

InvestInternational



THE REPUBLIC OF UGANDA

NATIONAL WATER & SEWERAGE CORPORATION

REQUEST FOR EXPRESSIONS OF INTEREST

DEVELOP 2 BUILD

Assignment Title: Studies for Improvement of Faecal Sludge
Management in Greater Kampala Metropolitan
Area, Uganda

PROC.REF: NWSC-HQ/SRVCS/2022-2023/180053

NOVEMBER 2022



GOVERNMENT OF THE REPUBLIC OF UGANDA

STUDIES FOR IMPROVEMENT OF FAECAL SLUDGE
MANAGEMENT IN GREATER KAMPALA METROPOLITAN AREA,
UGANDA

Procurement Reference No: NWSC-HQ/SRVCS/2022-2023/180053

CONSULTING SERVICES

Expressions of Interest

1.0 Preamble

The National Water and Sewerage Corporation (NWSC) of Uganda has received funds from Invest International b.v. (II) of Netherlands, and intends to use them towards *“Studies for Improvement of Faecal Sludge Management in the Greater Kampala Metropolitan Area (GKMA), Uganda”*.

The studies are to be implemented through the Develop2Build Program, which is supporting projects in developing countries and the Dutch development cooperation partner countries, with focus on development of infrastructure projects that are technically, socially, financially and economically viable for implementation.

Through the Program, the Ministry of Foreign Affairs of the Netherlands provides support to governments in developing relevant infrastructure with positive effects on people, the environment and society. Develop2Build focuses on infrastructure in the sectors of water, food security, climate, sexual and reproductive health and rights (SRHR). The projects must contribute to the development of the private sector, improving people’s ability to provide for themselves.

2.0 Specific Objectives of the Studies

The specific objectives of the studies include:

1. To reduce the costs of collecting and transporting faecal sludge by increasing the number of locations where faecal sludge can be received for proper handling and pre-treatment;
2. To increase the treatment capacity for faecal sludge, by developing scalable treatment facilities on existing WWTP sites;
3. To ensure production of value-addition products with higher market value than the sludge including natural fertilisers, biogas, briquettes amongst others.

3.0 Scope of Services

The scope of services for the consultant shall consist of:

- i. Baseline and sludge study:
 - ❖ to develop a problem analysis and a baseline study describing the present situation
 - ❖ to perform a stakeholder analysis
 - ❖ to collect relevant sludge statistics
 - ❖ to assess the current situation of the sludge treatment facilities
 - ❖ to develop future forecasts
- ii. Sludge management strategy to identify clear objectives and recommendations for effective sludge management in the GKMA and identify the main areas of intervention.
- iii. Pre-feasibility study to assess and compare the alternative project options.
- iv. Development of an ESIA scope study and Terms of Reference.
- v. Provisional Market Strategy to identify different service delivery models for the project options.

This task involves assessing market potential, assessing financing sources, identifying the service delivery model and developing a provisional procurement plan.

- vi. ESIA in line with Ugandan ESIA regulations and IFC Performance Standards. As published on 1 January 2012. (https://www.ifc.org/wps/wcm/connect/24e6bfc3-5de3-444d-be9b-226188c95454/PS_English_2012_Full-Documents.pdf?MOD=AJPERES&CVID=jkV-X6h)
- vii. Technical feasibility study and detailed design. The selected alternative will be developed in more detail, along with detailed design.
- viii. Financial and Economic analysis to develop a financing plan, analyse the financial cash flow and financial sustainability, analyse the socio-economic benefits and assess the commercial viability of the project.
- ix. Development of a Project Plan, which will include a procurement plan, implementation plan, operations and maintenance plan, as well as a monitoring and evaluation plan.
- x. Preparation of tender documents for project implementation of transfer stations, as well as the new small faecal sludge processing units at Bugolobi WWTP; Lubigi FS/WWTP; and Nalukolongo FSTP (including the necessary modification of the existing plants).

4.0 Invitation

NWSC hereby invites Applicants to show their interest in delivering the Services described above.

The Applicant shall submit only one application, either in its own name or as a member of a Joint Venture (JV), Consortium or Association. If an Applicant (including any JV/Consortium/Association member) submits or participates in more than one application, those applications shall be all rejected. However, the same sub-consultant may participate in several applications. This Request for Expressions of Interest is open to: **Consulting Firms.**

4.1 Preparation of Applications for Expressions of Interest.

The Application should contain the following documents and information.

