

INVITATION LETTER TO QUOTE

VisionFund International is a Financial Empowerment from World Vision, a Christian humanitarian, development and advocacy organization devoted to improving the lives of children, families and their communities around the world. Working together as part of World Vision – VisionFund enables communities to increase economic activity, access to clean water, education and healthcare, benefit from improvements to nutrition, and provides the foundations for local economies to flourish.

VisionFund Rwanda (VFR) PLC is a subsidiary of VisionFund International and one of the largest deposit taking MFIs in Rwanda whose mission is to provide financial and non-financial services to underprivileged rural communities. For more information please visit us on: <https://www.visionfund.org>.

VFR is therefore looking for a qualified and good reputation company to submit price quotations in **a sealed envelope** following the TORs in the document.

The document outlines the requirements for a service provider or consultant to undertake a critical modernization and enhancement of VisionFund Rwanda's IT infrastructure. The goal is to ensure a robust, secure, and scalable IT environment.

1	TENDER NAME	IT Servers and Network Capacity Upgrading
2	PUBLICATION DATE	17th December 2025
3	COMPULSORY SITE VISIT DATE AT MUHIMA OFFICE near a house commonly known as BPR-MUHIMA	22nd December 2025 (11-13h00)
4	OFFER CLOSING DATE	29th December 2025 before 16h00. NB: Late offers will not be considered

I. Scope of Work (SoW)

The selected Service Provider / Consultant will be responsible for the following key components:

I.1. Domain Server Replacement

Installation and Configuration: Procure, install, and configure one new server (either Rack or Tower, based on site infrastructure assessment) to function as the primary Domain Controller.

Operating System Deployment: Install and configure Windows Server 2022 (Standard or Datacenter edition) on the new server.

Active Directory Role Transfer: Promote the new server to a Domain Controller and meticulously transfer all Flexible Single Master Operations (FSMO) roles. This includes:

- Schema Master
- Domain Naming Master
- Relative ID (RID) Master
- Primary Domain Controller (PDC) Emulator
- Infrastructure Master

Service Migration: Migrate critical services such as DNS and DHCP to the new Domain Controller, ensuring seamless operation.

Decommissioning: Safely demote and securely decommission the old Domain Controller, ensuring no residual data or vulnerabilities remain.

Technical Specifications for the New Domain Server:

Proposed solutions must meet or exceed these minimum requirements:

- CPU: Intel Xeon Silver (or AMD EPYC equivalent), minimum 8 Cores.
- RAM: Minimum 32GB DDR4/DDR5 ECC memory.
- Storage: 2 x 480GB SSDs configured in RAID 1 for the Operating System.
- Power: Dual Redundant Power Supply Units (PSUs).
- Warranty: Minimum 3-Year ProSupport or equivalent Next Business Day on-site warranty.

1.2. Storage Capacity Increase

Server Analysis: Conduct a thorough analysis of the two existing production servers (exact make and model to be verified) to determine the most compatible and optimal enterprise-grade drive specifications (SAS, SATA, or SSD).

Hardware Procurement & Installation: Supply and install enterprise-grade hard drives to meet the recommended capacity. The Consultant is responsible for specifying the optimal capacity based on the analysis.

RAID Reconfiguration/Expansion: Reconfigure or expand the existing RAID array (supporting RAID 5, 6, or 10) to seamlessly incorporate the new drives without any data loss.

Logical Volume Expansion: Expand the logical volumes within the Operating System to make the newly added storage capacity readily available for use.

Technical specifications for the Storage Expansion:

- Compatibility: Drives must be OEM-certified (e.g., Dell drives for Dell servers, HP drives for HP servers).
- Type: Enterprise SAS 10k/15k RPM or Mixed-Use SSDs are preferred.
- Hot-Swap: All installed drives must support hot-swapping.

1.3. Perimeter Network Equipment Replacement

NGFW/Gateway Installation: Install and configure a Next-Generation Firewall (NGFW) or Edge Gateway appliance.

Key Configurations: This includes, but is not limited to:

- WAN/ISP Setup: Configure connections to the Internet Service Provider(s), including failover mechanisms if dual ISPs are present.

