

REPUBLIC OF RWANDA



**RWANDA PUBLIC PROCUREMENT AUTHORITY
(RPPA)**

**RWANDA PUBLIC PROCUREMENT AUTHORITY TRAINING CALENDAR FOR PEs
during the Fiscal Year 2020-2021**

“To Make Rwanda the Centre of Regional Excellence in Public Procurement”

September, 2020

INTRODUCTION

The training is one of the major annual activities of Rwanda Public Procurement Authority (RPPA) to build and develop capacity of civil servants involved in public procurement. Training is an effective and integral component of capacity development program frequently used to assist public procurement practitioners and prepare them for or move into new assignments, improve their work habits, adapt to a changing environment or overcome specific obstacles.

Depending on the budget availability RPPA organizes the trainings on public procurement Law, regulations and procedures on its own budget in favor of public procurement officials all over the country. However, an interested PE is allowed to organize the training and to request trainers from RPPA for the facilitation of the training. In case the PE is the one organizing the training, it is requested to cover all the expenses using its own budget and RPPA only provides the Trainers.

Basing on the above, it has been realized that some PEs need training frequently and request trainers from RPPA and every so often on a very short notice where RPPA is not able to satisfy all the requests at the same time given the limitation in terms of the available number of trainers.

It is in this regard that RPPA requested all PEs (refer to letter N° 010/2020/2021-0222/RPPA of 04th August 2020) to provide their requests not later than 15th August 2020 so that the latter RPPA could put in place a training calendar on for the current financial year 2020-2021.

It is important to note that going forward all PEs will be requested to send their requests not later than 15th June of each year in order to allow an elaboration of a whole FY's training calendar which shall also be communicated before the starting on a new FY.

This fiscal year (2020-2021), RPPA shall organize the training program with the following objectives:

- ✚ Increase the capacity and level of skills of the civil servants involved in public procurement;

- ✚ Instill in public procurement practitioners (CBM, CDM, members of public tender committees, legal advisors, internal auditors and procurement officers), how procurement operations can be well managed through their collaboration with the entire internal workforce;
- ✚ To inspire those involved in public procurement activities to be more professional in handling procurement issues;
- ✚ To identify problems met by the procuring entities in awarding tenders and managing contracts and find out solutions together;
- ✚ Upgrade skills in ethics in procurement operations;
- ✚ Upgrade the trainees' skills for taking procurement decision basing on the Public Procurement Law, regulations and procedures.

Considering the above, the table below shows the training calendar on public Procurement procedures (FY 2020-2021) prepared basing on the training need requests which were submitted by PEs. The elaboration of this calendar was guided by the priority given to the PEs with the new PTC members and new recruited Procurement staff among which include Rwanda Forensic Laboratory (RFL), Rwanda Law Reform Commission (RLRC), Ngororero and Bugesera Districts.

During the implementation of this training program, each PE shall cover the training expenses and ***will communicate RPPA the training venue at least two weeks before the training***. Also, each training session shall be conducted within five (5) working days (Monday to Friday) and the Training Certificates will be provided to those who will be present at the highest level of attendance.

As regard to the online training, RPPA is still preparing the way forward on how it can be implemented without compromising the quality and objectives of these trainings.

All together we look forward to achieve the highest impact and we thank everyone who will contribute to the betterment of our training programs.

Sincerely,

UWINGENEYE Joyeuse
Director General

RPPA TRAINING PROGRAM ON PUBLIC PROCUREMENT LAW, REGULATIONS AND PROCEDURES DURING FINANCIAL YEAR 2020/2021

NO	PE	PLANNED TRAINING DATE
01	RWANDA FORENSIC LABORATORY(RFL)	29/06 – 03/07/2020
02	NGORORERO DISTRICT	27 – 31/07/2020
03	RWANDA LAW REFORM COMMISSION (RLRC)	
04	BUGESERA DISTRICT	24 – 28/08/2020
05	NEC	21- 25/09/2020
06	KARONGI District Pharmacy	
07	RBA	28/09-02/10/2020
08	RICA	
09	NYANZA DISTRICT	05-09/10/2020
10	UR	
11	KIREHE DISTRICT	12-16/10/2020
12	NYANZA DISTRICT HOSPITAL	
13	NYAGATARE D.H	
14	RWINKWAVU D H	26-30/10/2020
15	MUHANGA DISTRICT	02-06/11/2020
16	GICUMBI DISTRICT	
17	MURUNDA DISTRICT HOSPITAL	09-13/11/2020
18	KIZIGURO HOSPITAL	
19	NECDP	30/11-04/12/2020
20	RWAMAGANA PROVINCIAL HOSPITAL	
21	IPRC GISHARI	07-11/12/2020
22	NIRDA	
23	RMI	11-15/01/2021
24	RSB	

25	RGB	18-22/01/20201
26	MUSANZE DISTRICT	
27	RCA	08-12/02/2021
28	CARAES	
29	NPPA	15-19/022021
30	NYARUGURU DISTRICT	
31	GAKENKE DISTRICT	01-05/03/2021
32	MININFRA	
33	MINEMA	08-12/03/2021
34	MASAKA DISTRICT HOSPITAL	
35	SPIU IFAD	12-16/04/2021
36	MUNINI D.H	
37	MINICOM	26-30/04/2021
38	BURERA DISTRICT	
39	MHC	10-14/05/2021
40	RISA	
41	MOH	31/05-04/06/2021
42	NISR	
43	SUPREME COURT	06-10/06/2021