



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

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES– FIRMS SELECTION)**

**ASSIGNMENT: CONSULTANCY SERVICES FOR PREPARATION OF HOIMA DISTRICT PHYSICAL DEVELOPMENT PLAN & PAKWACH TOWN COUNCIL PHYSICAL DEVELOPMENT PLAN.**

**Procurement Reference No: MLHUD/PP/CONS/20-21/00007**

## **1.0 Introduction**

Physical Planning is a cardinal function for any country in ensuring optimal use of land for infrastructure, settlement, recreation, economic production, and environmental protection among others. Government of Uganda is committed to ensuring orderly, progressive, and sustainable development both in the urban and rural areas, as part of the National agenda clearly articulated in the Uganda Vision 2040 and the Third National Development Plan (NDP III).

The National Constitution<sup>1</sup> underscores the importance of physical planning as a tool to harmonize the diverse needs for human settlements, production and conservation by adopting best practices in land utilization for purposes of growth in the agricultural, industrial among other sectors, taking into account population trends but without losing control over conservation of ecological systems. Additionally, the constitution empowers Parliament to enact laws, Local Governments to (plan, implement, develop, enforce and regulate land use) among others under articles, 190, 242 and 237 (7) under the decentralized system of governance.

Parliament has put in place the necessary legal framework to guide Physical Planning and development in Uganda for instance; the Physical Planning Act

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<sup>1</sup> The Constitution of the Republic of Uganda 1995

2010 (as amended), Uganda National Land Use Policy 2008 (NLUP 2008), and the National Urban Policy 2017 (NUP 2017) among others.

The Physical Planning function in Uganda is enshrined in several laws, with the Physical Planning Act 2010 (as amended) as the principal law. Section 3 of the PPA 2010 (as amended) declares the entire country a planning area. This means that any development whether in urban or rural area is subject to development control as per the respective area's spatial development plan. Section 18 of the Act specifies different types and levels of Physical Development Plans (PDP) i.e., National, Regional, District, Urban and Local PDP.

The enactment of the PPA 2010 was as result of new Physical Planning challenges that were not envisioned under the Town and Country Planning Act of 1951 such as new systems of governance under the decentralized governance structure, global challenges such as climate change, and new approaches to global solutions such as MDGs, SDGs, etc.

The National Land Use Policy and the National Urban Policy are some of the key policy frameworks that are key in guiding land use planning and urban development in the country;

- *The overall policy goal for the (NLUP 2008) is “To achieve sustainable and equitable socio-economic development through optimal land management and utilization in Uganda”. In other words, Government has to ensure that land is planned, used and managed sustainably for the benefit of the present and future generations.*
- *The overall policy goal for the (NUP 2017) is “To promote liveable urban areas that are organized, inclusive, productive and sustainable”. The rationale of the policy was developed to address a high urban growth, which the country is currently experiencing in the face of inadequate capacity to plan, guide and enforce orderly development in urban areas.*

Under the Institutional framework Ministry of Lands, Housing and Urban Development (MoLHUD) is mandated to ensure a “rational, sustainable and effective use and management of land and orderly development of urban and rural areas as well as safe, planned and adequate housing for socio-economic development”.

The Physical Planning function in Uganda was devolved under the decentralisation governance system to Lower Local Governments and thus it is their responsibility to prepare PDPs and implement them. It is only the preparation of Regional and National PDPs and their implementation that is the responsibility of the centre. Accordingly, this Ministry Developed the Albertine Graben Region Physical Development Plan (AGRPDP) in 2014 because of the strategic nature of the region because of oil and gas discoveries. One of the

recommendations from the AGRPDP was preparation of District Physical Development Plans and the 1<sup>st</sup> priority for preparation was given to four Districts of (Hoima, Buliisa, Nwoya and Nebbi<sup>2</sup>).

