

INVITATION TO TENDER

REQUEST FOR EXPRESSIONS OF INTEREST FOR PROVISION OF CONSULTING SERVICES (Firms Selection)

Subject	Expression of Interest for the Environmental and Social Management Plan (ESMP) for the Proposed Athol House Private Medical Facility in Eastlea Harare
Brief Description	Engagement of a Consulting Firm to undertake an Environmental and Social Management Plan (ESMP) for the Proposed Athol House Private Medical Facility in Eastlea Harare
Proposal Reference Number	IDBZ 25(a) of 2021

Section I

1. Background and Rationale

The Infrastructure Development Bank of Zimbabwe ("IDBZ/the Bank") is a national Development Finance Institution (DFI) that promotes infrastructure development in various sectors including Energy, Transport, Water & Sanitation, Housing, Irrigation infrastructure, ICT, Health, Tourism and Education. These are key enablers to inclusive socio-economic development and growth. The Bank also supports private sector enterprises, focusing on the infrastructure value chain, agri-businesses, and export-oriented businesses. The Bank and the IDBZ Pension Fund own a seven (7) storey building called Athol House and an adjacent vacant stand in Eastlea, Harare, through a property holding company called Changamire Inkosi (Pvt) Limited ("Changamire Inkosi"). Changamire Inkosi proposes to refurbish and convert the seven (7) storey Athol House property into a premier 70-bed Private Medical Facility ("the Project"), with the Medical Facility being operated under a lease arrangement. The objective of the Project is to increase the stock of healthcare facilities in Harare which will contribute to improvement in the provision of healthcare services to citizens. The Bank's intervention in the Project is consistent with its broad mandate and Long-Term Strategy (LTS) (2021-2030) which focuses on the development of both economic and social infrastructure including housing and healthcare facilities. It also complements Government efforts in transforming the country, through the National Development Strategy 1 (2021-2025) (NDS1), towards an Upper Middle-Income country as envisioned through Vision 2030. The proposed project is listed as a Prescribed Activity in the First Schedule of the Environmental Management Act [Chapter 20:27]. To comply with this Act as read with Statutory Instrument 7 of 2007, Changamire Inkosi is required to compile and submit an Environmental and Social Management Plan (ESMP) to the Environmental Management Agency (EMA) before the Project is implemented. In this vein the IDBZ would like to engage a competent consulting firm to undertake the Environmental and Social Management Plan (ESMP) for the Proposed Athol House Private Medical Facility in Eastlea Harare.

2. Scope of services

The detailed scope for development of the ESMP covers the following:

- Introduction/Project Background including Justification for the Project**
- General Description of the Project** – information will include, but not limited to, the following:
 - Location map for the project site to illustrate the general setting of the Project and related developments at the site, as well as surrounding areas likely to be impacted. Other relevant maps, engineering drawings, and photographs must be included to strengthen the project description.
 - Status of the Project in the project cycle.
 - A comprehensive list of the machinery and equipment to be used on site; temporary workforce accommodation (if any), health and safety of employees, public utility requirements, security of the works, etc. Relevant gender issues should be highlighted.
 - Description of the solid waste management at site including an estimate of quantities likely to be generated during each phase of the project.
 - Estimated costs for the Project which will be availed by the Bank/Changamire Inkosi.
- Stakeholder Consultation** – undertake a comprehensive gender inclusive stakeholder consultation exercise with project interested and affected persons.
- Determination of the Potential Impacts of the Proposed Project**
 - Identify all significant impacts that the Project is likely to generate. In this analysis, distinguish between significant positive and negative impacts, direct, indirect and cumulative impacts, immediate and long-term impacts during planning, construction, operation and decommissioning phases.

v. Environmental and Social Management Plan (ESMP)

- The ESMP should include a set of mitigation, monitoring, and institutional measures to be taken during implementation of the Project to eliminate adverse environmental, socio-economic, and gendered impacts, offset them, or reduce them to acceptable levels.
- The ESMP should also give an indication of means (including personnel and gender considerations to be made) and costs of implementing it.
- The ESMP should include a decommissioning plan and gender actions to be undertaken, which would ordinarily be captured in a Gender Action Plan, as part of the social plan.

vi. The ESMP should be structured in the following format:

- Executive Summary
- Table of Contents
- List of Acronyms
- Introduction/project background
- Full project description
- Location map for the proposed site
- Impact identification and analysis
- Gender analysis
- ESMP Implementation Plan
- Decommissioning Plan

The ESMP development process should be guided by the Bank's ESSMS and undertaken in accordance with the Environmental Management Act [Chapter 20:27] and other relevant national laws and regulations as well as in compliance with international best practice standards such as the International Finance Corporation (IFC) environmental safeguards. The consulting services covers the preparation of a detailed ESMP for submission to the Environmental Management Agency (EMA) for certification purposes. The ESMP should clearly show the estimated costs associated with monitoring and management of each identified impact.

