



Kigali, 27 SEP 2023  
N° 683 /RAC/MD/PRO/KR/2023



**CORRIGENDUM N° 1 FOR THE TENDER NUMBER N°007/NCB/S/2023-2024/RAC FOR SUPPLY OF INDOOR AND OUTDOOR FLOWERS AND GARDEN MAINTENANCE SERVICES AT KIGALI INTERNATIONAL AIRPORT**

Following publication of the tender document and site visit made on 26<sup>th</sup> September 2023 at Kigali International Airport related to the tender for Supply of Indoor and outdoor flowers and garden maintenance services at Kigali International;

Rwanda Airports Company (RAC) would like to inform all prospective bidders that the terms of reference have been revised (scope of work and experience of the company) as per attached.

**N.B:** All other terms and conditions of the tender document remain un-changed.

Sincerely

  
**Charles HABONIMANA**  
Managing Director



**TERMS OF REFERENCE FOR SUPPLY OF INDOOR AND OUTDOOR FLOWERS AND GARDEN MAINTENANCE SERVICES AT KIGALI INTERNATIONAL AIRPORT**

**SCOPE OF WORKS**

Area	Works to be done
Terminal indoor flowers	<ul style="list-style-type: none"> <li>▪ Provision pots of flowers wherever necessary within terminal building</li> <li>▪ Regular maintenance of indoor flowers, watering and replacing them when damaged.</li> </ul>
Terminal outdoor flowers	<ul style="list-style-type: none"> <li>▪ Provision pots of flowers wherever necessary outside the terminal building.</li> <li>▪ Regular maintenance of outdoor flowers, watering and replacing them when damaged.</li> </ul>
Gardens surrounding the Terminal building	Regular maintenance, watering and replacing flowers when damaged adding in passparum or other flowers when needed.
Other gardens- Power house	Regular Maintenance: fumigation and cutting passparum and managing vegetation behind power house
Car parking	<ul style="list-style-type: none"> <li>▪ Ensure cleanliness of the parking: Sweeping, garbage collection and wash once necessary.</li> <li>▪ Regular maintenance, watering and replacing flowers when damaged adding in passparum or other flowers when there is a need</li> </ul>
Road island garden maintenance at KIA Entrance.	<p>The maintenance is composed of</p> <ol style="list-style-type: none"> <li>1. replacement of damaged flowers</li> <li>2. Caring (removal of unnecessary grasses, fumigation etc) the garden on regular basis</li> <li>3. Watering and</li> <li>4. Putting manure.</li> </ol>

**MATERIALS**

- Cutting machines such as Lawn mowers machine; portable metal blade cordless grass trimmer;
- Ladder
- Dustbins
- Hoes
- Brooms
- Sprinklers and hoses for watering.
- Watering cans
- Rakes
- Wheel barrows

- Provision of proper uniform to the staff
- The company should be having the capacity of watering using water tank in case there is no other source of water.
- Ensure each work is provided with Personal Protective Equipment (PPE) as described below:

✓ High Visibility Vest

✓ Dust Mask

✓ Gloves

### **EXPERIENCE OF THE COMPANY**

The bidder must provide references of similar tenders executed in gardening and flower maintenance (at least two certificates) and supported by certificates of good completion.

### **MANPOWER**

Contractor should provide sufficient staff to perform successfully the works for garden maintenance; indoor and outdoor flowers.

Contractor should also provide insurance of staff and of damage that may occur during works.

