




4G LTE

**TENDER
NOTICE**

TORs external Lawyers

Date of issue: **Sept 6 2019**

Kigali Heights, 7th Floor
Procurement@ktrn.rw | www.ktrn.rw
Also Find us at   

kl **RWANDA
NETWORKS**
4G LTE & BEYOND

Terms of reference:

Consultancy services to provide legal representation

I. BACKGROUND

KTRN is, a Public Private Joint Venture between the Government of the Republic of Rwanda (“GoR”) and Korea Telecom (KT) was established. The joint venture company named Olleh Rwanda network, and later changed to KT Rwanda Networks was given a mandate to install, activate and operate a wide-ranging high-speed broadband network and also lead the extension of the nation’s mobile Internet services capability, which are essential to achieve Rwanda’s goals in the ICT sector.

II. OBJECTIVE

The objective of this consultancy is to provide comprehensive legal representation at law to the KTRN in relation to legal suits against or from the Company.

Specific Objectives

The Specific Objectives are:

1. Work with KTRN’s in-house counsels to advise management through Legal briefs and Memos on Legal suits that encompass all company operations and actions on behalf of or brought against the Company;
2. Initial legal suit intent letters
3. Initiation of cases through IECMS (Electronic filing)
4. Writing up legal briefs and other court correspondences;
5. Represent the Company before courts of laws, arbitration, mediation, conciliation or any other mode of dispute resolution.

NB: For clarity the services envisaged are typically Legal representation not in-house services.

III. TIME FRAME

The terms and conditions of the CONTRACT shall apply for the duration of the CONTRACT, beginning on the date of this assignment, or the actual date of commencement of the WORK whichever is earlier.

IV. QUALIFICATION REQUIRED FOR THE CONSULTANT

The successful candidates shall have the following minimum qualifications:

- At least Bachelor's Degree in Law;
- Postgraduate diploma in legal practice;
- Conversant with the Rwandan laws and the justice sector;
- Proof of Rwanda Bar Association membership;
- Proven experience working with Companies and related litigations.

V. REMUNERATION

Remuneration, fees and benefits shall be mutually determined and agreed through negotiations between interested firms.

NB. In your financial proposals please consider two options;

- ⇒ Option 1: Price on Retainer monthly basis
- ⇒ Option 2: Price on case by case basis

VI. SUBMISSION OF APPLICATIONS

Interested Candidates should submit in hardcopy of the following;

- Prices for the services (We are looking for case by case basis price catalogues)
- a detailed CVs/ Firm Profiles
- a letter of motivation
- copy/ies of degree(s) and
- certificates of similar performed assignment

BIDS SUBMISSION:

Well printed, properly bound bid (Administrative and Financial) should be addressed to KT Rwanda Networks not later than 16th September 2019 *at 4:00 pm*; late bids shall be rejected. Envelope should be marked with the reference number of tender notice.

Bids will be opened in the presence of bidder's representative who choose to attend on 16th September 2019 at 4:10 hrs. Local time in the boardroom of KT RWANDA NETWORK LTD HQ 7th Floor Kigali Heights.

For any inquiry you can write to procurement@ktrn.rw, in at least 2 days before the bids submission deadline. Thank you for cooperation and we look forward for a productive working relationship.

Sincerely,

Done at Kigali, on 6th September 2019.

Mike BWATETE
Procurement Specialist
KT Rwanda Networks Ltd