- i Cover Letter
- ii Power of Attorney
- iii Certificate of Registration or Incorporation.
- iv Joint Venture/Consortium/Association Agreement or Letter of Intent to form a JV/Consortium/Association - for Joint Ventures, Consortiums and Associations
- v Declaration of submitting a proposal
- vi Statement of affiliation
- vii Statement of Integrity
- viii Presentation of firms
- ix Certified statements of financial capacity showing a minimum average annual turnover of at least EUR 1million in the last three years
- x Organisation structure
- xi A valid certificate in quality management systems from an international standard certification body (*e.g ISO 9001 QMS Certificate*)
- xii General experience references
- xiii Specific experience references
- xiv References of experience in Sub-Saharan Africa
- xv References of assignments undertaken under the funding of International Financing Institutions
- xvi CVs of In-house Experts
- xvii Association with a local consultancy firm (Optional)

4.1.1 Cover Letter

The cover letter should clearly describe the purpose of submission of the Application and should be duly signed by an authorised representative of the Applicant. The authorised representative should have powers of attorney of the Applicant.

The cover letter should contain the firms's name, address, contact person, telephone, fax and email. Should a co-operation between firms be proposed for this Assignment, the form of co-operation should be stated.

4.1.2 Powers of Attorney

The Powers of Attorney (PoA) of the authorised representative shall be registered if signed in Uganda. If signed outside Uganda, they shall be notarized, authorising signature of the application on behalf of the applicant.

For JVs, Consortiums and Associations, each member or partner shall submit a registered PoA if drawn and signed in Uganda; or a notarised PoA if drawn and signed outside Uganda, nominating a representative to conduct all business on its behalf during the preparation of the application, bidding process and contract execution in case of award of the contract.

4.1.3 Certificate of Registration or Incorporation

A certificate of registration or incorporation issued by an Authority of the Applicant's Country or a copy of the Applicant's trading licence or equivalent for bidders not currently registered in Uganda

4.1.4 Joint Venture/Consortium/Association

If the Applicant is a JV/Consortium/Association, the expression of interest shall include:

- a copy of the JV/Consortium/Association Agreement entered into by all members,
- or
- a letter of intent to execute a JV/Consortium/Association Agreement, signed by all members together with a copy of the Agreement proposal.

The agreement shall be legally binding on all partners or members and should state that:

- i The partners or members shall jointly submit a proposal;
- ii One of the parties will be nominated as lead member or partner to act for and on behalf of all members or partners;
- iii The authorized representative of the lead member or partner who was granted power of attorney shall sign the proposal;
- iv In the event that the proposal is successful, the contract shall be executed in the name of the Joint Venture (JV), Consortium or Association and each member or partner shall sign the contract agreement; and
- v All partners shall be jointly and severally liable for the implementation of the contract in accordance with the contract terms.

In the absence of this document, only the lead firm's experience and capacity shall be evaluated. The other member(s) shall be considered as sub-consultants.

4.1.5 Declaration of Submitting a Proposal

The applicant should submit a declaration of submitting a proposal in case of being short-listed duly signed by the authorized representative.

4.1.6 Statement of affiliation

The applicant should submit a statement of affiliation of any kind with other firms, which may present a conflict of interest in providing the envisaged services, or a statement of having no affiliations of any kind. In case any firm forms part of a group of firms or holding, such firm shall disclose the relations between the group and holding members in the statement of affiliations. If bidders co-operate, all participating parties, also sub-consultants, must provide this statement

4.1.7 Statement of Integrity

Applicants shall submit a Statement of Integrity to observe the highest standard of ethics during the bidding process and the execution of the contract. Applicants should be aware that any

fraudulent or corrupt activities shall lead to their immediate disqualification from participation in the selection process and will be subject to further legal investigation.

The attention of interested Consultants is drawn to the Invest International Know Your Customer (KYC) requirements for on eligibility of contractors and suppliers of goods and services.

