

# UGANDA ENERGY CREDIT CAPITALISATION COMPANY



## **PRE-QUALIFICATION**

### **OF BIDDERS FOR**

**Design, Manufacture, Supply, Delivery, Installation, Testing and Commissioning of Electromechanical Equipment of nine (9) mini-hydropower plants under “PLANT and Design-Build”(FIDIC Yellow Book)**

**Procurement Reference No:** UECCC/SUPLS/20-21/00005/TE

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## PREFACE

Short listing is a pre-tender process that provides for a shortlist of providers from which providers are obtained to bid. Short listing is used where the successful performance of large contracts, particularly those that are complex or specialized with strict quality or registration requirements or that have to be designed or custom manufactured specially for the Procuring and Disposing Entity (PDE), requires that contracts are awarded only to firms that are suitably experienced in designing, manufacturing or distributing the type of works, services or supplies required, have sufficient production and financial capacity to provide the required quantity within the required delivery period, have adequate quality assurance systems and are financially and managerially sound. The assessment by a PDE of the suitability of firms to carry out a particular contract prior to being invited to submit a bid is a process called **Short Listing/Prequalification**.

Short listing/ Prequalification shall be open to all Providers and Providers shall be invited using a short list notice.

This Prequalification Document (PQD) has been prepared by Uganda Energy Credit Capitalization Company (UECCC) and is based on the Standard Procurement Document for the Prequalification of Bidders issued by the Public Procurement and Disposal of Public Assets Authority (PPDA).

The prequalification document is divided into 6 sections as detailed below:

Section 1: Instruction to Applicants (ITA)

- A. General Part
- B. Pre-qualification Document
- C. Preparation of Applications
- D. Submission of Applications
- E. Opening and Evaluation of Applications
- F. Short Listing

Section 2: Prequalification Data Sheet (PDS)

Section 3: Evaluation Criteria

Section 4: Application Forms

Section 5: Eligible Countries

Section 6: Statement of Requirements

## SECTION 1: INSTRUCTION TO APPLICANTS

### A. General Part

- 1.0 Scope of Application
- 1.1 The Uganda Energy Credit Capitalization Company (UECCC) will evaluate and short list all eligible Applicants for the provision of Electro-mechanical Works of Nine (9) mini hydropower Plants for a period of time/projects as enumerated in the Pre-qualification Data Sheet (PDS).
- 1.2 Once a firm has been short listed, it will be invited, to submit a proposal/bid for the provision of Electromechanical Works listed in Section 6 within the years specified in the PDS.
- 2.0 Scope of Application
- 2.1 UECCC invites applications for Shortlisting of Providers for Electromechanical Works described in Section 6 (Statement of Requirements).
- 2.2 Throughout this document:
- (a) the “Applicant” means the Provider submitting an application;
  - (b) “Application” means an application or submission to be short-listed;
  - (c) “Day” means an official working day. It excludes the Government of Uganda’s official public holidays. , and “month” means an official working month;
  - (d) “ESHS” means Environmental, Social (including Sexual Exploitation and Abuse (SEA) and Gender Based Violence (GBV)), Health and Safety.
  - (e) “Joint Venture (JV)” means an association of more than one Consultant where one member has the authority to conduct all business for and on behalf of any and all the members of the JV, and where the members of the JV are severally liable to the UECCC for the performance of the Contract;
  - (f) “Pre-qualification” means a screening process designed to ensure that invitations to bid are confined to capable providers;
  - (g) The term “in writing” means any communication in written form (i.e. postal mail, electronic mail or information distributed through the Electronic Government Procurement System (eGPS) with proof of receipt; and
  - (h) if the context so requires, “singular” means “plural” and vice versa.
- 2.3 Pre-qualification will be undertaken in compliance with the PPDA Act, 2003 and PPDA Regulations; Statutory Instrument Nos. 6-16 of 2014 and the PPDA Guidelines.
- 3.0 Objectives
- 3.1 The UECCC, invites sealed Applications from reputable providers for the provision of Electromechanical Works for a period specified in the PDS.
- 3.2 The Electromechanical Works required during the implementation of the project Lot 4 is given in Section 6: Statement of Requirements.
- 4.0 Eligible Applicants and Countries
- 4.1 An Applicant, and all parties constituting the Applicant, shall meet the following criteria to be eligible to participate in public procurement:

- (a) the applicant has the legal capacity to enter into a contract with the UECCC ;
  - (b) the applicant is not:
    - (i) insolvent;
    - (ii) in receivership;
    - (iii) bankrupt; or
    - (iv) being wound up
  - (c) the applicant's business activities have not been suspended;
  - (d) the applicant is not the subject of legal proceedings for any of the circumstances in (b);
  - (e) the applicant has fulfilled his or her obligations to pay taxes and social security contributions;
  - (f) the applicant does not have a conflict of interest in relation to the subject of the procurement; and
  - (g) the applicant is not a member of the UECCC as defined in section 91U of the PPDA Act, 2003.
- 4.2 An Applicant shall be a natural person, private entity, government-owned entity, subject to ITA 4.8, or under an existing agreement in the form of a JV, consortium or association. In the case of a JV, consortium or association, unless otherwise specified in the Application Submission Sheet, all parties shall be jointly and severally liable.
- 4.3 An Applicant and all parties constituting the Applicant including sub-contractors shall have the nationality of an eligible country. An Applicant shall be deemed to have the nationality of a country if the Applicant is a citizen or is constituted, incorporated, or registered and operates in conformity with the provisions of the laws of that country. This criterion shall also apply to the determination of the nationality of proposed subcontractors for any part of the pre-qualification including proposals/bids for the provision of some or all of the specific works throughout the intended financial year.
- 4.4 All countries are eligible except countries subject to the following provisions.  
A country shall not be eligible if:
- (a) as a matter of law or official regulation, the Government of Uganda prohibits commercial relations with that country, provided that the Government of Uganda is satisfied that such exclusion does not preclude effective competition for the provision of specific works required; or
  - (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Government of Uganda prohibits any import of Supplies from that country or any payments to persons or entities in that country”.
- 4.5 Applicants shall not have a conflict of interest. All Applicants found to be in conflict of interest shall be disqualified. Applicants shall be considered to have a conflict of interest with one or more parties in this short listing process, if they:
- (a) have controlling shareholders in common; or
  - (b) receive or have received any direct or indirect subsidy from any of them for purposes of this application; or
  - (c) have the same authorized representative for purposes of this application; or
  - (d) have a relationship with each other, directly or through common third parties, that puts them in a position to have access to information about or influence on the

- application of another Applicant, or influence the decision of the UECCC regarding this short listing process; or
- (e) participated as a consultant in the preparation of the design or technical specifications of the specific works that are the subject of this short listing.
- 4.6 An Applicant shall submit only one application in the same prequalification process, either individually as an applicant or as a partner of a JV, Consortium or Association. No Applicant can be a subcontractor while submitting an application individually or as a party of a JV, Consortium or Association in the same prequalification process. An Applicant, if acting in the capacity of Subcontractor in any application, may participate in more than one application, but only in that capacity. An Applicant who submits, or participates in, more than one application will cause all the pre-qualification documents in which the Applicant has participated to be disqualified.
- 4.7 An Applicant that is under suspension by the PPDA during the prequalification process or prior to any subsequent contract signature shall be disqualified.
- 4.8 Government-owned entities shall in Uganda be eligible only if they can establish that they are legally and financially autonomous, and operate under commercial law, and that they are not a dependent agency of the UECCC.
- 4.9 Applicants shall provide such evidence of their continued eligibility satisfactory to the UECCC, as the UECCC shall reasonably request.
- 4.10 Eligible Goods and Related Services: All goods and related services to be supplied under the Contract to be financed by the Bank shall have as their origin in any country in accordance with Section 5, Eligible Countries.
- 5.0 Reservation/Preference Schemes  
Unless otherwise specified in the PDS, reservation and/or preference schemes shall apply. Where the reservation and / or preference scheme applies, its application and detail shall be specified in Section 3 - Evaluation Criteria. For the purpose of using the reservation schemes, applications will be classified in accordance with the Guidelines on Reservation Schemes to promote “local content” and for preference schemes Sections 59A and 59B of the PPDA Act, 2003 shall be applied.
- 6.0 Source of Funds
- 6.1 UECCC has received funds from the Government of the Netherlands through the Netherland Enterprise Agency (ORIO) and has an approved budget allocation from Government of Uganda (GOU) towards the cost of the procurements described in Section 6: Statement of Requirements. UECCC intends to use these funds for payments under the contract(s) resulting from the bidding for which this prequalification is conducted.
- 7.0 Corrupt Practices
- 7.1 It is the Government of Uganda’s policy to require that UECCCs, as well as Applicants observe the highest standards of ethics during procurement processes and in the execution of contracts. In pursuit of this policy;
- (a) The PPDA defines, for the purposes of this provision, the terms set forth below as follows:
- (i) “corrupt practice” includes the offering, giving, receiving, or soliciting, directly or indirectly of anything of value to influence the action of a public official in the procurement process or in contract execution; and

- (ii) “fraudulent practice” includes a misrepresentation of facts in order to influence a prequalification or the development of a shortlist to the detriment of the UECCC, and includes collusive practices among potential Applicants prior to or after application submission designed to establish , non-competitive levels and to deprive the UECCC of the benefits of free and open competition;
  - (b) The UECCC will reject a recommendation for short-listing if it determines that the Applicant recommended for shortlisting has engaged in corrupt or fraudulent practices in applying to be shortlisted; and
  - (c) The PPDA will suspend a Provider from engaging in any public procurement proceedings for a stated period of time, if it at any time determines that the Provider has engaged in corrupt or fraudulent practices in competing for, or in executing, a Government contract.
- 7.2 In pursuit of the policy defined in ITA 7.1, the PPDA requires representatives of both the UECCC and Providers to adhere to the relevant codes of ethical conduct. The Code of Ethical Conduct for Bidders and Providers as provided in the pre-qualification forms shall be signed by Applicants and submitted as part of the pre-qualification document.
- 7.3 In pursuit of the policy defined in ITA 7.1, the PPDA may suspend a provider from engaging in any public procurement or disposal process for a period determined by PPDA. PPDA shall additionally suspend a Provider where the provider is debarred from the procurement processes of an international agency of which Uganda is a member.
- 7.4 Any communications between a provider and the UECCC related to matters of alleged fraud or corruption must be made in writing and addressed to the Accounting Officer of the UECCC.

