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ACRONYMS

BTC	: Belgium Technical Cooperation
EAC	: East African Community
FARG	: Fond d'Aide aux Rescapes du Génocide
GOR	: Government of Rwanda
IOT	: International Open Tender
IRT	: International Restricted Tender
KHI	: Kigali Health Institute
MINADEF	: Ministry of Defense
MINAFFET	: Ministry of Foreign Affairs
MINAGRI	: Ministry of Agriculture
MINECOFIN	: Ministry of Finance and Economic Planning
MINEDUC	: Ministry of Education
MINICOM	: Ministry of Commerce
MININFRA	: Ministry of Infrastructure
NOT	: National Open Tender
NRT	: National Restricted Tender
NTB	: National Tender Board
RITA	: Rwanda Information Technology Authority
RPPA	: Rwanda Public Procurement Authority

FOREWORD

This report highlights the achievements of Rwanda Public Procurement Authority during the first semester 2009. It is meant not only for political decision makers but also for the general public they represent as well as development partners so that they take into account the efforts made to ensure the optimal management of resources made available for public institutions.

The report shows statistical data of different types of tenders awarded in the course of the first semester 2009, different methods used as well as the contributions of various partners who provided financing for the tenders mentioned above.

Through this report, we would like to express our gratitude to the Government of Rwanda, and development partners that during this 1st semester spared no effort to enable the Rwanda Public Procurement Authority achieve its objectives. Let our thanks also go to members of the Board of Directors in particular, and to the staff of the Rwanda Public Procurement Authority in general for the commitment they all displayed in the fulfilment of their duties.

Last but not least, may all the administrative entities, partners of the RPPA, accept our sincere gratitude for their frank collaboration and support.

MUGABO Damien

Chairperson

Board of Directors

EXECUTIVE SUMMARY

For a better performance and to achieve its mission, Rwanda Public Procurement Authority developed an action plan for the 1st semester 2009 .

The 1st semester activity report of 2009 focused mainly on public procurement procedures, capacity building, monitoring of procuring entities as well as the enhancement of legislation through the elaboration of legal texts, notices and provision of advice.

It is in this regard that RPPA received bids, evaluated them and awarded tenders. As usual the tenders were of works, goods and services. Contracts of works included the construction of infrastructure such as roads, public buildings, bridges and other works of public utility. Supplies included office equipment and supplies, medical equipment and supplies, school materials etc. Contracts of services are mainly those related to intellectual conception.

In total, 157 contracts whose value amounted to 56 621 522 980 FRW were awarded during the 1st Semester 2009 as follows:

Works: 52 contracts of works valued at 20 743 933 382 Frw;

Goods: 92 contracts valued at 31 118 592 143 Frw;

Services: 13 contracts valued at 4 758 997 455 Frw.

About the sources of financing, tenders financed from treasury takes the first position with 57 869 674 038 Rwfs (73.6%) followed by those financed directly by donors with 14 964 591 336 Rwfs (26.4%) of all contracts awarded.

Regarding public procurement method used, open tendering was the method used most with 83.4 % of all tenders awarded. However, when we consider the amount of tenders, this percentage becomes only 57.9%.

For the no objections, RPPA granted 56 no objections worth 7 182 089 099 Rwfs in the 1st Semester 2009.

In the framework of capacity building, members of internal tender committees at the level of public institutions were trained on national and international public procurement procedures and electronic publication of tenders using internet. Out of 95 procurement officers planned to be trained, 68 representing 71.6% were trained in basic procurement procedures. In the use of dgmarket, 38 out 145 procurement officers planned were trained; this represents only 26.2%, 82 out of 100 suppliers planned were also trained.

Regarding audits, 26 out of 31 scheduled procuring entities, i.e. 83.4% were audited. The details on the findings are gathered in a summary of audit report. Concerning the legal issues, a Ministerial order n^o 003/09/RPPA of 24/06/09 defining the competence of Rwanda Public Procurement Authority and fixing the thresholds for public procurement entities was drafted by RPPA, signed by the

competent authorities, published in the official gazette and now it is operational and Rwanda Public Procurement Authority has also provided legal advice to public procuring entities on various cases.

Introduction

The Rwanda Public Procurement Authority was established on 30/12/2007 by the law n° 63/2007 establishing and determining organization, functioning and responsibilities of the Rwanda Public procurement Authority. The RPPA replaced the National Tender Board and unlike the latter whose role was to award and monitor proceedings of public procurement, the RPPA mainly focuses on regulatory measures, monitoring and building capacity in public procuring entities.

RPPA's vision is to be the center of regional excellence in Public Procurement and its mission is to achieve the best value for money for the government of Rwanda under efficient, transparent and fair conditions.

Though the main function of Rwanda Public Procurement Authority is to regulate, monitor and build capacities in public procurement, it still awards some tenders during this transition period after which all procuring entities will have the full responsibility to award all tenders. During the first semester 2009, RPPA awarded tenders above two hundred million, and carried out prior review of all tenders between one hundred million and two hundred million Rwandan francs (granting no objection).

This report summarizes the activities that were carried out in the 1st Semester of 2009.

1. THE ACTIVITIES OF BOARD OF DIRECTORS

The Board of Directors (see the list of members in annex 1) as the main decision making body of Rwanda Public Procurement Authority played a big role in the achievement of the Institution's objectives.

Some of the achievements registered by the Board of Directors in their 21 meetings are:
The approval of:

- (i) Annual report 2008 and 1st quart 2009 report;
- (ii) RPPA Strategic plan 2009-2011; and
- (iii) The awarding of 157 tenders worth seventy two billion, eight hundred forty-four million two hundred sixty five thousand three hundred seventy four Rwandan francs (56 621 522 980 Rwf)..

2. AWARDING TENDERS

Rwanda Public Procurement Authority procures some of the goods, services and works on behalf of public procuring entities in a transparent, equitable and efficient manner. It is in this context that tenders are advertised, availing tender documents to whoever wants to bid without discrimination, giving enough time to bidders for preparing their bids, opening bids in public sessions for everyone to witness, forming evaluation committees to ensure transparency and propose the award of contract.

2.1 Tenders awarded

In a bid to procure goods, services and works on behalf of Public Procuring entities in the 1st semester 2009, RPPA had planned to advertise 80 tenders and receive 100 tenders requesting for no objection. RPPA advertised 82 tenders out of 94 brought forward for advertisement from procuring entities but out of 94, 12 tenders were not considered for publication due to the fact that they were not in conformity with procurement procedures in force. On the other hand, RPPA received 57 tenders requesting for no objection out of 100 tenders planned. Among these tenders 48 were granted no objection and 9 of them were not granted no objection because they were not in conformity with procurement procedures. This implies that the planned tenders requesting for no objection were reduced by 43 tenders, this is because the threshold for procuring entities was raised to one hundred million Rwanda Francs.

However, the total number of tenders awarded in the semester was 158 compared to 389 tenders awarded in year 2008. This brings an average of 26 tenders per month in the 1st semester 2009.

