

**TERMS OF REFERENCE
AND TECHNICAL SPECIFICATIONS**

I. General information

Assignment name	To carry out a comprehensive assessment of the biodiversity on the site of RP Kigali college and potential impact of new infrastructure
Beneficiary	Rwanda Polytechnic
Country	Rwanda
Total estimated number of person days	30 Working days
Duration of the contract	November – January 2027

II. Context and justification of the need

The Government of Rwanda and AFD signed 5-year grant and loan agreements to implement the TDT project (TVET Development for Transformation) in July 2025.

The TDT project is currently being launched, and is implemented by Rwanda Polytechnic (RP) with the Technical Assistance of Expertise France.

The main purpose of the project is to strengthen the attractiveness of RP, in particular the two RP colleges campuses in Kigali and Gishari. This overall objective is expressed through the following outcomes:

- Outcome 1: The student reception conditions, including upgraded and expanded student accommodation facilities and improvement in catering, study and recreational facilities in RP Kigali and Gishari colleges campuses have improved;
- Outcome 2: The learning and living environment in the colleges is safer and more inclusive for female students;
- Outcome 3: A student accommodation management and accommodation framework enables RP to manage student accommodation sustainably;
- Outcome 4: The Government of Rwanda has adopted a sustainable policy for decent and inclusive student accommodations;

- **Outcome 5:** The training offer and employability of Higher TVET graduates are better known by the TVET students and the private sector.

As part of the infrastructure activities, Rwanda Polytechnic and Expertise France are looking to recruit an environmentalist to conduct a comprehensive assessment of the biodiversity ecosystem on the site of RP Kigali college future student housings and the potential impact of construction.

III. Objectives and desired results

The primary objective of this assignment is to develop a comprehensive report, including an evaluation of the impact of the infrastructure works and propositions of mitigation measures in accordance with the mitigation hierarchy (Avoid, Minimize, Compensate) to ensure the preservation of the biodiversity on the RP Kigali college campus, with a special focus on bat populations.

The following results are expected:

- An assessment of the biodiversity on campus is conducted
- An identification of potential risks entailed by the new construction works, with proposed mitigation and monitoring measures
- A proposed ecological planting and landscape framework using native and indigenous species appropriate to the Rwanda / East African context for erosion control, biodiversity, habitat support, and stormwater management for integration into the design project.

IV. Description of the assignment

The expert will be responsible for conducting the assessment, including collection of data on the field, and developing a comprehensive report to be submitted to Rwanda Polytechnic and the funder. The assignment will be done in different steps:

- **Conduct a baseline biodiversity assessment at RP Kigali College**
 - Analyse project documents to understand the scope of the project, especially as regards to the planned construction site at RP Kigali College. This should include:
 - A review of the Environmental and Social Management Framework (ESMF)
 - A review and analysis of IBAT and GBIF datasets
 - Define and justify the study area for the biodiversity assessment, taking into account the characteristics of the proposed infrastructure works and the ecological requirements of potentially affected species, particularly bats.
 - Conduct relevant stakeholders interviews, including with the Rwanda Polytechnic staff and local environmental authorities to collect information on local biodiversity and potential ecological sensitivities within the project area.
 - Conduct a baseline biodiversity assessment on the RP Kigali College campus, including field observations and data collection on flora and fauna present on the site. The assessment shall include the identification of protected, threatened, endemic, or ecologically significant species and habitats, assessed using the IUCN Red List of Threatened Species and relevant national

conservation lists. The consultant is expected to conduct at least 4 site visits, including a minimum of 2 day-time visits and 2 night-time visits.