The Consultant shall include in its Request for Proposal the Invest International Declaration of Integrity, duly dated and signed. In case of a Joint Venture (JV), the Declaration of Integrity (attached for reference) must be signed by each JV member. It should be noted that, in the Declaration of Integrity, the Consultant is requested to self-declare among others whether it or anyone acting on its behalf (including but not limited to: directors, employees, joint venture partners, agents, consultants and/or and sub-contractors) is:

- Sanctioned and/or listed by the Dutch Sanctions Act 1977 (dnb.nl), EU country exclusion list, US sanction lists, FATF blacklist, as violator of the OECD Guidelines, or a publicly available debarment lists of the following international financial institutions, including World Bank Group, African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, and the Inter-American Development Bank. European institutions or any multilateral development banks;
- Is currently being charged in a national court, has been convicted or charged at any time five years prior to the Expression of Interest, or has been subject to equivalent national administrative measures of any country or has been included on any debarment list for violations or illegal, corrupt, fraudulent, collusive, coercive and/or obstructive practices, cyber crime, evasion or avoidance of tax regulation, sanctions, socially unacceptable behaviour, money laundering and/or terrorism financing of any sort.

In this regard, any omission or misrepresentation, made knowingly or recklessly, may be considered as non-compliance with the KYC requirements. Therefore, the Client reserves the right to reject any offer presenting an inaccurate or incomplete Declaration of Integrity, and may cause the rejection of the offer for prohibited conduct.

4.1.8 Presentation of firms

The Presentation of Firms should show the firms' organization, main activities and expertise (max. 10 pages per firm, no brochures). In case of a co-operation between firms it must include the main specialisation of each party

4.1.9 Certified statements of financial capacity

Applicant's should submit certified statements of financial capacity of firms showing a minimum average annual turnover of at least EUR 1million in the last three years (proof documents: balance sheets and profit and loss accounts of the last three years). Documents must be in English language (or original with authorised translation) and issued by a certified auditor).

For Joint Ventures/Consortium/Association, the lead firm must meet the minimum average annual turnover of at least EUR 1million in the last three years (proof documents: balance sheets and profit and loss accounts of the last three years). The other member(s) of the Joint

Ventures/Consortium/Association must each meet at least 60% of the minimum average annual turnover. Sub-consultants may not present their financial statements.

4.1.10 Organisation structure

All applications shall contain an organisational structure indicating number and qualifications of in-house personnel, including home office, backstopping and quality assurance personnel.

4.1.11 A valid certificate in quality management systems

Each applicant shall submit a valid certificate in quality management systems from an international standard certification body

4.1.12 General Experience References

Applicants shall submit references of previously undertaken assignments that form part of general experience in the last 10 years on water supply projects, wastewater management projects, faecal sludge management, sanitation program including feasibility studies, pre-designs, detailed designs and construction supervision in the relevant fields above. Documented evidence of the submitted references, in form of completion certificates or extracts of the contract agreements for ongoing assignments shall be provided.

4.1.13 Specific Experience References

Applicants shall provide references of at least four (4) similar assignments in the last 10 years. Determination of the similarity of the experiences will be based on:

- **The contract size:** 500,000 euros or above.
- **The nature of the services:** faecal sludge management study and pre-design of faecal sludge treatment plants, including all technical aspects as well as economical, financial, environmental, social and climate impact assessments, with strong attention paid to the long term sustainability of the interventions;
- **The area of expertise:** Faecal Sludge Management

Documented evidence of the submitted references, in form of completion certificates or extracts of the contract agreements for ongoing assignments shall be provided.

4.1.14 References of Experience in Sub-Saharan Africa

Applicants shall provide references of at least two (2) similar assignments in sub-saharan Africa. Similarity will be determined following the criteria described in 4.1.13 above. Documented evidence of the submitted references, in form of completion certificates shall be provided

4.1.15 References of Assignments undertaken under the funding of International Financing Institutions

Applicants shall provide references of assignments undertaken under the funding of an international financing institution (IFI)

4.1.16 CVs of In-house Experts

Cvs of in-house experts shall be assessed for presence of appropriate skills among the Consultant permanent and/or affiliated staff in the areas of project management, faecal sludge management, treatment and disposal, biogas production expertise and environmental and social impact assessment. Presence of Cvs for in house experts available to provide home office support to the on site experts, backstopping and quality assurance services (max. 3 pages per staff).

Brief CVs shall consist of name, professional qualification and year obtained, number of years with firm, position in firm, technical field and specialisation. All CVs must be signed by the respective proposed staff and signatory to the bid;

4.1.17 Association with a Local Consultancy Firm

Applicants are encouraged to form cooperations with local firms.

