



**MINISTRY OF LANDS, HOUSING AND URBAN DEVELOPMENT**  
**Century Building, Plot 13/15, Parliamentary Avenue**

**REQUEST FOR EXPRESSION OF INTEREST**  
**CONSULTANCY SERVICES TO UNDERTAKE SYSTEMATIC LAND ADJUDICATION AND**  
**CERTIFICATION UNDER UGANDA INTERGOVERNMENTAL FISCAL TRANSFERS (UGIFT)**  
**PROGRAM**

**MLHUD-UGFIT/LR/CONS/22-23/00008**

**1. Introduction**

Government of Uganda is implementing Intergovernmental Fiscal Transfer Reforms (IGFTRs) with the objectives of: (i) improving the adequacy, equity and increasing discretion in the financing of local service delivery; (ii) improving Central Government performance in the oversight, management, and delivery of LG services; (iii) improving LG performance in the management of local service delivery; and (iv) improving the effectiveness and efficiency of service delivery by frontline providers.

The Uganda Intergovernmental Fiscal Transfers (UgIFT) Program is a program established in 2017 with an objective of improving the adequacy, equity and effectiveness of financing and the oversight, management and delivery of local government services in education, health, water and environment, and micro irrigation, including refugees and their host communities.

Under the Programme, GoU has supported programs in Education, Health, Water and Agriculture by constructing Seed Secondary Schools, upgrading Health Centre IIs to IIIs, building rural water infrastructure including piped water systems and point water sources and providing micro irrigation systems –providing selected farmers with equipment and other support within a co-funding arrangement.

**2. Objective of the assignment**

The overall objective of this assignment is to;

- a) Collect land ownership information and verify the status of land documentation in all UgIFT facilities (UgIFT land profiled- Reconnaissance and documentation)
- b) To facilitate easy process of land titles for all UgIFT facilities
- c) To document and refer cases of dispute for the Ministry of Lands, Housing and Urban Development action

**3. Scope of Work**

The scope of works under this consultancy will involve the following tasks for 232 Seed secondary schools, 262 health centers and 380 micro scale irrigation projects as follows:

- i. Collection of an up to date status of land ownership documents in both Phase 1 and Phase II facilities of new Seed Secondary Schools and Upgrade of Health Centre IIs-IIIs
- ii. Collection of an up to date status of land ownership documents of all UgIFT water projects and Micro scale irrigation projects
- iii. Facilitating land administration and registration processes
- iv. Advising on land matters
- v. Document and Refer cases of land disputes to the relevant Agencies for further management

This assignment will also involve close engagement with the internal MLHUD Strategic UgIFT Team (comprising of staff from land registration department, planning and Policy Department, Finance and Administration, Land Administration and the Monitoring and Evaluation Officers) and entail a participatory process, including, but not limited to:

- i. A review of UgIFT documents and the 6 Joint Monitoring Reports
- ii. Consultations with Ministry of Lands, Housing and Urban Development
- iii. Consultations with Ministry of Finance, Planning and Economic Development
- iv. Consultations with Local Governments and Land Management Institutions
- v. Consultations with UgIFT implementing Ministries, Departments and Agencies (MoES, MoH, MAAIF, MoWE, MGLSD, PPDA, NEMA among others)

#### **4. The short-listing criteria will include:**

Valid Certificate of Incorporation, Memorandum & Articles of Association as proof of legal status, Valid Trading License, Valid PPDA Registration Certificate, current Income Tax Clearance & a Power of Attorney which if signed in Uganda shall be registered by URSB; or if signed outside Uganda shall be notarized authorising signature of the bid on behalf of the Bidder.

Detailed profile of the organization:

Presence of the following proposed key staff: **Project Manager/Cadastre Specialist, Deputy Project Manager/Land Surveying, Site Supervisor, Surveyor, Assistant Surveyor, Cartographer, Communication / Social Development Expert, Environmental Management Expert and Recordation Assistants.**

The bidder should not have conflict of interest in relation to the subject of the procurement, should not be suspended by PPDA, and must demonstrate legal capacity to contract and fulfilment of obligations to pay taxes and social security contributions in Uganda where applicable.

The Bidder shall have a minimum of 10 years of extensive experience of land administration, cadastral surveys, systematic land adjudication and titling projects in developing countries, including using fit-for purpose low-cost procedures in land reform projects.

The Bidder should provide confirmation and documented evidence of successful completion of at least 2 (two) similar nature projects in developing countries similar to Uganda land tenure system projects, including completion of at least one project in Uganda during the last five (5) years.

The Bidder should be financially sound to carry out the project of similar nature and complexity in developing countries and tropical environment, and shall provide the documentary evidence of its financial status and stability during last five years.

The Bidder shall demonstrate that it has established appropriate Quality Assurance and Quality Control System and provide the Company QA/QC Plan together with the Bid Proposal.

The Bidder shall have modern digital equipment, and technology to undertake the survey and mapping of land parcels in a rapid manner at a low cost as per requirements of this Bid Document.

The bidder shall provide documentary evidence confirming that it has the very minimum of necessary equipment as it may be applicable:

- a) Tablet Computers and accessories for field teams.
- b) RTK GNSS sets (Base and Rover).
- c) Handheld GPS sets.
- d) GIS software.

Sealed Expressions of Interest must be delivered to the address below at or before **11.00am on 07<sup>th</sup> November, 2022.**

**The Head  
Procurement and Disposal Unit  
1<sup>st</sup> Floor, Room 17  
Ministry of Lands, Housing & Urban Development  
Century Building, Plot 13/15, Parliamentary Avenue  
P.O. Box 7096, Kampala**

The notice of expression of interest is available at the Entity's website at  
<http://mlhud.go.ug/>

5. The planned Procurement schedule (Subject to changes) is as follows:

<b>Activity</b>	<b>Date</b>
a. Publication of Notice of Expression of Interest	<b>25/10/2022</b>
b. Closing date for receipt of Expression of Interest	<b>07/11/2022</b>
c. Evaluation of Expressions of Interest	<i>Within 15 working days from closing date</i>
d. Display of shortlist	<i>Within 5 working days from approval of shortlist by the Contracts Committee</i>

**Permanent Secretary  
MINISTRY OF LANDS, HOUSING AND URBAN DEVELOPMENT**