- Identify and document bat species present on the campus, including potential roosting sites, habitats, and movement patterns where feasible.
- Assess other relevant components of the local ecosystem, such as vegetation cover, bird species, insects, and other wildlife that may be affected by construction activities.
- Map and describe key ecological areas and habitats within or near the proposed construction site.
- **Prepare a comprehensive report, including recommendations and mitigation measures**
 - Define a clear methodology for assessing and rating the significance of environmental and biodiversity impacts, including criteria for determining impact magnitude, sensitivity, duration, reversibility, and likelihood. The methodology shall be described and justified in the report.
 - Analyze the potential environmental risks and impacts associated with the planned infrastructure works, particularly in relation to habitat disturbance, loss of roosting sites, noise, vibrations, vegetation removal, and artificial lighting.
 - Evaluate potential impacts during both the construction phase and operational phase of the future student housing, if possible in close collaboration with the design firm recruited by Rwanda Polytechnic.
 - Propose practical mitigation measures in accordance with the mitigation hierarchy (Avoid-Minimize- Compensate), with specific recommendations related to biodiversity conservation and bat conservation where relevant.
 - Provide recommendations for biodiversity-sensitive construction practices, site planning, and habitat preservation or enhancement, in close collaboration with the design firm.
 - Suggest monitoring measures where appropriate - including quantitative and qualitative indicators - to ensure the effectiveness of mitigation actions over time.
 - Define roles and responsibilities for the implementation of recommended mitigation and monitoring measures, in coordination with Rwanda Polytechnic and the design firm.
 - Provide an indicative budget estimate for the implementation of recommended biodiversity mitigation and monitoring measures, where feasible.
 - Produce a comprehensive assessment report summarizing the methodology, findings, identified risks, recommended mitigation and monitoring measures, responsibilities and indicative budget to be integrated in the project's environmental and social documentation
 - A proposed ecological planting and landscape framework using native and indigenous species appropriate to the Rwanda / East African context for erosion control, biodiversity, habitat support, and stormwater management for integration into the design project
 - Grasses and groundcovers for soil stability and erosion control.
 - Canopy trees to enhance biodiversity, provide shade and define outdoor spaces
 - Shrubs and understory planting to support biodiversity.
 - Species suitable for stormwater management and drainage areas
 - Proposed species to be shared in palettes with images and scientific name, family, English name, Kinyarwanda name, origin, ecological/traditional

The proposed planting palette should draw inspiration from the existing vegetation across the wider RP Kigali campus, within and beyond the surveyed area, while also benchmarking successful ecological landscapes beyond the campus, eco parks such as Nyandungu Eco-Park and other similar located in Kigali, Umusambi Village and other emerging ecological spaces in Kigali

Coordination

Mrs Cyrielle Cahuzac, Team Leader for the Technical Assistance of TDT, will be the service provider's sole contact person for Expertise France.

Close collaboration must take place with Rwanda Polytechnic personnel from assignment preparation right up to completion. Rwanda Polytechnic will have final validation on all deliverables, with involvement from AFD.

V. Place, duration and terms of performance

1) Date and duration of the project

- **Estimated start date:** November 2026
- **Estimated finish date:** January 2027
- **Estimate number of working days:** 30 days

2) Deliverable and estimated schedule

#	Deliverable	Timing	Est. deadline
1	Inception report	2 weeks after launch of the assignment	November 2026
2	Baseline assessment and first recommendations	4 weeks after validation of the inception report	December 2026
3	Final report including full analysis, recommendations and mitigation measures	3 weeks after review of the baseline assessment	January 2027

The format of deliverables should be as below:

- Comprehensive report (Word, PDF)
- Information presented in the report should also be shared in editable digital formats where applicable.
- Photographs of bats, fauna and flora (Google Drive or Flash Drive), with each photograph labelled using its scientific name.
- Tables of existing and priority species, including scientific name, family, English name, Kinyarwanda name, origin, ecological/traditional use and IUCN conservation status (Excel and PDF).
- Geographic coordinates of recorded flora and fauna (Excel).

- Distribution maps of priority species in GIS/CAD-compatible formats (DWG or equivalent).
- All maps produced under this assignment should be delivered in GIS/CAD-compatible formats that can be overlaid with the architect's site plans. This will help ensure that priority ecological features are considered during the design process.

3) Location

The assignment will involve field visits to RP Kigali college, as well as meetings with Rwanda Polytechnic at the RP head office. Preparation of the documents can be done remotely.

VI. Required expertise and profile

1) Number of experts: 1

2) Profile of the designated expert responsible for contract execution

The selected expert must meet the following qualifications and competencies:

- **Education Background:** Master's degree in environmental science, Natural Resource Management, Biodiversity Conservation, or ecology other related fields.
- **Professional Experience:**
 - At least 10 years of experience in environmental assessments, biodiversity studies, or ecological research;
 - Proven experience conducting baseline biodiversity assessments and environmental impact assessments (EIA) with 2 completed projects of similar nature and scale proved with completion certificate;
 - Demonstrated experience in: biodiversity field surveys, habitat assessment and ecological mapping, impact assessments related to infrastructure or construction projects, development of environmental mitigation and monitoring plans;
 - Specific experience in conducting such assignments in relation with bat populations would be an asset;
 - Experience writing reports and presenting data in a clear accessible way.
- **Knowledge and Skills:**
 - Strong skills in biodiversity survey methodologies, Environmental Impact Assessments
 - Strong skills in collecting and managing data related to such assignments;
 - Technical skills for GIS or ecological mapping
 - Knowledge of the Rwanda or East-African ecological context
 - Knowledge of the Rwanda environmental regulations and frameworks;
 - Knowledge of the international environmental frameworks and common donor guidelines around environmental plans;
 - Oral and written fluency in English, Kinyarwanda would be an asset.
- **Other Requirements:**
 - Ability to work independently, manage time effectively, and meet deadlines.
 - Excellent communication and interpersonal skills

VII. Practical information

The expert will be contracted by Expertise France, on a contract covering the costs per working day.

Candidates who wish to apply must share:

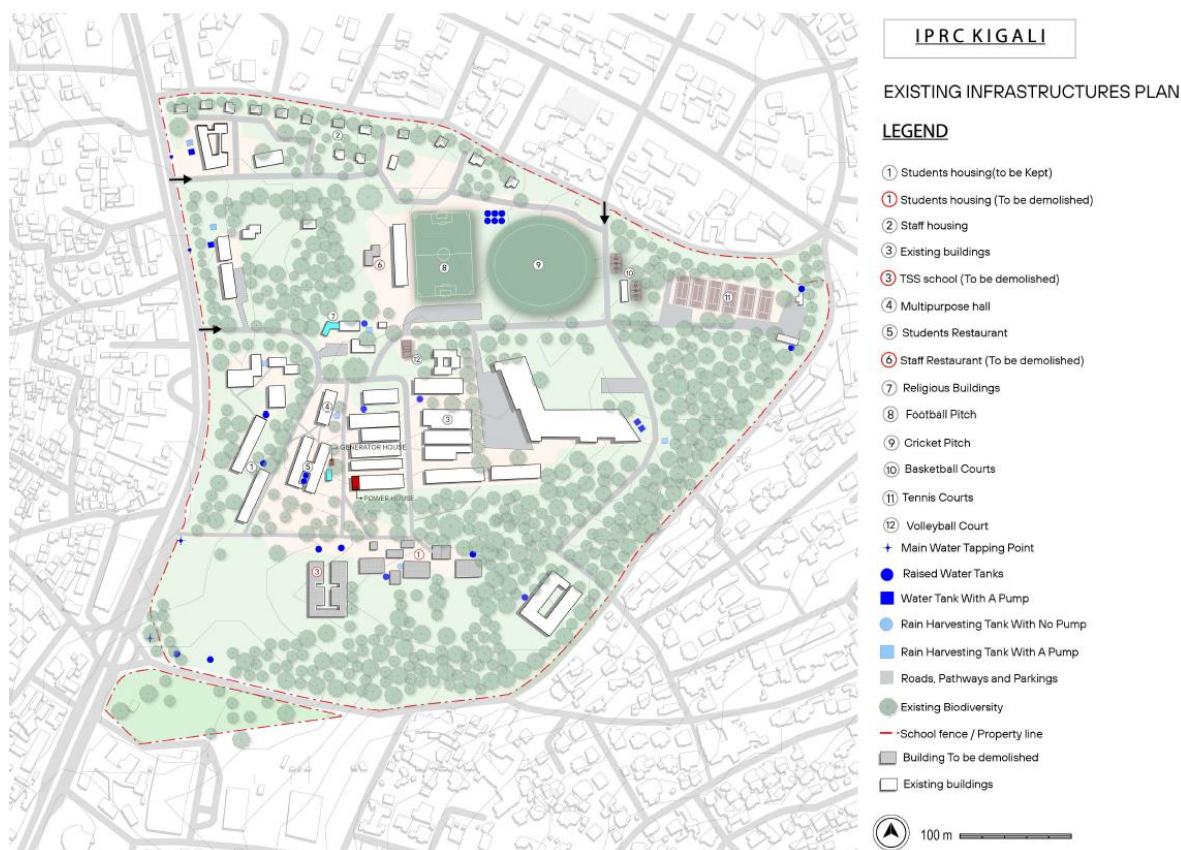
- A Curriculum Vitae (max 3 pages) indicating all relevant expériences and implemented assignments;
- Supporting documents proving the relevant experiences (certificates, ...);
- A financial offer (price per man/day only) in Rwandan Francs.
- A small Narrative describing the methodology and the approach for the assignment implementation (at least 2 pages)