## **LOT 1: HOIMA DISTRICT PHYSICAL DEVELOPMENT PLAN**

### **1.2 Context and Background to Hoima District**

Hoima District is one of the Districts located in Mid-West within Bunyoro Sub-Region. Approximately 200km by road from Kampala the main Capital City and hosts the palace of “Omukama of Bunyoro Kingdom” and hosts one of the strategic cities “Hoima Oil City”.

Hoima District is one of the oldest District in the country; it was curved out of Bunyoro Kingdom that had been established under the 1962 Constitution; which later became Bunyoro District under the 1967 Constitution that abolished the Kingdoms in Uganda. In 1974 Bunyoro District was split into North and South Bunyoro; the current Hoima District was part of the South Bunyoro until 1979 when it was changed into **Hoima District**; later in 1991 Kibaale District was curved out of the Hoima District; leaving Hoima with only 2 Counties Bugahya and Buhaguzi counties. Bugahya County was further split creating Hoima Municipality in 2010 and Kigorobya County in 2015. Later in 2018, Kikuube District was curved out of Hoima District from Buhaguzi County. In 2020, Hoima Municipality was elevated to City status further creating two Constituency out of the two Divisions of East and West thus giving Hoima the current three constituencies.

The District is bordered by Buliisa District in the North, Masindi District in the East, Kyankwanzi District in the South-East and Kikuube District in South-West, Democratic Republic of Congo in the West. The District has an area coverage of 1,548 km<sup>2</sup> (58.4 %) by land and 1,102 km<sup>2</sup> (41.6%) by water.

Hoima District boasts of being an administrative host for Bunyoro Kitara Kingdom, centre for oil production and tourism (biggest tourist attractions are game reserves, cultural and historic sites), agriculture region (both cash crops and subsistence. The District is Located within the Albertine Graben Region<sup>3</sup>, that hosts the oil refinery at Kabaale Industrial Park, the Hoima/Kabaale airport, East Africa Crude Oil Pipeline (EACOP), Hoima–Kampala Petroleum Products Pipeline (HKPPP) among others as part of critical oil infrastructure as Uganda prepares to develop its nascent petroleum industry. The development of

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<sup>2</sup> Before the creation of Pakach District

<sup>3</sup> A region that boasts of oil and gas deposits stretching from West Nile, Mid-West upto South West that forms the Northern section of the Western arm of the East African Rift Valley System

infrastructure are majorly in collaboration of Uganda National Oil Company and the Uganda Civil Aviation Authority (UCAA) alongside other infrastructure related MDAs and Joint Venture strategic partners.

The District has benefited from a number of interventions as result of its location within oil and gas region that range from infrastructure development, human capital development, physical planning, economic development among others. The projects and programs include the Albertine Region Sustainable Development Project (ARSDP), Uganda Support to Municipal Infrastructure Development –AF (USMID-AF), Development Response to Displacement Impacts Project (DRDIP) among others.

The impact of oil and gas explorations led to displacement of individuals of which some moved voluntarily while others were re-settled. In other words, there was a push factor of population migration from rural to urban areas. It is anticipated that there will be an influx of population during the production phase of the oil and gas within Hoima and the surrounding Districts of Buliisa and Kikuube. Planning for this population is necessary to avoid and avert ills associated with lack of planning such as informal settlement, poor access, and encroachment on fragile eco areas among others.

The District Hosts Hoima City as strategic city for oil and gas that became effective July 2020. The city is expected to boost the sub-region as result of oil and gas activities in terms of infrastructure, housing, commerce and trade, industrial activities, logistics, service industries (banks, insurances etc.) among others. The Physical Planning intervention for the District will have a direct bearing on the City's function, which needs to be well articulated in terms of harnessing opportunities and mitigating any risks associated with land uses.

