REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)

ADDENDUM No. 1

Country	Rwanda
Project	AI for Economic Transformation in Rwanda (P517443) — project preparation under the Grant Facility for Project Preparation
Grant No.	E6900-001
Assignment title	Design of the Rwanda AI Competency Framework and Curriculum, Training of Trainers, and Piloting of AI-for-Citizens Training
Reference No.	RW-RAIA-577943-CS-QCBS
Date of this addendum	5 November 2026

This addendum amends the Request for Expressions of Interest (REOI) for the assignment above, as published at raia.rw/opportunities. It forms part of the REOI. Except as amended below, all terms of the REOI remain unchanged. Where the REOI and this addendum differ, this addendum applies.

This addendum is issued to all firms that received or downloaded the REOI and to every firm that has asked a question about it, and is published at raia.rw/opportunities, where the REOI is published.

1. Deadline for submission

The deadline for submission of expressions of interest is extended from 05 November 2026 to 12 November 2026 at 17:00 hours, Kigali time (UTC+2).

2. Methods of submission

Expressions of interest may be submitted in written form by either of the following methods:

(a) **In person:** delivered to Block 5, Norrsken House, 1 KN 78 St, Kigali – Rwanda, during office hours (09:00 to 17:00 hours, Kigali time, Monday to Friday).

(b) **By mail or courier:** sent to the address below, so that it arrives before the deadline:

Rwanda Artificial Intelligence Agency – Procurement Unit
Attention: Bruno Kayitare, Procurement & Operations
Block 5, Norrsken House, 1 KN 78 St, Kigali – Rwanda
Delivery point: reception desk, at the same address
Telephone for the courier: +250 787 061 954
Email for delivery notices only: procurement@raia.rw

The envelope should bear the subject line "REOI — Rwanda AI Competency Framework, Curriculum and Training of Trainers for AI Skilling — RW-RAIA-577943-CS-QCBS" and the words "DO NOT OPEN BEFORE 12 NOVEMBER 2026, 17:00 HOURS, KIGALI TIME".

For mail and courier: items must be sent to the street address above. Items are received during office hours only. Courier charges and any duties or taxes must be paid by the sender; RAIA does not pay charges on delivery. The time of receipt at the address counts, not the time of dispatch, and the sender bears the risk of delay, including customs clearance.

If an applicant submits more than once, the last expression of interest received before the deadline is assessed, and the earlier ones are not. The applicant is responsible for ensuring that its expression of interest is received before the deadline.

Expressions of interest are not accepted by email. The address procurement@raia.rw is for questions only; an expression of interest sent to it, or to any other email address, is not a submission.

3. Number of copies

One original and two copies – three sets in total – marked "ORIGINAL" and "COPY", in the same envelope. The copies are requested for convenience: an expression of interest will not be rejected because copies are missing, and RAIA will make any copies needed. If a copy differs from the original, the original prevails.

4. Confidentiality of submissions

Envelopes delivered in person or received by mail or courier are kept unopened until the deadline. After the deadline, all expressions of interest are opened together, recorded in one register of submissions and passed to the evaluation committee.

5. Expressions of interest already received

Expressions of interest delivered in person before the date of this addendum remain valid. They are assessed together with all others, against the same criteria (including section 6) and the same deadline, and are not held to the original deadline more strictly than new submissions. They do not need to add copies. An applicant may replace its expression of interest by submitting a new one, in person or by mail or courier, before the deadline, stating that it replaces the earlier one.

6. Joint ventures and sub-consultants: how the shortlisting criteria are applied

The REOI allows Consultants to associate with other firms to enhance their qualifications, as a joint venture and/or a sub-consultancy. The two forms are treated differently for shortlisting, as set out below. This section applies equally to all applicants, including those that have already submitted.

(a) **Joint ventures.** Applicants may associate as a joint venture or association. The expression of interest states each member's share and that all members accept joint and several liability for the entire contract, if selected. It names the joint venture leader.

(b) **Sub-consultants.** A sub-consultant is not a party to the contract with RAIA and carries no liability to RAIA. An applicant may propose sub-consultants, but experience offered only through a sub-consultancy is not counted towards the shortlisting criteria.

(c) **Experience of members.** The experience of the members of a joint venture is considered cumulatively. It must be the experience of the member firms, not of individual staff.

(d) **Required assignments.** A joint venture may meet the minimum of three similar assignments required by the REOI by adding up its members' assignments. Each member of the joint venture must itself have carried out at least one of the three required assignments.

(e) **No double counting.** An assignment is counted only once, even if more than one member worked on it.

(f) **Supporting evidence.** Each member provides its own contract references for the assignments it cites, showing the client, the scope, the contract value and the member's share of the work, together with the country, duration and year of completion. Only the member's share of an assignment is taken into account. RAIA may contact the client to verify the information.

(g) **Core business.** The core-business criterion, including the minimum of seven years in business, is met if at least one member of the joint venture independently meets it. Members' years in business are not added together, and not every member needs to have seven years in business. The requirement in (d) that each member has carried out at least one of the required assignments still applies.

(h) **Other criteria.** The remaining criteria (technical and managerial capability; and knowledge of the local context) are assessed for the joint venture as a whole, on the capabilities of its member firms. The expression of interest should state which member provides each capability.

The 15-page limit is unchanged.

7. Clarifications

RAIA has published the questions received on the REOIs and its responses, without identifying who asked, at raia.rw/opportunities. The responses clarify the REOI; they do not amend it. Where a response and this addendum differ, this addendum applies.

Requests for clarification may be sent In Writing to procurement@raia.rw until the deadline. Requests received after 9 November 2026 at 17:00 hours, Kigali time, will still be answered, but RAIA cannot guarantee a response before the deadline. Every response is published for all interested parties at raia.rw/opportunities and sent to all firms on record at the same time. If a response published late affects the preparation of expressions of interest, RAIA will consider extending the deadline by a further addendum.

8. Other terms

All other terms and conditions of the REOI remain unchanged.

Procurement Unit, Rwanda Artificial Intelligence Agency

Block 5, Norrsken House, 1 KN 78 St, Kigali – Rwanda · procurement@raia.rw

5 November 2026