

Call for expressions of interest
Consulting service - SPORT Strategy consultant

REF NO. 5/22_SLICKS.

SLICKS Project: Sustainable Learning and Inclusive Cities, Kampala & Strasbourg

Project reference:

Project Title:	SLICKS projects: building a sustainable, learning and inclusive city in Kampala
Lead funder:	AFD, FICOL system
Funding agreement :	CUG1095 01 B
Partnership:	City and Eurometropolis of Strasbourg / Kampala Capital City Authority

Procurement led by Gescod and Expat Assist Uganda as its legal incountry representative.

Consulting service

Recruitment of a contractor to conduct a participatory diagnosis of the education system in Kampala and to assist KCCA in the development of a five-year Sport strategy 2023-2027.

CONTRACTING AUTHORITY: Gescod represented by Expat Assist Limited in Uganda

DATE OF PUBLICATION : Tuesday 13 December 2022

DEADLINE FOR SUBMISSION: Friday 20th January 2023, 5pm Uganda time (extended from 3rd January to 20th January 2023)

SUBMISSION EMAIL: uganda@gescod.org

DESTINATION: Individual consultants, firms or associations



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The context

The SLICKS (Sustainable, Learning and Inclusive Cities Kampala and Strasbourg) project is the result of a partnership between the City and Eurometropole of Strasbourg and KCCA (Kampala Capital City Authority) began in 2018 and is taking shape as a project that reflects the local and global challenges facing cities. Lasting two years, it is implemented with the support of GESCOD, delegated project owner, and is funded by the French Development Agency and focuses on three components: urban agriculture, green spaces and education.

The objective of the education component is to strengthen the educational and extracurricular offer in the city in order to promote a learning territory, better equipped to face the challenges of today's growing young population. Within the framework of this component, KCCA (Kampala Capital City Authority) wishes to recruit, with the support of Gescod, a consultant to accompany the Sport Sector strategic plan that would be aligned to NDP III and the Kampala City Strategic Plan, FY 2020/21 – 2024/25.

To facilitate the management of local contracts, GESCOD has signed a representation agreement with the local agency, ExpatAssist Uganda Limited to execute local contracts on its behalf for the duration of the Project. The assignments ExpatAssist Uganda Limited will undertake on behalf of GESCOD will thus include staff recruitment, payroll management, contract management and procurement of services and supplies as and when required.

KCCA will be the beneficiary of this consultancy, Expat Assist Limited uganda will be the local contractor.

The mission:

The purpose of the Respondent's Services will be to Undertake an evaluation of the City's sports and recreation sector with a view of identifying strength, opportunities for development, bottlenecks that



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might affect sector development in relation to all relevant Directorates. The consultancy will support KCCA in collaboration with other agencies, including NPA and the Ministry of Kampala and Metropolitan Affairs, the Ministry of Education and Sports; National Council of Sports the Private sector, the NGO and civil society at large to develop a new five-year Sport Strategic Plan, FY 2023– 27.

The following tasks and support activities will be performed as part of the assignment:

- Engage with designated KCCA top management and the Education and Social Services Directorate Heads in order to develop a general understanding of the direction of the organization and the Sport Sector. The consultant will have to plan regular meeting with the project team in charge of supporting the development of this strategy and organize workshops with the sport officers and supervisors of the directorate to ensure the understanding of their vision and responsibilities while supporting the development of sport in the city.
- Engage with cross section of stakeholders in the Sport Sector in order to develop a general understanding, opportunities and challenges facing the Sector in the City through consultation approach and methods that will be developed with the Education and Social Services directorate.
- Review relevant documents, policies and project documents in place
- Outline key thematic areas for the new City Sport strategy.
- Identify gaps in service delivery and response to stakeholder needs.
- Define with the project team the methodology for participative consultation at division and city level
- Identify key opportunities and challenges within the Directorate of Education and Social Services that require to be addressed.
- Identify key opportunities and challenges in the City Sport Sector that require to be addresses
- Preparation of a five-year strategic plan with specific strategies to cover both development and operational ambitions.