The table below summarizes the tenders awarded in 1st Semester 2009 compared to year 2008:

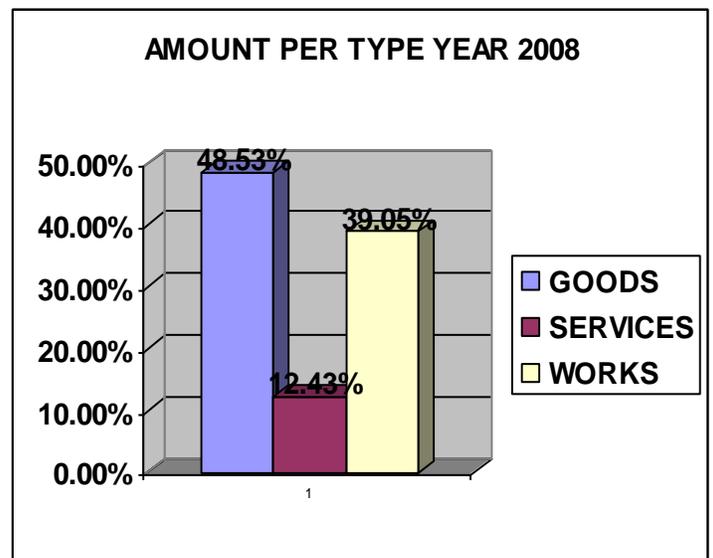
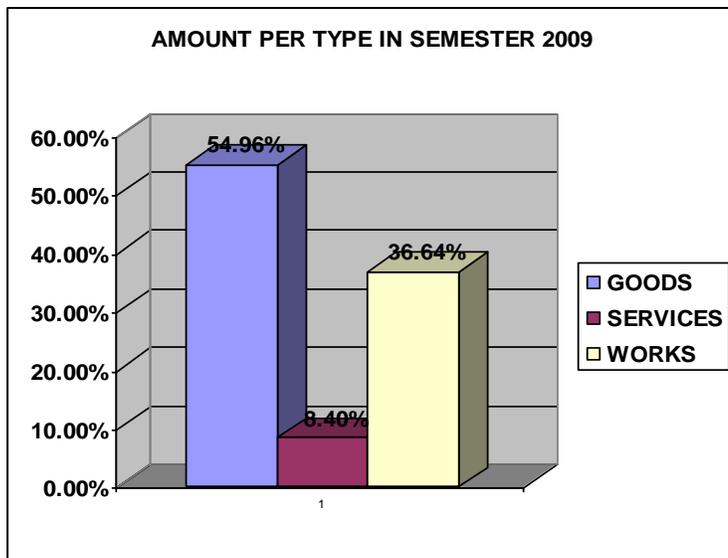
Table 1: NUMBER OF TENDERS AND AMOUNT BY TYPE.

TYPE	MNI BUDGET 2009/SEMESTER 2009		YEAR 2008	
	Number of tenders	Amount in Rwfs	Number of tenders	Amount in Rwfs
GOODS	92	31 118 592 143	223	97 248 189 730
SERVICES	13	4 758 997 455	47	24 900 725 193
WORKS	52	20 743 933 382	116	78 258 357 125
TOTAL	157	56 621 522 980	389	200 407 281 048

The 157 tenders mentioned in the table above are subdivided into: 92 tenders of goods worth of 31 118 592 143 Rwfs, 13 of services worth of 4 758 997 455 Rwfs and finally 52 of works worth 20 743 933 382 Rwfs. The total number of tenders awarded in 1st semester 2009 is valued at 56 621 522 980 Rwfs compared to 200 407 281 048 Rwf value of tender awarded in year 2008. Among all tenders awarded during the semester goods comes in the first position both in quantity (58.6%) and in value (55%), works in the second position in quantity (33.1%) in value (36.6).

The amount spent on each type of tender is shown graphically bellow.

Graph 1:



The total value of awarded tenders indicates that more money was spent in the acquisition of goods in the 1st Semester 2009 as well as the year 2008 compared to other tenders.

When it comes to source of funding, table 2 below shows that the values of tenders financed by the treasury take the first position at the rate of 67.7% equivalent to 107 contracts and donors with 32.3% equivalent to 51 contracts.

The table below summarizes the source of funding of tenders awarded in 1st Semester 2009 compared to year 2008

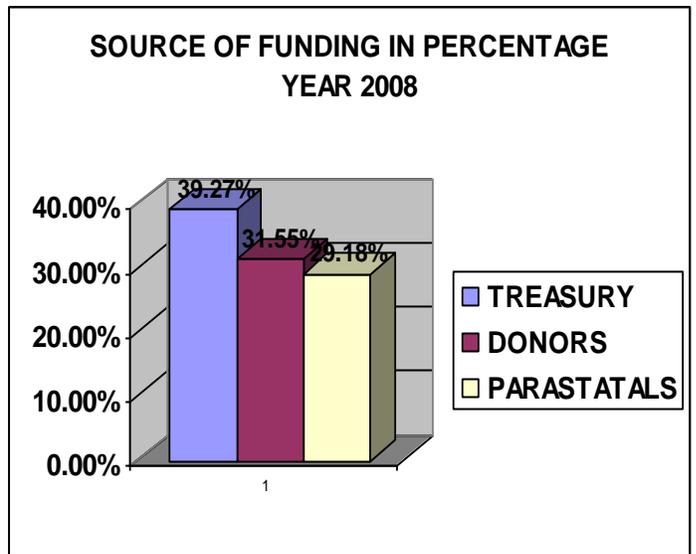
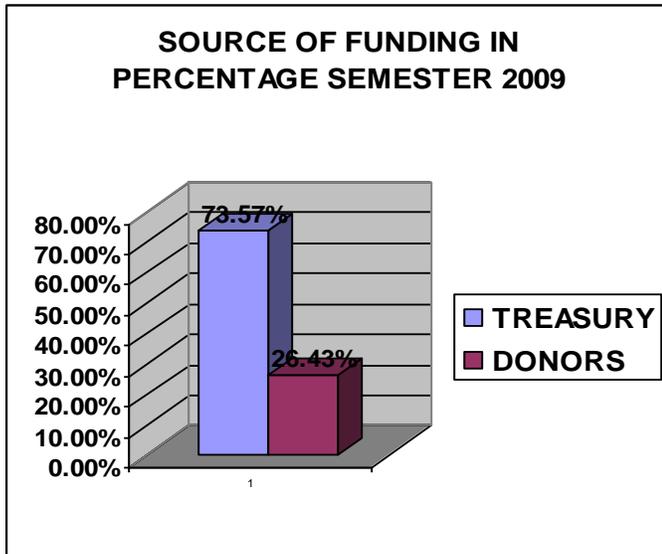
SUMMARY FOR SOURCE OF FUNDING

Table: 2

Source of Funding	SEMESTER 2009		YEAR 2008	
	Number	Amount in Rwf	Number	Amount in Rwf
Treasury	106	41 656 931 644	197	78 699 936 626
Donors	51	14 964 591 336	121	63 219 906 242
Parastal	-	-	68	58 487 438 180
TOTAL	157	56 621 522 980	386	200 407 281 048

Graphically, the source of funding is shown below:

Graph 2:



The above figures shows that the government (treasury) funded a bigger percentage of tenders compared to donors. No tenders were awarded for parastatals in the first semester 2009 because they had full powers to award their tenders.