## **B. Pre-Qualification Document**

- 8.0 Contents of Pre-qualification Document
- The Pre-qualification Document consists of Part 1 and 2 which include all the Sections indicated below, and should be read in conjunction with any addenda issued in accordance with ITA 10.1.
- Section 1. Instructions to Applicants (ITA)
  - Section 2. Prequalification Data Sheet (PDS)
  - Section 3. Evaluation Criteria (EC)
  - Section 4. Application Forms
  - Section 5. Eligible Countries
  - Section 6. Statement of Requirements (SORs)
- 9.0 Clarification of Pre-qualification Documents
- 9.1 An Applicant requiring any clarification of the short listing documents shall contact the UECCC in writing at the address indicated in the PDS.
- 9.2 The UECCC will respond in writing to any request for clarification on the PQD prior to the deadline for the submission of Applications as set out in the PDS. The UECCC shall forward copies of its response to all prospective applicants who have acquired the PQD directly from it, including a description of the inquiry but without identifying its source.
- 9.3 Any clarifications and addenda to the PQD shall be binding on all the Applicants. If the UECCC deems it necessary to amend the PQD as a result of a clarification, it shall do so following the procedure under ITA 10.



10.0 Amendment of Pre-qualification Document

10.1 At any time prior to the deadline for submission of applications, the UECCC may amend the PQD by issuing addenda.

10.2 Any addendum issued shall be part of the PQD and shall be communicated in writing to all Applicants who have obtained the PQD directly from the UECCC.

10.3 To give Applicants reasonable time in which to take an addendum into account in preparing their applications, the UECCC:

- a) Shall, where less than one third of the pre-qualification period remains extend the deadline for the submission of applications, by a reasonable period;
- b) Where more than one third of the pre-qualification period remains after the date of issue of the addendum, may at its discretion, extend the deadline for the submission of applications.

### **C. Preparation of Applications**

11.0 Cost of Applying

The Applicant shall bear all costs associated with the preparation and submission of its Application, and UECCC, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the short listing process.

12.0 Language of Application

12.1 The medium of communication shall be in writing.

12.2 The Application as well as all correspondence and documents relating to the application exchanged by the Applicant and the UECCC, shall be written in English.

12.3 Supporting documents and printed literature that are part of the application may be in another language provided they are accompanied by an accurate translation by a competent institution, of the relevant passages in English, in which case, for purposes of interpretation of the application, such translation shall govern.

13.0 Pre-application meeting

A pre-application meeting may be held and the attendance of the meeting is optional. The address, date and time of meeting shall be specified in the PDS.

14.0 Documents Comprising the Application

- a) Application Submission Letter;
- b) Eligibility: documentary evidence establishing the Applicant's eligibility to prequalify, in accordance with ITA 15;
- c) Qualifications: documentary evidence establishing the Applicant's qualifications, in accordance with ITA 15 and any other document required as specified in the PDS;
- d) The Applicant shall furnish information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Application; and
- e) An Application Submission Letter as provided in Section 4, Application Forms. This Letter must be completed without any alteration to its format.

15.0 Documents Establishing Applicant's Eligibility and Qualifications

- 15.1 To establish its eligibility the Applicant shall complete the eligibility declarations in the Applicant Information and or Applicant’s JV Information Forms ELI-1.1 and or ELI-1.2 respectively, included in Section 4, Application Forms.
- 15.2 To establish its qualifications to perform the contract(s) in accordance with Evaluation Criteria, the Applicant shall provide the information requested in the corresponding Information Sheets included in Section 4, Application Forms.
- 16.0 Format and Signing of Applications
- 16.1 The Applicant is requested to submit its PQD in one envelope marked: “Pre-qualification Documents for the provision of Electromechanical Works of nine (09) Mini hydropower plants” to UECCC at the address specified under the PDS. The envelope shall contain one (1) original and two (2) copies.
- 16.2 The Applicant shall prepare one original of the documents comprising the application and clearly mark it “ORIGINAL”. The original and the copies of the Application shall be typed or written in indelible ink, and shall be signed by the Applicant or a person or persons duly authorized to sign the short listing documents. All pages of the Application, except for unamended printed literature, shall be initialed by the person or persons signing the Application and each page numbered. In case the Applicant is a JV, Consortium or Association, the Application shall be signed by an authorized representative of the JV, Consortium or Association on behalf of the JV, Consortium or Association and so as to be legally binding on all the members as evidenced by a power of attorney signed by their authorized signatories. The Applicant shall submit copies of the signed original application, in the number specified in the PDS, and clearly mark them “COPY”. In the event of any discrepancy between the original and the copies, the original shall prevail.
- 16.3 This authorization shall consist of a Power of Attorney which if signed in Uganda shall be registered and if signed outside Uganda, shall be notarized and shall be attached to the short listing documents. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Application, except for unamended printed literature, shall be signed or initialed by the person signing the Application.
- 16.4 Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Application.
- 16.5 All Pages of the application shall be numbered sequentially starting with page number one (1) being the cover page.

## **D. Submission of Applications**

- 17.0 Sealing and Labelling of Applications
- 17.1 The Pre-qualification Application shall be composed of one envelope marked “**Prequalification Application for the provision of Electro-Mechanical works of nine (09) Mini hydropower plants to UECCC**”. It shall contain one (1) original (marked “Original”) and two (2) copies (marked “Copy”).
- 17.2 For application submission purposes only, the UECCC’s address shall be in accordance with the PDS.
- 17.3 The envelope shall also indicate the name and address of the Applicant to enable the Application to be returned unopened in case it is declared “late”.

- 17.4 If the envelope is not sealed and marked as required by ITA 17.1, the UECCC will assume no responsibility for the Applications misplacement or premature opening.
- 18.0 Deadline for Submission of Applications
- 18.1 Applications must be received by UECCC at the time and address specified under the PDS.
- 18.2 Applicants may always submit their applications by mail or by hand. Applications shall be received by the UECCC at the address in ITA 17.2 above and no later than the deadline indicated in the PDS. When so specified in the PDS, applicants shall have the option of submitting their applications electronically, in accordance with the PDS.
- 18.3 The UECCC may, at its discretion, extend the deadline for the submission of applications by amending the Short listing Documents in accordance with ITA 14, in which case all rights and obligations of the UECCC and Applicants previously subject to the deadline shall thereafter be subject to the deadline as extended.
- 19.0 Late Applications  
Any Application received after the deadline for submission of Applications prescribed by the UECCC will be rejected and returned unopened to the Applicant.

## **E. Opening and Evaluation of Applications**

- 20.0 Opening of Applications by the UECCC
- 20.1 The UECCC shall open all Applications at the date, time and place specified in the PDS. The UECCC will read out Applicants' particulars in the presence of Applicants' representatives who choose to attend. The Applicants' representatives who are present shall sign a register as evidence for their attendance.
- 20.2 Applications submitted electronically (if permitted pursuant to ITA 18.2) shall be opened in accordance with the procedures specified in the PDS.
- 20.3 No Application shall be rejected at Application opening, except for late Applications, which shall be returned unopened to the Applicants.
- 20.4 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding application shall not be opened, but returned to the Applicant. No application withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at the application opening.
- 20.5 All other envelopes including those marked "REPLACEMENT" shall be opened and the relevant details read out. Replacement applications shall be recorded as such on the record of the application opening. Only envelopes that are opened and read out at the application opening shall be considered further
- 20.6 The UECCC shall prepare a record of Application opening as a minimum: the name of the Applicant and whether a Power of Attorney was submitted. The Applicants' designated representatives who are present shall be requested to sign the record. The omission of an Applicant's signature on the record shall not invalidate the contents and effect of the record. A copy of the record shall upon request be distributed to Applicants and displayed on the UECCC's Notice Board within one working day from the date of the application opening for a minimum of seven (7) working days.

- 21.0 Confidentiality
- 21.1 Information relating to the evaluation of applications, and recommendation for short listing, shall not be disclosed to Applicants or any other persons not officially concerned with such process until the notification of short listing is made to all Applicants in accordance with ITA 30.3.
- 21.2 From the deadline for submission of applications to the time of notification of the results of the prequalification in accordance with ITA 8, any Applicant that wishes to contact the UECCC on any matter related to the prequalification process, may do so but only in writing.
- 21.3 From the time of application opening to the time of short listing, if any applicant wishes to contact the UECCC on any matter related to the prequalification process, they should do so in writing.
- 22.0 Evaluation of Applications
- 22.1 The UECCC will carry out the evaluation of applications on the basis of their responsiveness to:
- (a) The legal documentation and other information submitted by applicants to verify their eligibility including;
    - (i) Organizational structure;
    - (ii) Resources: personnel and providers equipment and facilities;
    - (iii) Experience: relevant projects completed and current relevant contracts;
  - (b) Tax Payment;
  - (c) Financial statement showing the financial position i.e. presentation of copies of audited reports for the last three (3) years; and
  - (d) Specific evaluation criteria for each category as given in Section 3. Evaluation Criteria
- 22.2 Any application that fails to meet the requirements in ITA 22.1 will be considered unsuitable and shall be rejected at this stage. The UECCC shall notify the Applicant of the rejection of their application.
- 22.3 The Employer shall use the factors, methods, criteria, and requirements defined in Section 3, Evaluation Criteria to evaluate the prequalification Applicants. The use of other methods, criteria, or requirements shall not be permitted. The Employer reserves the right to waive minor deviations in the Evaluation Criteria if they do not materially affect the capability of an Applicant to perform the contract.
- 22.4 Only the qualification of Specialized Subcontractors and specialist personnel, in accordance with ITA 26.3 and ITA 26.4 that have been identified in the Application may be considered in the evaluation of an Applicant.
- 22.5 Only the qualifications of the Applicant shall be considered. The qualifications of other firms, including the Applicant's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Applicant that submitted the Application shall not be considered.
- 23.0 Post-qualification of the Applicants

An Evaluation Committee shall undertake a post qualification to confirm whether the shortlisted applicants have the capacity and the resources to effectively offer the required Civil and Hydro-Mechanical works for the period specified in the PDS.

