



## **REQUEST FOR PROPOSAL (RFP)**

**DATE: March 29, 2021**

**REFERENCE: UNDP/UGA/RFP/2021/001**

Dear Sir / Madam:

We kindly request you to submit your Proposal for an environment and social impact assessment (ESIA) for the proposed Palabek refugee settlements and host communities in Lamwo district.

Please be guided by the form attached hereto as Annex 2, in preparing your Proposal.

Proposals may be submitted on or before Wednesday, April 14, 2021 and via email, to the address below:

**tenders.kampala@undp.org**

Your Proposal must be expressed in the English, and valid for a minimum period of 90 days

In the course of preparing your Proposal, it shall remain your responsibility to ensure that it reaches the address above on or before the deadline. Proposals that are received by UNDP after the deadline indicated above, for whatever reason, shall not be considered for evaluation. If you are submitting your Proposal by email, kindly ensure that they are signed and in the .pdf format, and free from any virus or corrupted files.

Services proposed shall be reviewed and evaluated based on completeness and compliance of the Proposal and responsiveness with the requirements of the RFP and all other annexes providing details of UNDP requirements.

The Proposal that complies with all of the requirements, meets all the evaluation criteria and offers the best value for money shall be selected and awarded the contract. Any offer that does not meet the requirements shall be rejected.

Any discrepancy between the unit price and the total price shall be re-computed by UNDP, and the unit price shall prevail, and the total price shall be corrected. If the Service Provider does not accept the final price based on UNDP's re-computation and correction of errors, its Proposal will be rejected.

No price variation due to escalation, inflation, fluctuation in exchange rates, or any other market factors shall be accepted by UNDP after it has received the Proposal. At the time of Award of Contract or Purchase Order, UNDP reserves the right to vary (increase or decrease) the quantity of services and/or goods, by up to a maximum twenty-five per cent (25%) of the total offer, without any change in the unit price or other terms and conditions.

Any Contract or Purchase Order that will be issued as a result of this RFP shall be subject to the General Terms and Conditions attached hereto. The mere act of submission of a Proposal implies that the Service Provider accepts without question the General Terms and Conditions of UNDP, herein attached as Annex 3.

Please be advised that UNDP is not bound to accept any Proposal, nor award a contract or Purchase Order, nor be responsible for any costs associated with a Service Providers preparation and submission of a Proposal, regardless of the outcome or the manner of conducting the selection process.

UNDP's vendor protest procedure is intended to afford an opportunity to appeal for persons or firms not awarded a Purchase Order or Contract in a competitive procurement process. In the event that you believe you have not been fairly treated, you can find detailed information about vendor protest procedures in the following link:

<http://www.undp.org/content/undp/en/home/operations/procurement/business/protest-and-sanctions.html>

UNDP encourages every prospective Service Provider to prevent and avoid conflicts of interest, by disclosing to UNDP if you, or any of your affiliates or personnel, were involved in the preparation of the requirements, design, cost estimates, and other information used in this RFP.

UNDP implements a zero tolerance on fraud and other proscribed practices, and is committed to preventing, identifying and addressing all such acts and practices against UNDP, as well as third parties involved in UNDP activities. UNDP expects its Service Providers to adhere to the UN Supplier Code of Conduct found in this link :

[https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscct/conduct\\_english.pdf](https://www.un.org/Depts/ptd/sites/www.un.org.Depts.ptd/files/files/attachment/page/pdf/unscct/conduct_english.pdf)

Thank you and we look forward to receiving your Proposal.

Sincerely yours,



*Rose Plang*  
Head of Procurement

3/24/2021

## Annex 1

### Description of Requirements

Implementing Partner of UNDP	The Ministry of Water and Environment
Brief Description of the Required Services	UNDP Uganda seeks the services of a suitably qualified firm to conduct an Environment Impact Assessment and support the development of related management framework for Palabek settlement and neighboring host communities.
List and Description of Expected Outputs to be Delivered	
Person to Supervise the Work/Performance of the Service Provider	UNDP in close collaboration with the Ministry of Water and Environment
Frequency of Reporting	<i>As required in the TOR</i>
Progress Reporting Requirements	Reporting requirements have been provided in the attached TOR.
Expected duration of work	3 months
Target start date	27 <sup>th</sup> April 2021
Latest completion date	31 <sup>st</sup> August 2021
Travels Expected	Please refer to the attached TOR
Special Security Requirements	Not applicable
Facilities to be Provided by UNDP (i.e., must be excluded from Price Proposal)	Not applicable
Implementation Schedule indicating breakdown and timing of activities/sub-activities	<input checked="" type="checkbox"/> Required
Names and curriculum vitae of individuals who will be involved in completing the services	<input checked="" type="checkbox"/> Required
Currency of Proposal	<input checked="" type="checkbox"/> Local Currency