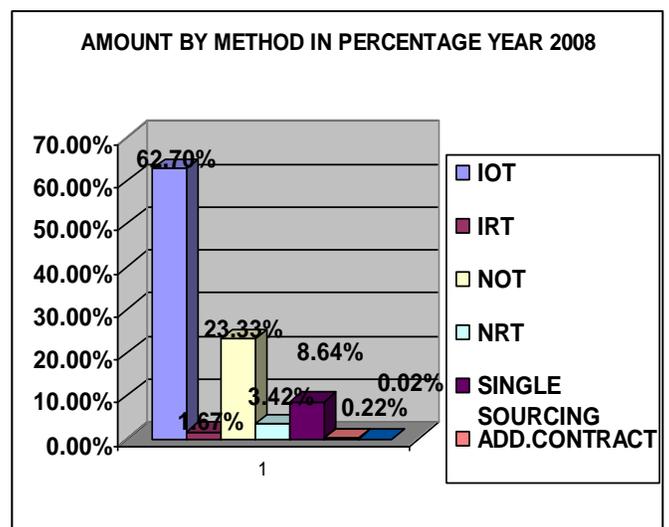
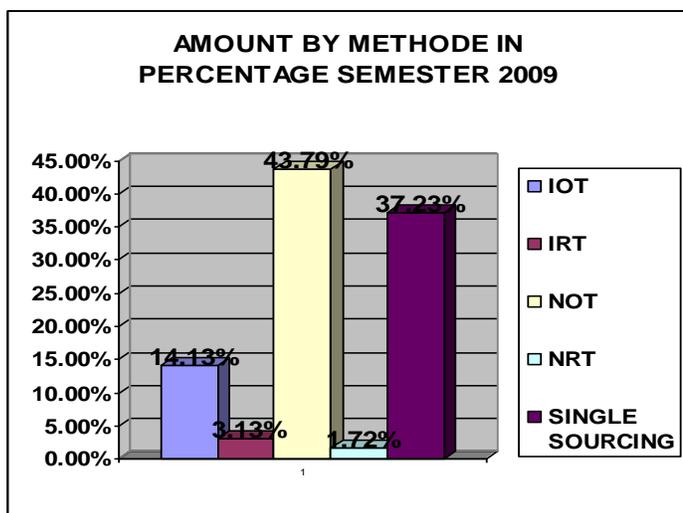
The methods of tendering used in public procurement are: Single sourcing, International open tendering, National open tendering, National restricted tendering, International restricted tendering and request for quotation though this type of tendering method is not commonly used by RPPA on behalf of procuring entities. The table below summarizes all awarded tenders by type of method used and their corresponding value for 1st Semester 2009 compared to year 2008:

TABLE 3: TENDERS AWARDED BY PROCUREMENT METHOD

Method	SEMESTER 2009		YEAR 2008	
	Number	Amount in Rwf	Number	Amount in Rwf
IOT	28	7 998 105 973	125	125 645 926 657
IRT	5	1 770 367 580	9	3 350 296 823
NOT	103	24 794 671 878	203	46 763 559 933
NRT	2	975 671 648	9	6 858 561 944
SINGLE SOURCING	21	21 082 705 901	37	17 312 10 708
ADD.CONTRACT	-	-	2	431 378 983
SHOPPING	-	-	1	45 376 000
TOTAL	157	56 625 521 980	386	200 407 281 048

The tenders awarded by procurement method can also be presented graphically as shown below:

Graph 3:



According to the table and the graph above, the proportion of the value of tenders awarded using open tendering method decreased from 86% in 2008 to 57.9% in the first semester of 2009. The reason for this was that up to 37.2% of the value of tenders was awarded by single source method which included tenders for agricultural inputs and equipment for technical colleges that alone accounted for 26.2% of all tenders. For agricultural inputs, the time between when the government took the decision to supply them to the farmers and the time for their application could not allow open tendering while for equipment for technical colleges, open tendering method had been tried but no qualified bidders turned up.

2.2 No objections granted

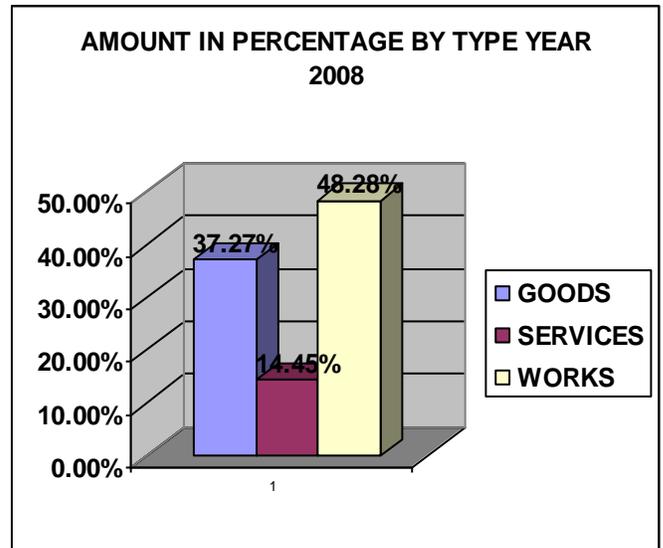
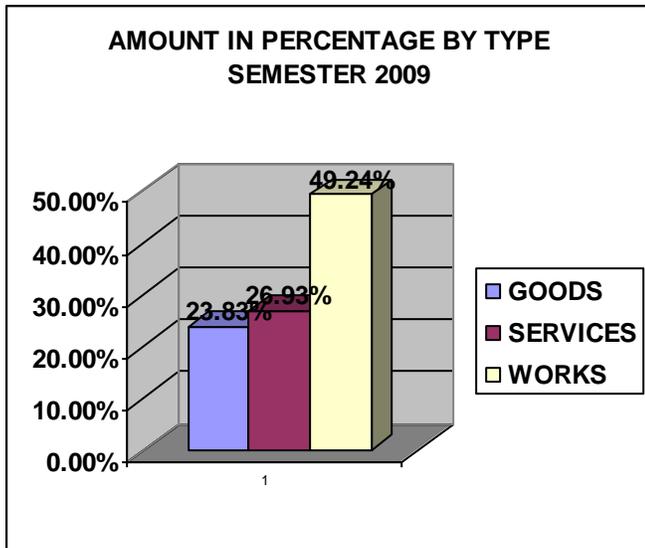
About tenders requesting for non objection, Rwanda Public Procurement Authority grants no objection to tenders between one hundred million and two hundred million Rwanda francs. The tenders that requested for no objection during this semester are summarized below:

Table 4: NO OBJECTIONS BY TYPE AND AMOUNT

TYPE	SEMESTER 2009		YEAR 2008	
	Number	Amount	Number	Amount
GOODS	35	1 711 434 334	154	7 303 212 825
SERVICES	10	1 934 225 405	27	2 831 932 113
WORKS	11	3 536 429 360	83	9 461 054 600
TOTAL	56	7 182 089 099	264	19 596 199 538

Graphically the type of no objection awarded in value is presented as follows:

Graph 4:



For tenders requesting for no objections, it has been observed that a bigger percentage of money was spent on contracts related to works in 1st Semester 2009 and year 2008. In total 56 tenders worth 7, 182,089,099 Rwfs requesting for no objection were handled. These tenders were partly financed by National treasury at the tune. of 31.45%, donors at the tune of 65.3% and finally autonomous institutions at 3.24%.

