824
<u>Lot 38 (Distribution of Term 3 books)</u>						
RWAMAGANA	Eastern	51	21041	21041	15573	15573
<u>Lot 39 (Distribution of Term 3 books)</u>						
GASABO	Kigali	52	21022	21022	15606	15606
<u>Lot 40 (Distribution of Term 3 books)</u>						
NYARUGENGE	Kigali	28	12548	12548	9171	9171
<u>Lot 41 (Distribution of Term 3 books)</u>						
KICUKIRO	Kigali	30	9808	9808	7126	7126
<u>Lot 42 (Distribution of Term 3 books)</u>						
BURERA	Northern	91	30789	30789	21106	21106
<u>Lot 43 (Distribution of Term 3 books)</u>						
GAKENKE	Northern	109	23635	23635	17462	17462

<u>Lot 44 (Distribution of Term 3 books)</u>						
GICUMBI	Northern	99	28934	28934	20553	20553
<u>Lot 45 (Distribution of Term 3 books)</u>						
MUSANZE	Northern	77	26278	26278	20004	20004
<u>Lot 46 (Distribution of Term 3 books)</u>						
RULINDO	Northern	79	17264	17264	14289	14289
<u>Lot 47 (Distribution of Term 3 books)</u>						
GISAGARA	Southern	66	26315	26315	16690	16690
<u>Lot 48 (Distribution of Term 3 books)</u>						
HUYE	Southern	91	21243	21243	14426	14426
<u>Lot 49 (Distribution of Term 3 books)</u>						
KAMONYI	Southern	88	24198	24198	17089	17089
<u>Lot 50 (Distribution of Term 3 books)</u>						
MUHANGA	Southern	106	20648	20648	14406	14406
<u>Lot 51 (Distribution of Term 3 books)</u>						
NYAMAGABE	Southern	102	28659	28659	18645	18645
<u>Lot 52 (Distribution of Term 3 books)</u>						
NYARUGURU	Southern	89	18043	18043	21514	21514

<u>Lot 53 (Distribution of Term 3 books)</u>						
RUHANGO	Southern	71	27963	27963	16109	16109
<u>Lot 54 (Distribution of Term 3 books)</u>						
KARONGI	Western	122	26402	26402	17427	17427
<u>Lot 55 (Distribution of Term 3 books)</u>						
NGORORERO	Western	99	30832	30832	20069	20069
<u>Lot 56 (Distribution of Term 3 books)</u>						
NYABIHU	Western	88	27965	27965	16054	16054
<u>Lot 57 (Distribution of Term 3 books)</u>						
NYAMASHEKE	Western	138	28905	28905	22622	22622
<u>Lot 58 (Distribution of Term 3 books)</u>						
RUBAVU	Western	75	30494	30494	18991	18991
<u>Lot 59 (Distribution of Term 3 books)</u>						
RUSIZI	Western	110	25624	25624	19862	19862
<u>Lot 60 (Distribution of Term 3 books)</u>						
RUTSIRO	Western	92	24345	24345	19972	19972

Annex E—Price Quotation Template

The quotation must be in the format specified below. Offerors may offer quotations for services for one or more of the lots listed in Annex D. For lots in which an offeror is submitting a quotation, the delivery price must be specified in that row. For lots in which the offeror is not submitting a quotation, the offeror should specify “No quotation offered” in that row. For each lot for which the offeror provides a quotation, a separate delivery schedule, in accordance with Section 4.1.3 must be submitted.

Lot Number	Districts	Number of Schools	Books to be Distributed	Proposed Delivery Price in RWF*	Proposed Delivery Price in USD
1	KAYONZA	68	Terms 1 and 2 books as specified in Annex D		
2	NYANZA	77	Terms 1 and 2 books as specified in Annex D		
3	BUGESERA	79	Terms 1 and 2 books as specified in Annex D		
4	GATSIBO	78	Terms 1 and 2 books as specified in Annex D		
5	KIREHE	53	Terms 1 and 2 books as specified in Annex D		
6	NGOMA	63	Terms 1 and 2 books as specified in Annex D		
7	NYAGATARE	80	Terms 1 and 2 books as specified in Annex D		
8	RWAMAGANA	51	Terms 1 and 2 books as specified in Annex D		