3. Objectives of the assignment

The main objective of the Consulting Services is to prepare an Environmental and Social Management Plan ("ESMP") for the proposed Athol House Private Medical Facility to ensure that the Project is implemented in an environmentally and socially sustainable manner, and in full compliance with both the country's legal and regulatory requirements as well as the Bank's Environmental and Social Sustainability Management System ("ESSMS"). The specific objectives of the assignment are:

- To identify and document beneficial and adverse environmental, socio-economic, and gendered impacts of the Project during project planning, construction, operation and decommissioning phases.
- To suggest appropriate and implementable cost-effective mitigation measures for the adverse impacts and enhancement measures for the positive impacts.
- To undertake a gender inclusive stakeholder consultation exercise that involves project interested and affected persons.

Section II

The IDBZ now invites eligible Zimbabwe Consulting Firms to indicate their interest by way of an Expression of Interest (EOI) in accordance with requirements stated herein in providing the services as specified in this document. Interested Consultants Firms should provide information demonstrating that they have the required experience, competences, skills, and qualifications relevant for performance of the services whether as individual firms, joint ventures or as consortia. The Consultant shall submit Company profiles, Company registration documents, Curriculum Vitae of key personnel and professional staff, brochures, description of similar assignments previously undertaken, experience under similar environment or conditions. The Consulting Firm must demonstrate that they have fully established business offices. Prospective Consulting Firms may constitute joint ventures where necessary to enhance their capacity to undertake the assignment.

A. Eligibility Criteria

- The Consulting firms must be registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ).
- The Consulting firms must be registered with the Environmental Management Agency (EMA).
- Consulting Firms must be duly registered Zimbabwean Firms.

B. Evaluation/Qualification Criteria

- The consulting firm shall have a minimum of five (5) years of relevant experience in ESIA studies and preparation of ESMPs.
- The consulting firm shall demonstrate experience in similar assignments implemented successfully in the past five (5) years i.e., proven track record of consultancy for at least three (3) projects of a similar nature. Experience in preparation of ESMPs for medical facilities is an added advantage.

The evaluation of Expressions of Interest documents shall be ascertained on compliance-based method.

Minimum Qualifying Criteria	Means of verification	Reference in Documents (Put page numbers from the proposal document)
The Consulting firms must be registered with the Procurement Regulatory Authority of Zimbabwe (PRAZ).	Copy of excerpt for Government Gazette for 2021/Proof of Payment of Annual Registration/Certificate from PRAZ	
The Consulting firms must be registered with the Environmental Management Agency (EMA).	Copy of proof of registration with EMA	
Zimbabwe consulting firms must have valid tax clearance certificates	Copies of valid tax clearance certificates	
The consulting firm shall have a minimum of five (5) years of relevant experience in ESIA studies and preparation of ESMPs.	Copies of contracts / project sign off / completion certificates / relevant documentary proof	
The consulting firm shall demonstrate experience in similar assignments implemented fully and successfully i.e. proven track record of consultancy for at least three (3) similar assignments in the past five (5) years.	Copies of contracts / project sign off / completion certificates / relevant documentary proof	
The Consulting firms should have qualified personnel with expertise in undertaking an ESMP. The list of key personnel should include: i) Project Team Leader ii) Social Scientist/Gender Expert iii) Ecologist	CVs with copies of educational documents and certifications	

A. Document Submission

- The following documents should be submitted:
- Duly signed letter of Expression of Interest, which must be in the format of the template in Appendix A of Section III below.
 - Detailed company profile or brochures containing:
 - Legal status i.e., sole proprietorship / partnership / public or private limited company / consortium with name and addresses of proprietor / partner(s)/director(s).
 - Experience of the company together with verifiable details of previous / current corporate clientele.
 - Summary of curriculum vitae of key personnel and professional staff for assessment of capacities related to the assignment.
 - Tax Clearance Certificates.
 - Affidavit to the effect that the government / quasi-government or any autonomous body has never blacklisted the consulting firm.
 - Contact person for all matters related to this EOI including the designation of such person in the firm.
 - Affidavit on history of litigation if any.
 - All other documents which are considered relevant to assess the capability of the consulting firm.