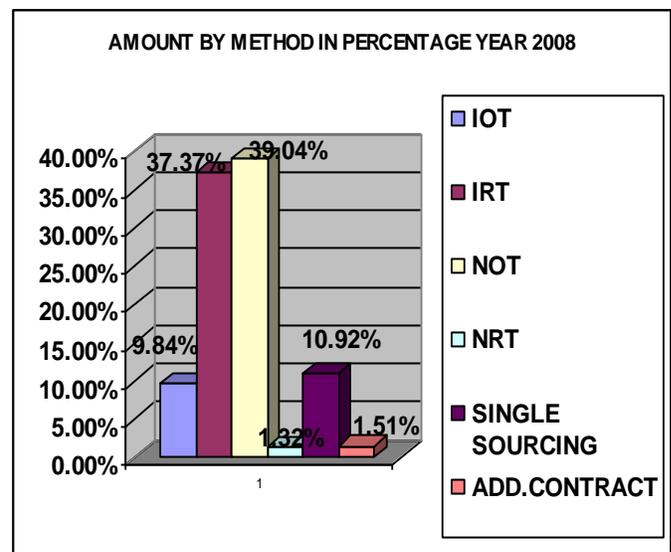
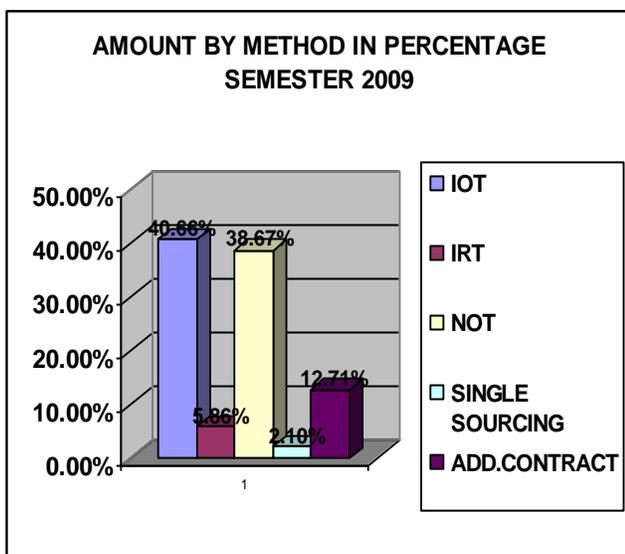
The method that prevailed among no objections requested for was Open tendering method. The table below summarizes no objection by method of tendering:

Table 5: NO OBJECTIONS GRANTED BY PROCUREMENT METHOD

1 st SEMESTER 2009			YEAR 2008/	
Tender method	Number	Amount (Rwfs)	number	Amount(Rwfs)
IOT	4	2 919 861 279	21	1 927 360 158
IRT	3	420 933 697	115	7 322 198 031
NOT	46	2 776 983 783	109	7 650 637 054
NRT	-	-	2	259 528 388
ADDITIONAL CONTRACT(Avenant)	1	150 786 240	1	295 657 109
SINGLE SOURCING	2	912 524 100	16	2 140 818 798
Total	56	7 182 089 099	264	19 596 199 538

Graphically can be shown as below:

Graph :5



According to table 5 and graph 5 in 1st Semester 2009, International open tendering took 1st position in value compared year 2008, whereby national open tendering took the lead.

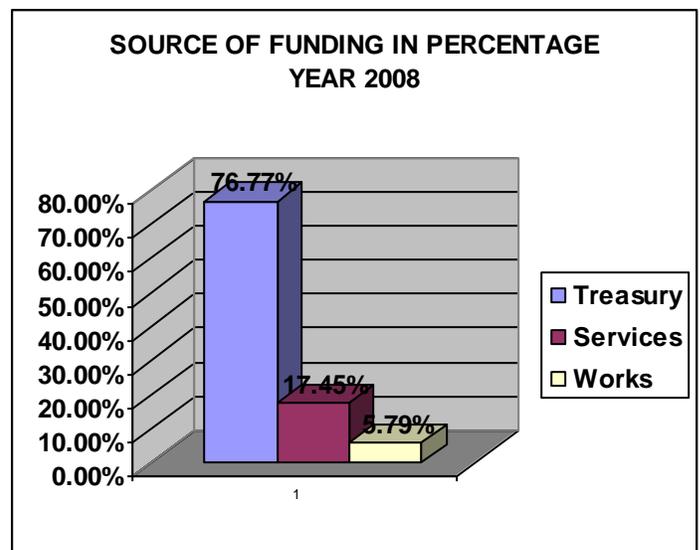
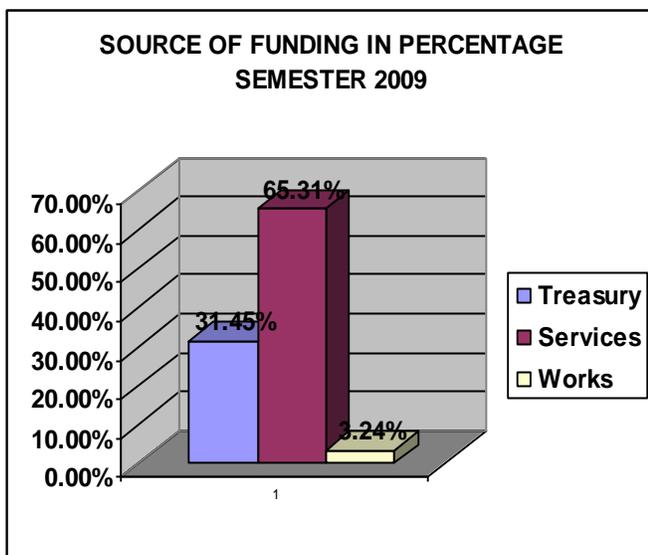
The method of procurement that prevailed most regarding tenders requesting for no objections was the National open tendering method with 82.14%(i.e 46 out of 56 tenders) of the total tenders awarded. This is an indicator that procuring entities are becoming more transparent in providing equal opportunities to all bidders.

The source of funding, is summarized in the table below.