24.0 Clarification of Applications

- 24.1 To assist in the evaluation of the Applications, the UECCC may, at its discretion, ask Applicants for clarification of applications submitted. Any clarification submitted by an Applicant that is not in response to a request by the UECCC shall not be considered. The request for clarification and the response shall be in writing and copied to all Applicants for information purposes only and noted in the evaluation report.
- 24.2 An Applicant shall be instructed to reply to clarifications in writing within a specified time, addressing their responses to the head of the Procurement and Disposal Unit.
- 24.3 The head of the procurement and disposal unit shall ensure that all replies are promptly forwarded to the chairperson of the Evaluation Committee.
- 24.4 If an Applicant does not provide clarifications and/or documents requested by the date and time set in the UECCC's request for clarification, its Application shall be evaluated based on the information and documents available at the time of evaluation of the Application. Failure of an Applicant to respond to a request for clarification may also result in the rejection of its application.

25.0 Responsiveness of Applications

- 25.1 The UECCC's determination of an application's compliance and responsiveness is to be based only on the contents of the application itself with the exception of findings after a due diligence or post qualification.
- 25.2 A substantially compliant and responsive application is one that conforms to all the terms, conditions, and specifications of the PQD without material deviation, reservation, or omission. A material deviation is a deviation that-
- (a) affects in a substantial way, the scope or quality of the performance of the specific works to be procured;
  - (b) is inconsistent with the PQD and which may in a substantial way, limit the rights of the UECCC or the obligations of the Applicant under a resultant contract; or
  - (c) if corrected would unfairly affect the competitive position of the other applicants whose applications are administratively compliant and responsive.
- 25.3 The UECCC shall examine the technical aspects of the application submitted to confirm that all requirements of the Statement of Requirements (SORs) have been met without any material deviation or reservation, or omission.
- 25.4 If an application is not substantially compliant and responsive to the PQD, it shall be rejected by the UECCC and may not subsequently be made compliant and responsive by correction of the material deviation, reservation, or omission.

26.0 Sub-contractors:

- 26.1 Unless otherwise stated in the PDS, the UECCC does not intend to execute any specific elements of the Electromechanical works by subcontractors selected in advance by the Employer (so-called "Nominated Subcontractors").
- 26.2 The Applicant shall not propose to subcontract the whole of the Electromechanical works. The UECCC, in ITA 26.3, may permit the Applicant to propose subcontractors for certain

- specialized parts of the Electromechanical works as indicated therein as (“Specialized Subcontractors”). Applicants planning to subcontract any of the Key Activities indicated in Section 3: Evaluation Criteria, shall specify the activity (ies) or parts of the electromechanical works to be subcontracted in the Application Submission Form. Applicants shall clearly identify the proposed Specialized Subcontractors in Forms ELI-1.2 and EXP (experience) 4.2(b) in Section 4. Such proposed Specialized Subcontractor(s) shall meet the corresponding qualification requirements specified in Section 3: Evaluation Criteria.
- 26.3 Specialized Subcontractors may, if specified in the PDS, be used to meet requirements in Section 3: Evaluation Criteria.
- 26.4 Qualifications of Specialist Personnel, defined as personnel of the lead firm or Joint Venture (hereinafter referred to as Specialist Personnel); may, if specified in the PDS, be used to meet requirements in Section 3: Evaluation Criteria.
- 27.0 Non-conformities and Omissions
- 27.1 Provided that an application is substantially compliant and responsive, the UECCC may waive any non-conformity or omissions in the application that does not constitute a material deviation.
- 27.2 Provided that an application is substantially compliant and responsive, the UECCC may request that the Applicant submit the necessary information or documentation, within a reasonable period of time, to rectify non-material non-conformities or omissions in the application related to documentation requirements. Failure of the Applicant to comply with the request may result in the rejection of its application.
- 28.0 UECCC’s Right to Accept or Reject Applications  
The UECCC reserves the right to accept or reject any application, and to annul the pre-qualification process and reject all applications at any time, without thereby incurring any liability to Applicants.
- 29.0 Contacting the UECCC
- 29.1 No Applicant shall contact the UECCC on any matter relating to its Application from the time of Application opening to short listing of Applicants.
- 29.2 Any effort by an Applicant to influence the UECCC in the evaluation of applications and recommendation for short listing may result in the rejection of its application.

## **F. Short Listing**

- 30.0 Pre-qualification of Applicants
- 30.1 All applications that substantially meet or exceed the specified qualification requirements will be pre-qualified by the UECCC.
- 30.2 An Applicant may be “conditionally pre-qualified,” that is, qualified subject to the Applicant submitting or correcting certain specified non-material documents or deficiencies to the satisfaction of the UECCC.
- 30.3 Applicants that are conditionally pre-qualified will be so informed along with the statement of the condition(s) which must be met to the satisfaction of the UECCC before or at the time of submitting their applications.

- 31.0 Notification to the Short listed Applicants
- 31.1 Being shortlisted is not being awarded a Contract.
- 31.2 The UECCC shall display the list of prequalified Providers on the notice board of the entity for at least ten (10) working days.
- 31.3 The UECCC will notify all Applicants in writing that they have been short listed to provide Electromechanical works as provided for under the PDS. In addition, those Applicants who have been disqualified will be informed separately.
- 31.4 Applicants that have not been pre-qualified may write to the UECCC to request, in writing, the grounds on which they were disqualified.
  
- 32.0 Inspection
- 32.1 The UECCC reserves the right to verify all information submitted by the shortlisted providers before a call-off contract is made/ awarded.
- 32.2 The UECCC reserves the right to conduct a physical inspection of the premises of the Applicant at its own cost and discretion to confirm:
  - (i) the experience and performance of the shortlisted applicant, with regard to similar assignments;
  - (ii) the capacity of the shortlisted applicants with respect to equipment and facilities;
  - (iii) for prequalification of Electromechanical works, that the shortlisted applicant has the capacity to supervise or manage the performance of the works, as the case may be, based on the qualifications of the supervisory or management staff of the shortlisted provider and the number and deployment of the staff;
  - (iv) if provided for under ITA 1.1 and the PDS; the facilities or representation at or near the location to be used for the performance of the assignment; and any other relevant criteria.
- 32.3 If, after the inspection, it is deemed that the physical structure and quality of service equipment is unsatisfactory, then the Application will be rejected.
  
- 33.0 Debriefing
- 33.1 Where a request for debriefing is received from successful or unsuccessful Applicants, the UECCC shall promptly give the Applicant a written debrief giving the reasons for the success or failure of their Application, after the prequalification process.
- 33.2 Debriefings of unsuccessful Applicants shall be done in writing.
  
- 34.0 Request for Bids
- 34.1 Following the notification of the results of the pre-qualification the UECCC shall invite bids from all the Providers that have been pre-qualified or conditionally pre-qualified.
  
- 35.0 Currency
- All monetary/financial information furnished, must be quoted in Uganda Shillings or USD. The exchange rate shall be the prevailing Bank of Uganda exchange rate at the date of proposal submission.
  
- 36.0 Changes in Qualifications of Applicants

- 36.1 Applicants and those subsequently short listed or conditionally short listed, shall inform the UECCC of any material change in information that might affect their qualification status. Providers shall be required to update key pre-qualification information at the time of bidding.
- 36.2 Any change in the structure, formation, key staff or qualifications of an Applicant after being prequalified and invited to bid (including, in the case of a JV, any change in the structure or formation of any member and also including any change in any Specialized Subcontractor) shall be subject to a written approval of the UECCC prior to the deadline for submission of bids. Such approval shall be denied if;
- a) a pre-qualified Applicant proposes to associate with a disqualified Applicant or in case of a disqualified joint venture, any of its members;
  - b) as a consequence of the change the Applicant no longer substantially meets the qualification criteria set forth under Section 3: Evaluation Criteria, or
  - c) if in the opinion of the UECCC, a substantial reduction in competition may result. Any such changes shall be submitted to the UECCC not later than 14 days after the date of the Request for Bids.
- 36.3 Prior to award of contract, the best evaluated bidder will be required to confirm its continued qualified status in a post-qualification review process.
- 37.0 Administrative Review
- 37.1 Providers may seek an Administrative Review for any omission or breach by the UECCC in accordance with the PPDA Act, 2003, any regulations or guidelines made under the Act or of the provisions of the prequalification documents including best practices.
- 37.2 The UECCC shall provide a Provider who seeks administrative review with:
- a) A summary of the evaluation process;
  - b) A comparison of the tenders, proposals, or quotations including the evaluation criteria used; and
  - c) The reasons for rejecting the concerned applications.



## SECTION 2: PREQUALIFICATION DATA SHEET (PDS)

The following specific data shall complement, or supplement the provisions in the ITA when prequalifying providers for Electromechanical works. Whenever there is a conflict, the provisions herein shall prevail over those in ITA.

