

NGARA DISTRICT COUNCIL

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P.O.BOX. 30,

NGARA,

KAGERA.

In reply please quote:

2nd July 2018

INVITATION FOR EXPRESSION OF INTEREST (EOI)

TENDER NO. LGA/137/2017/2018/LADP/C/02

1. The Ngara District Council located in Kagera Region, has received fund from Regional Rusumo Falls Hydroelectric Power Project / WORLD BANK through NELSAP/ under the program of LADP and set aside some of the funds towards detailed technical Design and construction of Water Supply sub projects in Rusumo village and rehabilitation/ extension of water projects in nearby villages. It also covers construction of Buildings facilities for health centre and Lemera FDC. It is intended that part of the proceeds of the funds will be used to cover eligible payment under the contract for provisional of Consultancy Services for below mentioned three lots.
2. The objective of this engagement is to carry out sounding Technical design, that will conclude design and rehabilitation of civil works (intake, storage tanks, domestic points, treatment plants, pipeline Trunk Main and distribution network) for lot 1 and Structures facilities (Practical Workshops, Dormitories, Fencing and Health center) for lot 2 in Ngara District Council. The consultancy will also cover Environmental and Social Impact Assessment study/ Environmental Audit under lot 3. The scope of consulting services to be undertaken by the firm includes the following activities:

Lot 1

Investigation for availability of reliable water sources, feasibility study and detailed design for construction of Rusumo water supply project sourcing water from the nearby river networks & associated appurtenances and preparation of standard tender documents. The scope of the work also covers preparation of standard tender documents for rehabilitation of Mshikamano, Kasulo, Kasharazi and Rwakalemera water projects.

Lot 2.

Feasibility study and review of available standard drawings & detailed design, and preparation of standard tender documents for construction of Rusumo health center and rehabilitation/construction of structures at Remera folk development college.

Lot 1**(a) Technical Service Provision:**

- Carry out an assessment and scoping study of Rusumo Water Supply and Sanitation projects in Ngara District Council.
- Assist the District Water and Sanitation Team (DWST) prepare or update the District Water Supply and Sanitation Plan (DWSP),
- Prepare detailed Design of facilities to ensure that the facility to be constructed will suffice the intended purpose and correlates well with BOQ. Any design deficiencies identified including need for grade levelling like cut or fill areas where facilities shall be allocated should be fixed by the Consultant upon consultation and concurrence by the Client.
- Prepare bills of quantities (BOQ) in terms of accuracy of quantities and that all items in the design are captured and quantified appropriately.
- Propose optimal packaging of works based on the nature of activities, construction time and existing risks.
- Prepare bidding documents based on the accepted number of packages and ensure that all documents are harmonised.

- Prepare project construction cost (Engineer's Cost Estimate) based on the quantities taken-off from final design drawings. In order to make a reasonable estimate of the cost of project, the Consultant shall prepare a unit price analysis of each item using basic cost elements (labour, materials, equipment, tools, overheads, on-site costs, profit, etc.), and showing separately the cost of all taxes (direct or indirect, duties, levies and fees). The estimated financial cost resulting from this analysis shall be accurate to within +/-10%. The consultant will work with ESIA consultant to obtain cost estimates for implementation of ESIA mitigation measures and RAP (if any) as well as HIV/AIDS alleviation programme.
- Advise the government through Ngara District council on technical feasibility, operation and maintenance requirements of the planned facilities.
- Carry out promotion of Rain Water Harvesting using roof top catchments

(b) Facilitation Services Provision:

- Assist communities to plan, construct, operate and maintain their own water supply and sanitation facilities,
- Advice on the best way of how to operate the water supply schemes servicing the Rusumo and nearby villages in a sustainable manner
- Provide focused hygiene education to help them take advantage of the water supply facilities to improve their health,
- Assist the communities to undertake a major role in the planning and design process,
- Ensure as far as possible that communities get the type of facilities that best respond to their needs and are within their physical and financial ability to operate and maintain,
- Facilitate the communities towards contribution of required operation and maintenance costs,
- Train communities to monitor implementation progress, and
- Sensitize communities on roof top Rain Water Harvesting