In a nutshell Hoima District is a host of many key players as a result of oil and gas discoveries who have competing interest in the development of the District right from Bunyoro Kitara Kingdom, Private Partners, Ministries and Departmental Agencies, Development Partners, Individuals among other. It is important to establish dialogue to understand the different plans, priorities and interest of the key players in building a common development path for the District. For instance, Ministry of Lands, Housing and Urban Development has supported Hoima District and its sub-region with Physical Planning intervention that range from Albertine Graben Regional Physical Development Plan, Growth Centre PDPs for Butema and Kigorobyia and Hoima Municipal Physical Development Plan.

In general, the main challenge at hand is to develop a spatial framework that consolidates all the current fragmented interventions/plans and predict the future demands bearing in mind the competing interest of major key players in the

District by juxtapositioning it to the interconnection of Hoima oil city and the proximity of the Kabaale Industrial Park.

## **LOT 2: PAKWACH TOWN COUNCIL**

### **1.3 Context of Pakwach Town Council**

Often times Local Governments lack recourse to prepare PDPs and implement them, however owing to strategic nature of some local governments, Ministry of Lands, Housing and urban development identifies these Local Governments and supports them in preparation of their PDPs. A case in point is Pakwach Town Council that the Ministry of Land Ministry of Lands, Housing and urban development will be supporting in preparation of its PDP due to a proposed regional Science and Technology and Industrial Park to be located in Pakwach/Nebbi District for Northern Uganda.

Pakwach Town is the gateway to West Nile that is separated by R.Nile in the East from Acholi sub region, bordered by Pakwach Sub-County in the South and Panyango in the North. Pakwach Town is located within the Albertine Graben region and at the intersection of wildlife in Murchison falls National Park and human settlement across.

The town boasts of being both an administrative and economic centres for Pakwach District with a comparative advantage of water front developments along the River Nile, strategic connection to the sub regional markets i.e. Bunyoro, West Nile, Acholi and Democratic Republic of Congo all interlinked by road infrastructure.

The following factors play a key role in shaping growth and development of the Pakwach town and the PDP articulate these factors and propose strategies of tapping into the development potential of this town whilst proposing mitigation measures of any unlikely development risks;

- (a) The road infrastructure (Nebbi-Pakwach, Pakwach-Wadelai-Arua, Pakwach Murchison Falls to Buliisa, Pakwach-Panyimur)*
- (b) Water front development along the River Nile*
- (c) Livelihoods for town residents along River Nile*
- (d) Culture and Tourism within the Town*
- (e) Industrial Park development within the Town*
- (f) The impact of oil and gas activities (from Total Energies) on the town*
- (g) Agriculture especially using irrigation*

The preparation of the Physical Development plan will be a driver for orderly planning, investment, employment, and management to match the increasing population needs.

## **1.4 Rationale**

The ultimate goal for physical planning intervention is to ensure that growth and development of urban and rural areas in Uganda is realised in a planned and orderly manner.

As earlier mentioned the Physical Planning function was decentralised to Lower Local Government especially for the case of District, Urban and Local Physical Development Plans. In other words, the preparation and implementation of the afore mentioned plans is entirely the responsibility of respective Local Government. Despite of decentralisation of the Physical Planning function to Local Government, fiscal devolution did not happen and to support Local Governments in their Physical Planning function.

One of the biggest challenges of the Physical Planning function in Uganda is lack of financial resources. This prompted central government to seek for alternative means to support some Local Governments under programs and projects.

MoLHUD has supported a number of growth centres and Town Councils through Technical support in PDP preparations, Municipalities in updating and preparing their PDPs, Districts in preparation of their District PDPs<sup>4</sup>. A number of District PDPs have been prepared such as Kabarole, Bunyangabu and Nwoya were approved Bududa, Moroto and Kikuube are in the final stages of their approval while Nakaseke and Budaka-Butebo are still under preparation

The Government of Uganda has therefore allocated funds towards preparation of the District Physical Development Plan for Hoima District Local Government and Pakwach Town Council. Through the Ministry of Lands, Housing and Urban Development, the government would like to hire the services of a competent consultant to prepare Physical Development Plans for Hoima District and Urban Town Council.

