



KAMPALA CAPITAL CITY AUTHORITY

Notice of Expression of Interest for the provision of consultancy services for Sanitation/Social Marketing Consultancy Services (Firm)

Procurement Reference Number: **KCCA/CONS/15-16/00505**

1. Kampala Capital City Authority has received funds from the Bill and Belinda Gates Foundation (BMGF) and the Department for International Development (DfID), to partly be used for the acquisition of the consultancy services described below.
2. The Entity now invites eligible consultants to submit sealed expressions of interest for the implementation of the Kampala Faecal Sludge Management (FSM) project. The project seeks to improve FSM in the vulnerable urban poor areas of Kampala city through an efficient and affordable private sector led service delivery model.

The objective of the assignment is to implement social and sanitation marketing measures throughout the City so as to improve peoples' willingness to adopt and pay for improved sanitation solutions. The consultancy is initially required for six (6) months and is subject to renewal. The conditions for renewal of the contracts are; successful performance, availability of other assignments and funds throughout the subsequent duration of the project.

3. Interested consultants should provide information demonstrating that they are eligible and possess the required qualifications to perform the services supported with relevant documentation.
4. The short listing criteria will include:

Eligibility

- a copy of the trading licence of the consultant or its equivalent;
- a copy of the certificate of registration of the consultant or its equivalent;
- a signed statement indicating that the consultant does not have a conflict of interest in the subject of the procurement;
- evidence of fulfilment of obligations to pay taxes and social security contributions;
- the consultant is not suspended by the PPDA or any other regulatory entity;

Qualifications

The firm must have;

- A minimum of five (5) years in sanitation business solutions.
- At least 3 years' experience in sanitation marketing on projects of considerable socio-economic complexity within urban environments.
- Handled at least two (2) projects of similar nature. Each project should be

accompanied with verifiable authentic evidence of successful completion.

- The following key personnel;
 - i. Project Manager
 - ii. WASH Specialist
 - iii. Behavioural Change Communication and Media Specialist
 - iv. Sanitation Business Development Specialist
- 5. Consultants may associate with other firms in the form of a joint venture to enhance their qualifications. The form of association, where applicable, should be indicated in the Expression of Interest.
- 6. Preference schemes shall apply when evaluating Request for Proposals from the shortlisted consultants.
- 7. Interested eligible consultants may obtain further information at the address given below from **8:30 am – 4:30 pm on working days**.
- 8. Sealed Expressions of Interest (One original and two copies) must be delivered to the address below at or before;

Time: **11:00 am**

Date: **15th April, 2016**

Address: **Kampala Capital City Authority**

Plot 1 – 3 Sir Apollo Kaggwa Road

City Hall, Room B112

Tel: **0204660016/0794661432**

Email: procurement@kcca.go.ug

- 9. The Expression of interest, clearly stating the subject of procurement and procurement reference number, shall be submitted using the one-stage single envelope method.
- 10. The criteria to be used for selecting the consultants which shall be based on the experience and qualifications of the consultant and capacity to provide the consultancy services.
- 11. The notice of expression of interest is available at the Entity's website at www.kcca.go.ug and at www.ppda.go.ug
- 12. The planned Procurement schedule (Subject to changes) is as follows:

Activity	Date
a. Publication of Notice of Expression of Interest	4 th April, 2016
b. Closing date for receipt of Expression of Interest	15 th April, 2016
c. Evaluation of Expressions of Interest	6 th May, 2016

d. Display of shortlist	23 rd May, 2016
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ACCOUNTING OFFICER