Table 6: SUMMARY OF NO OBJECTION BY SOURCE OF FUNDING

SOURCE OF FUNDING	SEMESTER 2009		YEAR 2008	
	NUMBER. OF NO OBJECTION	AMOUNT IN RWF	NUMBER. OF NO OBJECTION	AMOUNT IN RWF
Treasury	40	2 258 601 261	209	15 043 178 158
Donors	14	4 690 526 954	38	3 418 689 820
Parastatals	2	232 960 884	17	1 134 331 560
TOTAL	56	7 182 089 099	264	19 596 199 538

The source of funding is presented graphically as follows:
graph 6:



In 1st semester of 2009, the donors provided more funds to finance tenders at 65% while in year 2008, the treasury (government) funded most of the projects with 76.77%

Among the no objections granted, government funded 40 awarded contracts worth two billion two hundred fifty eight million six hundred and one thousand two sixty-one Rwandan francs (2 258 601 261Rwfs) in the 1st Semester 2009 compared to 209 tender contracts worth fifteen billion forty three million one seventy eight thousand one hundred fifty-eight (15 043 178 158 Rwfs) in the year 2008. On the other hand, donors funded 14 tenders requesting no objections worth four billion six hundred ninety million five hundred twenty six thousand nine hundred fifty-four (4 690 526 954 Rwfs) in 1st semester 2009 while in the year 2008, they funded 38 tenders worth three billion four hundred eighteen million six hundred eight nine thousand eight hundred twenty (3 418 689 820 Rwfs). The parastatals became the least funders of government project funding only 2 awarded contracts worth two hundred thirty two million nine hundred sixty thousand eight hundred eight-four Rwandan francs (232 960 884 Rwfs) in 1st semester 2009 and in the year 2008 , they funded 17 tenders worth one billion one thirty four million three hundred thirty one thousand five hundred –sixty Rwandan francs (1 134 331 560Rwfs).

The figures indicate that in the year 2008 on average, many no objections were granted by RPPA compared to the 1st semester 2009. The reason behind this is that in 2009, the threshold for procuring entities was raised to a hundred million Rwandan francs. On average the treasury funded more projects for all reporting periods and donors become second.

2.3 Granting no objection on additional works and costs.

Rwanda Public Procurement Authority received a number of requests for no objection on additional works and costs. The additional works arise from incomplete studies that do not include some of works during the preliminary project study phase while the additional cost in most cases is attributed to inflation. The table below shows the requests for additional works and costs that were received and those that were accepted or rejected.

Table 7: Requests for no objection on additional works and costs

Procuring entity	Number of no objection	Original amount	Additional cost	%	Comment
Nyaruguru District	1	39,993,727	12,438,991	31%	Refused and advised district to punish those responsible for bad implementation
MININFRA	3	8,503,838,708	266,943,609	3.14%	Accepted
ISAE Busogo	1	743,682,191	171,046,904	23%	Accepted
Rwanda Development Board	1	710,444,528	138,129,375	19.44%	Accepted
Gatsibo district	1	217,810,339	108,145,890	49.65%	Refused and took the case to the Prosecutor General

3.1 OVERSIGHT OF ACTIVITIES OF PUBLIC CONTRACT AWARD AND EXECUTION

3.1 Audit

Rwanda Public Procurement Authority is mandated to oversee activities of public contract award and execution. Therefore, in a bid to assess the compliance with the law and regulation in public procurement, Rwanda Public Procurement Authority audited 26

Procuring entities out of 31 planned (refer to list in annex 2) for tenders awarded in the year 2008. The major findings are as follows:

92.3% of audited procuring entities had procurement plans although only 37.8% of the audited tenders had been planned; in terms of numbers, the shopping method was the most used while in terms of value, it was the single source method that was used; open competitive bidding was used for 32.2 % in terms of numbers but in terms value it was 66%; tender documents/request for proposals were prepared for 54.1% of tenders audited; Bids opening reports were available for 64.1% while evaluation reports were available for 77.4 of audited tenders; where no objection was required, it was requested for 44% of audited tenders; performance security was requested for 50.5% and the contract/purchase order was signed for 91.7% of audited tenders; delivery notes for goods were available for 48.6%, provisional acceptance for works was available for 70% and proof for acceptance of consultant services available for 34.6% of audited tenders.

3.2 Monitoring

3.2.1 Field Visits

In regard to monitoring and evaluation of the implementation of tender contracts, RPPA carried out field visits for 32 on going tender contracts under execution(see annex 3). Each procuring entity visited received the audit report and the recommendation given to these visited entities, improved their performance especially when it comes to contract management.

Monitoring and audit of public procurement requires systematic procedures and therefore an internal control and audit manual is required. It is in this context that internal control and audit manual of procedures has been drafted and is being finalized.

3.2.2 Visits to Procuring Entities

In order to assess the problems faced by procuring entities especially those that were granted full powers to award tenders, a program to visit them was made. The visiting team comprised of the Director of RPPA, the Head of monitoring unit and one monitoring officer. The purpose of visiting these procuring entities was to discuss their problems in public procurement and together find solutions for these problems. It is in this framework that procuring entities such as MININFRA, ELECTROGAZ, National Police and CSR were visited.

In regard to assessing the material/ equipment available to the procurement officer, a survey on materials needed by procurement officers in their daily activities was carried out, 128 procuring entities presented the list of materials available for their procurement officers and it was concluded that the materials available represents 52% of the required quantity. However, only in 12 procuring entities procurement officers lacked important items such as computers office space etc and RPPA wrote to them requesting them to try and get those items for the procurement officers.

In order to assess the number of members of tender committees and procurement officers trained in public procurement procedures ,all public institutions were requested to submit in the updated information from tender Committees as well as Independent review panels. In response, 101 procuring entities have already submitted information regarding their Tender Committees and 16 districts out 27 for independent review panels. The updated information gathered indicates that 235 out of 608 members of the tender committees have not yet been trained and 24 out of 73 members of the independent review panels have not been trained either.

3.2.3 Publication of procurement plans

Following up of publication of procurement plans on dgmarket website, it was observed that only 50 procuring entities (32%) published their procurement plans for January-June 2009 on dgmarket. This was because some say that they did not do it due to the fact that they did not master the subject during their training. Others say that they have no internet facilities.

3.2.4 Additional contract exceeding 20%

In the process of compiling the list of additional contracts exceeding 20% of the initial contract, on 28/05/09 RPPA wrote to all Chief budget managers requesting them to send a list of such contracts. Only 27 procuring entities had responded by 30/06/2009 and those who didn't respond were reminded to do so in a letter dated 30/06/09, the new deadline given was 10/07/2009.

4 Capacity Building

4.1 Training

In collaboration with RIAM, 95 procurement officers and tender committee members were trained on basic public procurement procedures.

In collaboration with RDG-NUR, RPPA organized training in which 30 out of 145 procurement officers invited and 80 out of 100 suppliers invited have been trained on the use of dgmarket website.

In a seminar of one day organised by IPRC/South-Kavumu, RPPA trained 26 officers from IPRC/South-Kavumu and in another seminar organised by Nyamagabe district 60 of its staff were also trained on public procurement procedures.

4.2 AWARENESS AND SENSITISING ON PUBLIC PROCUREMENT

RPPA is mandated to sensitize different stakeholders on matters related to public Procurement, it is in this regard that RPPA organized five meetings with stakeholders. The purpose of these meetings was to discuss on issues related to public procurement and how to solve problems related to it. In fact these meetings became very important to RPPA and the invited stakeholders because it gave the participants a chance to express their views. The outcome of these meetings will assist us in reviewing some of legal texts such as laws, decrees and regulation.