Value Added Tax on Price Proposal <sup>1</sup>	<input checked="" type="checkbox"/> must be inclusive of VAT and other applicable indirect taxes
Validity Period of Proposals ( <i>Counting for the last day of submission of quotes</i> )	<input checked="" type="checkbox"/> 90 days  In exceptional circumstances, UNDP may request the Proposer to extend the validity of the Proposal beyond what has been initially indicated in this RFP. The Proposal shall then confirm the extension in writing, without any modification whatsoever on the Proposal.
Partial Quotes	<input checked="" type="checkbox"/> Not permitted
Payment Terms <sup>2</sup>	Payments will be made on satisfactory completion of the deliverables as stated in the TOR.
Type of Contract to be Signed	<input checked="" type="checkbox"/> Contract for Goods and Services
Criteria for Contract Award	<input checked="" type="checkbox"/> Highest Combined Score (based on the 70% technical offer and 30% price weight distribution) <input checked="" type="checkbox"/> Full acceptance of the UNDP Contract General Terms and Conditions (GTC).
Criteria for the Assessment of Proposal	<b><u>Technical Proposal (70%)</u></b> <input checked="" type="checkbox"/> Expertise of the Firm 30% <input checked="" type="checkbox"/> Methodology, Its Appropriateness to the Condition and Timeliness of the Implementation Plan 40% <input checked="" type="checkbox"/> Management Structure and Qualification of Key Personnel 30% <i>See the technical evaluation matrix attached as annex 4</i> <b><u>Financial Proposal (30%)</u></b> To be computed as a ratio of the Proposal's offer to the lowest price among the proposals received by UNDP.
UNDP will award the contract to:	<input checked="" type="checkbox"/> One and only one Service Provider
Contract General Terms and Conditions <sup>3</sup>	<input checked="" type="checkbox"/> General Terms and Conditions for contracts (goods and/or services) Applicable Terms and Conditions are available at: <a href="http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html">http://www.undp.org/content/undp/en/home/procurement/business/how-we-buy.html</a>

<sup>1</sup> VAT exemption status varies from one country to another. Pls. check whatever is applicable to the UNDP CO/BU requiring the service.

<sup>2</sup> UNDP preference is not to pay any amount in advance upon signing of contract. If the Service Provider strictly requires payment in advance, it will be limited only up to 20% of the total price quoted. For any higher percentage, or any amount advanced exceeding \$30,000, UNDP shall require the Service Provider to submit a bank guarantee or bank cheque payable to UNDP, in the same amount as the payment advanced by UNDP to the Service Provider.

<sup>3</sup> Service Providers are alerted that non-acceptance of the terms of the General Terms and Conditions (GTC) may be grounds for disqualification from this procurement process.

Annexes to this RFP	<input checked="" type="checkbox"/> Form for Submission of Proposal (Annex 2) <input checked="" type="checkbox"/> Detailed TOR <input checked="" type="checkbox"/> Others Technical Evaluation Matrix
Contact Person for Inquiries (Written inquiries only) <sup>4</sup>	<i>The Procurement Specialist</i> <a href="mailto:Ug.procurement@undp.org">Ug.procurement@undp.org</a> Any delay in UNDP's response shall be not used as a reason for extending the deadline for submission, unless UNDP determines that such an extension is necessary and communicates a new deadline to the Proposers.
Other Information <i>[pls. specify]</i>	

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<sup>4</sup> This contact person and address is officially designated by UNDP. If inquiries are sent to other person/s or address/es, even if they are UNDP staff, UNDP shall have no obligation to respond nor can UNDP confirm that the query was received.

FORM FOR SUBMITTING SERVICE PROVIDER'S PROPOSAL<sup>5</sup>

*(This Form must be submitted only using the Service Provider's Official Letterhead/Stationery<sup>6</sup>)*

[insert: Location].

