



UGANDA ENERGY CREDIT CAPITALISATION COMPANY CONSULTANCY SERVICES

CONSULTANCY SERVICES OF OWNER'S ENGINEER FOR THE ORIO MINI HYDRO POWER PROJECT (6.7 MW) REQUEST FOR EXPRESSIONS OF INTEREST (INTERNATIONAL COMPETITIVE BIDDING) - UECCC/CONS/17-18/00002/TE

1.0 BACKGROUND:

The Uganda Energy Credit Capitalisation Company (UECCC) is a Government of Uganda Company that was established to facilitate investments in Uganda's Renewable Energy Sector.

UECCC is implementing the ORIO Mini hydro Power Project which entails the development of nine (09) Mini Hydro Power Plants with a combined capacity of 6.7 MW as a single project. The Project is funded by the ORIO Infrastructure Development Fund (ORIO) of the Government of the Netherlands and the Government of Uganda (GoU).

The Project Feasibility Studies were concluded in July 2016 and the Project is now moving into the Implementation/ Construction Phase. In this regard, the UECCC is seeking to engage the services of a qualified consultancy firm (Owner's Engineer) to review engineering designs, provide procurement support, supervise and monitor the construction and project management of the ORIO Hydro Power Project; Power Plants, Associated Substations and distribution Networks.

UECCC intends to lot the civil works and distribution network works for the nine power plants into three lots (1 Civil Contractor per lot and 1 distribution network contractor per lot) as shown below:

- Lot 1: Hoimo (3.3 MW- Hoima)
- Lot 2: Nsogya (0.68MW-Bunyangabo), Wamikirira (0.4MW-Bunyangabo), Igassa (0.28MW-Kabarole), Tokwa (0.3MW-Bundibugyo), Nyahuka (0.69MW- Bundibugyo)
- Lot 3: Warugo (0.2MW - Bushenyi), Nchwera (0.46MW -Mitooma), Nyabyayi (0.3MW – Kasese)

UECCC now invites eligible consulting firms ("Consultants") to indicate their interest in providing the required services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

2.0 SCOPE OF WORK:

The scope of work of the Owner's Engineer will be as follows:

- Provide support for the Procurement of the Civil Works Contractors, E&M Contractor and Distribution Network Contractors

The Owner's Engineer will support the client in the Tendering Process for the Civil Works Contractor, the E&M Contractor and the Distribution Network Contractors as follows:

- Review Tender Documents for the Civil Works and E&M Contractors prepared by another consultant to identify and fill gaps.
- Preparation of statement of particulars, and preparation of bidding documents for the Distribution Network Contractors using the GOU Standard Bidding Documents, with reference to the PPDA procurement guidelines
- Provide technical support to UECCC for the procurement of the Civil Works Contractors, the E&M Contractor and the Distribution Network Contractors including but not limited to:
 - issuing of bid documents,
 - analyzing and preparing responses to inquiries and questions from bidders,
 - evaluation of bids,
 - preparation of bid evaluation reports with UECCC participation,
 - contract preparation,
 - contracts negotiations and preparation of negotiation minutes with successful bidders

- Provide Owner's Engineer Services during the Construction phase of the Project

The Owner's Engineer is to carry out supervisory and oversight activities during the construction phase of the ORIO Mini Hydro Power Project. The activities will include but not be limited to;

i). For Civil Works:

- Review and Approve Final Engineering Designs, Modifications and Standards made by the Civil Contractors. Ensure designs (including method statement) submitted by Civil contractors is consistent with the requirements/specifications.
- Review and approve procedures of the Civil Contractors for design, procurement and manufacturing, transportation and installations
- Determine quality requirements for all Civil Works. Ensure required quality is met as per the specifications.
- Supervision and quality assurance of construction works.

ii). For E&M Supplies and Installations:

- Review and approve Final Engineering Designs, Modifications and Standards made by the E&M Contractor. Ensure designs (including method statement) submitted by the E&M contractor is consistent with the requirements/specifications
- Ensure E&M equipment proposed by E&M contractor meets the specifications
- Review and approve procedures of the E&M Contractor for design, procurement and manufacturing, transportation and installations
- Determine quality requirements for all E&M Works. Ensure required quality is met as per the specifications
- Supervision and quality assurance of construction and installation works

iii). For Distribution Networks Construction:

- Basing on the Feasibility study findings, update engineering design for the electricity distribution lines, including scope verification, line route survey using real-time kinematic (RTK) GPS/GNSS equipment, network modelling using PLSCAD, structure spotting and pegging, and cadastral mapping.
- Update engineering design drawings for the distribution lines, including cadastral referenced line route survey drawings, structure drawings, equipment support drawings and equipment design drawings
- Review and update materials and equipment specifications and application standards
- Develop detailed material in-put requirement list and subsequently develop of accurate bills of quantities
- Monitor and supervise distribution works and last mile connections
- Quality assurance of distribution works

iv). For all Contractors and suppliers (Civil Contractors, E&M Supplier and Distribution Line Contractors):

- Review and approve cost framework and payment schedules.
- Conduct workshop and site inspections.
- Set site installation, progress monitoring, quality control and testing requirements.
- Set site meetings requirements.
- Determine and implement reporting requirements.
- Prepare project master time schedule on basis of the contractual construction schedules. The time schedule will be updated at the end of every month, and actual progress versus forecast will be shown. Updating sources will be: Actual progress, contractor's regular revised schedules, contractor's monthly reports and estimates. The time schedule will be the tool to assess whether the completion dates are being met, and if it is in all likelihood not, what measures and shifting of activities can be implemented to reduce the time and possibly cost impact of the delays.
- Prepare cost control schedule (local and foreign) and anticipated cash flow, preparation of cost reports, regular reporting of cost schedule actual versus forecast, and funding requirements.
- Carry out and ensure project control and monitoring.
- Carry out claim assessment and approval.
- Enforce penalties for non-conformance to quality, standards and schedules.
- Enforce adherence of the contractors to the established environmental guidelines and regulations.
- Undertake contract management including but not limited to approvals, notice to proceed, time extension, issue completion and performance certificates, contract suspension/termination amongst others.
- Confirm that the contractor's schedule of personnel is as stated in the contract and recommend and enforce changes in the contractor's personnel where necessary.
- Participate in site meetings, prepare minutes and circulate the minutes to representatives of UECCC and the Contractors for review and approval
- Coordinate interface works and activities between the Civil contractor and E&M Contractor
- Recommend to Client for payment Interim Payment Certificates
- Implement capacity building plan as proposed in contract
- Review the Environmental Social Management Plans (ESMPs) and Environmental Social Action Plans (ESAPs) and monitor implementation of such plans and their compliance to the IFC performance standards;
- Monitor compliance to the ORIO Project Plan and the agreements made between Government of Uganda and ORIO
- Providing information to UECCC for bi-annual monitoring to ORIO and certifying the progress reports before signoff by the Client.
- Review and approve Operation and Maintenance (O&M) manuals prepared by the contractors
- Recommend release of retention money as per contracts.
- Prepare and approve variation orders

c. Inspections, Testing and Commissioning Activities

The consultant shall carry out all activities relating to Quality control and Quality Assurance, inspections, testing and commissioning of all aspects of the project including quality of materials, methodology or procedures of implementation of

civil works, performance characteristics of electromechanical plant and equipment etc. Such activities shall include but not be limited to:

- Reviewing and approving test procedures developed by the contractors.
- Inspecting and witnessing with UECCC's representatives the factory acceptance tests (FATs) during the manufacture of major items of equipment and at the manufacturers' premises;
- Witnessing and endorsing test results
- Inspection of shipping deliveries and instituting measures to ensure that only quality goods are accepted. Conduct post shipment material quality inspection audits prior to acceptance of the project materials and equipment.
- Verifying compliance to acceptable standards and procedures
- Verifying compliance with site safety standards and regulations
- Schedule and facilitate commissioning, and ensure engagement of all key stakeholders
- Preparing commissioning reports and documents for the client
- Overseeing commissioning of plant and entering into commercial use
- Issuing of Operational Acceptance Certificates (OAC) prior to commercial operation of the plants
- Review adequacy and completeness and approve contractors' as-built drawings and Operation and Maintenance (O&M) Manuals.
- Establishing defects, defect correction procedures, and defect liability periods.
- Any other related activity.

3.0 FIRM SHORT LISTING CRITERIA

Shortlisted consultants will be selected in accordance with the International Competitive Bidding Method with Expression of Interest Notice under PPDA Act and Guidelines 2014.