In addition to these meetings, RPPA in collaboration with Ministry of Finance and Economic planning organized two meetings and these are:

i). To examine the possibility of building the capacity of Rwandan Contractors and this meeting brought together the representatives of MININFRA, MINECOFIN, AEBTP and RPPA. This meeting took place on 25/05/2009 and was presided over by the Minister of Infrastructure

ii). To examine the systems to be adopted in fighting corruption in public procurement. This meeting brought together different institutions in charge of ant-corruption which include Ombudsman, Prosecutor General's office, Rwanda National Police, RRA, OAG and RPPA and was presided over by the Minister of Finance and Economic planning. The said meeting took place on 26/05/2009.

5. COLLABORATION WITH INTERNATIONAL ORGANISATIONS

RPPA team worked with the World Bank officials in February and in June 2009 on the assessment mission of the national public procurement system with regard to the use of country procurement systems. The exercise went on smoothly and a plan of action has been agreed upon for improving the national public procurement system.

With the assistance of RPPA, COMESA conducted training on Public procurement Administration (PPA) and Procurement Management Information System (PROMIS). Among those trained 18 were trained in Public Procurement Administration and 10 officers were trained on the use of Procurement Management Information System (PROMIS). The training on PPA took 5days while that of PROMIS took 4days.

The staff of legal affairs unit attended different meetings which included financial management retreat, East African Community preparatory meeting for the 7th East

African Community- European Community Economic Partnership Agreement (EAC-EC-EPA), Technical Officials to prepare the EAC ministerial meeting on related trade issues that was scheduled to take place on 27th February and 2nd to 6th March 2009 at Prime holdings

6. Activities of a legal nature

Some of the activities planned for the first semester were drafting of laws and regulation, the provision of legal advice on legal problems arising from different cases, updating the blacklist, and representing RPPA in courts of law. The following legal texts were drafted: law governing the procurement profession, ministerial order defining the competence of Rwanda Public Procurement Authority and fixing the thresholds for public procuring entities and ministerial order determining the organisation of the procedure for disposal of state private assets.

Regarding representing RPPA in courts of law, RPPA defended the following cases for which final judgement has not yet been given: INTERTRADE F& C S.A.R.L against RPPA and HASHI IMPEX S.A.RL against Independent Review Panel.

RPPA provided legal advice concerning registration and change of name for Akagera Business Group and Societe Petroliere (SP); case of INTERTRADE which had been awarded a tender by CNTS but was later blacklisted, case of ECAN and CODESIGN that had not fulfilled their contractual obligations with Kigali City, case of ISAE Busogo and ECOSECAT about revision of prices and case of financial institutions that had not paid money, for seizure of securities, to procuring entities when requested to do so.

In the area of dispute resolution, RPPA's legal team participated in a working group trying to resolve dispute between MININFRA and STRABAG INTERNATIONAL GmbH related to the contract of construction of NYAMATA-MAYANGE-NEMBA road.

Regarding sanctions for violation of the law on public procurement, four companies were blacklisted for forgery and use of forged documents during the first semester of 2009 and these are: INTERTRADE F&C S.A.R.L, ECOREMI, SOGETRACO and Enterprise E.A.K .(see details on RPPA website on www.rppa.gov.rw)

7. MANAGEMENT OF HUMAN RESOURCES

Human resource management refers to the function within the organization that focuses on recruitment, capacity building, management of and providing direction for the people who work in the organization. It is through the above definition that the following activities have been realized. Activities carried out in this area during the first semester 2009 are shown below.

7.1 Recruitment

RPPA in conjunction with the Public Service Commission started the recruitment process of 8 officers to fill some vacant posts. five are in charge of monitoring and support to decentralized entities, one in charge of Logistics, one in charge of Human Resource Management and another one in charge of the secretariat of the independent review panel.

7.2 Strengthening capacity

All newly recruited staff were trained by their fellow senior experienced RPPA personnel in their respective fields for a specific period. Four RPPA staff benefited from training in the procurement of road construction and rehabilitation organized by MININFRA. Two members of staff of RPPA benefited from training in public procurement administration and three benefited from training in management information system for procurement, both of which were organized by COMESA secretariat. One of IT staff was trained in Microsoft Engineering courses.

7.4 Sports

For development of sport at RPPA, staff who were able to subscribe in sports at Cercle Sportif de Kigali were allowed to go for sports once every Friday at 14hrs00. This has helped the staff in refreshing their minds after a five day work period.

8. INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

Day to day activities of ICT consist of providing assistance to users, the update of the operating systems and systems of information, the management of the network in order to allow the users to share information and resources (printers), publications of tenders on the RPPA website and on dg market in order to allow prospective interested bidders to compete without restriction. The activities pertaining to ICT cover also the analysis of data on awarded tenders, the objections and non objections granted by the RPPA Board of directors. These activities were well carried out during the first semester of 2009 .

Concerning the development and implementation of information systems, ICT unit designed the inventory management system to be implemented; they also conducted the analysis of the requirements to customization of fixed assets with depreciation. As per now, the inventory management system is ready for use. The migration of NTB domain to RPPA domain was conducted successfully by RPPA ICT personnel.

Again in this semester of 2009, RPPA-ICT unit worked hand in hand with Infrastructure unit of Rwanda Development Board-IT (RDB-IT) in implementation of Kigali Metropolitan Network. This infrastructure will help RPPA access high speed internet connection and access other services among them the voice over IP phones.

The major focus of ICT-Unit was laid on work and services optimization that would create a good understanding of business processes for different services which should be supported by Information Systems and other services which affect individual performance because of lack of supportive database. With this regard, the task management database, customer service and project management are typical databases to serve as knowledge base for decision makers.

To achieve its objectives in public procurement, RPPA has managed to update its website regularly by publishing new tenders and removing closed tenders, putting the existing laws, decrees, regulations and rules governing public procurement on the website to enable our stakeholders especially procuring entities to get enough information regarding public procurement. This makes them acquire knowledge that can be useful in the procurement process.

9. STOCK MANAGEMENT

The stock management has been somehow effective in this semester of 2009, requisitions forms and stock cards have been filled. According to the report the balance stock value at the end of 1st semester 2009 was 7,686,864 Rwfs.

All items in the stock were authorised by competent RPPA staff, except some items most of them toners that were stolen by the cleaners who had illegally made duplicates of keys to the stock. Some of the suspects have been arrested and RPPA is waiting for final judgement.

10. FINANCIAL MANAGEMENT

In financial management all reports as stipulated in our plan of action have been submitted in accordance with laws, rules and regulation governing public finance especially organic law on state finance and property.

There was good financial management in the 1st semester 2009 (January-June 2009). Out of the global budget of 419,639,976Rwfs, 252,639,976 Rwfs that is 60.2% of total budget allocated for semi budget year 2009 was spent. This low rate of budget execution was as result of the extra staff for RPPA new structure not recruited because the structure had not been approved by cabinet, other staff who left the RPPA and the equipment for the new staff that was not bought. This budget was executed in compliance with the management procedures in force and taking into account the activities provided for in the 1st semester 2009 Action plan.