[insert: Date]

To: [insert: Name and Address of UNDP focal point]

Dear Sir/Madam:

We, the undersigned, hereby offer to render the following services to UNDP in conformity with the requirements defined in the RFP dated [specify date], and all of its attachments, as well as the provisions of the UNDP General Contract Terms and Conditions :

**A. Qualifications of the Service Provider**

*The Service Provider must describe and explain how and why they are the best entity that can deliver the requirements of UNDP by indicating the following :*

- a) Profile – describing the nature of business, field of expertise, licenses, certifications, accreditations;*
- b) Business Licenses – Registration Papers, Tax Payment Certification, etc.*
- c) Latest Audited Financial Statement – income statement and balance sheet to indicate its financial stability, liquidity, credit standing, and market reputation, etc. ;*
- d) Track Record – list of clients for similar services as those required by UNDP, indicating description of contract scope, contract duration, contract value, contract references;*
- e) Certificates and Accreditation – including Quality Certificates, Patent Registrations, Environmental Sustainability Certificates, etc.*
- f) Written Self-Declaration that the company is not in the UN Security Council 1267/1989 List, UN Procurement Division List or Other UN Ineligibility List.*

**B. Proposed Methodology for the Completion of Services**

*The Service Provider must describe how it will address/deliver the demands of the TOR; providing a detailed description of the essential performance characteristics, reporting conditions and quality assurance mechanisms that will be put in place, while demonstrating that the proposed methodology will be appropriate to the local conditions and context of the work.*

<sup>5</sup> This serves as a guide to the Service Provider in preparing the Proposal.

<sup>6</sup> Official Letterhead/Stationery must indicate contact details – addresses, email, phone and fax numbers – for verification purposes

**C. Qualifications of Key Personnel**

*As required by the TOR, the Service Provider must provide :*

- a) Names and qualifications of the key personnel that will perform the services indicating who is Team Leader, who are supporting, etc.;*
- b) CVs demonstrating qualifications must be submitted if required by the RFP; and*
- c) Written confirmation from each personnel that they are available for the entire duration of the contract.*

**D. Cost Breakdown**

**Currency of the proposal: UGX**

**Breakdown of Professional Costs**

		No. of Staff per Lot	No. of mths	Month/pay (UGX)	Total work mths	Amount of mths pay (UGX)
No	Position					
1	ESIA Team Leader	1	4		4	-
2	Water Resources Management Specialist	1	4		4	-
3	Fisheries Resources and Water Quality Specialist	1	4		4	-
4	Sociologist	1	4		4	-
5	Ornithologist/Birds Specialist	1	4		4	-
6	GIS Specialist	1	4		4	-
7	Wetland Management Specialist	1	4		4	-
8	Ecological Economist	1	4		4	-
9	Occupational Health and Safety Specialist	1	4		4	-
Sub total of Professional Costs						-

**Breakdown of Other Costs**

Description	UOM	Quantity	Unit Price (UGX)	Total Amount (UGX)
Travel Costs (Hire of 2 Pickup Vehicles including Driver)	Lot	4		-
Communications	Lot	1		-
Office supplies	Lump Sum	1		-
Other Costs: (please specify)	Enumerators, Hotel services	1		-
Subtotal Other Costs:				-

*[Name and Signature of the Service Provider's Authorized  
Person]*

*[Designation]*

*[Date]*



## 1.0 INTRODUCTION

### 1.1 Background and Context

Palabek refugee settlement is in the Northern part of Lamwo district. In 2016, the population of Lamwo District was estimated at approximately 137,948. The population of the district is young, with age group under 18 constituting up to 58.2%. This puts a great pressure on the working population. Based on UBOS Statistical Abstract of 2016, the population trend in the district can be summarized as follows: 2014 (census) 134,431, 2015 (estimates) 135,600 and in 2016 (estimates) 137,948. The variances in the district population is attributed to the ever-increasing numbers of refugees mostly South Sudanese, that cross the border through various entry points. . The most prominent ones are Elegu in Amuru district, Ngomoromo, Awenolwi, Madi Opei and Waligo in Lamwo district. The other entry points include Kuluba, Oraba, Busia and Ocea in Koboko district, Gobolo, Kerwa, Keyi and Menzere in Yumbe district all bordering South Sudan.