- **VLAN and Inter-VLAN Routing:** Set up and configure Virtual Local Area Networks (VLANs) and the routing between them to segment network traffic and improve security.
- **NAT and ACLs:** Implement Network Address Translation (NAT) policies and Access Control Lists (ACLs) to manage network traffic and enforce security rules.
- **VPN Capabilities:** Configure Secure Sockets Layer (SSL) VPN for remote access and/or Site-to-Site VPN for secure connectivity between locations.
- **Security Feature Enablement:** Activate and configure essential security features such as Intrusion Prevention System (IPS), Gateway Anti-Virus, and Web Filtering, where deemed necessary to enhance the security posture.

Specifications for Edge Firewall:

- **Throughput:**
 - i. Minimum 1Gbps Firewall throughput.
 - ii. Minimum 300Mbps VPN throughput.
- **Interfaces:**
 - i. Minimum 2 x WAN Gigabit ports.
 - ii. Minimum 4 x LAN/DMZ Gigabit ports.
- **Licensing:** A 1-Year or 3-Year Security Subscription Bundle must be included.

2. Implementation Approach

The project will follow a structured implementation approach:

2.1. Site Survey:

The Vendor will conduct a physical site survey to:

- Verify current server models (crucial for drive compatibility).
- Assess rack space availability.
- Evaluate environmental readiness (power, cooling).

2.2. Backup Verification:

Before any system modifications, the Vendor **must** verify the existence of a full, valid, and recoverable backup of all critical data and system states.

2.3. Backup & Storage Solution Responsibility:

The Consultant is responsible for proposing and providing a suitable, scalable, and secure backup solution that meets VisionFund Rwanda's current and future needs. Innovative solutions are welcomed, ensuring:

- Data Integrity
- Disaster Recovery Readiness
- Compliance with organizational and banking-sector standards

2.4. Deployment:

This phase involves the physical installation and comprehensive configuration of all hardware and software components across servers, storage systems, and firewall equipment.

2.5. UAT (User Acceptance Testing):

Rigorous testing will be conducted to verify the successful implementation of the project, including:

- Active Directory (AD) authentication for users.
- File and resource access.
- General server functionality.
- Network connectivity and internet access for all users/devices.
- Firewall and VPN functionality.

3. Deliverables

Upon completion, the following deliverables will be provided:

3.1. Hardware:

- New Domain Server
- Enterprise-grade Hard Drives
- Firewall Appliance

3.2. Software:

- Windows Server Licenses
- Firewall Subscription Licenses

3.3. Documentation:

- Updated Network Topology Diagram reflecting the new infrastructure.
- Administrator Credentials & IP Allocation Sheet.
- Migration Report confirming successful FSMO role transfer.
- Storage Upgrade & RAID Reconfiguration Report.
- Comprehensive Firewall Configuration Documentation.

3.4. Training & Handover:

- Dedicated handover training session for VisionFund's designated internal IT staff.
- Knowledge transfer sessions covering the key systems deployed and managed.

3.5. Warranty & Support

3.5.1. **Hardware Warranty:** All hardware provided must include a minimum of a 3-year manufacturer warranty.

3.5.2. **Post-Implementation Support:** The Vendor must provide 90 days of dedicated post-implementation support to address any configuration, stability, or operational issues that may arise immediately after deployment.

4. Administrative & Legal Requirements:

Legal Eligibility: Provide:

- A Valid Business Registration Certificate.
- A Valid Tax Clearance Certificate.
- Proof of statutory compliance.

Availability for Post-Implementation Support: Commit to supporting VisionFund Rwanda for a minimum of 90 days post-deployment.

NDA & Confidentiality: Be prepared to sign a Non-Disclosure Agreement (NDA) and demonstrate robust data-privacy standards.

Interested and qualified companies are encouraged to submit their quotations in sealed envelopes indicating their company full names and address on that envelope before 29th December, 2025 16h00 to company's **Head Office located at Nyarutarama.**

Done at Kigali 7th December 2025


VisionFund
RWANDA
P.O. Box 6893 Kigali - Rwanda
Date/Sign:

Grace DUSHIMIMANA
Chief Executive Officer