Invoices of suppliers and other beneficiaries were paid on time, the staff salaries were particularly paid as well as any other contributions levied on salaries such as those of RAMA, TPR, CSR, and FARG. Financial statement below illustrates very clearly the situation as of 30/06/2009.

10.1 Statement of revenues and expenditure

Period to 30 st June 2009	Notes	June 2009	FY 2008
			RFW
Revenues			
Cash transfers from Treasury-recurrent	1	77 186 118	186 317 838
Direct payments-recurrent budget		150 908 210	324 812 178
Development budget	2		0
Inter-entity transfers (Transfer from other Budget Agency)	3		0
Grants/loans from development partners	4		0
Other income (Including internally generated)	5	24 545 648	83 071 322
Total Revenues (A)		252 639 976	594 201 338

Expenses			
Wages and Salaries		150 908 210	324 812 178
Purchase of goods and services		102 161 351	285 627 428
Arrears		0	0
Interest on domestic debts		0	0
Interest on foreign debts		0	0
Transfers abroad		0	0
Capital expenditure		932 200	20 528 900
Amortisation of domestic debts		0	0
Amortisation of foreign debts		0	0
Interentity transfers	6	0	0
Social assistance		0	0
Other expenses		0	0
Other transfers to projects/High courts(Non Budget Agencies)	7	0	0
Total expenses (B)	8	254 001 761	630 968 506
Surplus/deficit (C=A-B)		(1 361 785)	(36 767 168)
Fund balance at beginning of year (D)	9	9 731 765	46 498 933
Adjustment on opening balance (E)		0	0
Fund balance at end of period (F=C+D+E)		8 369 980	9 731 765

10.2. Financial Assets and Liabilities as at 30 June 2009

Statement of Net Assets as at 30th June 2009

	June 2009	FY 2008
	Notes	Frw
Financial Assets		
Bank Balances	8 15 687 825	15 508 691
Cash Balances	9 42 349	6 599
Accounts Receivables	10 87 500	87 500
		15 602 790
Less: Financial liabilities		

Accounts Payables	11 7 447 694	5 871 025
Net Financial assets	8 369 980	9 731 765
Representing		
Accumulated surplus (Deficit) from previous years	9 731 765	46 498 933
Net surplus / (Deficit) for current year	(1361785)	(36 767 168)
Total closing balances	8 369 980	9 731 765

10.3. Budget execution report

Budget line code	Budget line description	Budgeted amount Frw	Actual Amount Frw	Variance Frw	Comment on significant variances
Income					
	Cash transfers from treasury	174,713,736	77,186,118	97,527,618	
	Direct payments	221,874,649	150,908,210	70,966,439	
	Other income	23,000,000	24,545,648	-1,545,648	
Total		419,588,385	252,639,976	166,948,409	
Expenditure					

2,101	Acquisition of tangible fixed assets	32,100,000	932,200	31,167,800
6,103	Administrative employees	221,874,649	150,908,210	70,966,439
6,201	Office supplies	22,146,164	18,963,845	3,182,319
6,202	Water and Energy Maintenance & Repairs	4,750,000	5,160,216	-410,216
6,206	Transport and travel	6,750,000	9,472,429	-2,722,429
6,207	Publication and printing	30,183,624	22,821,629	7,361,995
6,209	Public relations and awareness	1,613,312	234,500	1,378,812
6,210	Communication cost	63,704,983	23,365,062	40,339,921
6,211	Professional services	10,835,100	8,435,246	2,399,854
6,212	Security and social order	17,655,328	9,739,324	7,916,004
6,215	Miscellaneous expenses	4,531,200	3,870,400	660,800
6,216		3,444,025	98,700	3,345,325
Total				

ANNEX 1: RPPA Board members

1-Mr. MUGABO Damien,	Chairperson
2-Mrs KABEGA Emilienne,	Vice-Chairperson
3-Mr. KAYUMBA Eudace,	Member
4-Mr. NSENGIMANA Mark,	Member
5-Mrs BAZIGAGA Glorioso,	Member
6-Mrs IRERE Marie Jeanne,	Member
7-MR.MURINDABIGWI J.M. Vianney,	Member

ANNEX 2: List of Procuring Entities Audited in 1st Semester 2009

N°	PROCURING ENTITY
1.	Automobile Guarantee Fund
2.	CDF
3.	Educational Scholarships Agency (SFAR)
4.	Genocide Survivors Fund (FARG)
5.	Institute of Legal Practices and Development
6.	Kavumu training Centre/CFP
7.	Kavumu College of Education
8.	Kigali Institute of Education (KIE)
9.	Kigali Institute of Science and Technology (KIST)
10.	King Fayçal Hospital
11.	Ministry of Commerce (MINICOM)

12.	Ministry of Infrastructure (MININFRA)
13.	Ministry of Internal Security (MININTER)
14.	Ministry of Lands and Natural Resources (MINIRENA)
15.	Ministry of Sports and Culture (MINISPOC)
16.	National Electoral Commission
17.	National Youth Council
18.	Office of Auditor General
19.	ONATRACOM
20.	NGOMA District
21.	GATSIBO District
22.	KAMONYI District
23.	RUHANGO District
24.	RUBAVU District
25.	NYARUGENGE District
26.	KIGALI CITY

ANNEX 3: List of tenders under execution visited

N°	TENDER	PROCURING ENTITIES	AWARDED COMPANY	DATE	EXECUTION PROGRESS	ADVICE GIVEN
1	Construction works on Kivuye modern market of Burera District,	Burera District	ETF SARL	02/03/2009	65% delay of 2.1 months as the starting and the ending dates were 1/09/2008 and 1/03/2009 respectively	-The RPPA advised the client to follow up the supervising firm so that it fulfills its obligations. -The client should request the contractor to speed up the works in order to be completed in the scheduled period.
2	Works for the construction of Community telecenters in 15 Districts of the Country lot1	RITA	SWIFT CONSTRUCTION	03/03/2009	65% delay of 3 months as the starting and the ending dates were 12/11/2008 and 12/02/2009 respectively	The RPPA advised RITA to follow up the implementation of this project day to day. RITA should remind the contractor about the delay in work execution. RITA should remind the contractor to present all key personnel as mentioned in his offer.
3	Execution of works for the rehabilitation of Gatumba-Rubona road VIA HOPITAL DE Muhororo in accordance with HIMO approach in Ngororero District	DISTRICT DE NGORORERO	Awarded by RPPA to ECOGL but later awarded to COGELEC V by Ngororero district	04/03/2009	0% Delay is high because of administrative reasons.	The RPPA asked the District the reason why this tender has been awarded to another company which is not mentioned in the RPPA Board Decision. The answer was that The district wanted to settle a court dispute it had with COGELEC. The RPPA advised the District that in such a case the should cancel the initial award.