<b>Section 2 - Prequalification Data Sheet (PDS)</b>	
<b>A. General</b>	
<b>TA 1.1</b>	Successful Applicants shall provide the Electromechanical works.
<b>ITA 2</b>	The PDE is: Uganda Energy Credit Capitalisation Company (UECCC)
<b>ITA 2</b>	The Pre-Qualification Reference number is: UECCC/SUPLS/20-21/00005/TE
<b>ITA 2</b>	The number and identification of lots comprising this PQD is: <b>Not Applicable</b>
<b>ITA 2.2 (e)</b>	The parties in a JV <b>shall</b> be jointly and severally liable. Maximum number of partners in the JV shall be: <b>Not limited</b>
<b>ITA 5.0</b>	<b>Reservation/Preference Schemes</b> Reservation and/or preference schemes <i>shall apply</i>
<b>ITA 7.1 (c)</b>	A list of suspended providers (firms and individuals) is available on PPDA's general website: <a href="http://www.ppda.go.ug">http://www.ppda.go.ug</a> .
<b>B. Contents of the Prequalification Document</b>	
<b>ITA 9.1</b>	For clarification purposes only, the UECCC's address is:  Attention:                   Managing Director Street Address:            Amber House, Plot 29/33 Kampala Road Floor/Room number:      3rd Floor, Block E Town/City: Kampala Town/City:                   Kampala Postal Code:                P. O. Box 29725, Kampala Country:                     Uganda Email:                         pdu@ueccc.or.ug
<b>ITA 9.2</b>	The Procuring and Disposing Entity will respond to any request for clarification provided that such request is received two weeks before the bid submission deadline.
<b>C. Preparation of Applications</b>	
<b>ITA 12</b>	Translation to the English language of supporting documents and any printed literature of the application shall be by a competent institution.
<b>ITA 13</b>	Pre-Application Meeting will be held: <b>No</b>
<b>ITA 14</b>	The Applicant shall submit with its application, the following additional documents: <b>Not Applicable</b>



### **SECTION 3: EVALUATION CRITERIA**

The evaluation criteria for the pre-qualification applications shall be conducted on a **Pass** or **Fail** basis based on eligibility, historical contract performance, financial situation, experience, personnel and equipment as detailed in the tables below. It is the legal entity or entities comprising the Applicant, and not the Applicant's parent companies, subsidiaries or affiliates that must satisfy the qualification criteria described below.

The pre-qualification criteria described below and as detailed in the tables shall be applied on a "Pass/Fail" basis. Applicants must meet all qualification criteria.

In case where

- a) all Applicants fail to meet any of the Evaluation Criteria or
- b) there is a limited number of qualified Applicants, or
- c) there is no adequate number of Applications received;

then UECCC may cancel the prequalification process and invite bids on a post-qualification basis with the appropriate modifications of the qualification criteria.

## 1.0 Eligibility

Factor	1. Eligibility				
Sub-Factor	Sub-Criteria				Documentation Required
	Requirement	Bidder			
		Single Entity	Joint Venture (Existing or intended)		
			All partners combined	Each partner	

Factor	1. Eligibility					
Sub-Factor	Sub-Criteria					Documentation Required
	Requirement	Bidder				
		Single Entity	Joint Venture (Existing or intended)			
All partners combined			Each partner	At least one partner		
<b>1.1 General Eligibility</b>	(a) A copy of the Bidder's Trading License or equivalent;	Must meet requirement	N / A	Must meet requirement	N / A	Notarized Copy of license
	(b) A copy of the Bidder's Certificate of Registration or equivalent;	Must meet requirement	N / A	Must meet requirement	N / A	Notarized Copy of Certificate of Registration
	(c) A copy of the Bidder's income tax clearance certificate or equivalent;	Must meet requirement	N / A	Must meet requirement	N / A	Notarized Copy of Tax Clearance Certificate
	(d) A copy of the Bidders VAT registration or equivalent;	Must meet requirement	N / A	Must meet requirement	N / A	Notarized Copy of VAT Registration Certificate
	(e) Power of Attorney of the signatory(ies) of the bid authorizing signature of the bid on behalf of the joint venture or single entity	Must meet requirement	Existing or intended JV must meet requirement	N / A	N / A	Power of Attorney

Factor	1. Eligibility					
Sub-Factor	Sub-Criteria					Documentation Required
	Requirement	Bidder				
		Single Entity	Joint Venture (Existing or intended)			
All partners combined			Each partner	At least one partner		
	(f) A certified copy of the Joint Venture Agreement, which is legally binding on all partners, showing that all partners shall be jointly and severally liable and one of the partners will be nominated as being in charge, authorised to incur liabilities, and receive instructions for and on behalf of any and all partners of the joint venture.	N / A	Existing or intended JV must meet requirement	N / A	N / A	Joint Venture Agreement or Declaration of intent
<b>1.2 Nationality</b>	Nationality in accordance with ITA 4.3.	Must meet requirement	Existing or intended JV must meet requirement	Must meet requirement	N / A	Form ELI –1.1 and 1.2, with attachments
<b>1.2 Conflict Of Interest</b>	No- conflicts of interests as described in ITA 4.5	Must meet requirement	Existing or intended JV must meet requirement	Must meet requirement	N / A	Letter of Application
<b>1.3 Suspension</b>	Suspension as described in ITA 4.7 and/or suspension by other Multilateral Agencies	Must meet requirement	Existing or intended JV must meet requirement	Must meet requirement	N / A	Letter of Application

Factor	1. Eligibility					
Sub-Factor	Sub-Criteria					Documentation Required
	Requirement	Bidder				
		Single Entity	Joint Venture (Existing or intended)			
All partners combined			Each partner	At least one partner		
<b>1.4 Government Owned Entity</b>	Compliance with conditions of ITA 4.8.	Must meet requirement	Existing or intended JV must meet requirement	Must meet requirement	N / A	Form ELI –1.1 and 1.2, with attachments

## 2.0 Historical Contract Performance

Factor	2. Historical Contract Performance					
Sub-Factor	Sub-Criteria				Documentation Required	
	Requirement	Bidder				
		Single Entity	Joint Venture (Existing or Intended)			
				All partners combined	Each partner	At least one partner
<b>2.1 History of Non-Performing Contracts</b>	Non-performance of a contract did not occur within the last Five (5) years prior to the deadline for application submission, based on all information on fully settled disputes or litigation. A fully settled dispute or litigation is one that has been resolved in accordance with the Dispute Resolution Mechanism under the respective contract, and where all appeal instances available to the bidder have been exhausted.	Must meet requirement by itself or as partner to past or existing JV	N / A	Must meet requirement by itself or as partner to past or existing JV	N / A	Form CON – 1
<b>2.2 Pending Litigation</b>	All pending litigation shall in total not represent more than Fifty percent (50 %) of the Bidder's net worth and shall be treated as resolved against the Bidder.	Must meet requirement by itself or as partner to past or existing JV	N / A	Must meet requirement by itself or as partner to past or existing JV	N / A	Form CON – 1

This requirement also applies to contracts executed by the Applicant as JV member.



The Applicant shall provide accurate information on the related Application Form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the last five years. A consistent history of awards against the Applicant or any member of a joint venture may result in failure of the application.

### 3.0 Financial Situation

Factor	3. Financial Situation				
Sub-Factor	Sub-Criteria				Documentation Required
	Requirement	Bidder			
		Single Entity	Joint Venture (Existing or Intended)		
All partners combined	Each partner		At least one partner		

Factor	3. Financial Situation					
Sub-Factor	Sub-Criteria					Documentation Required
	Requirement	Bidder				
		Single Entity	Joint Venture (Existing or Intended)			
All partners combined			Each partner	At least one partner		
<b>3.1 Historical Financial Performance</b>	Submission of audited Financial Statements for the last <b>Five (5)</b> years to demonstrate the current soundness of the bidder's financial position.  As a minimum, a Bidder's net worth calculated as the difference between total assets and total liabilities should be positive for last <b>Three (3)</b> years and the ratio of equity divided by total assets should be at least 10% for the last <b>Three (3)</b> years	Must meet requirement	N / A	Must meet requirement	N / A	Form FIN –1 with attachments.
<b>3.2 Average Annual Turnover</b>	Minimum average annual turnover of <b>USD 17,700,000</b> calculated as total certified payments received for contracts in progress or completed <b>best Three (3) years</b> within the last <b>Five (5)</b> years.	Must meet requirement	Must meet requirement	Must meet at least <b>Thirty percent (30%)</b> of the requirement	Must meet <b>Sixty percent (60%)</b> of the requirement	Form FIN –2
<b>3.3 Financial Resources</b>	The Bidder must demonstrate access to, or availability of, financial resources such as liquid assets, unencumbered real assets, lines of credit, and other financial means, other than any contractual	Must meet requirement	Must meet requirement	Must meet <b>Thirty percent (30%)</b> of the requirement	Must meet <b>Sixty percent (60%)</b> of the requirement	Form FIN –3 with attachments and

<b>Factor</b>	<b>3. Financial Situation</b>					
<b>Sub-Factor</b>	<b>Sub-Criteria</b>					<b>Documentation Required</b>
	<b>Requirement</b>	<b>Bidder</b>				
		<b>Single Entity</b>	<b>Joint Venture (Existing or Intended)</b>			
<b>All partners combined</b>			<b>Each partner</b>	<b>At least one partner</b>		
	advance payments to meet: (i) a cash-flow requirement of USD 1,270,000 for the period of 5 months.  (ii) the overall cash flow requirements for this contract and its current commitments. (To be estimated by the Bidders)					Form CCC-1 with attachments

## 4.0 Experience

Factor	4. Experience					
Sub-Factor	Criteria					Documentation Required
	Requirement	Bidder				
		Single Entity	Joint Venture			
			All partners combined	Each partner	At least one partner	

Factor	4. Experience						
Sub-Factor	Criteria					Documentation Required	
	Requirement	Bidder					
		Single Entity	Joint Venture				
			All partners combined	Each partner	At least one partner		
<b>4.1 General Experience</b>	Experience in Manufacturing, Supply, Installation and Testing Commissioning of Electromechanical Works for Hydropower projects for at least the last <b>Fifteen (15)</b> years prior to the applications submission deadline.	Must meet requirement	N / A	Must meet requirement	N / A	Form EXP-1	
<b>4.2 Specific Experience</b>	a) <b>Contracts of Similar Size and Nature</b> Participation as sole contractor or prime contractor or a member of JV  (i) At least three contracts for <b>Manufacturing, Supply, Installation and Testing Commissioning of Electromechanical Works of Hydropower projects with Pelton turbine,</b>	Must meet requirement	Must meet requirements for all characteristics	N / A	Must meet requirement	Form EXP- 2	

