



UNITED NATIONS STAFF CO-OPERATIVE SAVINGS AND CREDIT SOCIETY LIMITED (UNS-SACCO)

## INVITATION TO BID

### TERMS OF REFERENCE

Opening of Roads with in UNS-SACCO Satellite Village at Kasanje Wakiso District

### BACKGROUND

The United Nations Staff Co-operative Savings and Credit Society Limited (UNS-SACCO) is a Savings and credit society for UN employees in Uganda. It has its Office registered in Uganda under the Ministry of Trade and Co-operatives located on Plot 15A Clement Hill Road Nakasero on Ruth Towers Building. In an effort to have its members in one organized settlement, the UNS-SACCO acquired a private mailo Land at Kasanje village in Wakiso District with an area of 100 Acres on Block 515 plot 87.

This land has already been subdivided into several spacious individual plots for our members and we are now progressing to putting the land into a readily accessible state for use and development by our members.

We now call upon interested qualifying Road construction firms to bid for opening the road network throughout the Satellite Village with road links adding up to 6 kilometers. The width of all the roads is 7.5 metres. Details of the engagement and expected road works is described below.

### PURPOSE OF THE ENGAGEMENT

Under the directive of the General Manager and with the assistance of the Executive Board's Research and Investment Committee, The Contracted Firm will be responsible for all aspects of the Road works throughout the Village to completion. The Firm will manage any complex or risky multidisciplinary occurrences that may exist to ensure the project is well completed. The firm will have a thorough understanding of the project requirement, contractual terms and conditions as well as international and local laws governing Road construction together with international and local environmental laws.

### MAIN DUTIES AND RESPONSIBILITIES.

**UNS SACCO expects the contractor to accurately and conclusively execute and undertake the following duties and responsibilities that includes road works with the highest level of professionalism but quality as first priority as described below but not limited.**

1. Design and provide a general program of work to be adopted
2. Describe and thoroughly explain the method of work with relevant machinery and materials to be used at each stage.
3. **Clearing and grubbing:** Removal of grass and shrubs from the planned road links with a required "road width of 7.5 metres" and this shall include removal of all debris cleared and transport to a defined area as will be indicated by UNS SACCO Management.
4. **Rock Excavation:** Rock excavation shall include all over break and refilling with marram and all necessary trimming of the rock.
5. **Excavation:** The depth of trenches for the mains and drains shall mean the distance between the original ground surface and the invert of the pipe measured normal to the slope of the ground. Trench



excavation shall be measured linearly but the width of the Trench excavation or other cubic measurement items pertaining to the trench shall be the minimum trench width as specified by the supervising engineer .Pipe Trench depth shall be to a maximum of 1.5m and not less than 1m below the ground level except in very rocky areas where it may necessitate laying the pipe above ground level, but this shall require approval of the UNS- SACCO General manager her representative and or Research and Investment committee .

6. **Light Grading:** This shall include scarifying to a minimum depth of 150mm, watering, mixing, shaping to camber and compacting.
7. **Gravelling:** This shall include sourcing, procure, transporting to site, laying and gravelling with minimum G15 compacted to 93%.
8. **Culvert Works:**

This shall include procuring, transporting to site, storing, laying and handling, jointing/fixing to complete.

NB: All costs must be covered in the items of the civil works described in the Bill of quantities. The time line to complete the road works should be clearly indicated.

#### **QUALIFICATION AND COMPETENCES**

- The key person for the contractor must be a corporate member of the Uganda Institution of Professional Engineers (UIPE) and be registered by ERB. The C.Vs of the Key persons to supervise the Project must be attached.
- The contractor must be registered in Uganda and a Certificate of incorporation will be required.
- The Contractor must have a trading license for the current year.
- The key staffs of the contractor are required to provide past working experience of at least 3 years with specific roads worked on and clearly stating the position and responsibility held.
- The contractor will be required to provide a recommendation and or appointment letter from a former client
- The contract will be required to provide a tax clearance for the current year.
- The contractor is required to provide a statement from his bankers
- Audited accounts of the contracting firm for the previous financial year will be required.

Note: The interest contractors will be expected to visit the site on 29<sup>th</sup> July 2017 with the assistance of UNS-SACCO Management. (You will be required to confirm your visit before close of day 28<sup>th</sup> July 2017)

Sealed Bids are to be delivered at the UNS – SACCO Office, Ruth Towers Building, Plot 15A, Clement Hill Road, Nakasero, by close of business 11<sup>th</sup> August 2017