



Kigali, 11 OCT 2012



N° PS/1944/No.12/GJ

CONSULTANCY TO CONDUCT A STUDY ON CORRUPTION IN LAND SERVICES

Reference: N°011/AAOO/OMB/2012-2013

The Office of the Ombudsman has received funds from the Government of Rwanda, toward the cost of implementing its annual work plan. The Office of the Ombudsman wants to conduct at the national level a study on corruption in land services.

Objective of the assignment

The study to be conducted aims at assisting the Office of the Ombudsman to improve its anti-corruption strategies in land services, to make a proper orientation of its activities of preventing and fighting corruption and to provide recommendations to the government for the improvement of service delivery in land sector. Thus, the study is designed to provide baseline information upon which to advance decisions about ways of addressing the problem of corruption in land services.

Scope of the required service

This consultancy shall be a national-wide study and involve institutions of any kind especially those that deal with land issues in their daily attributions and the public in general. It should also cover all corners of the country. It shall target respondents from both rural and urban settings. Data will be disaggregated by province, 4 Provinces and City of Kigali.

Qualifications

Whilst a consultancy firm will be sought, the indicative expertise required for the review is as follows:

Key Competencies:

- Good understanding of corrupt practices and issues related to the management of land in Rwanda;
- Strong analytical, communications skills, including ability to produce high quality knowledge product;

- Ability to transfer knowledge and skills to colleagues and partners, strong written and oral communication skills;
- Strong interpersonal skills demonstrated by the ability to gain the assistance and cooperation of others in a team endeavour;
- In-depth substantive knowledge of the economic, environmental and demographic projections, expropriation issues and outlined opportunities and constraints for urban and rural development;
- Knowledge of state-of-the-art approaches, good practices in land services and evaluation standards;
- Ability to build trust through operating within a collaborative environment.

Information

1. The Office of the Ombudsman invites eligible consultancy firms to submit their proposals for this service as indicated in bidding document.
2. Tender Documents in *English* may be obtained from 13/10/2012 upon presentation of proof payment of a non-refundable fee of Five Thousand Rwandan Francs (5,000Rwf) to the bank Account N° 120.00.46 of the Rwanda Revenue Authority opened at the National Bank of Rwanda.
3. Tender Documents may be obtained on any working day from the Office of the Ombudsman, Kimihurura, in the Procurement officer from 07.00 a.m to 05.00 p.m.
4. All proposals shall be accompanied by a *Bid Security* of 600,000 Rwf.
5. Enquiries regarding this tender may be addressed to the Permanent Secretary of the Office of the Ombudsman, Kimihurura, P.O Box: 6269 Kigali.
6. Well printed proposals, properly bound and presented in 4 copies one of which is the original must reach the Office of the Ombudsman at the address mentioned above not later than 19/11/2012 at 10.00 a.m.
7. All technical proposals shall be placed in an envelope clearly marked "Technical Proposal" and the financial proposals in one marked "Financial Proposal". These envelopes, in turn, shall put into a third outer envelope. The Proposals will be opened the same day in the presence of bidders or their representatives who choose to attend at the above mentioned address in the main conference room at 10.00 a.m.
8. The Outer envelope should clearly indicate the tender title.
9. A consultancy firm will be selected in accordance with the procedures set out by the Government of Rwanda procurement law N° 12/2007 of 27/03/2007, by using Quality and cost based selection (QCBS).

Kigali, 10th/10/2012

MBARUBUKEYE Xavier
PERMANENT SECRETARY

