



**SPECIFIC PROCUREMENT NOTICE – CONSULTING SERVICES**  
**MINISTRY OF URBAN DEVELOPMENT, WATER SUPPLY AND HOUSING**  
**FACILITIES**  
**URBAN DEVELOPMENT AUTHORITY**



Country:	Democratic Socialist Republic of Sri Lanka
Funding source:	Asian Infrastructure Investment Bank (AIIB)
Sector:	Urban
Project name:	Support to Colombo Urban Regeneration Project
Procurement type:	Consulting Services
Assignment Title:	Review and Improvement of Urban Regeneration Program's Policies on Housing Allocation, Transfer and Management
Loan number	L0081A
Contract/Bid No:	SCURP/C3-S/004(i)
Deadline:	1 <sup>st</sup> April 2020

The Ministry of Urban Development, Water Supply and Housing Facilities has received financing from the Asian Infrastructure Investment Bank (AIIB) and Government of Sri Lanka toward the cost of the Support to Colombo Urban Regeneration Project, and intends to apply part of the proceeds for consultancy services. Quality and Cost- Based Section (QCBS) method to be used select the consultant to implement the project.

The consulting services include review and improvement of Urban Regeneration Program's (URP) policies on housing allocation, transfer and management. Implementation period is 270 days (9 calendar months).

Eligible consulting firms are invited to indicate their interest in providing the services. Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services (Refer application). Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications. Applications can be downloaded from the website of the Ministry of Urban Development, Water Supply and Housing Facilities ([www.minud.gov.lk](http://www.minud.gov.lk)), Urban Development Authority (<https://www.uda.gov.lk>) and Asian Infrastructure Investment Bank ([www.aiib.org](http://www.aiib.org)) and UNDB online ([dbusiness@un.org](mailto:dbusiness@un.org)). The TOR of this assignment can be downloaded from the website [www.minud.gov.lk](http://www.minud.gov.lk) and <https://www.uda.gov.lk>.

Further information can be obtained at the address below. Expressions of Interest must be delivered by post to the address below by on or before 1<sup>st</sup> April 2020.

Secretary  
Ministry of Urban Development, Water Supply and Housing Facilities,  
17<sup>th</sup> Floor,  
"Suhurupaya",  
Battaramulla,  
Sri Lanka  
E-mail. [pmuurpcc@gmail.com](mailto:pmuurpcc@gmail.com)

**Expression of Interest (EOI) Consulting Firms**

<b>Project Loan Number:</b>	<b>L0081A</b>
<b>Project Name:</b>	<b>Support to Colombo Urban Regeneration Project</b>
<b>Assignment Title:</b>	Review and Improvement of Urban Regeneration Program’s Policies on Housing Allocation, Transfer and Management
<b>Project Country:</b>	<b>Sri Lanka</b>

**I. Consulting Firm Information**

Date	
Consultant Name	
EOI Submission Authorized by	
Country of Incorporation	
Acronym	
Position	

**Associations (Joint Venture or Sub-consultancy)**

Consultant	Acronym	Country of Incorporation	Joint Venture (JV) or Sub-consultant	EOI Submission Authorized By	Position

- 1 The lead consultant must submit a copy of the Certificate of Incorporation of itself and of each JV member and sub-consultant through VII. EOI Attachments.

Present the rationale for and benefits of working in association (JV or Sub-consultant) with others rather than undertaking the assignment independently (as appropriate). Describe the proposed management and coordination approach of the association and the role of each firm.

I confirm that:

- Documentation regarding our corporate structure including beneficial ownership has been attached.
- Documentation regarding our Board of Directors has been attached.
- A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached clearly indicating the Lead firm and financial shares of each firm.

## II. Eligibility of Firms

- Nationality of Firm (International or Local)
- Any local firm (Entity or each Member of JV) will provide registration with Income Tax Authority and has to be on active Tax Payers List – Provide National Tax Number (NTN).

- The consulting company shall have prior experience in similar assignments during the last 8 years.
- The consulting team shall consist of experts with relevant knowledge and experience in policy development with comparable assignments. Key personnel proposed in the assignment should not be nominated for other parallel assignments anywhere else and to be stationed in the consultant's office for the requested consultancy period.

### III. Assignment Specific Qualifications and Experience

Please provide relevant project information in Section E below.

#### A. Technical Competence

Cross-referencing from your profile projects in Section E. Project References, highlight the technical qualifications of your entity/consortium in undertaking similar types of assignments. Provide details of past experiences for similar assignments described in "Assignment Description" (Maximum 10 projects, and minimum 2 policy development types of assignments, maximum of 01 page each).

#### B. Geographical Experience or Experience in Similar Contexts

Cross-referencing from your profile projects in Section E. Project References, present experiences in similar geographic areas or contexts.

