

Request for Expression of Interest (Call for Proposals)

Consultancy services to conduct a study on **“Mapping the EAC Regional Ports with Complimentary Transport Infrastructure to Facilitate Trade”**

Region: East African Community

Name of Project: Enhancing Macroeconomic and Financial Management in Eastern and Southern Africa.

Consulting Services: Consultancy services to undertake a study on **“Mapping the EAC Regional Ports with Complimentary Transport Infrastructure to Facilitate Trade”**

Duration: April-June 2018

Grant No. 327

Expression of Interest: MEFMI EOI/001/18/MMP

1. Introduction

The Macroeconomic and Financial Management Institute of Eastern and Southern Africa (MEFMI) is a regionally owned capacity building organisation, with 14 Member Countries, namely: Angola, Botswana, Burundi, Kenya, Lesotho, Malawi, Mozambique, Namibia, Rwanda, Swaziland, Tanzania, Uganda, Zambia and Zimbabwe. The mandate of MEFMI is to build sustainable human and institutional capacity, and to foster best practices for prudent macroeconomic and financial management, with the objective of supporting sustainable economic growth and poverty reduction in Member Countries.

MEFMI has received a grant from the African Capacity Building Foundation (ACBF), and intends to use part of this grant to support efforts of Regional Economic Communities within Eastern and Southern Africa in developing cross-border physical infrastructure in a bid to promote regional economic growth and trade.

In this regard, MEFMI has undertaken to provide support to the East African Community (EAC) in conducting a study on **“Mapping the EAC Regional Ports with Complimentary Transport Infrastructure to Facilitate Trade”**.

2. Background

The EAC is a regional inter-governmental organisation of six (6) Partner States, comprising Burundi, Kenya, Rwanda, South Sudan, Tanzania and Uganda. One of its major goals is to encourage intra-regional trade, which requires improvements in the regional transport network. The EAC Secretariat, on behalf of the Partner States, plays a key role in network planning, reviewing transport projects and seeking donor funding for the projects.

Infrastructure is one of the most critical enablers of successful regional integration. In the EAC region, investment in infrastructure projects continues to receive the utmost political attention by the EAC Heads of States, as expressed during their biennial retreats on infrastructure development and financing. The region also recognises that regional infrastructure interventions are key to attracting investment into the region, improving competitiveness and

promoting trade. It is in this regard that the EAC Economic Development Strategy (2017-2022) puts emphasis on the important role of the transportation sector in facilitating trade in the region. However, the EAC regional transport system is deficient in terms of both quantity and quality of infrastructure, level of services, and also in terms of investments and maintenance. Therefore, the system remains inadequate, and does not fulfill its function as a catalyst for the region's integration and trade facilitation. In addition, transport costs in the region are among the highest in the world, which increases the cost of trade and makes products uncompetitive in international markets.

With regard to regional initiatives, the EAC has put in place, the development of an EAC Transport Strategy and Regional Road Sector development programme, an EAC Railways Master Plan, among others. In addition, a number of regional Agreements have been reached in the field of infrastructure, including Inland Waterway Transport, which is aimed at providing a facilitative instrument to regulate inland waterways transport, particularly across Lake Victoria and Lake Tanganyika. In spite of the positive impact of these initiatives on awareness of transport development issues and the implementation of a number of projects, the sector is still facing a serious constraint on trade development, more especially in the Ports sector. With the increasing demand for transport services, it is important that the EAC Partner States ensure that ports projects are strategically built and operated to complement other interconnected network of multi-modal systems.

Against this background, MEFMI is seeking for services of a firm with a core team of four (4) experienced personnel to undertake a study to map EAC regional ports along the Indian Ocean, Lake Tanganyika and Lake Victoria, with complimentary transport infrastructure to facilitate trade. Lake Tanganyika, Lake Victoria and the Indian Ocean are uniquely placed to provide inter-modal linkages between EAC Partner States, and therefore, a critical conduit not only for transport needs, but also for wider economic benefits.