## **2.0 Objectives of the consultancy**

The overall objective of this assignment is to prepare a District Physical Development plan for Hoima District and Urban Physical Development Plan for Pakwach Town Council through a participatory process that will promote orderly and sustainable development of these areas.

Urban Physical Development Plan for Pakwach Town Council and a selected area detailed plan through a consultative process

### **2.1 Specific objectives**

- i. Preparation of a District Physical Development Plan that is compatible and complementary to the socio-economic proposals outlined in NDP III and

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<sup>4</sup> Under the Support to National Physical Planning Project managed by MoLHUD

- other development policies and aspirations of the District, Region and the Country.
- ii. Promote and ensure full stakeholder participation and consultation in the planning process.
  - iii. Prepare guidelines and train the Physical Planning Committees and other Land Management institutions in particular aspects of plan implementation and physical planning processes
  - iv. Prepare a costed action area plan surrounding the industrial park clearly articulating its implementation strategies
  - v. Review and integrate plans, projects and programs within the District and Town Council that were and are being supported by Ministry of Lands Housing and Urban Development, and also other MDAs
  - vi. Provide proposals for land use, service delivery, and key investment priority areas, socio-economic development strategies including settlements, employment, infrastructure development and natural resource protection; specifically safe guard land for viable agriculture and industrial developments.

## **2.2 Scope of activities for Hoima District PDP (LOT 1)**

The consultant is expected to execute the following tasks;

- i. Conduct reconnaissance surveys to engender and articulate inception report that confirms the proposed methodology;
- ii. Undertake thorough stakeholder engagement (informative and consultative), and the stakeholders should not be limited to MDAs implementing projects and programs within the District, Strategic Partners, Major land lords, NGOs, CSOs among others.
- iii. Review existing District Development Plan III, the NDP III, the Vision 2014, the Draft NPDP, the Albertine Graben Regional PDP existing Local Physical Development plans for the Municipality and growth centres and any other development policies and aspirations for consistency purposes;
- iv. Review plans for the critical oil infrastructure projects such as the EACOP, HKPPP, Kabaale Industrial Master Plan, Kabaale Air Port plan among others.
- v. Conduct communication needs assessment to enlighten the Information, Education and Communication (IEC) strategy;
- vi. Formulate an Information, Education and Communication (IEC) strategy for use during the Planning process including mobilisation of stakeholders to embrace, participate in the planning process and for Implementing the resultant Plan;

- vii. Carry out a detailed study and analysis of existing situation targeting all key planning information including but not limited to population, land use, administrative boundaries, social-cultural and economic activities, physical infrastructure, natural resources, potentials and constraints among other parameters. Thematic maps on each of these parameters should be prepared and results compiled into a report to inform the planning decisions and recommendations;
- viii. Generate physical development scenarios illustrating broad land use activities focussing on socio-spatial elements in urban and rural development strategies, environmental and social safe guard strategies, local economic development strategies, industrial development strategies, transportation and infrastructure strategies and human settlement strategies;
- ix. Prepare an action area plan surrounding the Kabale Industrial Park i.e. proximity to the industrial park by proposing strategies that will guiding planning of key infrastructure layouts, other development land uses and costing the action area plan for its implementation.
- x. Prepare and submit reports at each stage of all the planning processes and also the draft plans to the client for review;
- xi. Facilitate the presentation of the Draft PDP for approval by responsible authorities at all levels and incorporate any comments thereof;
- xii. Formulate costed strategies for Plan implementation at all levels i.e. at District (Higher Local Government);
- xiii. Submit/present the approved draft DPDP to the local government together with the associated reports to the client/MLHUD for further input.
- xiv. Present the District PDP to the National Physical Development Board for final approval.