Candidate profile:

- Master's degree in sport planning, management, administration



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- At least 10 years relevant experiences in sport consultation in Uganda and in East African region
- Experience in elaborating a Sport strategic plan with government agencies, cities, UN agencies
- Effective Communication, stakeholder engagement and change management
- Development planning and management.
- Working with government partners and other stakeholders in public sector development programs including in the Sport sector
- Participatory approaches in conducting assessments and facilitating strategic planning processes.
- Strategic planning processes and relevant document preparation.

The SLICKS project managed by Gescod through Expat Assist in Uganda invites Respondents to express their interest in providing the Services described above.

- This Call for Expressions of Interest is addressed to : Design offices
- Individual Consultants

- NGO
- NGO and consulting firm(s) in a grouping

Guidelines for submission :

The eligibility criteria for AFD financing are specified in Article 1.3 of the "Guidelines for Procurement financed by AFD in Foreign States", available online at the AFD website: <http://www.afd.fr>.

Respondents may submit only one Application on their own behalf or as a Group. If an Applicant (including a member of a Grouping) submits or participates in more than one application, these -will be eliminated. However, the same Subcontractor may participate in several applications.

If the Respondent is a Consortium, the Expression of Interest must include:



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– a copy of the Grouping agreement concluded by all its members,

or

– a letter of intent to form a Consortium, signed by all members and accompanied by a copy of the proposed Consortium Agreement.

In the absence of this document, the other members will be considered as Subcontractors-.

References and qualifications of Subcontractors -are not considered in the evaluation of applications.

Interested Applicants must provide information demonstrating that they are qualified and experienced to perform the Services. In this regard, they shall provide evidence of recent and similar service references.

The application must include:

1. Letter of Expression of Interest (template in Annex 1.) ;
2. Applicant's CV;
3. Argument justifying the quality of the candidate – Brief expression of the candidate competences and experiences
4. At least one reference of similar experience (certificate of completion or equivalent);
5. Signed Declaration of Integrity (template in Annex 2.) ;
6. The certificate of registration for company/Ngo.

In terms of presentation, the offer :

- Shall not exceed 15 pages all inclusive (including the Annex form 1 and 2); and
- Will consist of a single PDF document of less than 5 MB.

The calls Expressions of Interest will be analyzed based on:

- The nature of the Services: Conducting participatory diagnoses with key stakeholders in the sport sector in Kampala, developing city-wide sport strategy with associated authorities;
- From the field and technical expertise of sport;



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– The geographical context of the city of Kampala

The Client will also consider the suitability of the Expressions of Interest with respect to the following criteria:

- Experience in conducting participatory diagnoses in the sport sector
- Experience in developing sport strategies (in schools and communities)
- Experience working in the sport sector in Kampala
- Proficiency in English and local languages used in Kampala
- Experience working with government partners in Kampala would be an advantage
- Availability of the provider from January to June 2023

In the case of a Grouping, its representative as well as any member having its headquarters outside the country of the Client must meet each of these criteria.

An application that does not meet any of these requirements will be disqualified.

Gescod with KCCA and Expat Assist will draw up a short list of a maximum of six (6) Candidates, pre-selected on the basis of the applications received, to whom it will send the Request for Proposal for the performance of the required Services. **The Request for Proposal will be send to the candidates short listed by 17 January 2023.**

Expressions of Interest should be submitted to the address below Email: uganda@gescod.org

Interested Applicants may obtain additional information at the address mentioned below, at the following times: between 8:00 a.m. and 5:00 p.m. until December 22, 2022 at the email address above.



