



REQUEST FOR PROPOSALS

Consultancy Services for the Implementation of Water, Sanitation, and Hygiene (WASH) and Environmental Impact Assessment in Eight Health Facilities (HFs) in Mudug Region, Somalia.

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1. SECTION 1 – REQUEST FOR PROPOSALS

1.1. Introduction

KRCS was created by Act of Parliament in 1965. It is auxiliary to Central and County governments but maintains an autonomous status which allows it to act at all times in accordance with the Fundamental Principles of Red Cross Red Crescent Movement

The Kenya Red Cross is currently supporting the Norwegian Red Cross (NorCross) Regional office in Nairobi to implement some of her activities in the region, one of them being in Somalia, in partnership with the Somali Red Crescent Societies (SRCS).

For this reason, on behalf of NorCross, KRCS is sending this Request for Proposal document seeking for a consultant for the Greening project of the health and Rehabilitation facilities in Mudug Region, Somalia

The consultant KRCS is looking for is expected to provide technical guidance/specifications and supervise the implementation of the recommendations from the assessment report, that recommended approaches and strategies aimed at improving WASH status in the eight SRCS Health Facilities (HCFs), to largely benefit from opportunities for “green” technology.

1.1.1 SRCS AND NORWEGIAN RED CROSS - BACKGROUND IN SOMALIA

Decades of protracted conflict, coupled with natural and climate change related hazards such as drought, cyclone and flooding have increased the Somali population vulnerability to chronic food insecurity, diseases outbreak, malnutrition, and resulted in inadequate access to safe drinking water, sanitation and basic health care services¹.

Drought has driven food insecurity to crises levels across the country, with losses of livestock, pastureland and food. Drought led to the displacement of an estimated 943,000 people across the country from November 2016 to October 2017. 6.2 million people (corresponding to half of the population in Somalia) are acutely food insecure and in need of urgent life-saving assistance. This, together with a lack of clean drinking water and access to health facilities, are causing rising morbidity and mortality rates and severe long-term impacts on livelihoods and assets. Somalia displays one of the worst infant and young children feeding and micronutrient indicators in the world. As of end of October 2017, over 363,000 children were suffering from acute malnutrition and in need of urgent treatment and nutrition support².

Despite the progress that has been made by the Somalia government in re-establishing state structures, there remains a lack of public health service institutions to meet all the humanitarian needs of the population. The SRCS, which was established in 1963, continues to play a significant role in filling the gap in the health service delivery system.

¹[SOMALIA COUNTRY BRIEF.docx \(sharepoint.com\)](#)

²[SOMALIA COUNTRY BRIEF.docx \(sharepoint.com\)](#)

SRCS is currently the second largest primary health care service provider in Somalia and operates through a network of 19 branches and 130 sub-branches with activities spread all across the country. With the support of Red Cross Red Crescent Movement (RCRC Movement) partners, SRCS has been running over 150 health clinics, stationary (100) and mobile (50) clinics. SRCS works in close cooperation with the Federal Ministry of Health, the Ministries of Health of the Federal Member States and other health actors, with the aim of the governments, with time, taking over more of the health services.

While Norcross started working with SRCS since the early sixties, the first signed co-operation agreement between NorCross and SRCS is dated 1982. Following this, the physical rehabilitation program in Somalia was launched following the 1993 telethon fundraising. The bilateral relationship between SRCS and NorCross has always been very close, with different operational modalities at different times – based on the prevailing situation. In addition to the support on health interventions, NorCross is also one of the main supporters to the core structures of SRCS, which has contributed to reinforce the national society’s position and capability to respond to humanitarian needs and crises in Somalia. NorCross is continually engaged in strengthening SRCS capacities through the national society development activities, with current focus on finance development and resource mobilisation³.

