



MINISTRY OF WATER & ENVIRONMENT

PLOT 22/28 PORT BELL ROAD, LUZIRA

INDIVIDUAL CONSULTANCY SERVICES FOR PREPARATION OF PROJECT COMPLETION REPORT (PCR) FOR THE LAKE VICTORIA WATER SUPPLY AND SANITATION PROGRAM – PHASE II (LVWATSAN II) – MWE/CONS/17-18/00006

REQUEST FOR EXPRESSIONS OF INTEREST

The Ministry of Water & Environment through the Directorate of Water Development has obtained funds for the procurement of **Individual Consultancy Services for Preparation of Project Completion Report (PCR) for the Lake Victoria Water Supply and Sanitation Program – Phase II (LVWATSAN II)**. The Ministry wishes to engage credible and competent Individual Consultants to carry out the above services.

The main objective of this assignment is to prepare a Project Completion Report (PCR) for the recently completed Lake Victoria Water Supply and Sanitation Program – Phase II (LVWATSAN II) which was implemented in the Project towns of **Mayuge, Buwama, Kayabwe, Bukakata and Ntungamo** and co-funded by the African Development Bank and Government of Uganda. The PCR will assess and provide information on the extent to which the project objectives have been achieved, implementation challenges and lessons learnt which shall be useful in improving implementation of similar future projects.

The scope of the consultancy services will cover the following:

- (i) Collection of all information, data and documents considered relevant for the preparation of the PCR on the LVWATSAN II program. The consultant is expected to familiarize him/herself with the African Development Bank's (AfDB's) PCR format;
- (ii) Review and assessment of the Project Appraisal Report (PAR), Project Implementation Manual (PIM), AfDB Supervision Mission reports and Aide memoirs, Program Progress reports etc., in order to appreciate the project objectives and context;
- (iii) Examine the fulfilment of the conditions of the grant; compliance of Government of Uganda (GoU) with respect to the submission of the project audit reports and Quarterly Progress Reports;
- (iv) Collection of relevant data on water and sanitation use, economic costs and benefits, and re-calculate the Economic Internal Rate of Return (EIRR) and Economic Net Positive Value (ENPV) and advance reasons for difference with appraisal estimates if any;
- (v) Verify the actual counterpart contributions by the GoU to the project and discuss any cost overrun and/or under run issues with the Implementing Agency;
- (vi) Undertake an assessment of the expected versus actual attainment of project objectives, outputs, outcomes and impacts. The PCR will also ascertain the relevance of the project vis-à-vis regional, national and local priorities.
- (vii) Undertake field missions to the project towns to verify the completion of the project and hold fact-finding sessions with the Town Local Authorities.
- (viii) Review the performance of the Implementing Agency (IA) with particular emphasis on financial performance and overall project management;
- (ix) Discuss the difficulties encountered by the Implementing Agency during procurement and implementation of works and services contracts;
- (x) Review any design modifications/variations and their reasons in the course of project implementation and lessons drawn that will improve future operations;
- (xi) Review and assess the performance of the AfDB in fulfilment of the Donor obligations during the execution of the project.
- xii) Review and assess the performance of the UN-HABITAT in the execution of the Training and Capacity Building component of the project.
- (xiii) Review all aspects of project management and performance of the Implementing Agency, Contractors and Consultants during the project's execution and assess them against the overall project performance (cost, schedule, quality);
- (xiv) Assess the technical aspects of implementation of the project – the appropriateness of the selected water, wastewater, solid waste and storm water management technologies and Community Driven Development components of the Project in water supply schemes, provision of hygiene and sanitation facilities including solid waste and faecal sludge management systems, drainage improvements and stakeholder involvement;
- (xv) Carry out a comparative assessment of expected/actual attainment of each project objective, possible impacts, outputs and outcomes;
- (xvi) Review and comment on the level of achievement of the project development objectives and the sustainability of its results;
- (xvii) Identify and recommend follow-up actions that can ensure sustainability of the project;

- (xviii) Assess the Project's social and environmental impacts as specified in the Environmental and Social Monitoring Plan (ESMP) and Environmental Impact Assessment (EIA) reports as well as the extent to which the mitigating measures were implemented;
- (xix) Identify and document, in detail, lessons learnt from implementation of the project, for use to improve design and implementation of similar future projects;
- (xx) Suggest recommendations based on key lessons and best practices identified/generated for consideration and application by the Implementing Agency (IA), Lake Victoria Basin Commission (LVBC) the Regional Coordinating Agency, the African Development Bank (AfDB) the Donor and other stakeholders for similar projects in future;
- (xxi) Discuss disbursement and payment process related issues that affected implementation of the project;
- (xxii) Prepare and submit the final detailed Project Completion Report (PCR) covering the entire scope of the assignment in both soft and hard copies in the numbers required;
- (xxiii) Prepare and submit the summarized PCR in the African Development Bank's Format; both soft and hard copies in the numbers required;
- (xxiv) Undertake any other related tasks as needed to successfully accomplish the Consultancy assignment.

The Ministry of Water and Environment now invites eligible Individual Consultants to express their interest in providing the above described services. Interested Individual Consultants should provide adequate information demonstrating that they have the required qualifications and relevant experience to perform the services. The short listing criteria will include: Experience in at least 3 similar assignments in preparation of Project Completion Reports of water supply and sanitation projects supported by donors such as African Development Bank and World Bank and qualifications in Monitoring and Evaluation of projects with overall experience of at least 10 years and specialist experience of at least 6 years. In addition, the Individual Consultant should demonstrate fulfilment of obligations to pay taxes and work permit where necessary.

This procurement is subject to exclusive reservation of public contracts by threshold to local providers

Successful bidders should not have conflict of interest in relation to the subject of the procurement, should not be suspended by PPDA and must demonstrate fulfilment of obligations to pay taxes and work permit where necessary.

The Individual Consultant is free to engage at his own arrangement the services of other experts for expertise he may not possess for efficient execution of the assignment.

Further information can be obtained at the address below during office hours (Monday to Friday, 08:30 – 17:00 hours, except on public holidays).

Expressions of interest (**One original plus two copies**) must be delivered in a written form to the address below (in person) by **11:00 hours, on 24th August, 2017**. The packages must be clearly marked: **"Individual Consultancy Services for Preparation of Project Completion Report (PCR) for the Lake Victoria Water Supply and Sanitation Program – Phase II (LVWATSAN II)."** and addressed to:

**The Head,
Procurement and Disposal Unit
Ministry of Water and Environment**
Plot 22/28 Port Bell Road, Luzira
P.O. Box 20026
Tel: +256-414-220229
Fax: +256-414-505941
Kampala, UGANDA

The Planned procurement Schedule (Subject to change) is as follows:

Activity	Date
a. Publish EOI.	7 th August, 2017
b. Bid Closing Date.	24 th August, 2017
c. EOI Evaluation	Within 20 working days after receipt of EOI.
d. Short listing of Consultants	After approval by Contracts Committee

PERMANENT SECRETARY