As of 31st July 2020, the population of South Sudan refugees in Lamwo district was 53, 806 (Uganda Comprehensive Refugee Response Portal). These are hosted in the three settlements centers of Palabek Kal, Palabek Ogili and Palabek Gem.

It is however noted that Uganda's population in general, is heavily reliant on natural resources to meet basic needs and because of this, Uganda has seen its forest cover diminish from over 24% in 1994 to less than 9% today (2019); wetland cover diminish from over 15% in 1994 to less than 8% today (2019), this has also affected water resources/ aquifers and major pressure coming from degradation due to unsustainable harvesting of biomass for energy, agriculture and forestry products, land-use change, quarrying, among others which all have environmental impacts and cause reduction to ground water re-change and supply.

Refugees and host populations living in rural communities, are similarly dependent on natural resources to meet their basic needs for example; grass and wood for shelter, land for agriculture, income generation from forest products, stone quarrying, sand mining, water for multi-purpose uses, biomass energy for cooking brick making and burning, among others.

It has been observed that environmental degradation and reduced ground water recharge and supply in refugee settlements and host communities has contributed to climate vulnerability, sexual and gender-based violence for women and children during firewood collection, reduced food and nutrition security and depleted sources of cooking fuel. The health and pollution risks associated with exposure to unmanaged solid waste, proliferation of non-biodegradable plastic waste and the need for safe disposal of medical waste at health centres are key concerns in the refugee response. Competition over diminishing natural resources has caused tension and disrupt of peaceful co-existence between refugee and host communities thereby compromising the asylum space.

The key environmental degradation causes in the refugee hosting districts include; lack of model/tools in choosing areas to establish refugee settlements, lack of strategic environmental assessment (SEA) and Environmental and

Social Impact Assessment (ESIA), over exploitation of forest resources, degradation of wetland resources, lack of logistics and budgetary allocations to carry out mandated roles at local, regional and national levels, absence of Catchment Management Plans and Micro Catchment Management Plans, dwindling underground water resources and low adherence to water resources guidelines.

It is against this background, that the Water and Environment Sector Response Plan (WESRP) was designed to provide a comprehensive planning for both refugees and host communities within the context of Water and Environment Sector Development Plan. The WESRP is aligned with the upcoming National Development Plan III (NDPIII) for the period 2020/21-2025/26. It also in line with the provisions the Comprehensive Refugee Response Plan Framework Action Plan. For example.

**Output 3:** Strengthened Lamwo local government capacity to engage into the refugee response

**Indicators:** (4) One priority intervention identified within the CRRF Water and environment plan is implemented in Lamwo district as indicated in Activity 3.1.

**Activity 3.1:** Conduct the environmental and social impact assessment and support the development of related management framework for Palabek Refugee settlement and neighboring host communities (*activity 2.2 of the Water and Environment Sector Refugee Response Plan*).

If this output is well achieved, it will contribute to **improved utilisation of Environment Resources for peaceful co-existence of refugees and host communities**. Specifically, the proposed interventions will lead to the achievement of **Outcome2A of the RRP** which is “Restored, Conserved and Protected Environment and Natural Resources for existing and degraded situations”. Specifically, Activity 2.2 Environmental Assessments conducted in all existing and planned areas.

## **1.2 Institutional framework for Environment, Natural Resources and Climate Change Management in Uganda**

The Ministry of Water and Environment (MoWE) is the lead agency for managing the Environment, Natural Resources and Climate Change in Uganda. The Ministry has three directorates: (i) Directorate of Environmental Affairs (DEA) responsible for the management of all environment related affairs; (ii) Directorate of Water Resources Management (DWRM) responsible for managing, monitoring and regulation of water resources through issuing water use, abstraction and wastewater discharge permits and (iii) Directorate of Water Development (DWD) responsible for providing overall technical oversight for planning, implementation and supervision of the delivery of urban and rural water and sanitation services across the country, including water for production. Particularly, the Directorate of Environment Affairs works closely with three semi-autonomous bodies alongside other Ministries, Departments and Agencies (MDAs) to deliver its mandate. These include the National Environment Management Authority (NEMA), National Forestry Authority (NFA) and Uganda National Meteorological Authority (UNMA).