Section III: Instructions to Consultants

A Consulting Firm will be selected in accordance with the procedures specified in Part VIII of the Public Procurement and Disposal of Public Assets Act [Chapter 22:23] ("the Act") and Part VI of the Public Procurement and Disposal of Public Assets (General) Regulations, 2018 (Statutory Instrument 5 of 2018) ("the Regulations"). This opportunity is open to all Consultants who meet the criteria for eligibility as stated in Section 28 of the Act and who have the nationality of an eligible country as defined in Clause 1.10 of the General Conditions of Contract for Consultancy Services. Shortlisted Consultants will be invited to submit detailed technical and financial proposals, as described in Part 1 of the Request for Proposals Procedures in the Standard Request for Proposals for the Selection of Consultancy Services. The Consultant submitting the successful proposal will be engaged on the contractual terms set out in that document and in the General Conditions of Contract for Consultancy Services. Copies of the Act and Regulations and the standard documentation are available on the website of the Procurement Regulatory Authority of Zimbabwe; URL <http://www.praz.gov.zw/index.php?lang=en>. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

Prospective Consultants are not required to pay an administration fee to the Procurement Regulatory Authority of Zimbabwe for this tender outlined in Section 54 of the Act as set out in Part IV of the Fifth Schedule to the Public Procurement and Disposal of Public Assets Regulations (SI 5 of 2018) as amended by Statutory Instrument 219 of 2020.

The method of selection will be the Least Cost Selection Method in line with section 62 of the Public Procurement and Disposal of Public Assets Act [Chapter 22:23].

The IDBZ will reject an Expression of Interest if it establishes that the Consultant has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for the Contract or been declared ineligible to be awarded a procurement contract under section 99 of the Act. An expression of interest shall be rejected in this procurement process if a Consultant Firm engages in anti-competitive practices.

Interested Consulting Firms shall submit only one Expression of Interest document, either individually or as a partner in a joint venture / consortium. In case of joint venture / consortium, total similar projects will be counted as sum of Lead firm and partners / associates.

The Expression of Interest must be submitted electronically to procurement@idbz.co.zw by 14 June 2021 by 10:00hrs local time and clearly captioned "**Expression of Interest for the Environmental and Social Management Plan (ESMP) for the Proposed Athol House Private Medical Facility in Eastlea Harare.**" Late expressions of interest will be rejected in line with the PPDPA Act.

Procurement Management Unit
Attn: Kenneth Geyi, Head – Procurement Management Unit
IDBZ House
99 Gamal Abdel Nasser Road, Harare, Zimbabwe
PO Box 1720
Harare, Zimbabwe
Tel: +263-4-750171/8
Email: procurement@idbz.co.zw
Website: www.idbz.co.zw

Appendix A

Letter for submission of expression of interest (To be submitted with the application, signed and unaltered)

To: {Insert name of Procuring Entity}

With reference to your invitation for expressions of interest for {insert subject and proposal reference number}, we express our interest in bidding for a contract to provide these services.

We provide the following information in relation to the shortlisting criteria:

- Qualifications and experience of the firm: {Insert relevant information}.
- Availability of appropriate skills among staff: {Insert relevant information}.
- Other shortlisting criteria: {Insert relevant information}.

We submit the following documents in support of this information (list any documents that were requested in the invitation for expressions of interest; if no documents were requested, delete this paragraph).

{Delete whichever of the following statements do not apply:}

- This firm will be the sole provider of the requested consultancy services. or
- We propose to provide the requested consultancy services as part of a joint venture with {provide the name of the joint venture partner and details of the contribution the partner would make to the required consultancy services}. Or
- We propose to engage as sub-contractors {provide the name of the sub-contractor and details of the contribution the sub-contractor would make to the required consultancy services}.

{In the case of 2 or 3 above} We confirm that the firm mentioned above has agreed to be associated with this expression of interest.

{Name and postal and physical address of firm submitting the expression of interest, together with name of contact person and contact details, including telephone number and e-mail address. The firm's website address should be provided, if available.}

Expression of Interest Letter Authorised By:

Signed Name:.....

In capacity of:.....Date:

Duly authorised for and on behalf of:

Firm

Address:.....

Corporate Seal (where appropriate)