Factor	4. Experience					
Sub-Factor	Criteria					Documentation Required
	Requirement	Bidder				
		Single Entity	Joint Venture			
All partners combined			Each partner	At least one partner		
	<p>executed under Plant and Design Build Contract and each having the Project Capacity 3 to 10 MW, with minimum value of 30% of the total contract value in case of JV member, which have been successfully or substantially completed within the <b>last five years.</b></p> <p><b>(ii) At least 10 contracts for Manufacturing, Supply, Installation and Testing Commissioning of Electromechanical Works of mini hydropower projects with Crossflow turbine, executed under Plant and Design Build Contract</b></p>					

Factor	4. Experience					
Sub-Factor	Criteria					Documentation Required
	Requirement	Bidder				
		Single Entity	Joint Venture			
			All partners combined	Each partner	At least one partner	
	and each having the Project Capacity of 300 KW to 1MW, with minimum value of 30% of the total contract value in case of JV member, which have been successfully or substantially completed within the <b>last 10 years</b> out of which at least 5 contracts are completed within the last five years.					
	b) For the above or other contracts executed during the period stipulated in 4.2(a) above, a minimum experience in the following key activities: 1. The bidder should have successfully completed at least 5 projects, of which at least one should be Pelton and at	Must meet requirements	Must meet requirements for all characteristics	N / A	Must meet requirement for one characteristic	Form EXP-2



Factor	4. Experience				
Sub-Factor	Criteria				Documentation Required
	Requirement	Bidder			
		Single Entity	Joint Venture		
			All partners combined	Each partner	
least three should be cross-flow, which have been in operation for 3 years post defect liability period.					
(Note: If the bidder is proposing separate renowned design Consultant as JV member for design works, the minimum experience requirement for the design Consultant on design works shall be same as that of Construction specific experience requirements in 4.2 (a) above)					

The similarity shall be based on the physical size, complexity, methods/technology and/or other characteristics. Summation of number of small value contracts (less than the value specified under requirement) to meet the overall requirement will not be accepted.

Substantial completion shall be based on 80% or more works completed under the contract.

For contracts under which the Applicant participated as a joint venture member or Subcontractor, only the Applicant’s share, by value, shall be considered to meet this requirement.

For the design experience, the Bidder should disclose the experience in details along with certificates of the Clients. For this component the experience of the sub consultant shall also be considered and in case the Bidder intends to hire the services of a reputed design consultant for this component, they shall furnish the name of the design consultant along with their credentials and experiences in the required areas as separate attachment along with their application

## **5.0 Resources**

### **5.1 Personnel**

The Bidder shall demonstrate (in line with Form A4) that it has the key personnel to carry out the Works as per the proposed Work Method Statement.

### **5.2 Equipment**

The Bidder shall demonstrate (in line with Form A5) clearly that he has the manufacturing equipment at the factory premises necessary to manufacture the Electro-mechanical Works which he proposes to manufacture by himself.

Bidders shall also provide adequate information to demonstrate clearly that he has the capability to arrange the Erection/Installation Equipment including but not limited to Chain pulley, portable crane, tools, shackles and Testing Equipment including but not limited to Insulation Resistance Tester (500 volt and 5000 volt), Contact resistance testers, Relay testing kits, Multi-meters, Tung testers and instruments, Calibration devices required for of the execution as required by the Work Method Statement

## SECTION 4: FORMS FOR APPLICATION SUBMISSION

### Form A1: Application Submission Sheet/Letter of Application

Date: *[insert day, month, year]*

To: *[insert full name of Procuring and Disposing Entity]*

We, the undersigned declare that:

- (a) We have examined and have no reservations to the short listing document, including Addenda No:....., *[insert the number and issuing date of each Addenda]*;
- (b) We hereby apply to be short listed for the following works, services or supplies:

Number	Description of Works, Services or Supplies

- (c) We, including any subcontractors or providers for any part of the contract or contracts resulting from this short listing process, are eligible to participate in public procurement;
- (d) We undertake to abide by the Code of Ethical Conduct for Providers and Providers during the procurement process and the execution of any resulting contract;
- (e) We, including any subcontractors or providers for any part of the contract or contracts resulting from this short listing process, have nationals from the following eligible countries *[insert the nationality of the Applicant, including that of all parties in case of a joint venture and the nationality of any subcontractors, if applicable]*;
- (f) We, including any subcontractors or providers for any part of the contract or contracts resulting from this short listing process do not have any conflict of interest, and are not associated, nor have been associated in the past, directly or indirectly, with the consultant or any other entity that has prepared the design or technical specifications of the Supplies;
- (g) We, our affiliates or subsidiaries, including any subcontractors for any part of the contract or contracts resulting from this short listing process, have not been suspended by the Public Procurement and Disposal of Public Assets Authority in Uganda from participating in public procurement;

- (h) We are not a government owned entity, or if we are, we meet the requirements of 2.3.9.
- (i) We declare that the following commissions, gratuities, or fees have been paid or are to be paid with respect to the short listing process, the corresponding bidding process or execution of the Contract: *[insert complete name of each Recipient, their full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity. If none has been paid or is to be paid, indicate “none”.]*

Name of Recipient	Address	Purpose/Reason	Amount & currency

- (j) We understand that you may amend the scope and value of any contracts to be bid or cancel the short listing process at any time and that you are neither bound to accept any application that you may receive nor to invite the short listed applicants to bid for the contract or contracts, which are the subject of this short listing, without incurring any liability to the Applicants;
- (k) We understand that qualification information will be subject to verification through a post-qualification process prior to any award of contract;
- (l) We hereby authorise you and your authorised representatives, to conduct any enquiries or investigations to verify the statements, documents and information submitted in connection with this application and to seek clarification from our bankers and clients regarding any financial and technical aspects. This Application Submission Sheet will also serve as authorisation to any individual or authorised representative of any institution referred to in the supporting information to provide such information deemed necessary and as requested by yourselves to verify statements and information provided in this application.

Signed: *[signature of person whose name and capacity are shown below]*

Name: *[insert complete name of person signing the application]*

In the capacity of *[insert legal capacity of person signing the application]*

Duly authorized to sign the application for and on behalf of: *[insert complete name of Applicant/Joint Venture]*

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*

## Form A2: Applicant Information Sheet

### STRUCTURE AND ORGANIZATION

#### Bidder Information Sheet (Form ELI 1.1)

Date:.....

Invitation for Prequalification No.: .....

Page \_\_\_\_\_ of \_\_\_\_\_ pages

1. Bidder's Legal Name:

*[insert full legal name]*

Physical address;

*[insert street/number/ town or city/ country]*

Postal address:

Telephone number:

Telefax number:

Email:

**2. Description of the Company's activities:**

3. In case of Joint Venture (JV), legal name of each party:

4. Number of years of experience in the provision of the works and services under reference:

5. Bidder's Year of Registration:

6. Bidder's Country of Registration:

7. Bidder's Legal Address in Country of Registration:

<p>8. Bidder's Authorized Representative Information</p> <p>Name:</p> <p>Address:</p> <p>Telephone/Fax numbers:</p> <p>Email Address:</p>
<p>9. Attached are copies of original documents of:</p> <ul style="list-style-type: none"><li>a) a copy of the Bidder's Trading License or equivalent;</li><li>b) a copy of the Bidder's Certificate of Registration or equivalent;</li><li>c) a copy of the Bidder's Income Tax Clearance Certificate or equivalent;</li><li>d) a copy of the Bidders VAT registration or equivalent;</li><li>e) Power of Attorney of the signatory of the bid authorizing signature of the bid</li><li>f) In case of government owned entity from the Employer's country, documents establishing legal and financial autonomy and compliance with the principles of commercial law, in accordance with ITP Clause 2.3.9.</li><li>g) In case of JV, JV agreement or letter of intent to form JV including a draft agreement, or JV agreement, in accordance with ITP Clause 2.3.3.</li></ul>
<p>10. Describe your company's access to works, services or supplies from other Companies (name the sources/companies). Information of Proposed Sub-contractor and manufacturers to complete the assignment.</p>
<p>11. What is the estimated time schedule of providing and completing the works and services being applied for?</p>
<p>12. Please indicate here or attach an organization chart showing the company structure including key personnel.</p>

**Bidder's Partner JV Information Sheet (Form ELI 1.2)**

Date: .....  
Invitation for Prequalification No.: .....  
Page \_\_\_\_\_ of \_\_\_\_\_ pages

*[This form is to be filled for each partner of Bidder's Joint Venture (JV)]*

1. Bidder's Legal Name:
2. JV Partner's legal name:
3. JV Partner's Country of Registration:
4. JV Partner's Year of Registration:
5. JV Partner's Legal Address in Country of Registration:
6. JV Partner's Authorized Representative Information Name:..... Position:..... Address:..... Telephone/Fax numbers: ..... Email Address:.....

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7. Description of the Company's activities:

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8. Number of years of experience in the provision of the works, services or supplies under reference:

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9. The following documentation shall be required for each member of the joint venture:
- (a) a copy of the Bidder's Trading Licence or equivalent;
  - (b) a copy of the Bidder's Certificate of Registration or equivalent;
  - (c) a copy of the Bidder's Income Tax Clearance Certificate or equivalent;
  - (d) a copy of the Bidders VAT registration or equivalent;
  - (e) Power of Attorney of the signatory(ies) of the bid authorising signature of the bid on behalf of the joint venture or single entity;
  - (f) In case of government owned entity from the Employer's country, documents establishing legal and financial autonomy and compliance with the principles of commercial law, in accordance with ITP Clause 2.3.9.
  - (g) a certified copy of the JV Agreement, which is legally binding on all partners, showing that all partners shall be jointly and severally liable and one of the partners will be nominated as being in charge, authorised to incur liabilities, and receive instructions for and on behalf of any and all partners of the joint venture.
- 
10. Please indicate here or attach an organization chart showing the company structure including key personnel.