3. Objective of the Study

The objective of the study is to come up with findings that will inform the formulation of a **Regional Ports Development Strategy**. The EAC Regional Ports Development Strategy will be the EAC's key planning document for guiding regional policies and investments in the Ports sector and complimentary infrastructure.

The duration of this assignment is over three (3) months.

4. Scope of Work

The assignment requires a firm with a core team of four (4) personnel constituting a team leader and three (3) team members. The team is expected to undertake the following tasks:

- i. Review past and current transport sector studies, feasibility studies, existing and those under implementation, those in the pipeline, master plans, pertinent policies and other interventions at the national and regional levels;
- ii. Conduct an inventory of the region's existing ports in terms of, among others, spatial distribution, physical infrastructure, including current conditions, passenger and freight served, and regulation;
- iii. Undertake intensive consultation with all stakeholders throughout the conduct of the study;

- iv. Develop a regional ports demand model and formulate relevant baseline indicators, e.g., transport cost/shipping cost, travel time, environmental impact, etc;
- v. Identify critical bottlenecks in ports infrastructure development in terms of, among others, quality, adequacy, efficiency, accessibility, safety, environmental and social aspects;
- vi. Assess the critical path for successful implementation of projects, taking into consideration technical, fiscal, socio-economic, environmental, regulatory and legal aspects, and institutional matters;
- vii. Conduct Value Engineering/Value Analysis (VE/VA) of the different connectivity modes;
- viii. Formulate a list of priority transport infrastructure projects, with corresponding timing and resource requirements (investment and Operation and Maintenance costs), that are needed to be implemented within the short-term (until 2022), medium-term (2023-2028) and long-term (2028-2040) plan period, and conduct of Business Case/Pre-Feasibility Studies on the identified short-term investments;
- ix. For better appreciation, submit Geographic Information Systems (GIS) based maps, overlaying the proposed projects;
- x. Put together, all the data gathered and the analysis undertaken thereof, in a single database, which shall be turned to the MEFMI Secretariat at the end of the study period; and
- xi. Present the findings in national/regional validation workshops as required by MEFMI and EAC.

5. Request for Expression of Interest

MEFMI now invites eligible and qualified firms to express their interest and submit their proposals. Interested Firms must provide information indicating that they are qualified to perform the services, and to give a clear description of similar assignments previously undertaken.

6. Qualifications of the Firm

At least five (5) years of experience in similar assignments, extensive local knowledge of EAC transport sector and multidisciplinary expert team to deliver high quality product on time.

7. Qualifications of the Team

The Team Leader should be a **Transport Infrastructure Development Expert** and is expected to have the following minimum qualifications and experience:

- i. A Masters degree in civil engineering;
- ii. A minimum of ten (10) years of relevant professional experience in management of transport infrastructure projects;
- iii. Extensive knowledge of the EAC transport sector as demonstrated by at least three (3) similar assignments in the last five (5) years;
- iv. Excellent communication, report writing and analytical skills;
- v. Previous experience from international or regional donor funded transport infrastructure projects will be an added advantage; and
- vi. Proficiency in Swahili will be an added advantage.

The First Team Member should be a **Port Engineer**, and is expected to have the following minimum qualifications and experience:

- i. A degree in marine or civil engineering, or any other related technical degree. An advanced degree will be an advantage;
- ii. A minimum of eight (8) years of relevant professional experience in port engineering and engineering design projects;
- iii. Extensive knowledge of the EAC transport sector as demonstrated by at least two (2) similar assignments in the last five (5) years;
- iv. Excellent communication, report writing and analytical skills;
- v. Previous experience from international or regional donor funded transport infrastructure projects will be an added advantage; and
- vi. Proficiency in Swahili will be an added advantage.

The Second Team Member should be a **Transport Economist**, and is expected to have the following minimum qualification and experience:

- i. A degree in Transport Economics or in Economics. An advanced degree will be an added advantage;
- ii. A minimum of eight (8) years of relevant professional experience in appraising transport infrastructure projects;
- iii. Extensive knowledge of the current transportation sector data sources, policies and key economic policy drivers as demonstrated by at least two (2) similar assignments in the last five (5) years;
- iv. Excellent communication, report writing and analytical skills;
- v. Previous experience from international or regional donor funded transport infrastructure projects will be an added advantage; and
- vi. Proficiency in Swahili will be an added advantage.

