



Wildlife Conservation Society (WCS)

Africa Regional Office for the :
Central Africa & Gulf of Guinea Regional Program,
Sudano Sahel Regional Program,
East Africa, Madagascar & West Indian Ocean Regional Program,
46 KG 5 Avenue, Kacyiru-Kigali, **Rwanda**
P.O Box 1699 Kigali-Rwanda
WCS.org

CALL FOR THE EXPRESSION OF INTEREST TO BE ON WCS VENDOR LIST FOR AFRICA MARKET

Kigali, November 11th, 2025

1. INTRODUCTION

The Wildlife Conservation Society (“WCS”) is a New York not-for-profit corporation and is a tax-exempt organization as described in Section 501(c) (3) of the U.S. Internal Revenue Code. WCS’s charitable purpose is to save wildlife and wild lands through careful science, international conservation, education, and the management of the world’s largest system of urban wildlife parks.

Wildlife Conservation Society (WCS) operates across the world. In Africa, WCS is currently working in Cameroun, Central Africa Republic, Chad, Congo, Democratic Republic of Congo, Kenya, Madagascar, Mozambique, Nigeria, Rwanda, Tanzania, and Uganda.

In order to respond to the needs of those countries, WCS Africa Regional Office wants to constitute a database of vendors for the procurement of goods, services and works; hence this call for the expression of interest which may lead to an umbrella agreement procedure for some categories.

2. CONCERNED CATEGORIES

The followings are the categories that vendors are called to express their interest in:

Category	Examples
1. Animal Tracking	Camera traps, collars, tracking systems...
2. Medical & Veterinary supplies	Medical equipment & consumables, lab equipment & consumables, veterinary equipment & consumables, animal tranquilizer equipment...
3. Field Rations	Individual re-heatable ration (halal / non halal)
4. Camping gear	Bags, tents, compass, ration heater kit, binoculars, water filters, sleep pads, silica gel, camping furniture (chairs, tables, beds) ...
5. Electronics & Tactical hardware	Powerbanks, solar chargers, headlamps, batteries, watches, glasses...
6. Conservation Technology Equipment	Radios, inReach, satellite phone equipment & services, GPS, rangefinders...
7. Information & Communication Technology equipment	Smartphones, tablets, printers, cameras, visio conference kits...
8. Vehicles and motorized equipment	Buses, trucks, bulldozers, tractors, motorbikes, quads, boats, generators, spare parts...
9. Aviation	Aviation spare parts, aviation fluids (AvGas, Jet A1, Aeroshell...), aviation repair, charter services...
10. International Shipping	Seafreight, airfreight and road shipping, customs clearance...
11. Agriculture	Agriculture equipment & tools, seeds, fertilizers...
12. Branding equipment	Shirts, t-shirts, caps, corporate bags, rain suits, sweaters...

3. REQUIREMENTS AND SELECTION CRITERIA

Interested vendors should submit the required information and documentation through the link provided in section 5. Their bids will be evaluated against the following criteria:

General Criteria

- **Eligibility**

Have provided all requested administrative documents in order, including:

- Trade Register
- 2024 Tax Clearance Certificate
- Geographic Address
- Contact Person's Contact Information

- **Bonus Criteria**

- Financial statements (two most recent financial statements)

Criteria Specific to Each Category

- **Mandatory Criteria**

- Expertise
- References
- Certificates of Good Performance

- **Bonus Criteria**

- Standardization Certifications
- Brand Representation
- Product Catalogs

4. INTENTION TO BID & REQUEST FOR CLARIFICATION

- **Intention to bid**

Please email confirmation of your intent to submit your expression of interest to africaprocurement@wcs.org no later than **Sunday December 7th, 2025, at 11:59 pm UTC.**

- **Clarifications**

Interested vendors may ask clarifications by sending e-mail to africaprocurement@wcs.org not later than **Sunday December 7th, 2025, at 11:59 pm UTC.**

5. SUBMISSION OF EXPRESSION OF INTEREST

To receive consideration, your expression of interest must be submitted as following:

- Fill the online submission form through the following link:
<https://forms.office.com/r/eHuCgsYCG3>
- Submit all the attachments to the email address africaprocurement@wcs.org according to following instructions:
All documents for a given question must be consolidated into a single PDF file with a maximum file size of 10 MB. The file name should be as follows: <Bidder - Type of document - Category (if applicable)>
(E.g.: the file "ABZ - Completion Certificates - Animal Tracking.pdf" refers to the compilation of completion certificates submitted by company ABZ for the Animal Tracking category).
- The online form and the email attachments must all be submitted no later than **Friday December 19th, 2025, at 11:59 pm UTC.**