



MINISTRY OF WORKS AND TRANSPORT

REQUEST FOR EXPRESSION OF INTEREST FOR PROCUREMENT OF AN INDIVIDUAL CONSULTANT TO UNDERTAKE FEASIBILITY STUDY, CONCEPT DESIGNS AND PRELIMINARY COST ESTIMATES FOR THE PROPOSED MINISTRY OF WORKS AND TRANSPORT HEADQUARTERS BUILDING(S) AT PLOT NO. 4/6 AIRPORT ROAD IN ENTEBBE, UGANDA; PR: MoWT/Cons/19-20/00617

The Ministry of Works and Transport has budgeted for funds for Financial Year 2020/21 and intends to apply some of these funds towards acquiring the services of an **Individual Consultant to Undertake Feasibility Study, Concept Designs and Preliminary Cost Estimates for the Proposed Ministry of Works and Transport Headquarters Building(s) at Plot No. 4/6 Airport Road in Entebbe, Uganda.**

The Ministry of Works and Transport now invites eligible Individual Consultants, who are citizens of Uganda, to express their interest in providing the above mentioned services. Interested Individual Consultants should provide information indicating that they are qualified to perform the services, showing experience in similar assignments, availability of appropriate skills, and proof of professional status. The Ministry will provide counterpart staff from various departments to work with the Individual Consultant and will also conduct technical studies as per terms of reference.

The consulting services comprise the following:

- Assessing and establishing the office space requirements for the Ministry's Headquarters Building and other required facilities;
- Carrying out a feasibility study on the Entebbe site, covering the following aspects, among others: site suitability and security, site contextual aspects (influences), zoning, planning and building bye-laws, adequacy of the site to accommodate the office needs, infrastructure services impact, environmental and social safeguards, cost of project, affordability of construction, site accessibility and traffic analysis, future trends and projections, and suitability of existing structures; and
- Advising the Ministry on how to utilise the other sites in Kampala, i.e. Plot Nos. 57/59, 61 and 63 Jinja Road, where the Ministry's operations are currently centred.

Details of the services are in the Terms of Reference, which can be obtained from the address indicated at the end of this notice.

The expression of interest submission should include but will not be limited to the following:

- Curriculum vitae (CV) indicating, among others:
 - Full names of the Individual Consultant.
 - Physical address, postal address, telephone number, e-mail etc.
 - Academic qualifications (attach certified copies)
 - Professional qualifications (attach registration certificate and practicing license for the year 2020).
- Experience in similar assignments completed, with documentary evidence.
- Ongoing assignments/projects that the Individual Consultant is currently engaged in, showing the names of the clients and assignments, year of commencement, progress and expected date of completion.
- Availability of relevant design and printing equipment and software.
- The proposed methodology and workplan for undertaking the assignment.
- The professional fees and reimbursables to be charged for the assignment (in UGX).

The evaluation criteria are:

- Eligibility of the Individual Consultant and administrative compliance to the bidding requirements (This assignment is reserved for Uganda citizens) [Pass/Fail];
- At least 15 years' general experience in consultancy services on public buildings [5 points];

- Adequacy of the proposed approach and methodology [30 points];
- Adequacy of the proposed workplan [10 points];
- Equipment and logistical capability [5 points];
- Academic qualifications, professional qualifications and specific experience of at least three (3) assignments of similar nature and magnitude [50 points]; and
- Financial comparison, with the lowest priced EOI that is responsive given a financial score of 100%

The EOI achieving the highest combined technical and financial score, based on a weight of 80% for technical score and 20% for financial score, shall be the Best Evaluated EOI.

The expression of interest shall be delivered in a sealed envelope with one (1) original and three (3) copies, both in hard copy, to the address below on or before **4th November, 2020 at 11:00 a.m.** The method of submission shall be one stage-single envelope. The package must be clearly marked, "Procurement of an Individual Consultant to Undertake Feasibility Study, Concept Designs and Preliminary Cost Estimates for the Proposed Ministry of Works and Transport Headquarters Building(s) at Plot No. 4/6 Airport Road in Entebbe, Uganda".

Interested eligible Individual Consultants may obtain further information at the address given below from (Monday to Friday, 08:30 – 17:00 hours, except on public holidays).

**The Head Procurement and Disposal Unit,
Ministry of Works and Transport,
Plot 57-59, Jinja Road,
P.O. Box 7174,
Tel: +256-414-320101-9
Fax: +256-414-236369
Kampala, UGANDA**

The planned Procurement Schedule (subject to changes) is as follows:

Activity	Date
a. Publication of EOI	5th October, 2020
b. EOI closing date	4th November, 2020
c. EOI Evaluation process	Within 15 working days from the date of bid closing.
d. Display and communication of best evaluated bidder notice	Within 5 working days from Contracts Committee approval of EOI Evaluation Report
e. Contract Signature	(After expiry of at least 10 working days from display of the best evaluated bidder notice and Attorney General's approval)

Bageya Waiswa
PERMANENT SECRETARY