The Third Team Member should be an **Environmental Assessment Specialist**, and is expected to have the following minimum qualification and experience:

- i. A degree in environment or related degree. An advanced degree will be an added advantage;
- ii. A minimum of eight (8) years of relevant professional experience in environmental assessment;
- iii. Extensive knowledge of the EAC transport sector and environment policies as demonstrated by at least two (2) similar assignments in the last five (5) years;
- iv. Excellent communications, report writing and analytical skills;
- v. Previous experience from international or regional donor funded transport infrastructure projects will be an advantage; and
- vi. Proficiency in Swahili will be an added advantage.

8. Evaluation of the Proposals

The purpose of the evaluation is to determine the technically compliant and competent proposal. The evaluation shall be carried out in two stages as follows: first stage - **technical evaluation**, and second stage: **financial evaluation**. An adhoc Evaluation Committee shall be formed solely for the purpose of this exercise. The Committee shall not open the financial proposals until the technical evaluation, including any reviews, are concluded.

- i. **Technical proposals** will be evaluated based on the following indicative criteria and respective weights.

Criteria	Weights
Specific experience of the Consultant (as a firm) relevant to the Assignment	10 points
Adequacy and quality of the proposed methodology, and work plan in responding to the Expression of Interest: <i>{Notes to Consultant: the Client will assess whether the proposed methodology is clear, responds to the scope of work, work plan is realistic and implementable; overall team composition is balanced and has an appropriate skills mix; and the work plan has right input of Experts}</i>	25 points
Key Experts' Qualifications and Competence for the Assignment: (a) Position 1: Transport Infrastructure Development Expert 20 points (b) Position 2: Port Engineer 15 points (c) Position 3: Transport Economist 15 points (d) Position 4: Environmental Assessment Specialist 15 points	65 points
Total:	100 points

The minimum qualifying mark shall be 70%.

- ii. The Firms that meet the qualifying mark will have their financials opened and those that do not meet the minimum criteria will be sent back unopened at the end of the evaluation process.

9. Selection of the Firm

The Firm will be selected in accordance with the Selection Criteria Based on the **Least Cost Selection method (LCS)**.

10. Submission:

Technical and Financial Proposals should be submitted in two separately marked and sealed envelopes or by email, including a cover letter to the addresses below. The Financial Proposals should be expressed in United States Dollars (USD). In case of email submissions, the Financial Proposals should be secured by a password which will be requested by a designated official at the time of financials opening.

The firm shall submit the following:

- i. Copies of certificate of registration/incorporation;
- ii. Firm's understanding of the engagement context and objectives of the assignment;
- iii. Clearly outlined proposed Work Plan, Methodology and approach to carry out the assignment (timelines should be indicated);
- iv. Names and contact details of Directors;
- v. Company profile;
- vi. Curriculum Vitae (CVs) of key personnel. CVs of the key personnel must be accurate, complete, and signed by an authorised official of the firm;
- vii. Tax registration certificates (Income Tax and VAT);

- viii. Full contact details (physical address, telephone and fax numbers and e-mail addresses);
- ix. Contact person and contact details of the Lead Consultant and support staff;
- x. Profile of previous work done, which is related to this assignment;
- xi. Three (3) references and contact details of the three referees;
- xii. Certificates of completion of previous work; and
- xiii. Payment and Billing Terms, including the cancellation clauses.

The proposals should be submitted to the address below on or before, **01 March, 2018 at 16.30 hours, Local Harare time:**

No amendments to the technical or financial proposal shall be accepted after the deadline.

**The Executive Director
The Macroeconomic and Financial Management Institute (MEFMI)
9 Earls Road, Alexandra Park
P. O. Box A1419 Avondale
Harare
ZIMBABWE**

OR by email to: capacity@mefmi.org

11. Queries/Request for Clarifications

If any should be directed in writing to: capacity@mefmi.org