



NATIONAL COUNCIL FOR HIGHER EDUCATION

REQUEST FOR EXPRESSION OF INTEREST (REOI)

PROCUREMENT REFERENCE NUMBER:NCHE/CONSRVCS/22/23/ODB/001

CONSULTANCY SERVICES FOR DESIGN AND CONSTRUCTION SUPERVISION OF THE PROPOSED HEADQUARTER BUILDING AT PLOT NO. M834, KIGOBE ROAD, KYAMBOGO, UGANDA

1. The Government of the Republic of Uganda (GoU), represented by the National Council for Higher Education (NCHE) has allocated funds to be used for acquisition of the above captioned consultancy services
2. NCHE, intends to construct an office building to house its headquarters. This REOI is issued to shortlist firms to tender for provision of designs (architectural, engineering) and construction supervision services required to deliver the proposed building.
3. Scope of the assignment
 - a. The Consultant's services will include: assessing requirements; provision of designs (architectural, engineering) and bid solicitation documents for tendering construction of the facility; assisting in tender action activities; preparing contract documents; administering the contract and supervising the construction works.
 - b. Time frame for the assignment: overall duration for implementing construction of the facility is estimated to be 150 calendar weeks, starting from date of commencement of the Consultant's assignment.
4. NCHE now invites eligible and qualified Consultants to indicate their interest in providing the required design and construction supervision services.
5. Consultants will be short listed to tender and subsequently selected in accordance with the procedures set out in the Government of Uganda's Public Procurement and Disposal of Public Assets (PPDA) Act and Regulations 2014.
6. Short listing shall be based on the eligibility and qualifications (capacity) of the applicant. The shortlist shall be made of the best ranked 3-6 applicants who are eligible and have attained the qualifying mark of 50 points as set out in the criteria for evaluation below:
 - a. Eligibility of applicants (on a pass/fail basis)
 - i. Legal capacity to enter into a contract with GoU
 - ii. Applicant is not insolvent, in receivership, bankrupt or being wound up;
 - iii. Business activities of applicant are not suspended
 - iv. Applicant is not under legal proceedings for any of (ii)
 - v. Has fulfilled obligations to pay taxes and social security contributions.
 - vi. Applicant does not have a conflict of interest
 - vii. Applicant is not suspended by PPDA
 - b. Qualifications (Capacity) of applicant (on a merit point basis)
 - i. Experience in similar assignment (25 Points)
 - ii. Experience in countries with similar conditions as Uganda (5 Points)
 - iii. Consultant's organization and facilities for the assignment (10 Points)
 - iv. Skills of Consultant relevant to the assignment (60 Points)
 - c. The qualifying mark for capacity of eligible applicants shall be 50 points
7. Interested applicants must provide information and documents as follows to indicate that they are eligible and qualified to perform the services
 - a. Eligibility documents:
 - i) Copy of valid practice certificate/license for key staff;
 - ii) Copy of memorandum and articles of association;
 - iii) Copy of business registration and incorporation certificate;
 - iv) Tax registration certificate;
 - v) Signed statement that applicant has no conflict of interest and meets other eligibility requirements (where the consultant is not registered in Uganda, the consultant may submit alternative/ equivalent documents from their country or a statement affirming non-availability of the documents in the country of the consultant)
 - b. Qualification (Capacity) documents: brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc. Consultants may associate or form joint ventures to enhance their qualifications.
8. The Expression of Interest and other relevant documents must be delivered to the address below by **11:00am on 19th July 2022**
9. Address for Submission: The Executive Director,
National Council For Higher Education,
P.O. Box 76, Kyambogo, Uganda.
Plot M834, Kigobe Road.
Contacts 0393-262-140/1 Email ed@unche.or.ug
Attn: The Head Procurement and Disposal Unit