Various line ministries, Departments and Agencies have important roles in the Environment, Natural Resources and Climate Change (ENR&CC) sub sector. These include; The Ministry of Gender, Labour and Social Development (MGLSD), responsible for gender responsiveness and community development/mobilization; The Ministry of Agriculture, Animal Industry and Fisheries (MAAIF), responsible for agricultural development; The Ministry of Health

(MoH), responsible for hygiene and sanitation promotion for households; The Ministry of Education and Sports (MoES), responsible for hygiene, education, and provision of sanitation facilities in primary schools; The Ministry of Energy and Mineral Development responsible for ensuring reliable, adequate and sustainable exploitation, management and utilization of energy and mineral resources in Uganda, and The Ministry of Finance, Planning and Economic Development (MoFPED), which mobilizes funds, allocates them to sectors, and coordinates the inputs of various development partners.

The Civil Society Organisations (CSOs) and Non-Governmental Organizations (NGOs) working in the ENR &CC sub sector are coordinated at the national level through the Environmental alert which serves as the umbrella organization for all the Civil Society Organisations working with this sub sector.

### **1.3 Project Objective**

The Ministry of Water and Environment has received funds from UNDP in close collaboration with JICA to conduct the Environmental and Social Impact Assessment and support the development of related management framework for Palabek settlement and neighboring host communities.

### **1.4 Project Area**

Palabek Refugee settlement is in Lamwo district. The district lies in the Northern part of Uganda. Palabek covers 50 square kilometers in the sub counties of Palabek Kal, Palabek Ogili and Palabek Gem.

### **1.5 The need for and Environment and Social Impact Assessment (ESIA)**

The National Environmental Act (NEA) 2019 has provisions for environmental management and protection including the need to carry out EIAs for projects listed its Schedule 5 of the NEA No.5 of 2019. The proposed project is among those for which Environmental and Social Impact Assessments are mandatory. Specifically, *No. 5. Housing and urban development. (a) Construction of planned settlements or housing estates covering at least 5 acres*. This therefore justifies the need for conducting the ESIA study.

### **1.6 Scope of the Environment and Social Impact Assessment (ESIA) Study**

The consultant shall prepare an Environment and Social Impact Statement (ESIS) for all the refugee settlements and host communities of Palabek Refugee Settlement in accordance with the Scope of Services that will include but will not be limited to the following:

1. Identify and review national, regional, and international policies, legislations and institutional frameworks governing social and environment management and relating to the project. The consultant should pay attention to EAC protocols relating to trade, environment, and natural resources management.
2. Support the development of related management framework for Palabek settlement and neighbouring host communities.
3. Undertake thorough description of the physical environment taking into consideration but not limited to the following; the Site drainage, soils and hydrogeology, land use and land cover of the area, natural drainage around the proposed sites and management of run-off, as well as historical or local indigenous knowledge on

storm water regimes documented. Interest should be paid to storm water drainage around the sites including alongside the access roads and devise a civil solution to channel this water around the proposed sites as a mitigation measure to avert any adverse impacts.

4. Undertake thorough description of the Biological environment taking into consideration but not limited to the following: the flora, fauna and other sensitive habitats and ecological systems and evaluated in respect of the proposed developments. In relation to the floral environment, mitigation measures that will avoid destruction of the existing valued vegetation should be studied and mitigation measures proposed. Current baseline information of the nature of fauna and flora diversity should be studied and documented. Subsurface formations and area soil profile should also be determined and measures to protect water sources from pollution proposed. In addition, waste management options and storage mechanism should be studied, and appropriate recommendations proposed.

5. Undertake thorough study and description of the Socio-economic environment taking into consideration but not limited to the following: The existing land use, developments, social and cultural set-up, economic activities, infrastructure, and their interrelationships with the proposed development. The relationship between the proposed establishments and the immediate neighborhoods should be analyzed during the EIS. Incremental social impacts of the proposed establishments, such as construction of the resettlement camps should also be studied.

6. Provide justification for the proposed project considering national and regional integration development strategies amongst others.

7. Identify critical ecological systems both in-situ and ex-situ of the project area that may be impacted by the project.

8. Identify the different project proponents of the proposed settlements, establishing which ones will require separate ESIAs or project briefs for example housing, solid waste management, among others.

