



**MINISTRY OF LANDS, HOUSING AND URBAN DEVELOPMENT
Plot 13/15 Parliament Avenue P.O Box 7096 Kampala**

**REQUEST FOR EXPRESSION OF INTEREST FOR CONSULTANCY
SERVICE FOR PREPARATION OF PHYSICAL DEVELOPMENT PLANS
(PDPs) FOR CLUSTER C&D REFUGEE HOSTING DISTRICTS**

Reference No: MLHUD/USMID-AF/CONS /21-22/00002

1. Background;

After the successful implementation of the first phase of the Uganda Support to Municipal Infrastructure Development (USMID) Program, the Government of Uganda, spearheaded by the Ministry of Lands, Housing and Urban Development (MLHUD) has received additional financing from the World Bank/IDA to implement the second phase of the USMID Additional Financing (USMID-AF) Program for 5 years starting in Fiscal Year 2018/19.

USMID-AF maintains the development objective of the first phase and extended the geographical coverage of the Program to eight (8) additional Municipal Local Governments of Kitgum, Kamuli, Mubende, Kasese, Busia, Ntungamo, Apac and Lugazi and also introduced support to selected districts of Adjumani, Moyo, Obongi, Yumbe, Arua, Isingiro, Kiryandongo, Kamwenge, Terengo, Madi Okollo and Lamwo, that have faced a high influx of refugees. The program aims at deepening the impact and results of the original USMID in terms of Institutional Strengthening, Planning and Financial Management, Infrastructure provision and Local Economic Development (LED). USMID-AF draws a lot of lessons from the implementation of the first phase of USMID.

USMID-AF Program is financing four major areas of activities namely (i) urban infrastructure investments with associated investment servicing costs (engineering design, preparation of bidding documents and supervision), (ii) institutional strengthening for the municipal LGs, (iii) institutional strengthening for MLHUD and program management and coordination and (iv) support to refugee hosting Local Governments.

USMID AF Program support to Refugees and Host Communities presents an important opportunity for strengthening capabilities of Local Governments to cope with refugee influx and to deliver critical infrastructure necessary for

the Local Economic Development. USMID AF interventions are being implemented against the backdrop of an unprecedented increase in the population of the specified Local Governments due to the influx of refugees which has strained the available parlous infrastructure and the meagre social services. According to Uganda's Progressive Refugee Hosting Policy, refugees have the right to work, establish business, move freely within the country, own property, and obtain identification documents. In addition, refugees are provided plots of land on which to cultivate and build houses to attain self-reliance. This practice has exerted enormous pressure on the Country's natural resources. Competition for resources and social services has led to heightened tensions between refugees and host populations.

In its second National Development Plan (NDP II), Government of Uganda reaffirms its commitment to "Enhance national response capacity for refugee emergency management" and to pursue a long-term development approach through the Settlement Transformative Agenda (STA). The said STA is designed to support socio-economic development in refugee-hosting districts through investments in infrastructure, livelihoods, peaceful co-existence initiatives and environmental protection. USMID-AF is contributing to this goal through infrastructure investments and strengthening of the planning process, which seeks to facilitate the transition from the emergency response to long-term development and socio-economic integration.

In addition to STA, the Refugee and Host Community Empowering (ReHoPE) Framework has been developed to bring together a wide range of stakeholders in a harmonised manner to ensure a coherent humanitarian-development continuum. ReHoPE is a resilience-building strategic framework anchored on provision of durable solutions for refugees and host communities building on other interventions made through the Comprehensive Refugee Response Framework (CRRF) and the Uganda Refugee Response Plan (RRP). USMID-AF interventions are complementary to all these ongoing refugee interventions.

ReHOPE has been succeeded by the Development Response to Displacement Impact Project (DRDIP). The Project is intended to improve access to social services, expand economic opportunities and enhance environmental management for host and forcibly displaced households in the targeted areas of Uganda; in the districts of Arua, Adjumani, Yumbe, Koboko, Moyo, Lamwo, Hoima, Kamwenge, Isingiro, Kiryadongo and Kyegegwa. The project has components which include (i) Social and Economic Services and Infrastructure; (ii) Sustainable Environmental Management; (iii) Livelihoods Program; and (iv) Project Management including Monitoring and Evaluation, and Regional and National Institutional Support. DRDIP is executed by the respective districts under the supervision of Office of the Prime Minister.

