



**TRANSPARENCY
INTERNATIONAL
RWANDA**



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INDIVIDUAL CONSULTANT

TERMS OF REFERENCE FOR CONDUCTING A STUDY ON INTEGRITY AND TRANSPARENCY IN PUBLIC PROCUREMENT IN THE INFRASTRUCTURE SECTOR IN RWANDA

1. Background and context

Public procurement (the purchase by governments and state owned enterprises (SOEs) of goods, services and works) accounts for 12% of GDP and 29% of government expenditures in OECD member countries. In some African countries, these numbers can be considerably higher, particularly in relation to the proportion of government expenditures, reaching up to 70%¹. The public procurement process starts with a needs assessment and definition of the technical specifications; it continues with the bidding process, contract award, contract management, final payment and evaluation.

As part of public procurement monitoring, Integrity Pact was piloted by Transparency International Rwanda in Four districts of Rwanda (Musanze, Rubavu, Kayonza and Huye). The process was led by a multi-stakeholder group (the Rwandan Public Procurement Monitoring Coalition) headed by TI Rwanda and included other stakeholders from the public and private sectors. The identification of several red flags some of which amounted to violations of the integrity pacts and the procurement process, the publication and sharing of procurement loopholes with concerned public and private sector through the coalition is an important step in the right direction to curb corruption in the public procurement.

¹ See: Dza, Mawuko, Ron Fisher and Rod Gapp. *Procurement Reform in Africa, the Strides, Challenges and Investment Opportunities*. Public Administration Research, Vol 2, No. 2: 2013.

It is in this framework that, Transparency International Rwanda (TI-RW) and Institution of Engineers Rwanda (IER) signed a MoU to join efforts to enhance integrity and public procurement compliance by both bidders and contractors for efficient procurement process in Rwanda.

In this regard, Transparency International Rwanda has received support from Norwegian People's Aid in the framework of PPIMA project to conduct a study on “**Integrity and transparency of the public procurement system in infrastructure sector in Rwanda**”.

2. Object of the Baseline study

The objective of the study is to promote integrity and transparency in public procurement system to ensure value for money in the infrastructure projects in Rwanda.

- **Specific Objectives**

Specifically the study is aiming at:

- Analyze the existing legal framework on public procurement in Rwanda, looking at which extend Integrity and transparency are integrated as part of existing legal instruments governing procurement in infrastructure sector in Rwanda;
- Conduct Institutional Internal capacity assessment focusing on internal procurement systems (qualification of internal procurement committees, level of decisions of procurement process;...)
- Analyze “Integrity and Transparency” indicators in public procurement system in infrastructure sector in Rwanda from its various aspects, which would include but not limited to:
 - *Control/Audit system;*
 - *Efficiency of appeals mechanisms;*
 - *Access to information;*
 - *Ethics and anticorruption measures in place*

And consolidate data from the respondents perspectives (perception and experience);

- Analyze the types and extent of grievances of bidders experienced during the procurement process in infrastructure sector in Rwanda;

- Determine the prevalence (evidence and perception) of corruption as hindrance of integrity and transparency in procurement in infrastructure sector in Rwanda
- Gather concrete information on the size of Money paid by bidders while seeking to access to specific contracts
- Assess the impact of corruption on different categories of service providers (Individual bidders, SME, big companies)

3. Scope of study

The study will focus on infrastructure sector in Rwanda and will have a national coverage. The target groups will be made by public institutions, private companies and individual contractors (engineers, architectures') who are active in infrastructure sector businesses;

4. Roles and Responsibilities:

The National Research Consultant will work under the guidance and supervision of the Secretariat of Transparency International Rwanda, and will be required, among other duties:

1. To implement the study through field-based survey and desk research
2. To develop the survey methodology
3. To gather existing literature on the state of corruption in Rwanda
4. To select a sample that allows Transparency International Rwanda to obtain all information regarding the study objectives
5. To elaborate a questionnaire written in English or in French, translate it in Kinyarwanda and to facilitate the implementation of the survey;
6. To train the field enumerators for effective collection of data from different respondents.
7. To supervise the work done by enumerators, team leaders and supervisors in data collection
8. To organize a training for data entry clerks and coding.
9. To produce a comprehensive report of the survey reflecting the particular frequency of acts of corruption, the degree of intensity of this scourge

5. Qualifications and competences for the consultant:

It is expected that the consultant should have:

- Ph-D with a minimum of 3 years of experience or Master degree with a minimum of 5 years of experience, in social sciences, engineering, with specialization in Procurement (Postgrade diploma or Master degree)
- Strong research skills and experience in both quantitative and qualitative surveys;
- Excellent command of English and outstanding written;
- Excellent analytical, interpersonal, communication and reporting skills;
- Proof of former conducted research assignments is a requirement;

6. Duration

The study will be conducted in two phases:

Phase 1: prepare an inception report which will include detailed methodology and develop research tools subject to be validated by a technical team who will be appointed for this purpose. This assignment is expected to be concluded in seven men-days (including the validation) and has to be concluded by 20th December 2020.

Phase 2: Subject to the successful completion of Phase 1, will start in January 2021 and will include the implementation of the proposed methodology of data collection, report writing and report validation. It is assigned to this component 60 men-days. The successful individual consultant will start this assignment as soon as possible following the completion of the recruitment process and signing the contract thereof.

7. How to Apply

Interested candidates are requested to read and strictly follow the detailed terms of reference and submit both the technical and financial proposals, letter of application and CVs. The application shall be submitted in sealed envelope at TI-RW Head Office, located in Remera (near Grand Legacy Hotel) **not later than 20th November 2020**, at 5:00 PM.

The best applicant will be invited to TI-RW office for face to face hearing on the technical proposal and later on, contract negotiation. For any further clarification, please contact us at amupiganyi@tirwanda.org or tel. +250788309563 during working hours.

Done in Kigali, 05th November, 2020

Apollinaire Mupiganyi
Executive Director TI-RW