The short listing criteria (on a Pass/Fail basis) are:

- The firm must be legally registered in their home country at least 10 years from the last date of submission of EOI. The firm's home country should not have been barred by the UN Security Council. Firms should provide a Certificate of Incorporation or Registration.
- Consulting Firms submitting as a joint ventures should submit a letter of intent to enter into a joint venture. The Expression of Interest shall specify the nature of association i.e., whether joint venture or sub-consultancy and shall indicate the lead firm.
- The Consulting Firms should not have been blacklisted by the Government of Uganda, East African nations or multi-national agencies such as; World Bank, African Development Bank etc.
- The Consulting Firms must have a minimum of 10 years' of experience in supervision of construction of hydropower plants and distribution networks. The Consulting Firms must submit a brief but clear description of the Company and its business activities and demonstrate ability to provide as a minimum, the team composition below for the assignment. Brief CVs should be provided for each of the positions.
 - A Team Leader
 - Three Resident Engineers:
 - A Contract Management Specialist
 - One Quality Assurance/ Quality Control (QA/QC) Engineer:
 - One Hydraulic Engineer:
 - Two Electro Mechanical Engineers
 - One Hydro Mechanical Engineer
 - One Geotechnical Engineer
 - One Structural Engineer
 - One Substation Engineer
 - One Design Engineer
 - One Distribution lines/networks design engineer
 - Three Distribution lines/networks erection engineers
 - One Senior Environmental and Social Expert
 - A Financial Analyst:
- The Consulting Firms must have supervised at least 5 successfully completed projects having capacity between 0.2 -10 MW. The completed projects must include hydro power projects under a FIDIC contract arrangement.
- Minimum average annual turnover of the consulting Firm should be USD 1million for the last 3years. Firms should provide certified audited financial statements to support annual turnover of preceding three consecutive fiscal years (of the lead

consultant in case of JV).

- The Consulting Firms should show the list of key professionals with requested information as mentioned in EOI document.
- The consulting firm should have experience with the IFC Performance Standards or equivalent (other multilateral development partner's performance guidelines. In this case, the funders should be clearly stated in the EOI document). A Senior Environmental and Social Expert with applicable decision-making power and mandate to ensure compliance with the IFC Performance Standards one to six and eight must be included as one of the key experts.

4.0 CLIENTS INPUTS TO THE PROJECT IMPLEMENTATION

The client shall provide the following key inputs in the project:

- During the implementation of the Project, the client shall provide the coordination, liaison with regulatory agencies and other stakeholders.
- The client will provide the consultant with available in its custody; reports, data, maps and documents pertinent to the proposed work.
- The client shall provide a representative as a focal point of contact to facilitate project implementation
- The client shall be party to witnessing contractually agreed site activities, factory tests and inspections of plant deliveries etc.
- The client shall be represented at site progress meetings whenever necessary and shall carry out assignments required of the client arising from such meetings.
- The client shall however not be responsible or interfere with the consultant's main duties and responsibilities
- The client's technical team can be consulted for their opinion on technical matters but such expression of opinion does not in any way absolve the consultant of the responsibilities.

5.0 DECLARATIONS

Consulting Firms must submit the following Declarations:

- Declaration that the consulting firm will submit a proposal in case of being short-listed
- Self-Declaration of the Firm: The applicant shall submit a self-declaration statement stating that the Consulting Firm (all members in the joint venture) is not ineligible to participate in this procurement process, that the Consulting firm does not have any conflict of interest in the proposed assignment, and that the consulting Firm has not been suspended while doing consulting business in last five years. The self-declaration letter shall be signed by an authorized person of the Consulting Firm and shall be stamped by the company's seal/ stamp.
- Commitment to Code of Ethics and Anti-corruption Policy: The applicant shall submit a statement stating that the Consulting Firm shall abide by the code of ethics and anti-corruption policy of GoU and the ORIO Infrastructure Fund.

6.0 EOI SUBMISSION

All EOIs shall be prepared in the English Language. The Applicants shall seal the original and five (5) copies of the EOI in separate envelopes, duly marking the envelopes as "Original" and "Copies". The envelopes should also indicate the name and address of the (Lead) Applicant Firm for identification purposes.

Electronic submission of the EOI shall not be accepted. The EOIs (**One original plus five copies**) must be delivered to the address below by **11th May, 2018 on Friday at 11:00am**. Additional information requests may also be delivered to the same address.

**The packages must be clearly marked:
EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES
OF OWNER'S ENGINEER FOR THE ORIO MINI HYDRO POWER
PROJECT**

ADDRESS: Head Procurement & Disposal Unit,
Uganda Energy Credit Capitalisation Company
Room E303,3rd Floor, Amber House, Plot 29/33,
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Kampala, Uganda
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flubwama@ueccc.or.ug