## Form A3: Historical Contract Performance and Financial Statement

*[To be completed by the Bidder and, if JV, by each partner]*

### 1. Historical Contract Non-Performance and Pending Litigation (Form CON – 1)

Bidder's Legal Name: \_\_\_\_\_  
 JV Partner Legal Name: \_\_\_\_\_

Date: \_\_\_\_\_

IFP No.: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

<b>a. Non-Performing Contracts in accordance with Section 3: Evaluation Criteria</b>			
<input type="checkbox"/> <b>Contract non-performance did not occur during the stipulated period</b> , in accordance with Sub-Factor 2.1 History of non-performing contracts (Section 3: Evaluation Criteria).			
<input type="checkbox"/> <b>Contract non-performance during the stipulated period</b> , in accordance with Sub-Factor 2.1 History of non-performing contracts (Section 3: Evaluation Criteria):			
Year	Non-performed portion of Contract <i>[insert amount and percentage]</i>	Contract Identification	Total Contract Amount (current value, US\$ equivalent)
		Contract Identification: Name of Employer: Address of Employer: Reason(s) for non-performance:	
		Contract Identification: Name of Employer: Address of Employer: Reason(s) for non-performance:	
<b>b. Pending Litigation, in accordance with Section 3: Evaluation Criteria</b>			
<input type="checkbox"/> <b>No pending litigation</b> in accordance with Sub-Factor 2.2 Pending Litigation (Section 3: Evaluation Criteria).			
<input type="checkbox"/> <b>Pending litigation</b> in accordance with Sub-Factor 2.2 Pending Litigation (Section 3: Evaluation Criteria), as indicated below:			

Year of Dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (current value, US\$ equivalent)
		Contract Identification: Name of Employer: Address of Employer: Matter in dispute: Party who initiated the dispute: Status of Dispute:	
		Contract Identification: Name of Employer: Address of Employer: Matter in dispute: Party who initiated the dispute: Status of Dispute:	

## 2. Historical Financial Situation and Performance

### 2.1 Financial Status (Form FIN-1)

Bidder's Legal Name: \_\_\_\_\_

Date: \_\_\_\_\_

JV Partner Legal Name: \_\_\_\_\_

IFP No.: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

Financial information in US\$ equivalent	Historic information for previous five (5) years (US\$ equivalent in 000s)						
	Year 1	Year 2	Year 3	Year 4	Year 5	Avg.	Avg. Ratio
<b>Information from Balance Sheet</b>							
Total Assets (TA)							
Total Liabilities (TL)							
Net Worth (NW)							
Current Assets (CA)							
Current Liabilities (CL)							
Working Capital (WC)							
<b>Information from Income Statement</b>							
Total Revenue (TR)							
Profits Before Taxes (PBT)							
Profits After Taxes							

### Attachments

Attached are copies of **audited** financial statements (balance sheets, including all related notes, and income statements) for the years required above complying with the following conditions.

The Historic financial statements must:

- reflect the financial situation of the Bidder or partner to a JV, and **not sister or parent companies**
- be audited by a certified Accountant
- be complete, including all notes to the financial statements
- correspond to the accounting periods already completed and audited (no statements for partial periods shall be requested or accepted)
- be in English and if not in should be translated to English and notarised

2.2 Average Annual Turnover (Form FIN – 2)

[To be completed by the Bidder and, if JV, by each partner]

Applicant's Legal Name:..... Date: .....

JV Partner's Legal Name: ..... IFP No.: .....  
 .....

Page ..... of ..... pages

*Annual turnover data for Last Five Years			
<u>Year</u>	<u>Amount</u> <u>Local Currency</u>	<u>Exchange</u> <u>Rate</u>	<u>US\$</u> <u>Equivalent</u>
<u>Year 1: 20...</u>			
<u>Year 2: 20...</u>			
<u>Year 3: 20...</u>			
<u>Year 4: 20....</u>			
<u>Year 5: 20....</u>			
*Average Annual Turnover			
*Average Annual Turnover of the Best Three Years within Last Five years			

\*Average annual turnover calculated as total certified payments received for work in progress or completed, divided by the number of years specified in Sub-Factor 3.2 Average Annual Turnover (Section 3: Evaluation Criteria), of the prequalification document.

\*Annual turnover should be for the Bidder or partner to a JV, and **not sister or parent companies**

2.3 Financial Resources (Form FIN -3)

(The following table shall be filled in for the Applicant and all parties combined in case of a Joint Venture)

Date: \_\_\_\_\_  
Invitation for Prequalification No.: \_\_\_\_\_  
Page \_\_\_\_\_ of \_\_\_\_\_ pages

*Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as indicated in Sub-Factor 3.3 Financial Resources (Section 3: Evaluation Criteria)*

Source of financing	Amount (US\$ equivalent)
1.	
2.	
3.	
4.	

**Notes:**

- a) The letter from the Bank is unconditional, hence must be attached.
- b) Please provide the Name and address of Bankers from which references can be obtained and authority to seek references

*2.4 Current Contract Commitments/Works in Progress (Form CCC-1)*

*Bidders and each partner to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.*

Applicant’s Legal Name:..... Date: .....

JV Partner’s Legal Name: ..... IFP No.: .....  
 .....

Page ..... of ..... pages

S.NO .	Name of contract	Employer, contact address/tel/fax and email	Contract Amount in US\$ equivalent	Value of outstanding work (current US\$ equivalent)	Contract Signing Date	Estimated completion date	Average monthly invoicing over last six months (US\$/month)
1.							
2.							
3.							
4.							
5.							
etc.							

**Note:** Letter from the Employer that demonstrates the status of work progress must be attached.

## **Form A4: Work Plan, Method Statements and Resource Plan**

The Bidder shall, in the EOI, also submit a brief Work Method Statement for Electromechanical Works covering the Scope of Works. The Work method Statement shall also cover how he plans to execute the works in different fronts and complete the project within the required time period. If the Bidder intends to subcontract part of the works, the Bidder may also provide the name of the Subcontractor and part of the work that will be subcontracted.

The Bidder shall indicate the proposed key personnel with an organogram and major equipment to be used for completing the project.

### **Forms of Work Method Statement**

#### **Form- WMS**

The applicant shall prepare and submit with its application for prequalification, a Work Method Statement for whole of the Works. The statement shall include but not limited to the following items:

- (i) Bidder's understanding of the Scope of Works ;
- (ii) Overall Project Management, including interaction with the Owner and Owner's Engineer and dealing of interface with Civil and Hydro mechanical Works Contractor.
- (iii) If the Bidder intends to subcontract part of the works, the Bidder may also provide the name of the Subcontractor and part of the work that will be subcontracted. In such case, the relevant experience of the sub-contractor shall be included with application.
- (iv) In case of Bidder intends to procure any major equipment or parts of the equipment, the Bidder shall provide the name of the vendors and the vendors experience in those specific field.
- (v) Plan for the Arrangement of Tools for Installation, Testing equipment for Commissioning and Work labor force;
- (vi) Brief methods for manufacturing of Turbines, Generators, Transformers, Balance of Plants etc with the Brief Quality Assurance Plan for the major equipment.
- (vii) Work Plan showing the different work for all nine projects so that all projects will be implemented concurrently and will be completed within the time.

**Resources: Personnel (Form PER – 1)**

Date: \_\_\_\_\_

Invitation for Prequalification No.: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

*Bidders shall provide the names of suitably qualified key personnel to carry out the Works as per the proposed Work Method Statement. The data on their experience should be supplied using the Form below for each candidate.*

No.	Name	Position*	Academic Qualification	Total Work Experience [Years]	Experience in Similar Works [years]
1.					
2.					
3.					
4.					
5.					



**Resume of Proposed Personnel (Form PER-2)**

Date: \_\_\_\_\_  
Invitation for Prequalification No.: \_\_\_\_\_  
Page \_\_\_\_\_ of \_\_\_\_\_ pages

**CURRICULUM VITAE (CV)**

<b>Position Title and No.</b>	
<b>Name of Expert:</b>	
<b>Date of Birth:</b>	
<b>Country of Citizenship/Residence</b>	

**Education:** {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

\_\_\_\_\_  
\_\_\_\_\_

**Employment record relevant to the assignment:** {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

<b>Period</b>	<b>Employing organization and your title/position. Contact information for references</b>	<b>Country</b>	<b>Summary of activities performed relevant to the Assignment</b>

**Membership in Professional Associations and Publications:**

\_\_\_\_\_

**Language Skills (indicate only languages in which you can work):** \_\_\_\_\_

\_\_\_\_\_

**Adequacy for the Assignment:**

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
{List all deliverables/tasks in which the Expert will be involved)	

## Form A5: Resources: Providers Equipment and Facilities

Date: \_\_\_\_\_

Invitation for Prequalification No.: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

*Bidders shall demonstrate that it has the Erection/Installation and Testing equipment to carry out the Works as per the proposed Work Method Statement. Also indicate whether this is already in the company's ownership or will be purchased.*

The following equipment are available at the Bidders workshop:

<b>Nº</b>	<b>Equipment Type, Capacity</b>	<b>Make/Model</b>	<b>Quantity</b>	<b>Ownership type (owned/leased/hired)</b>
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

## Form A6: Experience: Relevant Projects Completed

*[To be completed by the Bidder and, if JV, by each partner]*

*Please fill in information about the relevant contracts completed over the past years as mentioned in Evaluation Criteria.*

*The applicant **MUST** attach evidence of performance of the mentioned contracts through project completion certificate.*

### General Experience (Form EXP – 1)

Bidder's Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 JV Partner Legal Name: \_\_\_\_\_ IFP No.: \_\_\_\_\_  
 Page \_\_\_\_\_ of \_\_\_\_\_ pages