4	Construction works on Ruhango modern market, phase II	RUHANG O DISTRICT	ECM	06/03/2009	0% Delay is high because of the delay in expropriation by the client.	The RPPA advised the District to make sure that all necessary arrangements are established before starting the tendering procedures.
5	Construction of Gishali Primary School	RUHANG O DISTRICT	STRONG CONSTRU CTION	06/03/2009	70% delay of 6 months as the starting and the ending dates were 23/07/2008 and 23/10/2008 respectively	To give advice to the District of Ruhango to have a site visit together with the contractor in order to check what he (the contractor) claims to be paid. To advise the District to respect all articles mentioned in the contract and takes the required measures.
6	Construction du marché moderne de Gaseke, District de Gicumbi	District de Gicumbi	ETF SARL	18/03/2009	60%. delay of months 2 as the starting and the ending dates were 13/10/2008 and 13/02/2009 respectively	RPPA advised the client to finalize the negotiations of additional works with the contractor
7	Execution of works for the rehabilitation of Rwabuye warehouses	MININFR A	CIVICOM LTD	05/03/2009	0%	The RPPA should ask the Ministry of Infrastructures the reason why this tender was not being implemented up to now.

8	Works for the construction of two water catchment and rehabilitation of the of Rutoma – Ryabega water ducts, Nyagatare District	DISTRICT DE NYAGATARE	ECOGL	25/03/2009	30% delay of 2.22 months because of arithmetic error occurred during the compilation of the tender document	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation To advise the District to put in place a supervision mechanism especially in works project
9	Construction du marché moderne de Gaseke, District de Gicumbi	District de Gicumbi	ETF SARL	18/03/2009	60%. delay of 2 months as the starting and the ending dates were 13/10/2008 and 13/02/2009 respectively	RPPA advised the client to finalize the negotiations of additional works with the contractor

10	Exécution des travaux de construction de salles de classes, dortoirs, réfectoires, logements et blocs de latrines pour le compte du TTC UMUTARA dans le District de Nyagatare	MINEDUC	ACOREB A	04/04/2009	Works progress was at 80%.	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation
11	Travaux d'adduction d'eau Mabembe-Rugogwe-Kibyagira-Bugarama	NYAMAGABE	ECOHYB A	24/06/2009	In general works progress was at 85%.	RPPA advised the Client to make sure that all Key Personnel mentioned in the Bidding document are really on the site during the project implementation or if any change is made, the qualification should be the same or above and this should be done according to the specifications mentioned in tender document; RPPA advised the client to do all payment according to the contract and make a follow up of all activities so that the time planed for achieving the works be realized.

12	Execution works for the reconstruction of Shangii secondary school, Rusizi District	MINEDUC	ETECO	23/06/2009	In general works progress was 60%	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation.
13	Periodic maintenance of MAYA-RUSHAKI-MUHAMBO road (36km) Gicumbi District	MININFRA	ERT	18/03/2009	In general works are at 40%. 12 km already completed and other 27 km are being recharged with marrum.	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation or if any change is made, the qualification should be the same or above and this should be done according to the specifications mentioned in tender document.
14	Works for the construction of onstruction de deux prises d'eau et de réhabilitation de la conduite Kabingo-Gihengeri	DISTRICT DE NYAGATARE	ECOGL	24/03/2009	60% No delay	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation. The District has been advised for establishing the Supervision firm especially in work project

15	Travaux de construction de deux barrages réservoirs pour irrigation du marais Rugeramigozi dans le District de Muhanga	DISTRICT DE MUHANGA	EGECOR	26/06/2009	0% contract has been signed on 14/07/2009	RPPA advised the Client to finish quickly the preliminary works such as expropriation and other related issues so that the execution of the project begins as soon as possible
16	Travaux de réhabilitation et extension du réseau hydraulique Nkomero – Musenyi dans le district de Nyamagabe	DISTRICT DE NYAMAGABE	ECOHYB A	25/06/2009	No delay of the works. The works are on 100% of harnessing and 80% of excavation	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation
17	Exécution des travaux de construction de l'école FAWE Girls's School en Province de l'Est, District de Kayonza	MINEDUC	ERT	06/05/2009	In general works progress was at 30%. Delay is two months as the Starting and ending dates were 05/12/2008 and 05/09/2009 respectively.	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation. RRPA advised the client to make a follow up of all activities so that the time planed for achieving the works be realized.

18		DISTRICT DE NGOMA	ABCD SARL	04/05/2009	In general works progress was at 38%. The problems of that delay are that the contractor was not paid in time.	---
19	Travaux d'entretien périodique de la route KIBUNGO-GASHORA RAMIRO 53km	MININFRA	GM CEC	04/05/2009	In general works progress was at 35%. Delay is 24 days as the Starting and ending dates were 04/12/2008 and 04/12/2009 respectively.	RPPA advised the Client to make sure that all Key Personnel offered are really on the site during the project implementation. RRPA advised the client to make a follow up of all activities.
20	Travaux Pour La Construction De Hangar Pour Abriter Les Scanneurs a Gikondo Magerwa, Gatuna Rusumo	MININFRA	GECO ET ELECOM	11ET 15/06/2009	It was in the beginning and the contracts were not yet signed	RPPA advised the client to sort out all necessary items and make new bills of quantities which correspond to the reality on sites

21	ROUTE CYANGUGU- BUGARAMA PK28	MININFRA	SNCTPC	27/05/2009	The road was cut off on two points	RPPA advised the client to negotiate the contract with the SNTCPC and reduce some units prices which were high comparing to the project of the same type
22	CONSTRUCTION DE L'HOPITAL DE KABARORE	GATSIBO DISTRICT	CLECO INVEST	20/05/2009	Works were at 60% There is a delay of several months	After discovering the mismanagement of this project, RPPA has forwarded the case to the Prosecutor GEneral.
23	Rehabilitation of CSR headquarter	CSR	HYGEBAT	26/03/2009	95%	Visited after the meeting with the SSFR.
24	Construction of housing ban at Kicukiro	CSR	THOMAS &PIRON	26/03/2009	65%	Visited after the meeting with the SSFR
25	Proposed Insurence Plaza	CSR	THOMAS &PIRON	26/03/2009	35%	Visited after the meeting with the SSFR
26	Kibagabaga real estates	CSR	THOMAS &PIRON	26/03/2009	100%	Visited after the meeting with the SSFR
27	Réhabilitation des voiries asphaltées de ville de Muhanga	MININFRA	SNCTPC	28/05/2009	-	RPPA advised the client to negotiate the contract with SNCTPC
28	Rehabilitation of dispatching of GIKONDO	ELECTROGAZ	ERECO	13/03/2009	-	Visited after the meeting with the ELECTROGAZ

29	Projet de construction de l'usine de traitement des eaux souterraines de la Nyabarongo	ELECTROGAZ	ESPINA	13/03/2009	-	Visited after the meeting with the ELECTROGAZ
30	Projet de fourniture et installation de la centrale thermique 20MGW à Jabana	ELECTROGAZ	WARTSIL A	13/03/2009	-	Visited after the meeting with the ELECTROGAZ
31	Construction et aménagement de places à vivre en zones périurbaines	ELECTROGAZ	HYGEBAT	13/03/2009	-	Visited after the meeting with the ELECTROGAZ