**REQUEST FOR EXPRESSION OF INTEREST**

**SELECTION OF INDIVIDUAL CONSULTANTS**

**REFERENCE NUMBER:** **CS/PROC/EDF/8.3/10/2020/08TPL**

**REQUEST FOR SERVICES TITLE:** **BORDER INFRASTRUCTURE –** **KASUMBALESA BORDER DRC SIDE - CONSULTANCY TO CARRY OUT FEASIBILITY STUDY INCLUDING ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT, GEOTECHNICAL SURVEY, TOPOGRAPHICAL SURVEY, SITE SURVEY INCLUDING WATER/SEWER RETICULATION, DRAINAGE, ELECTRICITY.**

1. ***The COMESA Secretariat*** is inviting Individual Consultants to submit their CV and Financial Proposal for the following services:

**BORDER INFRASTRUCTURE –** **KASUMBALESA BORDER DRC SIDE - CONSULTANCY TO CARRY OUT FEASIBILITY STUDY INCLUDING ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT, GEOTECHNICAL SURVEY, TOPOGRAPHICAL SURVEY, SITE SURVEY INCLUDING WATER/SEWER RETICULATION, DRAINAGE, ELECTRICITY.**

The Terms of Reference defining the minimum technical requirements for these services are attached as Annex 1 to this Request for Expression of Interest.

**2. Only Individual Consultants are eligible for this assignment**

**3.** The maximum budget for this contract is **EURO 15,000 *for expert service/consultants’ fees only.*** Proposals exceeding this budget will not be accepted.

**4**. Your Expression of Interest must be presented as per Expression of Interest Forms attached as Annex 2 to this Request for Expression of Interest, in the English language and be accompanied by copies of all the indicated supporting documents. If the supporting documents are not in English, these shall be accompanied by a certified translation into English.

**5.** Your application documents clearly marked and email bearing the subject **“****CS/PROC/EDF/8.3/10/2020/08TPL -BORDER INFRASTRUCTURE – KASUMBALESA BORDER DRC SIDE - CONSULTANCY TO CARRY OUT FEASIBILITY STUDY INCLUDING ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT, GEOTECHNICAL SURVEY, TOPOGRAPHICAL SURVEY, SITE SURVEY INCLUDING WATER/SEWER RETICULATION, DRAINAGE, ELECTRICITY.*”***, should be emailed to the following address:

***procurement@comesa.int***

6. The deadline for submission of your application, to the address indicated in Paragraph 5 above, is:

***07TH DECEMBER 2020 AT 16:00 hours***

7. ***Physical submission of applications is NOT allowed.***

**8.** Your CV will be evaluated against the following criteria.

|  |  |  |
| --- | --- | --- |
|  | **Criteria**  | **Maximum points allocated**  |
| **1** | General qualifications | 20 |
| 2 | Adequacy for the assignment | 60 |
| 3 | Experience in the region | 20 |
|  | **Total** | **100** |

**9.** Your proposal should be submitted as per the following instructions:

(i) PRICES:

The financial proposal shall be inclusive of all expenses deemed necessary by the Individual Consultant for the performance of the contract.

(ii) EVALUATION AND AWARD OF THE CONTRACT:

Expressions of Interest determined to be formally compliant to the requirements will be further evaluated technically.

An Expression of Interest is considered compliant to the requirements if:

* It fulfils the formal requirements (see Paragraphs 2,3,4,5,6 and 7 above),
* The financial proposal does not exceed the maximum available budget for the contract.

The award will be made to the applicant who obtains the highest technical score. Expressions of Interest not obtaining a minimum score of 70% will be rejected.

(iii) VALIDITY OF THE EXPRESSION OF INTEREST:

Your Expression of Interest should be valid for a period of 90 days from the date of deadline for submission indicated in Paragraph 6 above.

10. The assignment is expected to commence within two (2) weeks from the signature of the contract.

11. Additional requests for information and clarifications can be made until 3 working days prior to deadline indicated in the paragraph 6 above, from:

The Procuring entity: ***COMESA Secretariat***

 Contact person: ***Ted Peter Luka***

 E-mail: ***tluka@comesa.int******;***  ***smwesigwa@comesa.int******;***

The answers on the questions received will be sent to the Consultant and all questions received as well as the answers to them will be posted on the COMESA Secretariat’s website at the latest 7 working days before the deadline for submission of applications.

**Name:** Silver Mwesigwa

**Title:** Head of Procurement

**Date:** 16 NOVEMBER 2020