### **2.3 Scope of Work for Pakwach Town Council (LOT 2)**

The overall scope of work is to achieve the objectives of the assignment, which will include; a thorough understanding of Pakwach Town council existing situation on ground with stakeholder engagement, identification of development challenges, opportunities, and constraints, preparation of development options, and combine all these into a composite Physical Development Plan. The consultant is therefore expected to do the following:

#### **TASK 1: Inception Phase**

- (a) Hold meetings to review the methodology, logistics, initiate strategies of stakeholder participation and make contact with Pakwach Town Council.



- (b) Review relevant existing Physical Development Plans (local/urban), where available identify the successes and gaps relevant to the Urban Physical Development planning
- (c) Identify an inclusive list of stakeholders to be involved including CSOs, CBOs, public and private sector, and Landowners.
- (d) Prepare Pakwach urban and local physical development plans to provide a framework for lower urban planning; and to facilitate informed spatial development decisions over the area.

It should highlight:

- The role of the Town in the National Spatial Framework 2040, how it fits into the national and regional level long-term priority areas, plans for infrastructure and other sectors of development.
- The current and proposed pattern of infrastructure and economic development.
- Key issues of natural resources, tourism aspects and environmental protection.

## **TASK 2: Formulate an Information, Education and Communication (IEC) Strategy**

The IEC is for use during the planning process, and also for dissemination and implementation of the plan. The respective part of IEC for the planning process should be available at inception stage, and it should articulate creative ways of mobilizing, involving and consulting stakeholders in the planning process. IEC- Strategy should include COVID-19 SOPs for undertaking this assignment.

- i. The consultant should propose well-packaged messages and suggestions of the best way to reach out to all local and national level stakeholders. Particularly, views of the local governments involved should be sought in addition to national stakeholders and other interest groups.
- ii. While MLHUD may be involved in mobilizing stakeholders to participate in the process. It is the responsibility of the consultant to ensure that the process is highly participatory and consultative.
- iii. The IEC should address itself on plan dissemination and implementation; the plan should be highly popularized with an aim of ensuring that it is complied with in the development process. For this to happen, it will be necessary that all relevant stakeholders are reached and involved. The consultant is expected to formulate well-packaged messages for the different types of players and other stakeholders including local and national politicians, technical people,

administrators and private business people, development partners and professional bodies among others.

### **TASK 3: Carry out a comprehensive Diagnostic Study of the Town**

Undertake a comprehensive diagnostic study of the Town to include but not limited to social, cultural, economic, environmental, physical and institutional factors relevant to the development of the PDP and subsequent development of the planning area. In this analysis, utilize and build on the existing data sources and primary data sources. In detail;

- a) Carry out a detailed existing situation analysis targeting all key planning aspects, including but not limited to population, land use, social economic activities, social and physical infrastructure, natural resources, governance and any important aspects. The consultant will compile the results into a report that will constitute the basis for planning decisions and recommendations.
- b) Propose actions and alternatives for the present and future land use development that will stimulate strategic and sustainable development as well as plan implementation proposals.
- c) Generate spatial development concepts illustrating broad land use urban, rural development and settlement strategies, key environmental management strategies and the primary transportation network, all derived from an inventory and assessment of the environmental, social economic and cultural opportunities, existing problems/constraints and potentials of the spatial systems of the area.
- d) Review all the District and national programs and priorities in relation to Pakwach town on Environment, climate change, Agriculture, and others that may be applicable in the development of the PDP.
- e) Prepare and submit a Town Diagnostic report for Client/Stakeholder review and comments.
- f) Hold a situation analysis workshop with the client and key stakeholders to discuss and validate the findings

### **TASK 4: Prepare an integrated Sector Development Strategy for the Town Council.**

In detail;

- i. Land use management
- ii. Climate Change adaptation & Environmental management
- iii. Housing demand and supply
- iv. Formal & Informal sectors
- v. Health, Education & recreation
- vi. Solid waste management & Sanitation