9. Briefly, identify the uses, users and values of the ecological systems or components of the project area against the planned developments and assess the implications of the development on those uses, users and values of the different ecological systems identified.

10. Identify and hold consultative meetings with key stakeholders in accordance with the NEMA guidelines for seeking opinions and views on the environmental aspects of project(s) as well as the local legal framework of consultation activities and project disclosure requirements, particularly in respect of public consultation activities;

11. Identify and provide a description and an evaluation of possible constraints, opportunities, potential impacts, mitigations and enhancement opportunities, possible decommissioning phase impacts, mitigation and enhancement opportunities.

12. Undertake a thorough analysis of the alternatives for each of the refugee settlements in terms of but not limited to:

- a. the location where the settlement is to be situated, the type of activity to be undertaken; the design lay out of the activity;
  - b. the operational aspects of the activity; and
  - c. the technology to be used in the activity.
13. Prepare lay out maps for the different environmental proponents e.g. hydrological studies.
14. Provide results of parameters tested within the project areas.
15. Provide a thorough description of the EIA and the methodology to be applied with regards to the scope of work and specific TOR

### 1.7 Reporting Requirements

The ESIA process and reporting is to be guided by the provisions in EIA Guidelines for Uganda of 1997; the National Environment Act Cap 153 as well as EIA Regulations of 1998. In this case, the process will include preparation of a Scoping Report which will be followed by detailed ESIA study. The ESIA study reports to be produced by the consultant are summarized as follows:

No.	Report/ Document Title	No. of copies	Electronic copies to MoWE contact and UNDP
1.	Draft Scoping Report within 3 weeks from date of signature of the contract	10	
2.	Final Scoping Report - 2 weeks after receipt of the comments on Draft Scoping Report from the client.	10	
3.	Draft ESIA - 10 weeks from the commencement of the study.	10	
4.	Public Hearing		
5.	Final ESIA Report- 2 weeks from the date of receipt of comments on the draft ESIA from the client.	15	

### 1.8 Duration of the Assignment and Timing of the ESIA

The assignment shall be completed within 3 man-months from the time of signing the Contract Agreement.

### 1.9 Specification of the firm for the ESIA Study

- The consultancy firm should submit all relevant legal documents together with the budget.
- In addition, the ESIA Consultancy firm should field the following Team of experts with specialization as follows:

#### 1.9.1 ESIA Team Leader

Educational Qualifications:

- A holder of a postgraduate studies in disciplines such as environmental sciences, civil or environmental engineering with other trainings in Environmental Impact Assessment.

Experience:

- He or she must have over 10 years' experience in conducting ESIA studies in developing countries hosting refugees. In addition, he/she must be a registered Environment Practitioner with the National Environment Management Authority as provided in the National Environment (Conduct and Certification of Practitioners) Regulations of 2003.
- Experience working with Development partners' funded projects is an advantage.

#### **1.9.2 Water Resources Management Specialist**

Education:

- A holder of civil or water engineering or hydrology degrees with strong background in areas of water resources management as well as planning water-based development infrastructure projects.

Experience:

- He or she should have at least 8 years in water resources assessment studies.
- 5 years' experience in conducting environmental impact assessments for related development projects.
- Good knowledge of GIS is an added advantage.

#### **1.9.3 Fisheries Resources and Water Quality Specialist**

Education:

- A holder of at least of a degree in fisheries and water resources management studies

Experience:

- At least 8 years in conducting ESIA studies for development projects.
- In addition, he/she must be a registered Environment Practitioner with the National Environment Management Authority as provided in the National Environment (Conduct and Certification of Practitioners) Regulations of 2003.

#### **1.9.4 Sociologist**

Education:

- A holder of at-least a postgraduate degree in any of the following fields: sociology, social work and social administration and anthropology.

Experience:

- Must have at-least 5 years related experience resettlement/mitigation or social impact assessment studies.

- Must be a registered Environment Practitioner with the National Environment Management Authority as provided in the National Environment (Conduct and Certification of Practitioners) Regulations of 2003.
- Experience working with Development partners' funded projects is an advantage.

#### **1.9.5 Ornithologist/Birds Specialist**

##### **Education:**

- A holder of bachelor's degree in zoological sciences with specialization in birds.

##### **Experience:**

- At least 5 years' experience in conducting ESIA studies.

