Fighting Hunger Worldwide

CALL FOR EXPRESSION OF INTEREST 20 October 2026

Expression of interest Number: RWCO-LOG.S.002/2026

1. INTRODUCTION.

United Nations World Food Programme(UNWFP) with offices in Kigali, Rwanda is undertaking an exercise of updating its supplier's roster and hereby invites suitably qualified and experienced companies/service providers to submit an **Expression of Interest (EOI)** for the provision of personnel and operational support services in logistics, transport, warehousing, engineering, WASH, emergency infrastructure, and rapid operational deployment.
The purpose of this EOI is to identify capable service providers that can provide qualified personnel, technical teams, and associated operational support at short notice and, where required, under emergency or surge conditions.
Companies may express interest in **one, several, or all lots**, provided they demonstrate adequate technical capacity, experience, personnel, equipment/resources where applicable, and ability to mobilize services within the required locations and timelines

WFP will draw up a list of service providers who meet the criteria set out each time a specific tender is to be concluded, WFP will invite all service providers on the list of the relevant categories of service to submit their offers through RFQ.

Inclusion on the list of WFP service providers does not mean that a company shall be invited in all tenders and does not constitute any contractual relationship between the company and WFP, it only means that if included in the database of a shortlist(Roster), a company will be given equal consideration in process of service providers selection.

2. LIST OF REQUIRED SERVICES.(Scope of Services and Lots)

Lot	Profile family	Illustrative profiles
1	Transport and fleet	Truck and light-vehicle drivers; assistant drivers; mechanics; auto electricians; fleet supervisors; dispatch and movement-control support.
2	Warehousing and cargo	Warehouse officers and assistants; MHE/forklift operators; tally clerks; cargo handlers; inventory staff; warehouse supervisors.
3	Engineering and site infrastructure	Civil, mechanical and electrical engineers; site supervisors; construction and maintenance technicians; electricians; generator technicians.

Lot	Profile family	Illustrative profiles
4	WASH and emergency infrastructure	Hydrologists; WASH engineers; water-system and pump technicians; water-quality support; related emergency infrastructure specialists.
5	Humanitarian logistics surge	Logistics, transport, warehouse, customs/clearance and supply-chain information-management personnel; logistics coordinators and reporting staff.
6	Rapid hub / forward-base establishment	Site coordinators; Mobile Storage Unit (MSU) erection teams; power, generator and connectivity technicians; skilled and semi-skilled labour.

3. CRITERIA FOR INCLUSION ON (One or More) CATEGORY OF SERVICE(S)

In expressing your interest to UNWFP, the prospective service providers must submit the following required documents, and this shall be the criteria for inclusion and exclusion from the list.

1. A letter of Interest(**Clearly specifying service(s) you are applying for**)
2. An original letter of support from the interested company's principal financial banker outlining the company's financial status and credibility.
   If such a letter is issued in the name of an individual (guarantor) related to the company, clearly state the guarantor's exact position in the company and/or other links with the company.
3. Company's Audited Financial Statements for at least two past years (2024 and 2025) or acceptable alternative evidence where audited statements are not legally required, subject to WFP review.
4. Company's Certificate of Incorporation or registration in Rwanda.
5. Company's tax registration certificate (including VAT).
6. Income tax clearance certificates for at least two of the past three years (2023, 2024 and 2025).
7. Company's current trading license
8. Letter of reference from three existing major clients such as contracts, purchase orders, completion certificates, or recommendation letters from recognized institution.
9. Completed ***WFP logistics Questionnaire***. Interested companies should send a request to RWANDA.LOGISTIC@WFP.ORG in order to get the logistics Questionnaire.
10. Interested companies must preferably be registered to operate legally in Rwanda

Service providers already included in the UNWFP shortlist are also required to confirm whether their company information remains unchanged or clearly identify any updates since their last submission

The above required documents should be submitted, clearly labelled "**Expression of interest to provide logistics services Ref.: RWCO-LOG.S.002/2026** and to be submitted via email to RWANDA.LOGISTIC@WFP.ORG.
Deadline for submission is **5:00pm Kigali time on 30 November 2026.**

This exercise may include an interview with the applicant, inspection of applicant's office/premises, facilities and any other items of interest to UNWFP.

_____

Hien ADJEMIAN
Head of Supply Chain
World Food Programme
Kigali Rwanda