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# **KWITA IZINA 20 – FORM OF THE CALL FOR PROPOSALS FOR KWITA IZINA SIDE EVENT PARTNERSHIP WITH THE RWANDA DEVELOPMENT BOARD (RDB)**

## **General Information**

1. Organization Name:
2. Contact Person:
3. Address:
4. Email:
5. Phone Number:
6. Website (if applicable):
7. Social media handles:
8. Proof of Work/Experience:
* Company brief
* Photocopy of the Company Registration

Event Details

1. Event Title:
2. Event Date(s):
3. Event Location(s):
4. Event Duration:
* One day:
* Multiple days (please specify):
1. Event Format:
* Conference
* Workshop
* Seminar
* Panel Discussion
* Exhibition
* Cultural Performance
* Film Screening
* Networking Session
* Entertainment
* Sportive tourism Activity
* Other (please specify)
1. Event Description:
* Objectives of the event:
* Agenda:
* Target Audience:
* Proposed Speakers/Performers/Local Organizations:

**Relevance to the Theme "Join us in shaping the future of Mountain Gorilla Conservation and sustainable ecotourism at Kwita Izina 2024":**

1. Logistical Requirements:
* Date of the Venue set-up
* Type of set - up
* Technical equipment list
* Other requirements (please specify)
1. Budget Estimate:
2. Funding Sources and proof of it:

**Note:** Please attach the budget commitment letter

## **Sustainability and Impact**

1. Environmental, Social, and Economic Impacts:
2. Alignment with Kwita Izina’s Objectives:
3. Potential Outcomes:

## **Partnerships and Collaboration**

1. Local Organizations:

2. Government Bodies:

3. Academic Institutions:

4. NGOs:

5. None:

6. Other (Please indicate):

**Note**

If partnership or joint venture, please share name of the partner company and its commitment letter

## **Submission Details**

1. Submission Email:

2. Deadline for submission: all the proposals and its attachment will be sent online using the below email before the **6th September 2024.**

3. Contact Person for Inquiries:

* Name: Claudine Rubagumya
* Email: kw.sideevents@rdb.rw
* Phone Number: 0788891444

**I hereby confirm that the information provided is accurate and that I agree to the terms and conditions of participation in Kwita Izina 20.**

**Date:**

**Signature:**