1.2 Project background and description

The Sustainable Development Goals (SDGs) call for universal access to safe water, dignified sanitation and hygiene (WASH) for all by 2030. For children, this extends beyond the confines of the household to a child’s place of school and play. With children spending several hours a day and over a decade of their growing years in schools, basic access to sustainable WASH in schools is not only crucial for their health and well-being, but also a fundamental human right. The SDGs exhort countries to build and upgrade education facilities that are child-, disability- and gender-sensitive, and equipped with basic drinking water, single-sex basic sanitation and basic hand washing facilities⁴.

Safe and high-quality WASH interventions are fundamental to preventing and controlling infection in health facilities, tackling antimicrobial resistance, and ensuring quality of care – a prerequisite for achieving universal health coverage. WASH in health facilities broadly refers to the quantity and quality of, and access to, water, toilets, health care waste management, and hand hygiene facilities; the cleanliness of the environment; and the knowledge and practices of safe hand hygiene.

In addition, when it comes to healthcare facilities, there are several sources of environmental emissions which can negatively contribute to the SDGs. These sources include use of energy, health waste management, water, procurement, and transport. There

³[Partnership Memo Somali Red Crescent Society 09012017.docx \(sharepoint.com\)](#)

⁴[Scoping Study of WASH in Schools \(WinS\) Programming in Eastern and Southern Africa](#)

is also increasing evidence to show how energy-efficient and climate-friendly health services can improve health, while contributing to savings in resources and costs⁵.

1.3. Assessment rationale

Rationale for the WASH assessment in health facilities and schools:

Due to the conflict, Somalia has limited resources and capacities to deliver on the needs of their vulnerable population, such as in the case of health and WASH services. Because of this, Norcross through external consultants completed an assessment to provide useful information and evidence to improve the WASH status in the 8 SRCS HCFs⁶ and 14 selected schools in the Mudug region of Somalia. The HCFs would also benefit from an assessment of their environmental impact and opportunities for “green” technology.

The results produced by the assessment informed the most appropriate ways to improve WASH services and strengthen their capacities, with a special emphasis on environmentally friendly solutions. This assessment further hoped to support local authorities and public institutions, to reprioritize WASH activities and Green health solutions in the areas where the crisis has weakened their capacities for surveillance and action.

1.4. Assessment recommendations

The study recommended possible approaches/strategies that could be adopted to enhance efficiency and effectiveness of project interventions as well as engagement of all relevant stakeholders, thereby building on the capacity, clear roles & responsibilities, data & information, financing, monitoring & evaluation, stakeholder engagement, and integrity & transparency.

1.5. Project Deliverables and other requirements

The key deliverable of this consultancy are as follows:

- Provide technical guidance and supervise the Implementation of recommendations from the assessment, this includes:

Theme	Definition	Innovation Opportunities
Safe, sufficient and skilled workforce	Adequate numbers of skilled human resources with decent working conditions, empowered and informed to respond	<ul style="list-style-type: none"> • Capacity Development: <ul style="list-style-type: none"> • Training, information and knowledge management targeted to health care workers to respond to climate risks and environmental threats resulting from the operation of the health care facility.

⁵ [Greening health systems, Expert Meeting Report, August 2013 World Health Organisation](#)

⁶ The 8 healthcare facilities include 7 SRCS clinics and 1 physical rehabilitation center in Mudug region

	to these environmental challenges.	<ul style="list-style-type: none"> Capacity development on basic maintenance of installed technologies
Optimal water use (including WASH & Waste)	Sustainable and safe management of water, sanitation and health care waste services	<ul style="list-style-type: none"> Replacement of current water faucets to low-flow faucets with basic communication material on proper usage and water conservation Training on waste types and waste segregation and disposal Incinerator mapping and rehabilitation Development of proper waste disposal mechanisms <ul style="list-style-type: none"> Collaboration with district on proper disposal/general knowledge sharing Rainwater catchment Storage Tanks Construction of Hand Washing Facilities
Optimal energy use	Sustainable energy services	<ul style="list-style-type: none"> Building characteristics: Window shading through tree planting <ul style="list-style-type: none"> Utilize tree planting to inform facility staff behaviour change and kickstart community conversation on environmental sustainability. Energy efficiency: mapping and Rehabilitation of dysfunctional solar panels ensuring that they meet the minimum standards; increasing the solar panels capacity based on United Nations Development Programme (UNPD) guideline and The African youth Consultancy Association Company (AYCA) recommendations. Investigating utilization of cost savings from rehabilitated solar system for continued sustainability, leveraging on the local solar energy market
Sustainable health care infrastructure and technologies	Appropriate infrastructure, technologies, products and processes, including all the operations that allow for the efficient functioning of the health care facility.	<ul style="list-style-type: none"> Change of lavatories to eco-friendly Ecosan Toilets