S.No.	Starting Month / Year	Ending Month / Year	Years *	Contract Identification	Role of Bidder**
				Contract name: Brief Description of the Works performed by the Bidder: Amount of contract ( <i>in US\$ equivalent</i> ) Name of Employer: Address:	
				Contract name: Brief Description of the Works performed by the Bidder: Amount of contract ( <i>in US\$ equivalent</i> ) Name of Employer: Address:	
				Contract name: Brief Description of the Works performed by the Bidder: Amount of contract ( <i>in US\$ equivalent</i> ) Name of Employer: Address:	

S.No.	Starting Month / Year	Ending Month / Year	Years *	Contract Identification	Role of Bidder**
				Contract name: Brief Description of the Works performed by the Bidder: Amount of contract ( <i>in US\$ equivalent</i> ) Name of Employer: Address:	

\*List calendar year for years with contracts *with at least nine (9) months activity* per year starting with the earliest year

\*\* Indicate Role of Bidder as "Prime Contractor" or "JV Member" or "Sub-contractor" or "Management Contractor"

**Note:** Completion certificates/experience letter of the each of the project completed must be attached.

### Specific Experience (Form EXP – 2)

Bidder's Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_

JV Partner Legal Name: \_\_\_\_\_ IFP No.: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

<b>Similar Contract Number:</b> ___ of ___ required.	Information		
<b>Name of the Project</b>			
<b>Plant Installed Capacity (KW)</b>			
<b>Contract Identification:</b>			
<b>Type of Contract</b> [ <i>EPC/ Plant and Design Build/</i> ]			
<b>Award date</b>			
<b>Completion date</b>			
<b>Role in Contract</b>	<input type="checkbox"/> Contractor	<input type="checkbox"/> Management Contractor	<input type="checkbox"/> Subcontractor
<b>Total contract amount</b>			<b>US\$</b>
<b>If partner in a JV or subcontractor, specify participation of total contract amount</b>	_____ %	_____	<b>US\$</b> _____
<b>Employer's Name:</b>			
<b>Address:</b>			
<b>Telephone/fax number:</b>			
<b>E-mail:</b>			
<b>Description of the similarity in accordance with Sub-Factor 4.2 Specific Experience (Section 3: Evaluation Criteria) of the prequalification document:</b>			
Installed Capacity :			

<b>Similar Contract Number:</b> ___ of ___ required.	Information
Contract Amount	US\$
Description of Key Activities:	
<p>A. Turbine details</p> <p>Type of Turbine:</p> <p>Axis type: mention horizontal or vertical</p> <p>Mention in brief about the features, design and manufacturing, place of manufacturing, guaranteed efficiency &amp; efficiency achieved at site:</p> <p>.....</p> <p>.....</p> <p>.....</p>	
<p>B. Generator</p> <p>Mention in Brief about the features, design and manufacturing, place of manufacturing, guaranteed efficiency &amp; efficiency achieved at site:</p> <p>.....</p> <p>.....</p> <p>.....</p>	
<p>C. Transformer and other accessories</p> <p>Mention in Brief about the features, design and manufacturing:</p> <p>.....</p> <p>.....</p> <p>.....</p>	
<p>D. Details of Manufacturing, Transportation and Installation</p> <p>Time taken for Manufacturing and Supply to Site:</p> <p>Time taken for erection/installation and testing:</p>	
<p>E. Mention the performance of the Project including any repair and maintenance for the period upto 3 years of post-defect liability period:</p> <p>.....</p> <p>.....</p>	
<p>F. If Partner in a JV or subcontractor, specify the component executed by the company:</p>	

<b>Similar Contract Number:</b> ___ of ___ required.	Information
<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	



## Form A7: Legal Status

Bidder's Legal Name: \_\_\_\_\_ Date: \_\_\_\_\_

JV Partner Legal Name: \_\_\_\_\_ IFP No.: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

<b>1</b>	Enclose a copy of the Memorandum and Articles of Association or its equivalent. A separate list of Directors/Partners/Proprietors should be attached. A joint venture agreement should be attached where applicable. For joint venture agreement refer the format given below.
<b>2</b>	Enclose a copy of the Certificate of Incorporation or its equivalent.
<b>3</b>	Enclose a copy of the Power of Attorney to the signatory of the short listing document registered by the Registrar of Companies or written authorization to submit the application.
<b>4</b>	Enclose an Income Tax Clearance Certificate addressed to the <i>UECCC</i> , for this particular purpose. The <i>UECCC</i> shall only accept original income tax clearance certificates. <ul style="list-style-type: none"> <li>• Enclose an Annual Tax Clearance certificate for the previous year.</li> <li>• Attach a copy of VAT Registration Certificate for Ugandans</li> </ul>
<b>5</b>	Please enclose a copy of a Trading License for the previous year <b>certified</b> by an issuing authority.
<b>6</b>	Please enclose a copy of your firm's insurance policy coverage (applicable to motor vehicle maintenance, repair of office equipment, etc.)
<b>7</b>	Please enclose a copy of your firm's ISO or other quality assurance certificate, if any.

**Power of Attorney**

Date: \_\_\_\_\_

Invitation for Prequalification No.: \_\_\_\_\_

Name of Contract: \_\_\_\_\_

To: \_\_\_\_\_

We, the undersigned, appoint \_\_\_\_\_ (Name) of M/s---\_\_\_\_\_ (Name of the Company), a company incorporated and existing under the laws of Uganda \_\_\_\_\_ (Name of Country) and having its principal place of business at \_\_\_\_\_ (Complete Address). The above is appointed by \_\_\_\_\_ (Name) of M/s \_\_\_\_\_ a Company incorporated and existing under the Laws of \_\_\_\_\_ (Name of the Country) and having its principal place of business at \_\_\_\_\_ (Complete Address) as true and lawful attorney in fact to offer and submit bid for the here presented undertaking, to make, sign and deliver documents necessary for or incident to the offering and submitting of such a quotation; to negotiate, enter into, sign and deliver a contract with the Employer based upon the said bid; and to do any and all other acts necessary for or incident to the performance and execution of the powers herein expressly granted.

Whereas the undersigned is fully authorized to deliver such Power of Attorney to above named person / company. In witness whereof, we duly signed this Power of Attorney.

Name \_\_\_\_\_ In the capacity of \_\_\_\_\_

Signed \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**Power of Attorney for JV**

Date: \_\_\_\_\_

Invitation for Prequalification No.: \_\_\_\_\_

Name of Contract: \_\_\_\_\_

To: \_\_\_\_\_

We, the undersigned, appoint \_\_\_\_\_ (Name) of M/s \_\_\_\_\_ (Name of the Company), a company incorporated and existing under the laws of \_\_\_\_\_ (Name of Country) and having its principal place of business at \_\_\_\_\_ (Complete Address). The above appointed is a Representative of the a joint venture, consortium, or association \_\_\_\_\_ (Name of JV) as its true and lawful attorney in fact to offer and submit bid for the here presented undertaking, to make, sign and deliver documents necessary for or incident to the offering and submitting of such a quotation; to negotiate, enter into, sign and deliver a contract with the Employer based upon the said bid; and to do any and all other acts necessary for or incident to the performance and execution of the powers herein expressly granted.

Whereas the undersigned are fully authorized to deliver such Power of Attorney to above named person / company. In witness whereof, we duly signed this Power of Attorney.

The members of the joint venture, consortium, or association:

1. \_\_\_\_\_ (Name) of M/s \_\_\_\_\_ a Company incorporated and existing under the Laws of \_\_\_\_\_ (Name of the Country) and having its principal place of business at \_\_\_\_\_ (Complete Address)

Signed \_\_\_\_\_ In capacity of \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

2. \_\_\_\_\_ (Name) of M/s \_\_\_\_\_ a Company incorporated and existing under the Laws of \_\_\_\_\_ (Name of the Country) and having its principal place of business at \_\_\_\_\_ (Complete Address)

Signed \_\_\_\_\_ In capacity of \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

3. \_\_\_\_\_ (Name) of M/s \_\_\_\_\_  
a Company incorporated and existing under the Laws of \_\_\_\_\_ (Name  
of the Country) and having its principal place of business at \_\_\_\_\_  
(Complete Address)

Signed \_\_\_\_\_ In capacity of \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

4. \_\_\_\_\_ (Name) of M/s \_\_\_\_\_  
a Company incorporated and existing under the Laws of \_\_\_\_\_  
(Name of the Country) and having its principal place of business at \_\_\_\_\_  
(Complete Address)

Signed \_\_\_\_\_ In capacity of \_\_\_\_\_

Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

## **SECTION 5: ELIGIBLE COUNTRIES**

### **Eligibility for the Provision of Goods, Works and Related Services**

Firms of a Country or goods manufactured in a Country from all countries are eligible except countries subject to the following provisions:

A country shall not be eligible if:

- (a) as a matter of law or official regulation, the Government of Uganda prohibits commercial relations with that country, provided that the Government of Uganda is satisfied that such exclusion does not preclude effective competition for the provision of supplies or related services required; or
- (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, the Government of Uganda prohibits any import of Supplies from that country or any payments to persons or entities in that country.

## SECTION 6: STATEMENT OF REQUIREMENTS

### 1.0 Introduction

The Uganda Energy Credit Capitalisation Company (UECCC), is a Government of Uganda Company set up primarily to facilitate investments in Uganda’s Renewable Energy Sector, with a particular focus on enabling Private Sector participation.

UECCC is implementing the ORIO Mini Hydropower Project which entails development of 9 (nine) Mini Hydro Power Plants with a combined capacity of 6.7MW as a single project (The Project). The Project is being funded by the ORIO Infrastructure Fund (ORIO) of the Government of the Netherlands and the Government of Uganda (GoU).

The Project Feasibility Studies were completed in 2016 and the Project has now reached Construction/Implementation Phase.

In the above regard, UECCC seeks to engage services of a qualified Electromechanical Works Contractor to undertake Supply and Installation of Electromechanical Equipment for the nine (9) mini hydropower plants that are to be constructed under the Project. The implementation time for the Project is three (3) years.