Interested candidates should submit their applications on the following link:

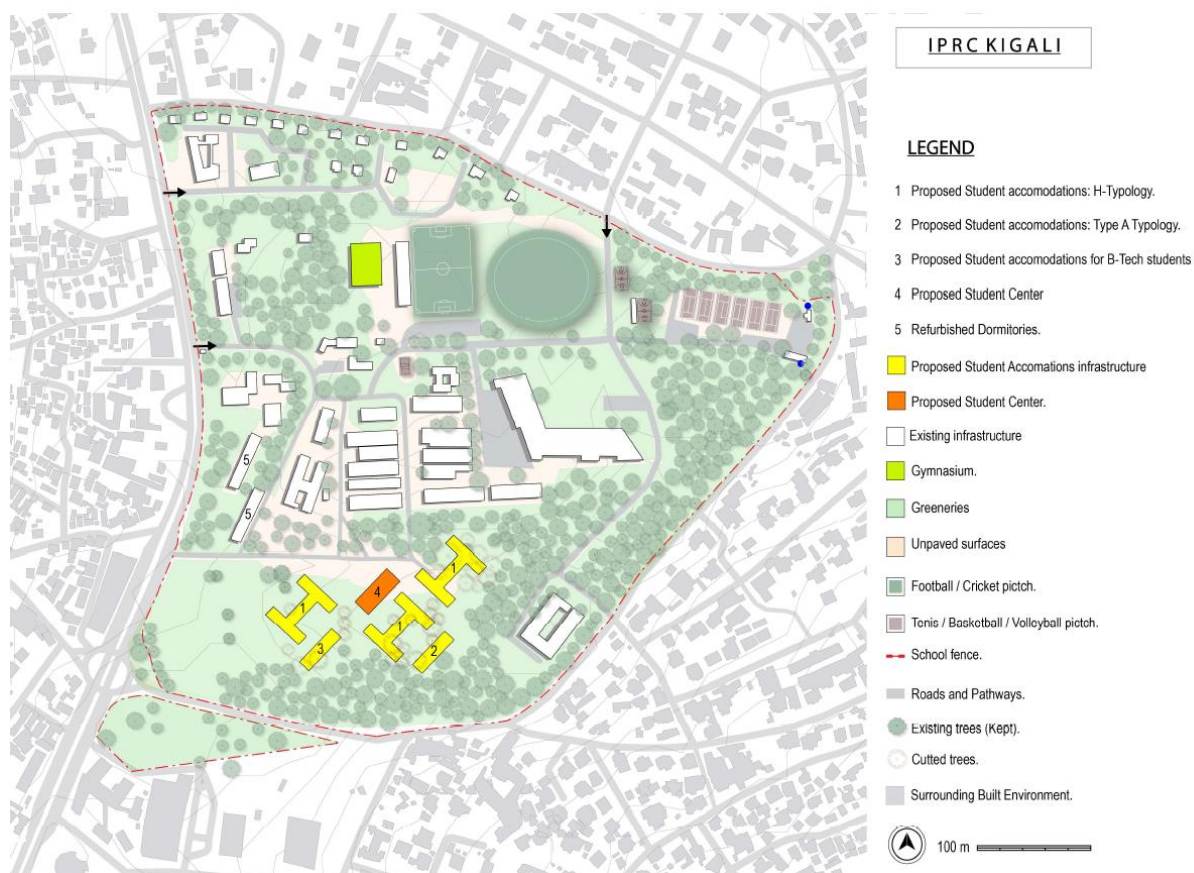
The deadline for receiving applications is 25th October 2026.

Annex -1 Site plans of the area to assess

1) Site Plan Showing existing conditions at IPRC Kigali



2) Site plan - New Construction



3) Site Plan - New Construction Student Accommodations (zone to be assessed)



- **Six new accommodation buildings**
- **Amenities**
 - A centralized wastewater treatment plant
 - A centralized underground water cistern
 - Drainage swales
 - Porous pavers
 - Stone retaining walls serving as stadium steps
 - Establishment of native trees
 - Exterior pathway lighting