- vii. Energy, Communication & IT
- viii. Governance, reform, capacity building, investment promotion
- ix. Infrastructure Development
- x. Tourism and Industrial Development

#### **TASK 5: Prepare & submit Draft Physical Development Plans**

- a) Prepare the Urban Physical Development Plan ensuring investments are consistent with and in direct support of the current 5 Year Town Development Plans, Vision 2040.
- b) Prepare a series of draft prioritized short-, medium-, and long-term investment action plans suitable for the town council, private sector, and or community implementation in support of achieving the broad vision.
- c) Prepare and submit a draft Physical Development plans & reports for client/key stakeholder review and comment.
- d) Hold a draft Physical Development plan workshops with key Local government officials to discuss and validate the findings and respective proposals.

#### **TASK 6: Prepare and submit the Final Physical Development plans**

- a) Assess and incorporate as appropriate, all comments from the client and identified stakeholders on the draft Physical Development Plans
- b) Submit all supporting databases and working papers i.e.; final Physical Development Plans in hard and soft copies as required (texts, maps, tables) integrating the existing geographical databases.

#### **TASK 7: Conduct an Implementation Workshop**

- a) Conduct a final client/stakeholder workshop to discuss the PDP strategy comprised of the possible funding sources, potential development partners, Realistic local revenue, key players and their roles, any institutional reforms, to ensure sustainable implementation.
- b) The consultant will formulate clear guidelines for plan implementation especially lower level planning. The guidelines will be in form of instructions on how PDPs will be complied with.
- c) The consultant will undertake training of the Urban Physical Planning Committee in the respective Local Governments in particular aspects to facilitate effective plan implementation.

## **2.4 Key information**

1. The consulting services (“the Services”) include **Preparation of Hoima District Physical Development Plan & Pakwach Town Council Physical Development Plan 2021.**

2. The consulting services are expected to take 12 months (inclusive of all displays and all approval processes).
3. The Ministry of Lands, Housing and Urban Development now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services.

	<b>Key personnel</b>	<b>Minimum qualification / area of experience</b>	<b>Minimum Experience</b>
<b>1</b>	Physical Planners (Team Leader)	A Master’s degree in Spatial Planning or a closely related field, with skills in preparing Physical Plans at regional, sub-regional, district and urban level, experience in embedding these in other Development Plans and setting up implementation mechanisms. He/She should be an accredited Physical Planning consultant registered with the National Institute of Planners in Uganda or an equivalent body outside the country. The team leader should have a minimum of fifteen years’ work experience preferably in Sub-Saharan Africa. The team leader should be conversant with government processes and procedures.	15 years/
<b>2</b>	Economist	A basic/first degree in economics and a post graduate degree in economics or related subject as an added advantage. Should have not less than ten years’ experience in undertaking economic development strategies and projects, economic and financial projections and appraisals, and long term planning of financing of development. Knowledge of Development financing is an added advantage	10 years
<b>3</b>	Civil Engineer	A basic/first degree in civil engineering with a bias in infrastructure design and planning and an experience of not less than ten years in infrastructure, transport, energy, water, waste management planning at macro level including costing, financing and programming. A post graduate qualification in a related field will be an added advantage.	10 years
<b>4</b>	Environmental Planner	A basic/first degree in natural science or environmental management. A post graduate qualification in a related field will be an added advantage. He/she should have not less than ten years’ experience in Environmental Planning at sub-regional scale, and Strategic	10 years

		Environmental Assessment. He/She MUST be registered with NEMA	
5	Surveyor	A basic degree in surveying and land management. A post graduate qualification in a related field will be an added advantage. Ten years' experience in land mapping and surveys using modern survey equipment.	10 years
6	Sociologist	A basic/first degree in Sociology, Social Works and Administration or Arts. A post graduate qualification in a related field will be an added advantage. He/she should have not less than ten years' experience in carrying out of socioeconomic surveys, projections and urban and rural settlement policies, studies and other relevant expertise.	10 years
7	GIS Expert	Post Graduate qualification in GIS. Experience in utilization of GIS softwares and other geo-spatial data acquisition technologies. Experience in land use/ land cover change detection, analysis, and visualization of spatial data, developing, aligning, geo-referencing digital spatial data and data bases.	7 Years

