



# INSTITUTION OF ENGINEERS RWANDA

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## REQUEST FOR EXPRESSION OF INTEREST

### FOR

### SERVICE PROVIDERS FOR TRAINING AND CAPACITY BUILDING TO SUPPORT INSTITUTION OF ENGINEERS RWANDA (IER)

#### 1. Background

The Institution of Engineers Rwanda (IER) started in 2008 as a learned society of engineering professionals. In June 2012, law No. 26/2012 of 29th June 2012 was established and enacted by the Parliament empowering IER to regulate and harmonize engineering services and activities in Rwanda. The overall mission of IER therefore, is to advance, promote, and develop engineering profession by providing strategic leadership and a platform where engineers can pursue social, business, professional and career development.

In order to achieve its vision and roles, IER wishes to identify potential capacity building service providers (individual, Company, Institution etc) in various fields of engineering to be accredited by IER to offer carrier development through continuous professional development (CPDs) to Engineers and Technicians who are involved in engineering activities in both public and private sector and civil societies (NGOs).

#### 2. Rationale for the Capacity Building

IER has an ambitious mission of ensuring all practicing engineers and technicians in Rwanda who are working in rural or urban in all engineering disciplines are facilitated to overcome the challenges faced in their daily engineering activities. The tasks of building good quality institutions of engineers is the most important responsibility under IER law and this requires intensive and continuous capacity building of engineers and technicians in the public, private and NGOs in order to provide appropriate service to the community who are the end users. In order to regulate Engineering profession in Rwanda and to ensure that Engineers and Technicians adhere to the IER internal core values and principles, IER has already taken the following steps:

1. Registering the engineers at different levels (Corporate and Graduate Members)
2. IER is also in the process of revising the law to include Technician levels as members of IER
3. Registering all consulting firms which provide engineering services

In view of the above achieved targets, the capacity building process will be coordinated effectively for the purposes of achieving IER objectives.

### **3. The Purposes for Capacity Building**

To respond to the Engineer's needs, IER would like to carry out the training needs assessment; structured training programs and seminars/workshops required for engineers and technician' for carrier development. For this purpose, IER is looking to develop a long-list of credible training and capacity building agencies to assist in Training and Capacity Building.

### **4. Objective of the Assignment**

This EOI is prepared to undertake a technical selection procedure and prepare a long list of suitable training/capacity building service providers at National level (different Provinces in Rwanda) who will be accepted to offer best suited carrier development to different fields of engineering at cost to the practitioners. Training will be implemented across the country and it should be noted that the outcome of this exercise is only a technical selection to identify the potential service providers (individual, company, Institution, NGOs etc) at the National level for them to offer training and capacity building as per the practitioners' requirements.

### **5. Scope of Work**

The Training and Capacity Building agencies will be selected according to their module design its approach and methodology to the assigned engineering discipline and get it approved by the IER Council. It is expected that the Training and Capacity Building agency will put in place, high caliber team consisting of a dedicated trainers who are key senior Training and Capacity Building specialist. It is desirable that key members, including the specialists proposed for the assignment should have sufficient experience in specialized engineering discipline. The team is expected to carry out the assignment with high degree of accountability especially in preparation of teaching materials necessary for training .The expected individual profiles of team trainers should be clearly presented. It is also expected that the Capacity Building Agency will be able to prepare modules which translate into actions and behavior's to the skills transfer to Engineers and Technicians in providing the right values, principles and technological advancement on the value for money for services provided to the end-users.

The Service provider shall design tailor made modules to cater for the needs of each Engineering discipline after identification of the knowledge or skills gaps in the Rwandan Education and Engineering industries (practical application of engineering skills).

### **6. Areas of services**

The Capacity building agency to be considered for accreditation by IER are individuals, institutions, consulting firms, NGOs which are reputable in training, coaching, mentoring in the field of;

- Civil Engineering (all specializations)
- Mechanical Engineering (all specializations)
- Electrical, Electro-Mechanical Engineering (all specializations)
- Agricultural Engineering (all specializations)
- Mining engineering (all specializations)
- Project/ Construction management
- Contract management
- ICT and,
- Any other Specialized Engineering disciplines

In order to spread and decentralize training opportunities closer to the engineers working areas throughout the country, IER is proposing the following central locations for the selection of Agencies where these trainings shall be conducted.

- Kigali City

- Kayonza (Eastern Province)
- Karongi (Western Province)
- Musanze (Northern Province)
- Huye (Southern Province)

The agencies are also encouraged to state their most suitable locations where they can conduct training within the country.

## **7. Eligibility Criteria**

The general selection of training and capacity building agency would be guided by the following criteria:

- Should conduct, prepare and present assessment on the skills gap on the areas of training
- Should propose module details, duration and specific outcome of the training
- Should indicate the cost per module per participant or group of engineers
- Should be (National or International) registered Engineering consulting firm, registered individual consultant engineer, registered engineering institution or registered engineering NGOs
- Should have a proven track record on experience in training engineering modules and imparting to professionals carrier development with minimum of 5years.
- Local company, can make joint venture with the international accredited/ Recognized agency for providing the services
- Should provide the company profile, organization structure and capability in developing Participatory Methodologies based training modules, manuals, audio visual aids, reading materials etc
- Should provide the trainers CVs with minimum of 10years in imparting similar nature of proposed training programs/modules as well as a copy of higher degree certificate

## **8. Period of Service**

The shortlisted agencies will be allowed to conduct training and capacity building for the period of three years with possibilities of being extended further, upon satisfactory performance and mutual agreement. The training shall follow the scheduling/ phasing of implementation process of the continuous professional development (CPDs) cycle as mentioned in the CPD guideline or as it would be mutually agreed by both parties in the inception report.

## **9. Submission deadline**

The interested Capacity Building Service Providers are required to submit their expression of interest accompanied with ALL required eligibility documents not later than 2<sup>nd</sup> December 2016 at 17:00hrs Rwanda time, on the following address (ELECTRONIC SUBMISSION IS ALLOWED IN RESPECT OF DEADLINE): Email:**engineersrwanda@gmail.com**; Physical Address:**Remera - Ingenzi House, 2<sup>nd</sup> Floor**  
**P .o. Box 4386 Kigali Rwanda**

For further information, interested bidders can contact the following telephone numbers: 0788594136, 0783061343 or visit our website [www.engineersrwanda.rw](http://www.engineersrwanda.rw).

Eng: Dismas NKUBANA  
Chairman of Governing Council,  
Institution of Engineers Rwanda