5.0 Evaluation of Applications

Applications shall be evaluated in two stages;

5.1 Preliminary Evaluation

This stage will be on a pass/fail basis, to assess applicants that are eligible in accordance with the criteria set in appendix II. Applications that do not meet the eligibility criteria shall be rejected.

5.2 Detailed examination

The experiences and qualifications of the applicants shall be assessed under this stage. Scoring of the applications will be done in accordance with the scoring matrix set in appendix II.

Ranking of the applications will then be done and among the submitted applications, *National Water and Sewerage Corporation* will shortlist a maximum of six (6) Applicants, to whom the Request for Proposals to carry out the Services shall be sent.

The consultant will be selected in accordance with the Quality and Cost Based Selection method (QCBS) set out in the guidelines for the procurement of Donor financed contracts in foreign countries, at Request for Proposal Stage.

Experiences and qualifications of sub-consultants shall not be taken into account in the evaluation of the applications.

6.0 Submission of Applications

The Expressions of Interest (**One Paper Original, Three Paper Copies, Plus Electronic Document on a Flash disk**) must be submitted to the address below no later than **1030 hrs (East African Time) the 5th January 2023**: The packages must be clearly marked “Expression of Interest for Consultancy Services to Undertake Studies for Improvement of Faecal Sludge Management in the Greater Kampala Metropolitan Area, Uganda .”

The Senior Manager Procurement

National Water and Sewerage Corporation**Plot No. 43/49, 6th Street, Industrial Area-Kampala****P. O. Box 7053, Kampala, Uganda****Telephone: +256-313-315864/801****Email: bids@nwsc.co.ug.**

Interested Applicants may obtain further information at the address below during office hours
(Monday to Friday; 8 00 hrs to 17 00 hrs -East African Time, except on public holidays)

National Water and Sewerage Corporation**Plot No. 18/20, 6th Street, Industrial Area-Kampala****P. O. Box 7053, Kampala, Uganda****Telephone: +256-313-315864/801****Or Email: bids@nwsc.co.ug copy to irene.nansubuga@nwsc.co.ug and ian.banafamu@nwsc.co.ug**

The deadline for enquiries/requests for further information is **1700 hrs (East African Time) on 22nd December 2022.**

7.0 Opening of Applications

Applications shall be opened in the presence of those who may wish to attend at the following address;

Location: NWSC, Procurement and Disposal Unit Offices**Plot No. 43/49, 6th Street, Industrial Area****Kampala (U)****Telephone: +256-313-315484/801****Time: 1100hrs (EAT)****Date: 5th January 2023**

Appendix 1: Statement of Integrity

In order for the Minister for Foreign Trade and Development Cooperation, legally represented by Invest International Public Programmes B.V. (hereinafter: IIPP), to be able to determine the company's commitment to integrity as well as its compliance history, [name of company] declares that:

- a. It has not been engaged, or will engage, directly or indirectly, in bribery or any other illegal, corrupt, fraudulent, collusive, coercive and/or obstructive practices in connection with the tendering process or execution or supply of any works, goods or services for the Project “[name of the project]” (hereinafter “Project”). It acknowledges that if in the opinion of IIPP there is credible evidence of bribery in the award or execution of any contract of the Project, IIPP may refuse (further) involvement in the project, suspend further disbursements of the subsidy during an extensive due diligence process, withdraw the subsidy, deny further disbursements and/or reclaim the sums already paid. Furthermore, the IIPP may refuse approval of any further subsidy or other types of financing.
- b. It will notify IIPP whether it, anyone acting on its behalf (including but not limited to: directors, employees, joint venture partners, agents, consultants and/or and sub-contractors), or anyone involved in the Project:
 - i. listed on the publicly available debarment lists of the following international financial institutions: World Bank Group, African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, and the Inter-American Development Bank. Any organisation listed on any of the mentioned debarment lists is not considered eligible to be awarded a contract and is excluded from involvement in the Project.
 - ii. listed as a violator of the OECD guidelines. If listed, proof that OECD recommendations are being followed and that this suffices for the OECD should be provided. The proof should at least include a letter from the OECD providing its opinion.
 - iii. Itself or its ultimate beneficial owners or anyone acting on their behalf is currently being charged in a national court; has been convicted or charged at any time five years prior to the Application, or has been subject to equivalent national administrative measures of any country or has been included on any debarment list for violations or illegal, corrupt, fraudulent, collusive, coercive and/or obstructive practices, cyber crime, evasion or avoidance of tax regulation, sanctions, socially unacceptable behaviour, money laundering and/or terrorism financing of any sort. A declaration of integrity is required to be eligible to be awarded a contract under the project.
 - iv. Is listed on either of the following sanctions list 1) Sanctions Act 1977 (dnb.nl) 2) Invest International lists, 3) EU country exclusion list, 4) US sanction, 5) FATF blacklist. Any organisation or its ultimate beneficial owners listed on any of the mentioned sanctions lists is not considered eligible to be awarded a contract and is excluded from involvement in the Project.
- c. It will notify IIPP if it has been engaged in any civil work contracts that have been suspended or terminated for reasons related to non-compliance with environmental or social contractual obligations in the past five years.