#### **1.9.6 Occupational Health and Safety Specialist**

##### **Education:**

- A university degree in fields such as civil engineering, environmental management, public health or environmental health or environmental engineering.
- Post graduate training in occupational health and safety.

##### **Experience:**

10 years in conducting ESIA for similar assignment is a pre-requisite.

#### **1.9.7 GIS Specialist**

##### **Education:**

- A degree in Geographical Information Systems (GIS) or land use planning or mapping or Surveying.

##### **Experience:**

- At least 5 years in using applications such as ArcView and associated packages for production of maps using appropriate technologies such as GPS.
- Experience in conducting ESIA is an added advantage.

### **1.9.8 Wetland Management Specialist**

#### **Education:**

- A degree in natural resources management, environmental management, civil engineering, or environmental management with specialization in wetland management.

#### **Experience:**

- At least 5 years' experience of working in wetland management and sustainable development.
- Evidence of registration as an environment practitioner with NEMA is an added advantage.

### **1.9.9 Ecological Economist**

#### **Education:**

- A postgraduate degree in ecological economics or environmental economics.

#### **Experience:**

- 5 years in ecological valuations studies focusing on choices of options regarding changes in land uses for given ecosystems.

### **1.10 Services and Facilities to be provided by the UNDP and consultant.**

#### **1.10.1 UNDP**

UNDP will:

- a) Designate staff from UNDP and the Ministry of Water and Environment to serve as coordinators of the project.
- b) Provide documentation of previous studies conducted related to the assignment including sectoral environmental management tools and policy documents.
- c) Establish contacts with the relevant stakeholders for purposes facilitating the study process. Some of the key stakeholders include Uganda security agencies amongst others
- d) Liaison and assistance to obtain any other information and documents required from the Ministry of Water and Environment and other Government of Uganda (GoU) agencies which the client considers essential for the proper conduct of the assignment.

#### **1.10.2 Consultant**

The consultancy firm shall be responsible for providing the following facilities for its use:

- a) Office and residential accommodation.
- b) Computer hardware, software, communication, office supplies etc.



- c) All necessary vehicular transport; and  
d) All workshop support facilitations

#### Annex 4

#### Technical Evaluation Criteria

Summary of Technical Proposal Evaluation Forms		Points Obtainable
1.	Bidder's qualification, capacity and experience	300
2.	Proposed Methodology, Approach and Implementation Plan	400
3.	Management Structure and Key Personnel	300
	<b>Total</b>	<b>1000</b>

Section 1. Bidder's qualification, capacity and experience		Points obtainable
1.1	Reputation of Organization and Staff Credibility / Reliability / Industry Standing	50
1.2	General Organizational Capability which is likely to affect implementation: management structure, financial stability and project financing capacity, project management controls, extent to which any work would be subcontracted	90
1.3	Relevance of specialized knowledge and experience on similar engagements done in the region/country	70
1.4	Quality assurance procedures and risk mitigation measures	60
1.5	Organizational Commitment to Sustainability (mandatory weight) -Organization is compliant with ISO 14001 or ISO 14064 or equivalent – 20 points -Organization is a member of the UN Global Compact -5 points -Organization demonstrates significant commitment to sustainability through some other means- 5 points, for example internal company policy documents on women empowerment, renewable energies or membership of trade institutions promoting such issues	30
<b>Total Section 1</b>		<b>300</b>

Section 2. Proposed Methodology, Approach, and Implementation Plan		Points obtainable
2.1	Understanding of the requirement: Have the important aspects of the task been addressed in sufficient detail? Are the different components of the project adequately weighted relative to one another?	80
2.2	Description of the Offeror's approach and methodology for meeting or exceeding the requirements of the Terms of Reference	100
2.3	Details on how the different service elements shall be organized, controlled, and delivered	50
2.4	Description of available performance monitoring and evaluation mechanisms and tools; how they shall be adopted and used for a specific requirement	50

2.5	Assessment of the implementation plan proposed including whether the activities are properly sequenced and if these are logical and realistic	70
2.6	Demonstration of ability to plan, integrate and effectively implement sustainability measures in the execution of the contract	50
<b>Total Section 2</b>		<b>400</b>