Lot 2

- Prepare detailed Design of facilities and Review available standard drawings to ensure that the facility to be constructed will suffice the intended purpose and correlates well with BOQ. Any design deficiencies identified including need for grade levelling like cut or fill areas where facilities shall be allocated should be fixed by the Consultant upon consultation and concurrence by the Client.
- Prepare bills of quantities (BOQ) in terms of accuracy of quantities and that all items in the design are captured and quantified appropriately.
- Propose optimal packaging of works based on the nature of activities, construction time and existing risks.
- Prepare bidding documents based on the accepted number of packages and ensure that all documents are harmonised.
- Prepare project construction cost (Engineer's Cost Estimate) based on the quantities taken-off from final design drawings. In order to make a reasonable estimate of the cost of project, the Consultant shall prepare a unit price analysis of each item using basic cost elements (labour, materials, equipment, tools, overheads, on-site costs, profit, etc.), and showing separately the cost of all taxes (direct or indirect, duties, levies and fees). The estimated financial cost resulting from this analysis shall be accurate to within +/-10%. The consultant will work with ESIA consultant to obtain cost estimates for implementation of ESIA mitigation measures and RAP (if any) as well as HIV/AIDS alleviation programme.
- Advise the government through Ngara District council on technical feasibility, operation and maintenance requirements of the planned facilities.

The Ngara District Council Tender Board now invites expression of interest from competent Consulting Firms registered with Engineers Registration Board to offer consultancy services in this engagement. Interested eligible and competent Civil Water Works Consulting Firms are invited to submit expression of interest to undertake this assignment and should attach the following information (Criteria for assessment of (EOI) with application.

- i. A brief description of the firm, including name, post office address, telephone/e-mail address and physical location
 - ii. Professional registration certificate with ERB
 - iii. Experience of the firm- submit list of similar assignment indicating works description, name and address of client, contract sum, consultant, sub consultant involved and project duration as tendered and actual completion time
 - iv. Qualification and experience of proposed key staff- submit a list of key technical staff to be deployed for this assignment alongside with their certified CVs.
 - v. Submit audited financial statement for past two (2) years to support financial capability of the firm to carry out the assignment
3. Consulting firms will be selected in accordance with the procedures set out in the public Procurement Regulation, GN No. 446 of 2013 in assessing submission. Consideration will be given to the technical competence of Consultant, the qualification and experience of staff proposed for assignment, experience on similar project and capacity to undertake the assignment. A final short list of consultants will be prepared from firm responding to this notice.
4. This is not a request for proposals. After review of the letter submitted, a shortlist will be prepared, and those Consultant short-listed will be invited to submit their combined Technical and Financial proposal through letters of invitation which will include specific terms of reference.
5. Interested eligible consulting Firm will obtain further information from the office of the **Secretary, District Council Tender Board, Ngara District Council, P.O. Box 30 - NGARA, KAGERA** Region, from 07:30 am to 03:30pm on Monday to Friday inclusive, except on public holidays.

All letter of Expression of Interest (EOIs) should be prepared in two copies 'Original and One copy

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Original and Copy'

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Envelope shall be marked.

TENDER NO. LGA/137/2017/2018/LADP/C/02 for expression of interest to carry out Lot 1. 2, and should be delivered by hand so as to reach the Secretary of Tender Board – Ngara District Council before deadline for submission of EOI.

6. The deadline for the submission of Expression of Interest is 10:00 hrs local time on ***Thursday, 26th July***, 2018. EOI will be opened immediately thereafter in public and in the presence of the applicants representatives who choose to attend at the opening ceremony to be held at Ngara District Council Conference Hall.
7. E-mailed, faxed and late submission of Expression of Interests shall not be accepted irrespective of the circumstances.

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Aidan J. Bahama
District Executive Director,
Ngara District Council