4. 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.
5. The Expression of Interest will be evaluated based on the Public Procurement and Disposal Act and Regulations (2003 and as amended) and each Firm **SHALL** need to submit **1 original** and **5 copies** of the documents (**soft copy [PDF] & hard copy**).
6. The short-listing criteria:
 

Firms shall be evaluated based on the following criteria:

  - I. Eligibility requirements including:
    - a. *Valid practicing and/or trading license 2021 or its equivalent,*
    - b. *Valid Tax clearance certificate*
    - c. *Certificate of incorporation or Registration.*
    - d. *Company documents including Memorandum and Articles of Association.*
    - e. *Copies of National Identity cards of all the Directors of the company.*
    - f. *Registered specific powers of attorney and Notarized powers of attorney for foreign firms.*
    - g. *Registered/Notarized joint venture/association agreement were applicable.*
  - II. The consultant firm should have experience in the following areas:

### **LOT 1: Hoima District Physical Development Plan**

- i. The consultancy firm must be duly registered with the country of origin, compliant with Uganda Revenue Authority Tax regime
- ii. The firm should have a minimum of 10 years' experience in conducting physical planning activities.
- iii. The firm should demonstrate experience in preparing physical development plans at any National, Regional, District, Urban or Local level.
- iv. Experience in preparing plans for industrial parks
- v. Experience in preparing facility and infrastructure plans.

### **LOT 2: Pakwach Town Council**

- i. The consultancy firm must be duly registered with the country of origin, compliant with Uganda Revenue Authority Tax regime
- ii. The firm should have a minimum of 5 years' experience in conducting physical planning activities.
- iii. The firm should demonstrate experience in preparing physical development plans at any National, Regional, District, Urban or Local level.
- iv. Experience in preparing plans for industrial parks
- v. Experience in preparing facility and infrastructure plans.

- iii. Presence of skills among the consultant's personnel and in adequate numbers in the following areas (see table above):

**NB: the Ministry shall have discretion to allocated Lots.**

7. 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.
8. A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Consultant Guidelines.
9. Further information can be obtained at the address below during office hours from **08:00 to 17:00 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: [pdumlhud@gmail.com](mailto:pdumlhud@gmail.com) or [pdu@mlhud.go.ug](mailto:pdu@mlhud.go.ug)**

10. Written Expressions of Interest must be delivered physically or by courier to the address above by **10:00 am on 18<sup>th</sup> November 2021.**

11. Proposed Schedule

<b>Activity</b>	<b>Date</b>
Invitation for Expression of Interest (EOI)	<b>2<sup>nd</sup> November 2021</b>
Closing Date for Submission of (EOI)	<b>18<sup>th</sup> November 2021 at 10:00Am</b>
Short listing and process and necessary approvals	<b>22<sup>nd</sup> Nov – 3<sup>rd</sup> December 2021</b>
Issuance of Request For Proposal (RFP)	<b>17<sup>th</sup> December 2021</b>
Pre-Bid Conference	<b>27<sup>th</sup> December 2021 at 10:00Am</b>
Closing Date for Submission of Proposals	<b>6<sup>th</sup> January 2022 at 10:00Am</b>
Evaluation of Technical and Financial Proposals	<b>10<sup>th</sup> Jan to 18<sup>th</sup> February 2022</b>
Negotiations and contracting	<b>9<sup>th</sup> March 2022</b>
Contract Signing	<b>After Solicitor General's Clearance</b>

Dorcas W. Okalany (Mrs.)  
**Permanent Secretary**