

Terms of Reference for an Independent Engineer (Firm)

1. Background and Context

The Federal Government of Somalia has contracted UNOPS to renovate six hospitals across Somalia (See Annex for list of hospitals). The project will consist of civil works to upgrade six pre-identified hospitals across Somalia to improve the quality and make health system resilient in the country. In reference to these civil works, the Federal Government of Somalia (“**Client**”) wishes to engage the services of a firm (hereinafter referred to as the “**Consultant**” or “**IE**”) who will support it in connection with the said contract to UNOPS for renovation of six hospitals to monitor and ensure the quality of the civil works being delivered. .

The role of the IE is to provide an independent technical review that the Government of Somalia may rely upon in the process of designing, assessing the quality of works and making payment decisions to the vendor. The scope of services of the IE is described below. For each task, the IE will be expected to assume certain advisory responsibilities and perform certain tasks, some of which will have associated deliverables.

2. Project Location and Description

The Somalia COVID-19 Emergency Vaccination project seeks to support the Federal Republic of Somalia to acquire and deploy COVID-19 vaccines and to strengthen national immunisation capacity. Under Sub-Component 3.1, the project will build emergency response capacity at selected secondary and tertiary hospitals. The sub-component will support select hospitals with additional resources to strengthen their capacity to respond to COVID-19, specifically by setting up isolation areas, fully functioning emergency departments, critical care units, blood banks, laboratory and imaging center support, oxygen plants and in acquiring respiratory support devices, and blood therapy inputs and capacity.

The infrastructure investments will be undertaken within the confines of the existing hospital compounds located on Government owned land. The scope of the civil works to be performed by UNOPS will include major renovations/civil works and installation of medical equipment to improve hospital capacity to respond to health emergencies, and in the IE’s capacity as independent technical reviewer for these works, the location of the supervisory work to be done by them will be the same as that of the rehabilitation sites.

3. Scope of work

The work for the IE is divided into 2 distinct packages as detailed in section 4 below. Broadly, the deliverables can be divided into two phases, the preparation phase of the project and the implementation phase.

During the preparation phase, the IE will support the Client review documents submitted by UNOPS, and support in the development of the final master workplan and preliminary designs and cost, basing on market research experience. The IE will also help the Client review tender documents including detailed designs, and support in evaluation of the tender bids received from

vendors for technical compliance. During the implementation phase, the IE will attend all the scheduled site meetings on behalf of the Ministry of Health and issue regular reports. The IE will also verify the quality of materials used and certify the completion of work as per the contract.

4. Detailed scope of work of the Independent Engineer

The consultant will undertake the following activities:

4.1 During Preparation Phase:

- Review the designs (master plan) produced by UNOPS for each site
- Review all preliminary documents including site plans and cost estimates (Bills of Quantities).
- Review all the necessary detailed drawings (architectural 2D and 3D/electrical/mechanical/structural) for each site submitted by UNOPS.
- Review the tender documents submitted by UNOPS (including priced BoQ/engineer's estimate/technical specifications) for the construction of the above-mentioned units as per Government of Somalia standards.
- Review the Good for Construction Detailed drawings (architectural/electrical/mechanical/structural) that can be annexed to the tender documents submitted by UNOPS.
- Support the Client in completing the review and approval of the full set of tender documents as per UNOPS and Government of Somalia standards and regulations.

4.2 During Implementation Phase:

4.2.1 During Construction

- Attend all the scheduled site meetings on behalf of the Ministry of Health and issue regular reports, with copies to contractor as well as MoH, regarding quality of materials used, adherence to contractual terms, and status of progress of construction.
- Verify if any deviations are noted at work-in-progress stage either in quality of materials or work vis-à-vis the contractual terms and advise contractor/successful bidder about corrective action.
- Inspect and certify the completion of each phase of the construction including the electric wiring, oxygen distribution outlets and plumbing
- Review payment certificates issued by the contractor and confirmed validity of costs prior to payments.

4.2.1 Post Construction:

- Upon completion of the Project, the IE will inspect the project sites to ensure they meet the technical, budgetary, and commercial quality and requirements as identified in the project scope of work.

