

REQUEST FOR EXPRESSION OF INTEREST

TITLE OF THE TENDER: RECRUITMENT OF INDIVIDUAL LAWYERS TO ADVISE, REPRESENT AND/OR ASSIST RWANDA ENERGY GROUP LIMITED AND ITS SUBSIDIARY COMPANIES IN THE MATTERS PARTENING TO LAW.

TENDER NUMBER: 11.07.021/...../CS/NCB/2023-2024/PROC-DCS-REG/CEO/RW/01...

I. Background

Rwanda Energy Group Limited (REG Ltd) is a company incorporated under the Laws of Rwanda whose core mission is to develop and provide reliable and affordable energy while creating value for our stakeholder. It is also worth mentioning that this company has subsidiaries: Energy Development Corporation Limited (EDCL) and Energy Utility Corporation Limited (EUCL).

Towards REG mandate and that of its subsidiaries, they work with national and international partners or consultants on large-scale contracts which necessitate lawyers with specialization in energy transactions, and other business transactions to provide legal services including advisory, drafting and/or reviewing legal documents as well as representing REG or its subsidiaries in case of a dispute.

In line with the above, there is a need to hire **seven (7) individual practicing Lawyers** to represent or assist REG Ltd or its Subsidiaries in the different Courts of Law or before other administrative entities in Rwanda in case of conflicts, and provide other legal services including advisory, drafting and/or reviewing legal documents to the latter for a framework contract.

II. Scope of the assignment

The successful individual Lawyer shall under a negotiated framework contract for provision of legal advisory services, draft legal documents, and represent REG or its subsidiary in different negotiations or disputes in relation to national or international deals. The Lawyer will handle these cases personally.

Respectively, the individual Lawyer shall:

1. Prepare and provide legal opinion to REG or its subsidiary.
2. To represent or assist REG or its subsidiary in Court of Law for dispute in which the latter is respondent, claimant or civil party and carry out following related duties:
 - a. Introduce lawsuit on behalf of REG or its subsidiary.
 - b. Follow up of issuance of summons by the court's registry and ensure their servicing within the allowed timeline.
 - c. Follow up all court schedules and fixation of hearings.

- d. Draft submission and responses; attend pre-trial meetings.
- e. Ensure appropriate pleadings and lodge appeals.
- f. Attend or make follow up of pronouncement of judgements in which REG or its subsidiary is involved.
- g. Produce report on each case.
3. Represent REG or its subsidiary in out of court dispute settlement.
4. Represent REG or its subsidiary before labour inspector,
5. Provide any other legal services.

III. Qualifications and experience

The bidder must fulfil the following:

- a. have at least a bachelor's degree in law.
- b. Have at least seven (7) years of experience as a practicing Lawyer/Advocate.
- c. having worked with at least three (3) public or private institutions, organisations, or companies on similar assignments within the last five (5) years. Proof of experience shall be provided.
- d. be active member of Rwanda Bar Association.
- e. be fluent in Kinyarwanda and English languages.

Selection criteria

S/N	Selection criteria	Max score
1	Letter of Expression of interest & updated Lawyer profile	10
2	Detailed signed Curriculum Vitae	10
3	Academic Qualification (Notarized required bachelor's degree in law, or its equivalence for those obtained from abroad).	10
4	Have at least seven (7) years of experience as a practicing Lawyer/Advocate proven by a To Whom It May Concern issued by Rwanda Bar Association	15
5	Having worked with at least three (3) Public or Private Institutions, Organizations, or companies in similar assignments within the last five (5) years (Three (3) Certificates of good completion, To Whom It May Concern or Certificates of services rendered).	20
6	Having worked on at least seven (7) energy and/or expropriation related cases as an advocate or arbitrator (copies of judgments are required as proof).	35
Total		100
Minimum score for being shortlisted: 75%		

Note: After Evaluation of EOI based on the above criteria, the technical results shall be communicated to all participated Individual lawyers and therefore the first seven (7) individual lawyers shall be requested to submit their financial proposals that shall be subject to negotiation.

IV. Deliverables

When called on to provide Services from time to time, the lawyer shall be expected to carry out the requested tasks/assignments in accordance with instructions provided by the Company to the satisfaction of REG Ltd or its Subsidiaries. REG Ltd or its Subsidiaries will specify the form of output/deliverables at the time instructions are issued.

V. Reporting

The Services will be provided under the guidance and direction of REG and its subsidiaries. A successful individual Lawyer will be required to report to the client at each stage of the case he or she is handling and propose the way forward on any issue that may arise.

VI. Duration of the Contract

The duration of contract shall be 12 months renewable upon satisfactory performance of the Individual Lawyer subject to unilateral decision by REG's Management.

VII. Application and Submission of EOI

All interested individuals' lawyers are encouraged to submit their Expression of Interest (EOI) in response to the above-mentioned selection criteria not later than 24./08./2023 at **10:00Am** to the Central Secretariat of the procurement unit of REG/EUCL and should be addressed to:

The Chief Executive Officer
Rwanda Energy Group
KN82 ST 3, Nyarugenge District, Kigali City,
P.O Box 537 Kigali, Rwanda
Headquarter Office's
1st Floor, Room N° G114, at the Secretariat of the Procurement Management Unit
Kigali – Rwanda

The opening of the expression of interest (EOI) will be done on 24./08./2023 at **10:30Am** in REG/EUCL Board room. Electronic applications shall not be considered.

Done at Kigali, 03./08./2023

Ronald MUTUNGI
Head Procurement Management Unit



Digitally
signed by
EUCL(Head of
Procurement)


Ron WEISS
Chief Executive Officer

