

# TERMS OF REFERENCE: CONSULTANT FOR THE DESIGN OF THE KIGALI PUBLIC TRANSPORT NETWORK MAP

**JUNE 2026**

## 1. OVERVIEW

Kigali is one of Africa's fastest-growing cities, where rapid population growth and urban expansion are placing increasing demand on public transport. In response, the City of Kigali and Ecofleet are modernising the city's bus network and advancing a vision for services that are reliable, accessible, and clean.

To support this effort, the Institute for Transportation and Development Policy (ITDP), in partnership with the City of Kigali and Ecofleet, will develop a Public Transport Network Map for Kigali. The map will help passengers plan their journeys, strengthen the visibility of the network, while providing a common reference for operators, planners, and city officials.

The consultant will support ITDP in designing the network map, participating in stakeholder engagement meetings, and preparing print-ready and installation-ready map outputs.

## 2. SCOPE OF WORK

The consultant will work with ITDP through a step-by-step design and production process, including the following activities:

### 2.1 DATA PROCESSING AND CARTOGRAPHIC DESIGN

The consultant will transform the public transport network data provided by the client into a clear, intuitive, and visually consistent map that supports passenger navigation and network communication.

To achieve this, the consultant will:

- Review and organize route, stop, terminal, and interchange data and prepare it for map development.
- Present and justify key design decisions, including network representation, cartographic standards, and information hierarchy.
- Develop a standardized cartographic framework that clearly communicates the network through consistent route classification, colour coding, symbology, typography, and labelling.

- Simplify and present network information in a way that improves readability and helps passengers quickly understand routes, connections, and transfer opportunities.
- Incorporate key destinations, landmarks, terminals, and major interchanges to support wayfinding and orientation.
- Align all map products with the visual identity and branding requirements of Ecofleet and the City of Kigali.
- Develop draft and final map for review and validation by ITDP, Ecofleet, and relevant stakeholders.
- Produce fully editable digital map files and iterative design versions to support review, refinement, and future updates.

## **2.2 STAKEHOLDER ENGAGEMENT AND REVIEW PROCESS**

The consultant will work closely with ITDP and other key stakeholders to ensure the map accurately represents Kigali's public transport network. The consultant will share draft versions of the map, gather feedback, and make revisions as needed until the final product meets the client's requirements and receives approval.

## **2.3 REPORTING AND COORDINATION**

The consultant will work closely with ITDP's project team and maintain regular communication with both ITDP and Ecofleet throughout the assignment. The consultant will:

- Attend project review meetings and presentations as required.
- Keep a record of all design changes made during the project and provide this with each updated submission.
- Incorporate comments and feedback from ITDP and Ecofleet within the agreed timelines.
- Promptly inform ITDP of any missing information, inconsistencies, or issues that may affect the quality or delivery of the outputs.

## **3. STANDARDS FOR DELIVERABLES**

The consultant must ensure that all maps and project outputs follow the client's branding standards. This includes:

- Using the approved map layouts, logos, colors, fonts, labels, and design standards.
- Providing all required files, including print-ready PDFs and editable source files.
- Preparing files to the correct technical specifications for professional printing, such as size, scale, image quality, and margins.
- Submitting complete file packages for all outputs, including the citywide map and stop-area maps.
- Keeping files clearly organized and labelled throughout the project (e.g., Draft 1, Draft 2, Final).
- Ensuring the maps can be used both in printed form and in digital formats.
- Supporting final reviews and revisions to ensure all outputs meet project requirements and quality standards.

## 4. DELIVERABLES

The consultant will provide all outputs in print-ready PDF format and editable source files (Adobe and PDF formats, as applicable).

Table 1: Deliverables

<b>Deliverable</b>	<b>Description</b>	<b>Final Outputs</b>
Citywide Public Transport Network Map	Detailed A1 map: Citywide public transport network map showing the full Kigali public transport system. Includes routes, terminals, interchanges, and key landmarks in a simplified and user-friendly design aligned with branding	<ul style="list-style-type: none"> <li>• A1 print-ready PDF</li> <li>• Editable Adobe source files (AI, INDD, or equivalent)</li> <li>• Associated project files.</li> </ul>
Presentation of the draft and final design package	Presentation to stakeholders to receive feedback on the draft version	<ul style="list-style-type: none"> <li>• Power point presentation of the design process and the draft and final map in PDF format</li> </ul>
Stop-Area Public Transport Maps	Detailed A3 maps: Enlarged stop-area maps for selected priority stops and interchanges, derived from the citywide network map.	<ul style="list-style-type: none"> <li>• A3 print-ready PDFs (one per location)</li> <li>• Editable Adobe source files.</li> </ul>