- The IE will evaluate the physical and operational completion tests recommended by the government for inclusion into the UNOPS contract documentation and will verify all acceptance testing for the facilities when completion occurs.
- Review test protocols, ensure the Borrower's test witnessing plans are adequate and confirm the test results
- Attend performance tests and issue an opinion and/or certifications whether the acceptance tests have been passed in accordance with the completion tests in contract documents. Perform site visits for commissioning of each health facility
- Confirm if penalties or LDs have been paid by contractors and/or suppliers and, if so, that they are in accordance with the agreements.
- Evaluate punch lists for the contracts and confirm they appear comprehensive and professional.
- Prepare and issue provisional and final certificates of completion. When completion has been achieved the IE will certify that MOH is in receipt of a full and final set of "as-built" drawings with Operations and Maintenance Manual.

5. Qualifications and Experience of Consultant:

- The Consultant will be an engineering consultancy firm that has a team of skilled professional architects, civil, structural, MEP engineers, or an architectural office that subcontracts the respective skills.
- The consultant should have proven experience in the design of sustainable, climate responsive and resilient public buildings. Supporting documentation of this experience should be enclosed with the proposal. Firms that have developed designs that focus on increasing cost savings in operations of the centre would be preferred. This can be achieved by considering in their previous works and designs the use of:
 - user-friendly spaces with improved thermal comfort,
 - optimal natural lighting and ventilation,
 - layered with necessary ergonomic considerations, functionality
 - electrification with solar power and integrated energy optimization.
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- The consultant should necessarily have professional knowledge of tender procedures. Proof of the same needs to be enclosed with the proposal.
- The consultant should have prior experience in design and oversight of building construction and/or civil engineering projects in the Somali context. Proof of the same needs to be enclosed with the proposal.
- For communication and reporting English will be the working language and the Consultant should be able to communicate effectively in English. Preference will be given to teams that have members who are able to communicate fluently in Somali

6. Deliverables

- i. Assessment report of site/documents. This will include a preliminary **feasibility study report** based on the existing site conditions and reported issues
- ii. Preliminary review of designs and cost estimates including:

- **Including 3D** visuals depicting materials and furniture layout
- iii. Independent professional opinion based on detailed review Design and Tender documents incl. priced BoQ
 - Architectural Floor Plans and Layouts
 - Site layout (with landscape design and circulation)
 - Interior equipment, furniture and Finishing Schedules
 - Architectural Elevations and Sections
 - Structural drawings
 - Electrical drawings
 - Plumbing layout
- iv. Support in tender evaluation and tender evaluation report
- v. Regular site visit reports from site meetings including a status report that shows progress and highlights any deviations found.
- vi. Opinion (where tests have failed) and/or certifications whether the acceptance tests have been passed in accordance with the completion tests in contract documents for each site.
- vii. Completion Certificate and final review of OM Manual for each site

7. Contract Duration and Time Frame

The duration of the assignment is from April 1,2023 to March 31st ,2024 (12months).

8. Implementation Arrangements

Responsibilities of the consultant:

The consultant will accomplish his/her responsibilities in close coordination and collaboration with UNOPS and deliver the outputs as described above, under the supervision of the FMOH.

The consultant will arrange (if necessary) for the accommodation/transport of the consultant's team members within Somalia.

9. Scope of Proposal:

The proposal shall include the work service fee plus separately all security, transport and accommodation cost in Somalia/, as applicable and other costs (will be reimbursed only against evidence).

The financial offer shall be separated into:

- a. Work Contract fee (deliverable based lump sum payment as mentioned in the schedule below)
- b. Other costs such as security, transport and accommodation cost in Somalia, if any
- c. All other costs with break-ups (will be reimbursed only against evidence subject to maximum indicated in proposal).

Costs that are not mentioned in the offer will be non-eligible costs.

The technical offer should include

- a. Work Concept
A work concept for implementing the measure with explanation of the planning, work and coordination steps and naming the persons involved and backstopping (maximum 2 pages)
- b. Project Team
Informative CVs of staff or project partners and evidence of experience of comparable scopes for architect/engineer/technical backstopping/composition of the team
- c. Availability and local presence

10. Operating time and Schedule

Beginning of Consultancy Period: 01/04/2023

Approved hand-over of tender evaluation report latest: 31/03/2024

11. Payment Schedule for the achievements WDC:

Review the Assessment, masterplan, preliminary design, rough estimate submitted by UNOPS	Interim Payment 1 - 30 % of work contract lump sum
Review GFC Detailed design and tender documents incl. priced BoQ	Interim Payment 2 - 30 % of work contract lump sum
Tender evaluation report and draft proposal for approval	Interim Payment 3 - 15 % of work contract lump sum
Review Construction Handover documentation including site visit reports, completion certificates and O&M manuals.	Interim Payment 4 - 20 % of work contract lump sum
Retention (one year after contract finishes)	Final Payment 5 – 5 % of work contract lump sum

12. Proposal and Evaluation Criteria

The bidders shall be required to submit separate technical and financial proposals. The technical proposal shall be of maximum of 10 pages excluding annexes focusing on the following aspects:

#	Area	Scoring weight (%)
1	Profile of the firm - Describe the profile of your firm, including services provided, key expertise, organisational structure, number of staff, years of operation, relevant licences and permits, membership in associations and other relevant information on the profile of the firm - Provide a summary profile in the proposal and attached the filled prescribe questionnaire (Annex 12)	30%
2	Description of the work concept Brief interpretation of the specific tasks	25%

#	Area	Scoring weight (%)
	- General understanding of sustainability and resilient architecture for energy efficiency and thermal comfort of occupants in the public health sector. - Description of the sequential processes involved during the implementation of the tasks detailed in the previous section - Provide a generic work plan (including number of days for the processes mentioned above) including risks and mitigations	
3	Evidence of financial and economic productive capacity - Declaration by the bank or evidence of employer's liability insurance - Total turnover of the last three years (provide audited financial statements)	10%
4	Technical aptitude/capacity - Evidence of admission to the profession - List of major work in the last three years with details of the invoice sum, the performance period and the public and private sector clients - Details of technical outputs - Details of infrastructure, resources and technical equipment - Description of quality assurance measures - Details of subcontractors	15%
5	Staff/Team CV of the team members and evidence of experience of comparable scopes of tasks	20%
	Total	100%

13. Personnel/Team concept

The bidder should provide the details of the team (including number of team members) that will be involved in the assignment including profile and CVs of the team leader, a pool of team members consisting of architect(s), consulting/service engineer(s) and quantity surveyor. core team, and the details of outsourced team members if any.

Team member	Role	Qualifications
Team Leader	Overall responsible for the assignment and contact person with (INSERT ORGANISATION)	Profession: Architect by profession Education: Bachelor's degree in Architecture from a recognized university Practising licence: Must have a current relevant practising licence from a

Team member	Role	Qualifications
		recognised body in Somalia or an International body accepted by Government of Somalia. ● Membership: Must be registered with an Architectural Association of Somalia or an International body accepted by the Government of Somalia as equivalent. ● Experience: At least 5 years' experience providing architectural services in Somalia
Architects	Provision of architectural services	● Education: Bachelor's degree in Architecture from a recognized university ● Membership: Must be registered with an Architectural Association of Somalia or an International body accepted by Government of Somalia as equivalent ● Practising licence: Must have a current relevant practising licence from a recognised body in Somalia or an International body accepted by Government of Somalia as equivalent ● Experience: At least 3 years' experience providing architectural services in Somalia
Consulting/Service engineers	Provision of mechanical, structural, and electrical engineering services on need basis depending on the complexity and the scale of the construction measures	● Education: Relevant Bachelor's degree in engineering from a recognized university depending on expertise (mechanical, civil, or electrical) and master's degree in structural engineering ● Practising licence: Must be currently registered by the Engineers Board of Somalia or an International body accepted by Government of Somalia as equivalent as a professional or consulting engineer ● Membership: Membership in relevant society is an added advantage ● Experience: At least 5 years' experience providing engineering services in Somalia
Quantity Surveyor	Provision of quantity survey services on need basis depending	● Education: Relevant Master's degree in Quantity Surveying ● Practising licence: Must have a current

Team member	Role	Qualifications
	on the complexity and the scale of the construction measures	relevant practising licence or valid registration from a recognised body in Somalia or an International body accepted by Government of Somalia as equivalent ● Membership: Membership in relevant society ● Experience: At least 5 years' experience providing services in Somalia

The bidder must provide a clear overview of all proposed short-term experts and their individual qualifications and should provide details of the same as annexures