The USMID-AF program in refugee hosting districts is being implemented by the respective Local Governments under the overall supervision and coordination of the Ministry of Lands, Housing and Urban Development

(MLHUD). The Program management structure includes the Program Steering Committee (PSC), Program Technical Committee (PTC), and the Program Support Team (PST). Due to the expansion of USMID operations, membership to the Program Technical Committee has been expanded to include representatives from the Office of the Prime Minister and the National Planning Authority. Detailed Program implementation arrangements are contained in the Program Operational Manual (POM) and the USMID-AF Program Appraisal Document (PAD). Progress towards attainment of Program results will be assessed annually by an Independent Verification Agent.

The Program Development Objective for USMID interventions in refugee-hosting districts is “enhanced institutional performance for improved service delivery”. This will be assessed through strengthened capacity of the selected refugee hosting Local Governments, improved planning, strengthened land tenure security, and small-scale infrastructure investments. It is envisaged that USMID interventions in refugee hosting districts will enhance the resilience of refugees and host populations, mitigate the impact of refugees’ influxes, and ease the pressure on local infrastructure and service delivery in the specified Local Governments. USMID interventions are part of the medium-term strategy to reduce vulnerability of refugees and host populations through provision of access roads, small bridges, culverts, and removal of black spots prone to accidents. It is hoped that these initiatives will contribute towards reducing tensions and conflict triggers by strengthening the interaction and peaceful co-existence amongst host populations and refugees.

The following table details the selected areas for each of the 11 Refugee Host Districts and the sequencing of the clusters.

Table 1: Showing Selected Town Councils and Sub Counties for Physical Development Planning in 11 Refugee Host Districts

S/ No	Cluster	District	Urban Council	Sub County	Comment	Period
01.	C	Lamwo	Lamwo Town Council	Palabek Ogili	PDFs in place	2021/22
02.	C	Adjumani	Adjumani Town Council	Okusijoni	PDFs in place	2021/22
03.	C	Kiryadongo	Bweyale Town Council	Mutunda	PDFs in place	2021/22
04.	B	Moyo	Moyo Town	Lefori	RAPPA activities	2022/23

			Council		on going	
05.	B	Obongi	Obongi Town Council	Itula	RAPPA activities on going	2022/23
06.	B	Yumbe	Barakala Town Council	Kululu	PDFs in place	2022/23
07.	A	Arua	TBD	TBD	PDFs in place under the greater Arua	2022/23
08.	A	Madi Okollo	Inde Town Council	Rhino Camp	PDFs in place under the greater Arua	2022/23
09.	A	Terego	Leju Town Council	Odupi	PDFs in place under the greater Arua	2022/23
10.	D	Isingiro	Isingiro Town Council	Rushasha	PDFs in place	2021/22
11	D	Kamwenge	Nkoma-Katalyeba Town Council	Nkoma	PDFs in place	2021/22

2.0 JUSTIFICATION.

Whereas the Refugee Act, 2006 vests the responsibility to coordinate refugee issues in Office of the Prime Minister (OPM), local governments co-chair the coordination of the various refugee response interventions in the refugee host districts. In addition, Local Governments are responsible for the delivery of social infrastructure such as schools, health facilities, and recreational facilities like playing fields. Local Governments manage land through zoning and other spatial interventions. They also oversee the enforcement of environmental and social safeguards for projects in their respective jurisdictions. To execute these tasks, Local Governments ought to have the requisite spatial development plans; however, owing to their capacity limitations and the extremely challenging operational environment, Local Governments hosting refugees are working under enormous strain. There is therefore need for integrated district physical development plans to enhance performance of Local Governments/optimize utility derived from the scanty resources. Land use planning needs to be carried out for the

selected districts hosting refugees to guide enhancement of Land Tenure Security and identify critical areas for sustainable development of both urban and rural areas of the districts.

Global agendas such as the 2030 Agenda for Sustainable Development and the New Urban Agenda recommend that we must “leave no one and no place behind.”. Therefore, by preparing district physical development plans, government of Uganda needs to provide an opportunity for rural and urban areas alike to simultaneously share the fruits of modern civilization, alleviate urban problems, provide a more ecological and healthy way of life, and promote economic development.