1.5.1. Roles and responsibilities of the consultant

The **Consultant** will have the following responsibilities:

- Provide technical advice on the best greening methods for the 7 health facilities.
- Drawing a schematic about a typical climate friendly clinic and its components
Mapping of greening materials available in the Somali market and those to be procured internationally.
- Development of technical specifications for proposed greening solutions, drafting (from sketches) of BOQ's that shall be used for tendering to identify contractors who would implement the proposed greening solutions
- Review of technical offers for works and greening equipment received from contractors.
- Supervision and Monitoring implementation of works and the proposed greening solutions.
- Provision of Capacity Development to relevant health facility staff, Includes the development of appropriate maintenance guidance material in consultation with contractors and associated trainings to clinic staff.
- Provision of comprehensive monthly progress reporting and status updates
- Provision of completion report upon successful completion of activities and oversee project handover.
- Provision of workshops (possibly online) at the beginning and end of the project to guide planning and ensure proper dissemination of information respectively.

The **NorCross programme team** will have the following responsibilities:

- To review TOR and make recommendations.
- To ensure that the implementation process meets the standards of quality and apply the procedures outlined in the SOPs for Quality Assurance and Ethical Standards in NorCross
- To review implementation reports and final reports to ensure they meet NorCross' quality assurance and ethical standards.
- To provide technical advice and support to the implementation of activities
- To provide funding for implementation
- To provide final approval and sign off work done.

1.5.2. Quality Monitoring

- This assignment will be monitored by a working committee comprising of the Norwegian Red Cross and Somalia Red Crescent Society
- The consultant will conduct briefings to the working committee before starting the assignment to discuss expectations.

- The consultant will organize regular progress calls/meetings with Norcross to provide updates on activities and progress.

1.5.3. **Timeline**

The technical consultant/consulting firm is expected to sign a contract with Norcross around 1st March 2023. The implementation of the assignment is expected to be finalized no later than the end of September 2023.

Consultant's input days:

1 Day	Inception meeting
1 days	Review of the assessment report
4 Days	Interpreting the recommendations of the assessment report into technical specifications (for equipment and fittings) and BoQs for construction.
1 Day	Review of the draft Tender documents (for equipment and procurement of works)
2 days	technical bid evaluation
6 days	Development of maintenance guidance materials in consultation with contractors and support associated trainings to clinic staff.
10 days	Supervision/monitoring of works, preparation of progress and completion reports and project handover as well as project review meeting.

1.5.4. **Profile of the consultant**

A Consultant/Expert with the following profile will carry out the assessment:

2. Advanced University degree in Public Health Engineering or related discipline
3. Proven previous experience in humanitarian contexts implementing WASH and greening infrastructure rehabilitation.
4. A high level of organizational and coordination skills and willing to travel to and stay in various parts of Somalia.
5. At least 5 years of field experience in developing countries.
6. Excellent report writing, communication and presentation skills.
7. Understanding of regional context is desirable.
8. Fluency in English. Working proficiency of Somali is an asset.

1.6. **Format of RFP Response and Other Information for Bidders**

- 1.6.1. The overall summary information regarding the requested service is given in sections above. The bidder shall include in their offer any additional services or items considered necessary for the successful completion of the project

- 1.6.2. Proposals from bidders should be submitted in two distinct parts, namely **technical proposal** and **financial proposal** and these should be in two separate folders, both of which should then be sent via email

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The two separate inner envelopes should be clearly marked “**Technical Proposal**”, and “**Financial Proposal**”, respectively, and should bear the name of the Bidder.