<b>Section 3. Management Structure and Key Personnel</b>			<b>Points obtainable</b>
3.1	Composition and structure of the team proposed. Are the proposed roles of the management and the team of key personnel suitable for the provision of the necessary services?		40
3.2	Qualifications of key personnel proposed		
3.2 a	<b>ESIA Team Leader</b>		50
	- A holder of a postgraduate studies in disciplines such as environmental sciences, civil or environmental engineering with other trainings in Environmental Impact Assessment.	15	
	- 10 years' experience in conducting ESIA studies in developing countries hosting refugees. In addition, he/she must be a registered Environment Practitioner with the National Environment Management Authority as provided in the National Environment (Conduct and Certification of Practitioners) Regulations of 2003.	20	
	- Experience working with Development partners' funded projects is an advantage.	15	
3.2 b	<b>Water Resources Management Specialist</b>		45
	- A holder of civil or water engineering or hydrology degrees with strong background in areas of water resources management as well as planning water-based development infrastructure projects.	10	
	- 8 years in water resources assessment studies	15	
	- 5 years' experience in conducting environmental impact assessments for related development projects	10	
	- Good knowledge of GIS is an added advantage.	10	
3.2 c	<b>Fisheries Resources and Water Quality Specialist</b>		30
	- A holder of at least of a degree in fisheries and water resources management studies	10	
	- at least 8 years in water resources assessment studies.	5	
	- 5 years' experience in conducting environmental impact assessments for related development projects.	10	
	- Good knowledge of GIS is an added advantage.	5	
3.2 d	<b>Sociologist</b>		

	<ul style="list-style-type: none"> <li>- A holder of at-least a postgraduate degree in any of the following fields: sociology, social work and social administration and anthropology.</li> </ul>	10	25
	<ul style="list-style-type: none"> <li>- Must be a registered Environment Practitioner with the National Environment Management Authority as provided in the National Environment (Conduct and Certification of Practitioners) Regulations of 2003.</li> </ul>	10	
	<ul style="list-style-type: none"> <li>- Experience working with Development partners' funded projects is an advantage.</li> </ul>	5	
3.2 e	<b>Ornithologist/Birds Specialist</b>		20
	<ul style="list-style-type: none"> <li>- A holder of bachelor's degree in zoological sciences with specialization in birds</li> </ul>	10	
	<ul style="list-style-type: none"> <li>- At least 5 years' experience in conducting ESIA studies.</li> </ul>	10	
3.2f	<b>Occupational Health and Safety Specialist</b>		
	<ul style="list-style-type: none"> <li>- A university degree in fields such as civil engineering, environmental management, public health or environmental health or environmental engineering.</li> </ul>	5	20
	<ul style="list-style-type: none"> <li>- Post graduate training in occupational health and safety.</li> </ul>	5	
	<ul style="list-style-type: none"> <li>- 10 years in conducting ESIA for similar assignment is a pre-requisite.</li> </ul>	10	
3.2g	<b>GIS Specialist</b>		
	<ul style="list-style-type: none"> <li>- A degree in Geographical Information Systems (GIS) or land use planning or mapping or Surveying.</li> </ul>	10	25
	<ul style="list-style-type: none"> <li>- At least 5 years in using applications such as ArcView and associated packages for production of maps using appropriate technologies such as GPS.</li> </ul>	5	
	<ul style="list-style-type: none"> <li>- Experience in conducting ESIA is an added advantage.</li> </ul>	10	
3.2h	<b>Wetland Management Specialist</b>		25
	<ul style="list-style-type: none"> <li>- A degree in natural resources management, environmental management, civil engineering, or environmental management with specialization in wetland management.</li> </ul>	10	
	<ul style="list-style-type: none"> <li>- At least 5 years' experience of working in wetland management and sustainable development.</li> </ul>	5	
	<ul style="list-style-type: none"> <li>- Evidence of registration as an environment practitioner with NEMA is an added advantage.</li> </ul>	10	
3.2i	<b>Ecological Economist</b>		20
	<ul style="list-style-type: none"> <li>- A postgraduate degree in ecological economics or environmental economics.</li> </ul>	10	
	<ul style="list-style-type: none"> <li>- 5 years in ecological valuations studies focusing on choices of options regarding changes in land uses for given ecosystems</li> </ul>	10	
<b>Total Section 3</b>			<b>300</b>