Above all, given that USMID-AF is implemented under the Program-for Results instrument, disbursement of funds to Program Local Governments is linked to attainment of predetermined results. Eight Disbursement Linked Indicators (DLIs) have been developed to serve as preconditions for accessing program funds and more importantly to measure institutional performance of Local Governments and the extent to which MLHUD will have strengthened management capacity of Program Local Governments. DLIs 1-4 focus on enhanced institutional performance and infrastructure delivery achieved by Local Governments while DLIs 5-8 focus on capacity development of Local Governments through targeted interventions of the Ministry of Lands, Housing and Urban Development. Local Governments need to attain minimum conditions to receive funding under DLI1 and become eligible to receive funds under DLIs 2 & 3. Local Governments that don't fully comply with the minimum access conditions don't receive funds under DLIs 1, 2, and 3. That is why it is imperative for Local Governments to have spatial development plans upon which infrastructure and other services can be delivered to enable them qualify for USMID-AF funding.

3.0 OBJECTIVE OF THE CONSULTANCY

The overall objective is to prepare Integrated District Physical Development Plans (PDPs) and Urban Physical Development Plans for 5 of the 11 districts and 11 Urban Councils constituted in clusters C and D respectively for Lamwo, Adjumani, Kiryandongo, Isingiro, and Kamwenge that are hosting large numbers of refugees in the Country. With this main objective, these plans are expected to promote both urban and rural development of the Five (5) districts mentioned.

3.1 SPECIFIC OBJECTIVES

- a) Prepare full scale District Physical Development Plan (PDP) for each District;
- b) Prepare Urban Physical Development Plans for each of the selected Urban councils listed in **Table 1**;
- c) Prepare Local Physical Development Plans for each of the selected Sub Counties listed in **Table 1**;

- d) Integrate the Physical and socio-economic development proposals outlined in the draft National Physical Development Plan NPDP III, specific regional development plans and strategies, regional PDPs, district development plans and other development frameworks and aspirations of the district, region and country at large;
- e) Provide proposals for land use, service delivery and key priority areas including settlements, employment centres, infrastructure developments and environmental safeguards that address pressures as a result of the influx of refugees and are Consistent with the National Physical Planning Standards and Guidelines 2011;
- f) Promote and ensure full scale stakeholder engagement (informative and consultative) throughout the planning process;
- g) Redefine urban-rural relations, work out how to strengthen cooperation between urban and rural areas, and explore the positive links between urban and rural economy, society, and environment, in order to promote the sustainable development of urban and rural communities alike in each district.
- h) Formulate strategies for developing modern enterprises including in health, environment, culture, tourism, and high-end service, which together will form functional territories through sustainable social and economic harmonious development.
- i) Build possible scenarios of the refugee influx increasing, refugees staying longer than anticipated and the refugees repatriating and its implications for the development of the district and the selected urban council;
- j) Formulate strategies on how the district environments with clean water, green landscapes, vibrant biodiversity and ecologies and thriving communities will be conserved and increased.
- k) Develop implementation guidelines of the proposed physical Development Plans

4. The Ministry of Lands, Housing and Urban Development now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services in the Cluster C and D districts.

5. Interested Consultants should provide information in form of brochures, company profiles, etc., demonstrating that they have the required qualifications and relevant experience to perform the Services. The Consultants should indicate their interest in providing the Services by responding to this request for expression of interest.

6. The Expression of Interest will be evaluated based on the Public Procurement and Disposal Act and Regulations (2003 and as amended) and each Firm will need to submit **5 copies** of the documents (**soft copy [PDF] & hard copy**).

7. The short-listing criteria:

Firms shall be evaluated based on the following criteria:

- (i) Eligibility requirements including:
- Valid practicing and/or trading license 2021 or its equivalent,
 - Certificate of incorporation or Registration and all other legal documents
 - All Company legal documents including Memorandum and Articles of Association.
 - Registered/Notarized Powers of attorneys
 - Valid Tax Clearance Certificate addressed to Ministry of Lands, Housing and Urban Development in its original form.
 - Registered Joint venture/association agreement fully signed by both parties were applicable
- (ii) Evidence of at least 05 (five) years experience of the firm in areas of Urban Planning, Land use Planning, Strategic Spatial Development Planning and Integrated Rural Development Planning;
- (iii) A firm should have undertaken spatial planning at regional or district level or its equivalent.
- (iv) Presence of skills among the consultant's personnel and in adequate numbers in the following areas:

S/No	Position	Minimum Qualifications	Minimum experience in years.
1	Team Leader	a) Urban Planner/ B. Urban Planning or B. Urban and Regional Planning or closely related field. b) Master's Degree in Spatial/physical planning or related field c) Registered with the Uganda Institute of Physical Planners or its equivalent Planning professional body outside Uganda. d) Working knowledge of Government of Uganda and World Bank policies and procedures e) Experience in leading teams in at least 2 similar assignments. f) Experience in working in developing countries	15 years (specific experience in Urban/Physical Planning).
2	Assistant Team Leaders (1 Per District)	a) Urban Planner/ B. Urban Planning or B. Urban and Regional Planning. b) Master's Degree in the same field or related field c) Registered with the Uganda Institute of Physical Planners or	10 years (specific experience in Urban/Physical Planning).

		an equivalent professional body.	
3	Land use Planner	a) BSc. Agriculture, BSc. Urban & Regional Planning, BSc Geography. b) Master's Degree in Land use Planning or Regional Development or related field	10 years' experience in Land use planning.
4	Rural/Regional Development Expert	Master's Degree in Rural Development, Agriculture, Tourism, Cultural Studies, Science and Technology and/or a field closely related to rural development - Experience in revitalization of economic activities in rural areas.	10 years' experience in Rural/Regional Development Planning.
5	Engineer	BSc. Civil Engineering/Transport Economics and a Post Graduate Qualification in either the same or closely related field S/he should be registered with a professional body. Experience in infrastructure planning and design	10 years' experience in general Infrastructure planning.
6	Environment Expert (1 per district)	Bachelor of Arts/BSc. Environment Management, Bachelor of Ecological Conservation or a closely related field with a Masters in either the same or closely related field. - Registration with NEMA and experience in undertaking SESA; - Working knowledge of World Bank Environmental and Social Safeguards Policies and Environmental & Social Framework, is desirable;	10 Years in environmental impact assessments as a minimum but also experience in undertaking SEA, SESA; and working knowledge of World Bank Environmental and Social Safeguards Policies and Environmental & Social Framework, is desirable

7	Sociologist (1 per district)	Bachelor of Arts (Social Sciences) majoring in Sociology/Social Anthropology, Bachelor of Development Studies, Refugee studies or a closely related field with a Masters in either the same or closely related field. - Experience in Resettlement planning. - Working knowledge of World Bank Environmental and Social Safeguards Policies and Environmental & Social Framework, is desirable.	10 Years in general social development work including resettlement planning, SEA and SESA, and working knowledge of World Bank Environmental and Social Safeguards Policies and Environmental & Social Framework, is desirable
8	GIS Officer	Post Graduate qualification in GIS with experience in GIS and other geo-spatial data acquisition technologies. Experience in land use/ land cover change detection.	7 Years' experience in GIS and other geo-spatial data acquisition technologies, and land use/ land cover change detection.
9	Economist	- Bachelor of Arts in Economics, or Bachelor of Quantitative Economics, or Bachelor of Social Sciences (Economics) with a post graduate qualification. - Experience in Local Economic Development enhancement in rural areas.	5 years' experience in Local Economic Development enhancement in rural areas
10	Land Surveyor	BSc in Land Surveying, MSc in Land Surveying or related field will be an added advantage. -Experience in conducting surveys using geospatial technology - S/he should be registered with a professional body.	5 years of experience in conducting surveys using geospatial technology

8. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. However, the EOI should specify the nature of association i.e. whether joint venture or sub-consultancy.
9. A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Consultant Guidelines.
10. Further information can be obtained at the address below during office hours from **08:30 to 5:00 hours (Local Time)**:
The Head of Procurement and Disposal Unit
Ministry of Lands, Housing and Urban Development,
First Floor, Room 17 Parliament Avenue,

Kampala- Uganda

Telephone +256 414 345298

E-mail: pdu@mlhud@gmail.com, pdu@mlhud.go.ug

11. Written Expressions of Interest must be delivered physically or by courier to the address above by **10:00 am** on **12th October 2021**.

12. The detailed notice of expression of interest is available at the Entity's website at www.mlhud.go.ug and at www.ppda.go.go/tenderportal

13. Proposed Schedule

Activity	Date
Invitation for Expression of Interest (EOI)	21st September 2021
Closing Date for Submission of (EOI)	12th October 2021
Short listing and process and necessary approvals	27th October 2021
Issuance of RFP	8th November 2021
Pre-Bid Conference	17th November 2021
Closing Date for Submission of Proposals	30th November 2021
Evaluation of Technical and Financial Proposals	30th December 2021
Negotiations and contracting	18th January 2022

Richard Juuko

For Permanent Secretary