- d. It will, upon demand, disclose to IIPP: i) the identity of persons acting on its behalf or agents, consultants and/or (sub)contractors connected to the Project, and ii) the amount and purpose of commissions and/or fees (to be) paid to such persons.
- e. It declares that it will not use artificial constructs to (seemingly) reduce their profits or withhold taxes to be paid in relation to the (name of the project) project.
- f. It acknowledges and accepts that IIPP may decide to carry out extensive due diligence inquiries into information provided relating to this Policy, at any time prior to or during the Project: starting with the selection of applicants up to and including the finalisation of the Project and/or subsidy determination. This includes requesting further clarification from the [name of company] and verifying whether appropriate internal corrective and/or preventive measures have been taken, documented and stored. The books and records related to the project should therefore be preserved in accordance with applicable law but in any case 7 years from the date of the tender submission, or in the case of an awarded contract 7 years from the date of substantial performance of the contract. IIPP may take additional measures depending on the nature of the case or dispute, including exclusion from the Project.
- g. It acknowledges that IIPP will disclose to the law enforcement authorities of the Netherlands any credible evidence of illegal activity (including but not limited to bribery, fraud and/or corruption).

On behalf of [name of company], I declare that I have read and accepted these terms,

Name and function:

Signature and date:

Appendix II: Evaluation Matrix for Expressions of Interest

The tables below shall be used to establish the shortlist of Applicants.

EVALUATION CRITERIA FOR EXPRESSION OF INTEREST – D2B STUDY		
Eligibility		Methodology
#	Criteria	
1	Cover Letter	Pass / fail
2	Power of Attorney	Pass / fail
3	Certificate of Registration or Incorporation	Pass / fail
4	JV Agreement / Letter of intent for JVs, Consortiums or Associations	Pass / fail
5	Declaration of Submitting a proposal	Pass / fail
6	Statement of affiliation	Pass / fail
7	Statement of integrity	Pass / fail
8	Presentation of firms	Pass / fail
9	Certified statements of financial capacity showing a minimum average annual turnover of at least EUR 1million in the last three years.	Pass / fail
10	Organisation structure	Pass / fail
11	A valid certificate in quality management systems from an international standard certification body (e.g ISO 9001 QMS Certificate)	Pass / fail

Scoring Matrix		Methodology
Feasibility study references		
12	Reference of previously undertaken assignments that form part of general experience in the last 10 years on water supply projects, wastewater management projects, faecal sludge management, sanitation program including feasibility studies, pre-designs, detailed designs and construction supervision in the relevant fields above.	1 point for each of the references (maximum 10 points).
13	Reference of at least four (4) similar assignments in faecal sludge management studies and/or pre-design of faecal sludge treatment plants of contract amounts Euro. 500,000 and above in the last 10 years.	2 points for each of the 4 references, 1 point for each extra reference (maximum 10 points).
14	Reference of at least two (2) similar assignments in faecal sludge management studies and/or pre-design of faecal sludge treatment plants of contract amounts Euro. 500,000 and above in the last 10 years in sub-saharan Africa	2 points for each of the 2 references, 1 point for any extra reference (maximum 5 points).
15	References of assignments undertaken under the funding of an international financing institution (IFI)	1 point per reference (maximum 5 points)
16	CVs of in-house experts (availability of appropriate skills amongst in-house experts.	5 points for CVs representing all areas of expertise
17	Association with a local firm/consultant	5 points.
TOTAL		40 points

Note: Only references with documentary evidence shall be considered