The above requirement applies to bids being sent via email to tenders@redcross.or.ke

- 1.6.3. The Technical Proposal should contain the following:
- a. Profile of the firm as outlined in Nos 4.3
 - b. Profile/CVs of the personnel to be involved in the work, with emphasis on academic qualifications, qualifications and experience in WASH/Health/Infrastructure development activities especially in the provision of greening solutions in the mentioned fields.
 - c. Proposed Methodology
 - d. Proposed work plan on the basis of the proposed time schedule outlined in the Terms of Reference / Technical Specifications. The work plan will set out the approach to the timelines as proposed under consultant’s input days.
 - e. The work plan shall include a comprehensive time schedule for carrying out the activities as captured in the Key deliverables section.

- 1.6.4. The Financial proposal shall clearly indicate the total cost of carrying out the required deliverables and **should be presented in the financial template as shown below.**

The consultant shall only quote for the items below **Prices should be inclusive of 16% Value Added Tax (VAT).**

Item	Unit	# of Units	Unit cost	Total cost (USD)
Consultancy fee	Per Day			
Other costs – to be itemized e.g. Assistants costs, administrative costs, logistical costs,				

VAT (16%)				
Grand total				

1.6.5. A three-stage procedure will be adopted by the KRCS for evaluating the proposals as shown below;

STAGE 1 – COMPLIANCE WITH MANDATORY REQUIREMENTS

- i. Company Profile
- ii. Certificate of Incorporation
- iii. Certificate from relevant regulatory authority / professional body (where applicable)
- iv. Tax Compliance certificate.
- v. CVs of proposed key personnel for the assignment and summary of proposed key staff as per the table below;

Name	Highest educational qualification	Number of days to be involved	Years of experience related to the task	Roles in the assignment

STAGE 2 – TECHNICAL EVALUATION, FOLLOWED BY AN ORAL PRESENTATION WHERE APPLICABLE

- Firm’s general experience in the field of assignment
- Firm’s financial capacity
- Understanding of the aims and objectives
- Proposed Methodology
- Proposed work plan
- The qualifications and relevant experience of the personnel
- Proposals for technical requirements.

- Overall Value proposition/ transfer of knowledge

STAGE 3 – FINANCIAL EVALUATION

Financial proposals will be evaluated on the basis of cost and lead-time and payment terms if not specified in this document.

KRCS will evaluate the proposals and award the assignment based on technical and financial feasibility. KRCS reserves the right to accept or reject any proposal received without giving reasons. KRCS is not bound to accept the lowest or the highest bidder.

Technical proposal	60%
Oral presentation of technical proposal	30%
Financial proposal	10%
Total	100%

- 1.6.6. Bidders are requested to hold their proposals valid for ninety (90) days from the closing date for the submission. KRCS will make its best efforts to arrive at a decision within this period.
- 1.6.7. All costs pertaining to the preparation of a proposal and negotiations of a contract shall be borne by the firms submitting proposals.
- 1.6.8. Assuming that the Contract can be satisfactorily concluded, the bidders shall be expected to commence the assignment within **one (1)** week after the final agreement is reached.
- 1.6.9. If a bidding firm does not have all the expertise for the assignment, there is no objection to the firm associating with another firm to enable a full range of expertise to be presented. The request for Joint Venture shall be accompanied with full documented details of the proposed association.
- 1.6.10. In the case of a Joint Venture or Association, all the firms constituting the Joint Venture or Association will be jointly and severally liable and at least one firm in the Joint Venture or Association shall be financially capable of meeting the contract requirements and potential liabilities on its own and shall assume contracting responsibility and liability for satisfactory execution of the assignment.
- 1.6.11. The contracting arrangements shall define clearly the responsibilities and the services to be provided by each firm in the case of a joint venture.
- 1.6.12. The bid documents, shall be addressed to

**Chairperson-Tender committee
Kenya Red Cross Society
P.O. Box 40712-00100 GPO
Nairobi.**

Kindly indicate the title of the project on the email subject.

All or None Clause:

We reserve the right to accept the whole or part of your offer and the lowest evaluated bid need not be accepted.

GENERAL INSTRUCTIONS

Please read carefully the method of tender submission and comply accordingly.

1.1.1 KRCS reserves the right to accept or to reject any bid, and to annul the bidding process and reject all bids at any time prior to the award of the contract, without thereby incurring any liability to any Bidder or any obligation to inform the Bidder of the grounds for its action.

1.1.2 Cost of bidding

The Bidder shall bear all costs associated with the preparation and submission of its bid, and the Organization will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

1.1.3 Clarification of Bidding Document

All correspondence related to the contract shall be made in English. Any clarification sought by the bidder in respect of the project shall be addressed at five **(5) days** before the deadline for submission of bids, in writing to the Administration Coordinator.

The queries and replies thereto shall then be circulated to all other prospective bidders (without divulging the name of the bidder raising the queries) in the form of an addendum, which shall be acknowledged in writing by the prospective bidders.

Enquiries for clarifications should be sent by e-mail to tenders@redcross.or.ke

1.1.4 Amendment of Bidding Document

At any time prior to the deadline for submission of bids, KRCS, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, may modify the bidding documents by amendment.

All prospective Bidders that have received the bidding documents will be notified of the amendment in writing, and it will be binding on them. It is therefore important that bidders give the correct details in the format given on page at the time of collecting/receiving the bid document.

To allow prospective Bidders reasonable time to take any amendments into account in preparing their bids, KRCS may at its sole discretion extend the deadline for the submission of bids based on the nature of the amendments.

1.1.5 Deadline for Submission of Bids

Bids if send by post should be addressed to

**The Chairperson-Tender committee
Kenya Red Cross Society
P.O. Box 40712-00100 GPO**

Nairobi.

and sent for receipt on or before 22nd February 2023, 1100Hrs EAT

Bids sent by mail should reach by the same deadline. Bids received after the above-specified date and time shall not be considered.

Any bid received by KRCS after this deadline will be rejected.

1.1.6 Cost Structure and non-escalation

The bidder shall, in their offer (Financial Proposal), detail the proposed costs as per the template provided above.

No price escalation under this contract shall be allowed. KRCS shall not compensate any bidder for costs incurred in the preparation and submission of this RFP, and in any subsequent pre-contract process.

1.1.7 Taxes and Incidental Costs

The prices and rates in the financial offer will be deemed to be inclusive of all taxes and any other incidental costs.

1.1.8 Responsiveness of Proposals

The responsiveness of the proposals to the requirements of this RFP will be determined. A responsive proposal is deemed to contain all documents or information specifically called for in this RFP document. A bid determined not responsive will be rejected by the Organization and may not subsequently be made responsive by the Bidder by correction of the non-conforming item(s).

1.1.9 Currency for Pricing of Tender

All bids in response to this RFP should be expressed in USD. Expressions in other currencies shall not be permitted.

1.1.10 Correction of Errors.

Bids determined to be substantially responsive will be checked by KRCS for any arithmetical errors. Errors will be corrected by KRCS as below:

- a. where there is a discrepancy between the amounts in figures and in words, the amount in words will govern, and
- b. where there is a discrepancy between the unit rate and the line total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern.

The price amount stated in the Bid will be adjusted by KRCS in accordance with the above procedure for the correction of errors.

1.1.11 Evaluation and Comparison of Bids

Technical proposals will be evaluated prior to the evaluation of the financial bids. Financial bids of firms whose technical proposals are found to be non-qualifying in whatever respect may be returned unopened.

1.1.12 Confidentiality

The Bidder shall treat the existence and contents of this RFP, and all information made available in relation to this RFP, as confidential and shall only use the same for the purpose for which it was provided.

The Bidder shall not publish or disclose the same or any particulars thereof to any third party without the written permission of KRCS, unless it is to Bidder's Contractors for assistance in preparation of this Tender. In any case, the same confidentiality must be entered into between Bidder and his Contractors.