The engaged Electromechanical Works Contractor will design, manufacture, supply, deliver, install, test and commission the Electromechanical equipment of the Project while the Civil and Hydro-Mechanical components will be handled by a different Contractor.

### 2.0 Plant Location and Capacities

The table below summarises the nine (09) mini-hydro power plants, their locations and capacities:

District	River	Project Name	Capacity (kW)	Total Capacity (kW)
Hoima	Hoimo	Hoimo Mini Hydropower Plant	3,312	6,716
Bundibugyo	Kisonko	Kisonko Mini Hydropower Plant	693	
	Tokwe	Tokwe Mini- Hydropower Plant	331	
Kabarole	Kabasanja,	Kabasanja Mini Hydropower Plant	402	
Bunyangabo	Nsongya	Nsongya Mini Hydropower Plant	684	
	Igassa	Igassa Mini Hydropower Plant	276	
Bushenyi	Rushobe	Rushobe Mini Hydropower Plant	234	
Mitooma	Nchwera	Nchwera Mini Hydropower Plant	445	
Kasese	Katooke	Katooke Mini Hydropower Plant	339	

### **3.0 Brief Description of the Projects**

#### **3.1 Hoimo Mini Hydropower Plant**

The Project utilizes the gross head of 318 m and a design discharge of 1.35 m<sup>3</sup>/s diverted from Hoimo River to generate average annual energy generation of 22.89 GWh with its installed Capacity of 3312 KW.

The entire civil works lies on the left bank of Hoimo River. The civil works consists of a raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 1337 m long Headrace canal. The Headpond conveys the water through 948 m long penstock to the surface Powerhouse with two pelton turbines. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 25-30m length Tailrace culvert has been proposed to discharge the water back to Wamikira River. In addition to this, construction of about 300m long access road from the existing road to Headworks area and about 1.5km access road along the Canal to reach Headpond area and to access the sites during construction and also for inspection and maintenance of canal during operation. .

#### **3.2 Kisonko Mini Hydropower Plant Project**

The Project utilizes the gross head of 201 m and a design discharge of 0.5 m<sup>3</sup>/s diverted from Nyahuka River to generate average annual energy generation of 4.27 GWh with its installed capacity of 693 KW.

The entire civil works lies on the right bank of Wamikira River. The civil works consists of a raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 438 m long Headrace canal. The Headpond conveys the water through 545 m long steel penstock pipe to the surface Powerhouse with two crossflow turbines. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 20m long Tailrace canal has been proposed to discharge the water back to Wamikira River. In addition to this, construction of about 1 km long access road from the existing road near Powerhouse to Headpond area and about 500 m access road to Headpond area is required to access the sites during construction, maintenance and operation period.

#### **3.3 Tokwe Mini Hydropower Plant**

The Project utilizes the gross head of 195.52 m and a design discharge of 0.24 m<sup>3</sup>/s diverted from Tokwa River to generate an average annual energy of 2.472 GWh with its installed capacity of 331 KW.

The entire civil works lies on the right bank of Tokwa River. The civil works consists of a raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 551 m long Headrace canal. The Headpond conveys the water through 1095 m long steel penstock pipe to the surface Powerhouse with two crossflow turbines. . The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace

culvert. About 10 m long Tailrace canal has been proposed to discharge the water back to Tokwa River. In addition to this, construction of about 1.5km long access road from the existing road to Headpond area and about 600m access road to Headworks area is required to access the sites during construction, maintenance and operation period.

### **3.4 Kabasanja Mini Hydropower Plant**

The Project utilizes the gross head of 184m and a design discharge of 0.31 m<sup>3</sup>/s diverted from the diversion weir located on Wamikira River to generate an average annual energy of 2.02 GWh with its installed capacity of 184 KW.

The entire civil works lies on the left bank of Wamikira River. The civil works consists of a raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 864 m long Headrace canal. The Headpond conveys the water through 1024m long steel penstock pipe to the surface Powerhouse with two crossflow turbines. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 25m long Tailrace canal has been proposed to discharge the water back to Wamikira River. In addition to this, construction of about 400m long access road from the existing road to Powerhouse area and about 70 m access road to Headworks area are required to access the sites during construction, maintenance and operation period.

### **3.5 Nsongya Mini Hydropower Plant**

The Project utilizes the gross head of 69 m and a design discharge of 1.4 m<sup>3</sup>/s diverted from the Nsongya River to generate an average annual energy of 3.23 GWh per annum with its installed capacity of 684 KW.

The entire civil works lies on the left bank of Nsongya River. The civil works consists of raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 566 m long Headrace canal. The Headpond conveys the water through the 177 m long steel penstock pipe to the surface Powerhouse with two crossflow turbines. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 25-30m length Tailrace canal has been proposed to discharge the water back to Nsongya River. In addition to this, construction of about 400m long access road from the existing road to Headpond area and about 600 m access road to Headworks area from Headpond is required to access the sites during construction, maintenance and operation period.



### **3.6 Igassa Mini Hydropower Plant**

The Project utilizes the gross head of 156 m and a design discharge of 0.25 m<sup>3</sup>/s diverted from the Igassa River to produce average annual energy of 1.77 GWh with installed capacity of 276 KW.

The entire civil works lies on the right bank of Igassa River. The civil works consists of a raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 1390 m long Headrace canal. The Headpond conveys the water through the 569m long steel penstock pipe to the surface Powerhouse with two crossflow turbines. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 10m length Tailrace canal has been proposed to discharge the water back to Igassa River. In addition to this, construction of about 800m long access road from the existing road to Headpond area and about 1.5km access road to Headworks area is required to access the sites during construction, maintenance and operation period.

### **3.7 Rushobe Mini Hydropower Plant**

The Project utilizes the gross head of 46m and a design discharge of 0.73 m<sup>3</sup>/s diverted from Warugo River and a discharge of 0.1 m<sup>3</sup>/s from Mifumba River with a head of 12m which goes independently to a separate unit in powerhouse. The average annual energy generation of the project is 1.28 GWh and the installed capacity of the project is 234 KW.

The entire civil works lies on the left bank of Warugo River. The civil works consists of two raised diversion weir which diverts the discharge from Warugo river and Mifumba river respectively to the side intakes. The discharge from the intake in Warugo river is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 1964 m long Headrace canal. The Headpond conveys the water through the steel penstock pipe of length 80m to the surface Powerhouse with three crossflow turbines. However, the discharge from intake in Mifumba River is passed through sand tank which conveys water to Powerhouse through 127m long steel penstock pipe. Warugo River are of capacity 117 KW and the other unit utilizes the discharge from Mifumba River to generate capacity of 9 KW. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 25-30m length Tailrace canal has been proposed to discharge the water back to Warugo River. In addition to this, construction of about 150 m long access road from the existing road with a river crossing bridge to Powerhouse area and about 100m access road to Headworks area is required to access the sites during construction, maintenance and operation period.

### **3.8 Nchwera Mini Hydropower Plant**

The Project utilizes the gross head of 51 m and a design discharge of 1.30 m<sup>3</sup>/s diverted from Nchwera River to generate an average annual energy generation of 2.32 GWh per annum with its installed capacity of 463 KW.

The entire civil works lies on the right bank of Nchwera River. The civil works consists of a raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments which also acts as headpond. The Sand Trap conveys the water through the 489 m long steel penstock pipe to the surface Powerhouse with two crossflow turbines. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 20 m length Tailrace canal has been proposed to discharge the water back to Nchwera River. In addition to this, construction of about 300m long access road from the existing road to Headworks area and about 1.5km access road to Powerhouse area from the existing main road is required to access the sites during construction, maintenance and operation period.

### **3.9 Katooke Mini Hydropower Plant**

The Project utilizes the gross head of 89.64 m and a design discharge of 0.49 m<sup>3</sup>/s diverted from Katooke River to generate an average annual energy of 1.504 GWh per annum. With its installed capacity of 311 KW.

The entire civil works lies on the left bank of Katooke River. The civil works consists of a raised diversion weir which diverts the discharge to the side intake. The discharge from the intake is passed through sand trap for settling sediments. The outlet of the Sand trap is connected to Headpond via 1559 m long Headrace canal. The Headpond conveys the water through 204 m long penstock to the surface Powerhouse with two crossflow turbines. The powerhouse area includes the Powerhouse structure, control building, switchyard and tailrace culvert. About 25m long Tailrace canal has been proposed to discharge the water back to Katooke River. In addition to this, construction of about 500m long access road from the existing road to Headpond area and about 1 bridge and 2-3 culverts for river and creek crossings are required to access the sites during construction, maintenance and operation period.

## **4.0 Brief Description of the Scope of Works**

The Contractor shall be responsible for design, manufacture, supply, delivery, installation, testing and commissioning of the complete electromechanical works of the Projects under **Plant and Design Build (P&DB) of Conditions of Contract, FIDIC**. The Works shall be designed, executed and completed within twenty-four month.

The Works comprises:

#### Electromechanical Works

- a) Survey, Investigation, Design and Setting out
- b) Temporary facilities
- c) Supply of Electromechanical Equipment and mandatory spare parts
  - a. Turbine
  - b. Generator
  - c. Power Transformer
  - d. Balance of Plant
  - e. Substation

- f. All other necessary components and accessories to generate and supply from 'Water to Wire'
- d) Installation of Equipment
- e) Commissioning

## **5.0 Work Method Statement**

The Bidder shall, in the EOI, also submit a brief Work Method Statement for Electromechanical Works covering the Scope of Works for Design, Manufacture, Supply, Delivery, Installation, Testing and Commissioning of all the above major components. The bidder shall also provide how he plans to procure the major components which he do not manufacture by himself and also provide the vendor list for the same. The Bidder shall also provide how he plans to complete the Works in different locations within 24 months. The Bidder shall indicate the proposed key personnel with an organogram and major equipment to be used for completing the Works.

## **6.0 Interfaces with other Contracts and Facilities**

The Bidder shall consider the requirement of Interface with the Civil and Hydro-mechanical Works contractor in his Work Method Statement.