9	GASABO	52	Terms 1 and 2 books as specified in Annex D		
10	NYARUGENGE	28	Terms 1 and 2 books as specified in Annex D		
11	KICUKIRO	30	Terms 1 and 2 books as specified in Annex D		
12	BURERA	91	Terms 1 and 2 books as specified in Annex D		
13	GAKENKE	109	Terms 1 and 2 books as specified in Annex D		
14	GICUMBI	99	Terms 1 and 2 books as specified in Annex D		
15	MUSANZE	77	Terms 1 and 2 books as specified in Annex D		
16	RULINDO	79	Terms 1 and 2 books as specified in Annex D		
17	GISAGARA	66	Terms 1 and 2 books as specified in Annex D		
18	HUYE	91	Terms 1 and 2 books as specified in Annex D		
19	KAMONYI	88	Terms 1 and 2 books as specified in Annex D		
20	MUHANGA	106	Terms 1 and 2 books as specified in Annex D		

21	NYAMAGABE	102	Terms 1 and 2 books as specified in Annex D		
22	NYARUGURU	89	Terms 1 and 2 books as specified in Annex D		
23	RUHANGO	71	Terms 1 and 2 books as specified in Annex D		
24	KARONGI	122	Terms 1 and 2 books as specified in Annex D		
25	NGORORERO	99	Terms 1 and 2 books as specified in Annex D		
26	NYABIHU	88	Terms 1 and 2 books as specified in Annex D		
27	NYAMASHEKE	138	Terms 1 and 2 books as specified in Annex D		
28	RUBAVU	75	Terms 1 and 2 books as specified in Annex D		
29	RUSIZI	110	Terms 1 and 2 books as specified in Annex D		
30	RUTSIRO	92	Terms 1 and 2 books as specified in Annex D		
31	KAYONZA	68	Term 3 books as specified in Annex D		
32	NYANZA	77	Term 3 books as specified in Annex D		

33	BUGESERA	79	Term 3 books as specified in Annex D		
34	GATSIBO	78	Term 3 books as specified in Annex D		
35	KIREHE	53	Term 3 books as specified in Annex D		
36	NGOMA	63	Term 3 books as specified in Annex D		
37	NYAGATARE	80	Term 3 books as specified in Annex D		
38	RWAMAGANA	51	Term 3 books as specified in Annex D		
39	GASABO	52	Term 3 books as specified in Annex D		
40	NYARUGENGE	28	Term 3 books as specified in Annex D		
41	KICUKIRO	30	Term 3 books as specified in Annex D		
42	BURERA	91	Term 3 books as specified in Annex D		
43	GAKENKE	109	Term 3 books as specified in Annex D		
44	GICUMBI	99	Term 3 books as specified in Annex D		

45	MUSANZE	77	Term 3 books as specified in Annex D		
46	RULINDO	79	Term 3 books as specified in Annex D		
47	GISAGARA	66	Term 3 books as specified in Annex D		
48	HUYE	91	Term 3 books as specified in Annex D		
49	KAMONYI	88	Term 3 books as specified in Annex D		
50	MUHANGA	106	Term 3 books as specified in Annex D		
51	NYAMAGABE	102	Term 3 books as specified in Annex D		
52	NYARUGURU	89	Term 3 books as specified in Annex D		
53	RUHANGO	71	Term 3 books as specified in Annex D		
54	KARONGI	122	Term 3 books as specified in Annex D		
55	NGORORERO	99	Term 3 books as specified in Annex D		
56	NYABIHU	88	Term 3 books as specified in Annex D		

57	NYAMASHEKE	138	Term 3 books as specified in Annex D		
58	RUBAVU	75	Term 3 books as specified in Annex D		
59	RUSIZI	110	Term 3 books as specified in Annex D		
60	RUTSIRO	92	Term 3 books as specified in Annex D		
Exchange rate used to covert from Rwandan Francs to US dollars*:					
Justification for exchange rate used to covert from Rwandan Francs to US dollars*:					
*This section is only applicable to non-U.S. offerors. U.S. offerors submitting quotations should mark this section "Not applicable."					

Authorized Signatory's Name and Title:

Signature:

Date:
