

Expression of Interest (Eoi)

Request for Expression of Interest (Eoi) for Shortlist of Contractors for the Construction and Upgrading of Water Supply and Sanitation Infrastructure in Selected Schools of Lusaka, Ndola and Kitwe, Zambia

Project Wash in School for Everyone (WISE) Phase II

Background/ Introduction

The Bremen Overseas Research & Development Association (BORDA) is a technical expert organisation based in Bremen; Germany specialised in the field of sustainable environmental protection through integrated sanitation solutions. The organisation's activities aim at making neighbourhoods more liveable by developing and implementing innovative on-site sanitation solutions that build climate resilience, strengthen social structures, and foster the sustainable and attentive handling of natural resources. BORDA supports holistic approaches on policy formulation, participatory urban planning processes and infrastructure development.

BORDA is active outside of Germany in over 20 countries in Asia, Africa, Latin America, and the Caribbean. In Zambia, BORDA has been active since 2009 through a partnership with the Water and Sanitation Association in Zambia (WASAZA). In 2016, the BORDA Zambia Country Office was established. Since 2016, BORDA Zambia has, together with key partners implemented several projects in the Zambian Water Supply and Sanitation sector.

BORDA Zambia has been engaged by Splash Internation to provide engineering and project management services for the Project Wash in School for Everyone (WISE) Phase II, in over 100 schools in Lusaka, Ndola and Kitwe aimed at improving Water, Sanitation, and Hygiene (WASH) infrastructure. The project aims to showcase that city-wide investment in safe water, sanitation, menstrual health and hygiene in schools is feasible, cost-effective, sustainable, and scalable, and can be accomplished across diverse economic, political, social, and hydrological settings; and in ways that leverage the talents, expertise, and strengths of local partners so they are the champions of this story. Project WISE Phase II has the following components:

- i) **Safe water:** Ensure access to water that is purified to meet or exceed WHO standards, and provide water storage and child friendly drinking stations.
- ii) **Hygiene:** Deploy child-friendly handwashing stations and conduct hygiene education training.
- iii) **Behaviour change:** Implement education and training focused on handwashing with soap and proper use and maintenance of WASH infrastructure.
- iv) **Menstrual health:** Deliver menstrual health and puberty education to all children and parents to increase knowledge, empower girls, and reduce stigma around menstruation.
- v) **Sanitation:** Improve school toilets to ensure that they are hygienic and child friendly; and integrate incentives and training for their long-term cleanliness and maintenance.

Main Objectives and Outputs

The main objective of the expression of interest is to create a shortlist of contractors that will support the upgrading of WASH infrastructure in over 100 government schools in Lusaka, Ndola and Kitwe. The works will involve installation of solar water pumping solutions; installation of water supply systems including water storage tanks (5m³, 10m³ and 20m³), elevated steel tank stands, water purification, water network, drinking water and handwashing points; and construction and renovation of ablution blocks. The works are divided into three (3) Lots as follows:

Lot Number	Description of Works
Lot I	Installation of Solar Water Pumping Solution
Lot II	Installation of water Supply Systems
Lot III	Construction and Renovation of school ablution blocks

The detailed scope work and specifications per lot will be provided to the shortlisted contractors closer to implementation.

Roles and Responsibilities

The **Contractor** will be responsible for:

- Execution construction and /or renovation works in accordance with approved designs, specifications, and quality standards;
- Ensuring that all supervision forms are signed by both the Project Engineer from BORDA Zambia and the Contractor's Site Engineer;
- Ensuring compliance with the site specific Environmental and Social Management Plan (ESMP) as well as the site-specific Health and Safety Management Plans;
- Provision of material data sheets from manufacturers and materials request forms for approval;
- Development and adjustment of implementation schedules according to the timeline;
- Provision of all labour, materials, equipment, and supervision necessary to deliver the project in accordance with approved drawings, specifications, and relevant standards;
- Submission of bi-weekly progress reports;
- Provision of the performance security obtained from a bank or insurance approved by BORDA Zambia; and
- Adhering to all BORDA Zambia policies, and confidentiality requirements.

BORDA Zambia will be responsible for:

- Provision of the contractor with technical specifications, and scope of work;
- Facilitating access to the project site for the contractor;
- Facilitating regular progress meetings and ensure timely feedback on contractor submissions;
- Timely disbursement of payments of certified invoices according to the contract terms; and
- Conducting joint inspections and approve or reject completed works within reasonable timelines.

Eligibility Criteria for potential bidders

- Proof of registration with PACRA (certificate of incorporation);
- Shareholding print out from PACRA;
- Registration with NCC category E, C or B Grades 4, 5 and 6;
- Valid tax clearance certificate from Zambia Revenue Authority (ZRA) including registered tax type;
- Experience as follows:
 - a) For **Lot I**, at least 3 years general experience in solar installations including a minimum of 2 projects related to installation of solar systems for water pumping solutions.
 - b) For **Lot II**, at least 3 years general experience in steel fabrication and civil works including a minimum of 2 projects related to fabrication and installation of elevated steel tank stands.
 - c) For **Lot III**, at least 3 years general experience in building construction and civil works of which 2 projects should be related to the construction of sanitation facilities including ablution blocks.
- Workers' compensation certificate;
- Valid Engineering Institution of Zambia (EIZ) Registration; and
- Valid Engineering Registration Board (ERB) Practising Licence.

Contractors may constitute **JOINT VENTURES (JVs)** to enhance their chances of qualification. In addition, Contractors already in the BORDA Zambia Database are **NOT** required to apply.

Milestones/ Work Packages/ Expected Tasks and Deliverables

The key deliverables of this assignment will be as per scope of works to be shared with the shortlisted contractors. All activities will be carried out in coordination with the BORDA Zambia team and will be reviewed and checked by an identified focal point from the BORDA Zambia team.

Expected Deliverables and payment schedule

This contract is deliverable-based and payments will be made according to successful completion of the listed deliverables as described below:

Deliverable	Percentage payment
Upon signing contract subject to provision of bank or insurance guarantee	50%
Upon completion of the assignment	40%
After 1-year defects liability period	10%

- (i) Payments will be based on actual works done and following approval by the supervising engineer, and an inspection and certification process;
- (ii) 50% advanced payment against presentation of guarantee from a bank/Insurance Company approved by BORDA Zambia.

Budget

The contractor shall rate the works according to the provided BoQ inclusive of all technical fees, travel, accommodation, communication, and all applicable taxes. Payments will be made in instalments based on satisfactory delivery of outputs as outlined in the 'Payments Schedule' section. The contractor is expected to manage all works within the provided bid and provide appropriate invoices and receipts to facilitate payment.

Timeline

The assignment is expected to start in August 2026 and has a duration of three months or Fifty (72) working days (1 week = 6 working days).

Selection Criteria

BORDA Zambia 's evaluation committee shall evaluate the proposals based on criteria covering both technical quality and cost with the following score weighting:

Description	Weighting
	100%
General experience including statutory documents	20%
Specific or similar work experience	40%
Team composition and technical expertise (company has relevant personnel with EIZ and/or EngRB registration)	30%
Registered entity and meets statutory obligations (PACRA, ZRA, Workers Compensation, EIZ and NCC)	10%

Reporting

The contractor will report directly to the Project Engineer Technical Lead and will work in close collaboration with the Project Engineer Contracts & Administration and Senior Engineer. Progress updates will be provided on a bi-weekly basis, with additional check-in meetings scheduled as needed. Draft reports and deliverables must be submitted electronically in MS Word (and PowerPoint or Excel where applicable). Feedback will be provided within 5 working days of submission, and approval of final deliverables will rest with the Senior Engineer.

Proposal submission

The interested bidders must submit the following:

1. Technical Proposal including the following:
 - a) A cover letter addressed to the Country Director indicating Lot (s) and town (s) of interest **(1 page)**.
 - b) General work experience (Maximum 4 pages)
 - c) Specific experience in tabular form including client, financier, donor (if applicable), project title, project value, project period, brief description of contractor's role in the project. List only the most important and relevant ones. Refer to table below for guidance (Maximum 2 pages).

Client	Project	Date	Tasks Performed	Project Value

- d) Profile of the following key personnel (Provide CVs, **Maximum 4 pages**)

No.	Position	Minimum Qualification	No. of Personnel
Lot I Installation of Solar Water Pumping Solution			
1	Site Engineer	<ul style="list-style-type: none"> ○ Diploma in Electrical Engineering or equivalent with at least 4 years' work experience in design and installation of solar power systems including solar pumping solutions in schools or similar settings. ○ Registered with EIZ with valid licence from Engineering Registration Board. 	1
2	Site Foreman	<ul style="list-style-type: none"> ○ Certificate in Electrical Engineering or equivalent ○ 4 years' experience in installation of solar power systems including solar pumping solutions in schools or similar settings. ○ Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1
3	Electrician	<ul style="list-style-type: none"> ○ Trades or crafts certificate in Electrical/Electronics or equivalent, with a minimum of two (2) years' experience in installation of solar system. ○ Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1
Lot II Installation of Solar Water Pumping Solutions			
1	Site Engineer	<ul style="list-style-type: none"> ○ Diploma in Civil Engineering or equivalent with at least 4 years' work experience in design and construction of water supply systems and installation of elevated water tank. 	1

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No.	Position	Minimum Qualification	No. of Personnel
		<ul style="list-style-type: none"> ○ Registered with EIZ with valid licence from Engineering Registration Board. 	
2	Site Foreman	<ul style="list-style-type: none"> ○ Certificate in Civil Engineering/Water Engineering or equivalent ○ 4 years' experience in fabrication and installation of water steel tank stands and associated civil works. ○ Minimum of two (2) years' experience in general plumbing. ○ Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1
3	Bricklayer	<ul style="list-style-type: none"> ○ Trades or crafts certificate in Bricklaying or General Construction Works, with a minimum of two (2) years' experience in general building construction. ○ Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1
4	Steel Fabricator	<ul style="list-style-type: none"> ○ Trade or crafts certificate in Steel Fabrication and/or equivalent with a minimum of two (2) years' experience in steel fabrication. ○ Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1
Lot III Construction and Renovation of School Ablution Blocks			
1	Site Engineer	<ul style="list-style-type: none"> ○ Diploma in Civil Engineering or equivalent with at least 4 years' work experience in construction of WASH infrastructure in schools or similar settings Registered with EIZ with valid licence from Engineering Registration Board. 	1
2	Site Foreman	<ul style="list-style-type: none"> ○ Certificate in Civil Engineering/Water Engineering or equivalent ○ 4 years' experience in Building and Civil works. Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1
3	Bricklayer	<ul style="list-style-type: none"> ○ Trades or crafts certificate in Bricklaying or General Construction Works, with a minimum of two (2) years' experience in general building construction. Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1
4	Plumber	<ul style="list-style-type: none"> ○ Trade or crafts certificate in plumbing and/or equivalent with a minimum of two (2) years' experience in general plumbing. Registered with Engineering Institution of Zambia with valid licence from Engineering Registration Board. 	1

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The following mandatory documents should also accompany the submission:

- Certificate of registration/incorporation of the company (PACRA) including details of ownership;
- National Council for Construction (NCC) registration category E,B or C Grades 4, 5 or 6;
- Valid tax clearance certificate from Zambia Revenue Authority (ZRA);
- Workers' compensation certificate;
- Valid Engineering Institution of Zambia (EIZ) Registration;
- Valid Engineering Registration Board (ERB) Practising Licence.

Clarifications

Any clarification can be sent up to 2 days before the submission deadline by email to procurementzm@borda-africa.org.

How to Apply

Bids must be submitted to procurementzm@borda-africa.org with the subject line "Expression of Interest for Project WISE Phase II (**Insert Lot Number and Town**) not later than Midnight of Thursday, **18th June, 2026 CAT**."