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Annex 1 - Sample Letter of Interest

[Place, date]

To the attention of Gescod represented by Expat Assist Limited Uganda
Plot 3 Bata Close, 5th Street Industrial Area Kampala (The Design Hub Kampala)
P.O. Box 7381 Kampala, Uganda

Manon Obarowski,

I, the undersigned [____], have the honour to express my interest in the realization of the Services Expert for the conduct of a participatory diagnosis of the education system in Kampala and support to KCCA in the development of a five-year education strategy 2023-2027, as an Individual/Group Consultant, in accordance with your Call No. SLICKS_5.22 issued on 12 December, 2022.

I recognize that you are not required to accept any of the proposals received.

Please accept, Manon Obarowski, the assurance of my highest consideration.

Name of Consultant:

Consultant's Signature:

Address:



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Annex 2 to the Expression of Interest

(To be provided signed with the application, without modification of the text)

Statement of Integrity, Eligibility and Environmental and Social Responsibility

Title of the bid or proposal _____ (the "Contract")

To: _____ (the "Project Owner")

1. We acknowledge and agree that the Agence Française de Développement (the "AFD") only finances the Employer's projects on its own terms and conditions as determined by the Financing Agreement between the AFD and the Employer, directly or indirectly. Consequently, there shall be no legal relationship between AFD and our company, our consortium, our suppliers, contractors, consultants and subcontractors. The Employer retains sole responsibility for the preparation and implementation of the procurement process and its execution. Depending on whether the contract is for works, supplies, equipment, intellectual services (consultants) or other services, the Employer may also be referred to as the Client or the Purchaser.
2. We certify that we are not, and none of our group members, suppliers, contractors, consultants and subcontractors are, in any of the following:
 - 2.1. Be in a state of or have been the subject of bankruptcy, liquidation, judicial settlement, safeguard, cessation of activity, or be in any similar situation resulting from a procedure of the same nature;
 - 2.2. Have been subject to:
 - a) A conviction for fraud, bribery, or any other crime committed in connection with the award or performance of a contract that was handed down within the last five years by a judgment that has the force of res judicata in the country where the Contract is being performed (in the event of such a conviction, we have the option of attaching to this Integrity Statement additional information that would make it possible to consider that the conviction is not relevant to the Contract);



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- b) An administrative sanction imposed within the last five years by the European Union or by the competent authorities of the country in which we are established, for fraud, corruption or any other offence committed in connection with the award or performance of a contract (in the event of such a sanction, we may attach to this Integrity Statement additional information that would allow us to consider that such a sanction is not relevant to the Contract);
 - c) A conviction handed down within the last five years by a judgment that has the force of res judicata, for fraud, corruption or any offence committed in the context of the award or execution of a contract financed by AFD;
- 2.3. To appear on the lists of financial sanctions adopted by the United Nations, the European Union and/or France, in particular in the fight against the financing of terrorism and against attacks on international peace and security;
- 2.4. Have been terminated to our sole detriment within the last five years for serious or persistent failure to meet our contractual obligations in the performance of a prior contract, provided that such penalty has not been challenged by us in the course of or resulted in a court decision reversing the termination to our sole detriment;
- 2.5. Failure to meet our obligations to pay taxes in accordance with the legal provisions of the country where we are established or those of the country of the Employer;
- 2.6. Be subject to a debarment decision by the World Bank and be listed as such at <http://www.worldbank.org/debarr> (in the event of such a debarment decision, we may attach to this Integrity Statement additional information that would allow us to consider that such debarment decision is not relevant to the Contract);
- 2.7. Falsely documenting or misrepresenting information required by the Employer in this procurement and award process.
3. We certify that we are not, and none of our affiliates or our suppliers, contractors, consultants, and subcontractors are, in any of the following conflict of interest situations:



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- 3.1. Shareholder controlling the Employer or subsidiary controlled by the Employer, unless the resulting dispute has been brought to the attention of and resolved to the satisfaction of AFD.
- 3.2. Have a business or family relationship with any member of the Employer's staff involved in the procurement process or supervision of the resulting Contract, unless the resulting conflict has been brought to the attention of AFD and resolved to its satisfaction;
- 3.3. Control or be controlled by another bidder or consultant, be under the control of the same company as another bidder or consultant, receive from another bidder or consultant or award to another bidder or consultant directly or indirectly any grants, have the same legal representative as another bidder or consultant, have direct or indirect contacts with another bidder or consultant that enable us to have and give access to, influence, or influence the decisions of the Employer with respect to our respective bids or proposals;
- 3.4. Be engaged for an intellectual service mission which, by its nature, is likely to be incompatible with our missions on behalf of the project owner;
- 3.5. In the case of a procedure for the award of a contract for works, supplies or equipment :
 - a) Have prepared ourselves or have been associated with a consultant who has prepared specifications, plans, calculations and other documents used in the procurement process;
 - b) We, or any of the firms with which we are affiliated, are engaged, or are to be engaged, by the Employer to perform supervision or control of the work under the Contract.
4. If we are a public institution or a public company, in order to participate in a competitive bidding procedure, we certify that we have legal and financial autonomy and that we are managed according to the rules of commercial law.
5. We undertake to inform the project owner without delay, who will inform AFD, of any change in the situation with regard to points 2 to 4 above.



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6. In connection with the award and performance of the Contract:

- 6.1. We have not and will not commit any unfair maneuver (act or omission) intended to deliberately deceive, intentionally conceal, surprise or vitiate the consent of another person or to circumvent legal or regulatory obligations and/or violate internal rules in order to obtain an improper benefit.
- 6.2. We have not and will not commit any unfair manoeuvre (action or omission) contrary to our legal or regulatory obligations and/or our internal rules in order to obtain an illegitimate benefit.
- 6.3. We have not promised, offered or granted, and will not promise, offer or grant, directly or indirectly, to (i) any Person holding a legislative, executive, administrative or judicial office in the Employer's State, whether appointed or elected, whether permanent or not, whether paid or unpaid, and at any level, (ii) any other Person who performs a public function, including for a public agency or public enterprise, or who provides a public service, or (iii) any other Person defined as a public official in the Employer's State, an undue advantage of any kind, for himself or herself or for another person or entity, in order that he or she may perform or refrain from performing any act in the exercise of his or her official duties.
- 6.4. We have not promised, offered, or granted, and will not promise, offer, or grant, directly or indirectly, to any Person who directs or works for a private sector entity, in any capacity, an improper advantage of any kind, for himself or herself or another Person or entity, to do or refrain from doing any act in violation of his or her legal, contractual, or professional obligations.
- 6.5. We have not and will not engage in any act that would influence the procurement process to the detriment of the Employer, including, without limitation, any anticompetitive practice that has the purpose or effect of preventing, restricting, or distorting competition, including, without limitation, limiting access to the Contract or free competition by other firms.



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6.6. We , or any member of our consortium, or any of our subcontractors will not acquire or supply any equipment and will not operate in areas under United Nations, European Union or French embargo.

6.7. We undertake to comply with, and to ensure that all our subcontractors comply with, -the environmental and social standards recognized by the international community, including the fundamental conventions of the International Labor Organization (ILO) and the international conventions for the protection of the environment, in accordance with the laws and regulations applicable in the country where the Contract is carried out. In addition, we undertake to implement environmental and social risk mitigation measures where indicated in the environmental and social management plan provided by the Employer.

7. We, the members of our consortium, our suppliers, contractors, consultants and subcontractors authorize AFD to examine the documents and records relating to the award and performance of the Contract and to submit them for audit to auditors appointed by AFD.

Name: _____ As : _____

Duly authorized to sign for and on behalf of¹ : _____

Signature: _____

As of : _____

¹ In the case of a joint-venture, enter the name of the joint-venture. The person signing the bid, proposal or application on behalf of the bidder, consultant or applicant shall attach to the bid, proposal or application the authority granted by the bidder, consultant or applicant.



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