## 5. TIMELINE

Table 2: Timeline for the activities

<b>Activities</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>
Inception meeting				
Data acquisition, preprocessing & GIS structuring				
Draft cartographic design: A1 citywide public transport network map				
Presentation to stakeholders				
Final public transport network map including comments from stakeholders				
Development of stop- area A3 maps				
Final submission & handover (all deliverables)				

## 6. PAYMENT SCHEDULE

Table 3: Schedule of payment

Activity	Deliverable (s)	Percentage
Inception meeting	Inception meeting and confirmation of the workplan.	20%
Final public transport network map	Presentation of the final public transport network map to stakeholders.	50%
Final submission & handover (all deliverables)	Final approved outputs including A1 citywide map, A3 stop-area maps, print-ready PDFs, editable Adobe files, GIS/data package, revised versions after feedback, and final structured delivery folder.	30%

## HOW TO APPLY

Interested consultants are invited to submit the following materials to [africajobs@itdp.org](mailto:africajobs@itdp.org):

- A CV demonstrating relevant qualifications and experience.
- A portfolio of similar projects, including examples of public transport maps and related cartographic work.
- A financial proposal detailing the fees for undertaking the assignment.

Applications will be reviewed on a rolling basis. Only shortlisted candidates will be contacted.

# APPENDIX A: SAMPLE PUBLIC TRANSPORT MAP

The final output of the map is expected to follow a schematic, user-friendly design similar to the Kampala Public Transport Route Map. The map will adopt a clear and stylised layout with colour-coded routes for easy differentiation, clearly marked terminals and interchange points, and a simplified representation of bus stops and key landmarks.

## Kampala Public Transport Routes

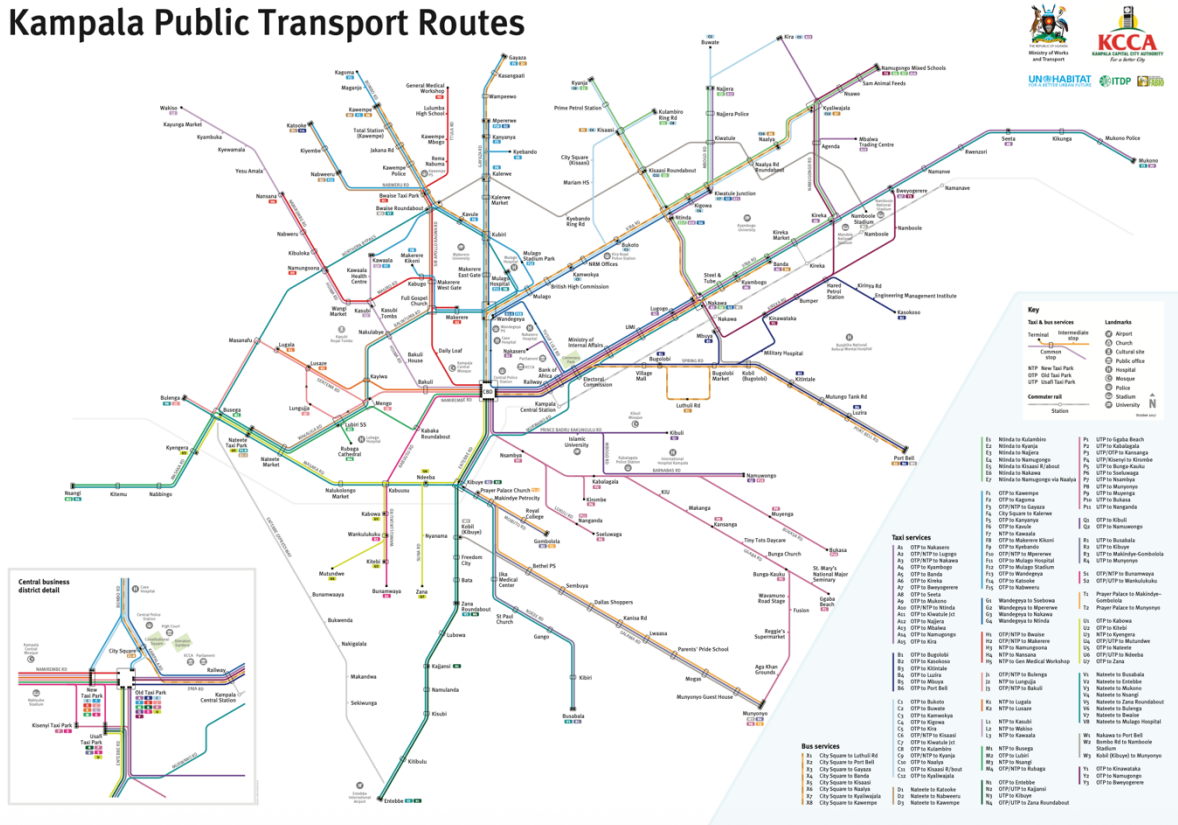


Figure 1. Kampala Public Transport Routes.