#### C. Management Competence (Please answer each question in one paragraph of 3-5 sentences)

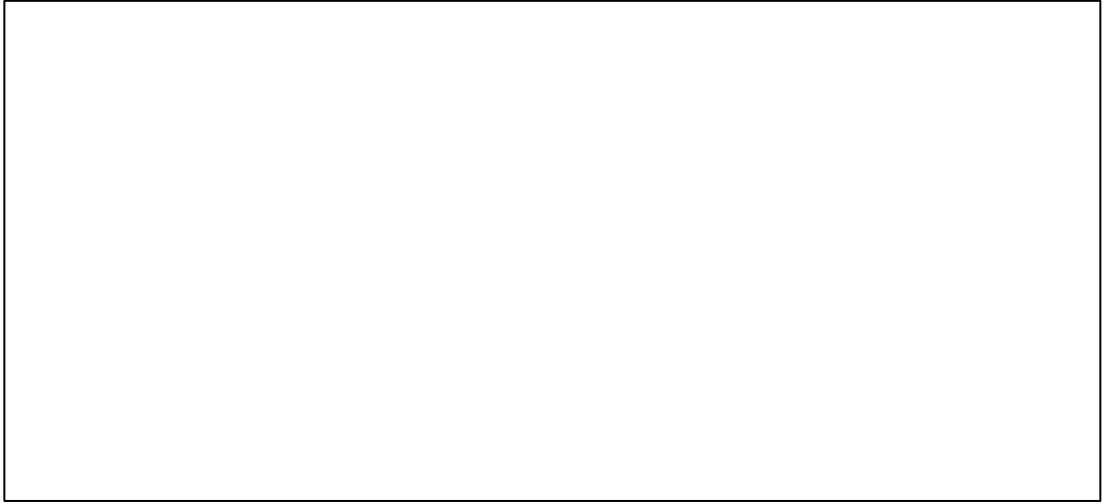
1. Describe standard policies, procedures, and practices that your entity has to assure quality assurance processes. Please state if your company has ISO certification or any other recognized quality assurance certifications.

2. How will your firm/consortium handle complaints concerning the performance of experts or quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

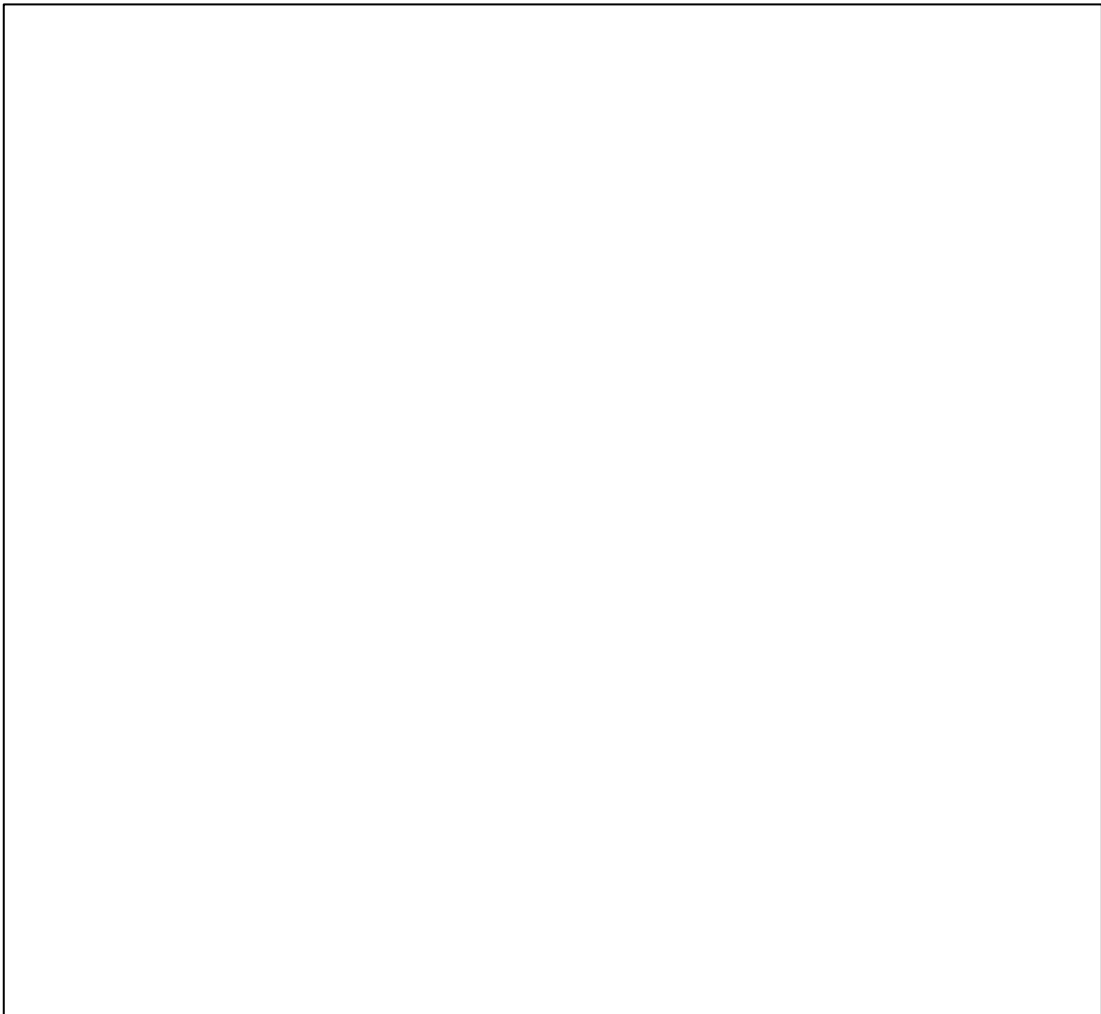
3. How will you ensure the quality of your firm's/consortium's performance over the life of this assignment?

4. Describe standard policies, procedures and practices that your firm has put in place to avoid changes/replacements of personnel and to ensure the continuity of professional services once contracted.

5. Describe what social protection practices you have in place to safeguard the well-being of your proposed experts? Specifically describe arrangements you have in place for medical, accident, and life insurance coverage during the assignment.



D. Other Information (maximum of 500 words)



E. Project References

Indicate the most relevant assignments completed in last 8 years to demonstrate the firm's technical qualifications and geographical experience (maximum 10 projects), and minimum 2 policy development types of assignments similar to that described in "Project Description", where total cost not less than **LKR 7 million**.

SN	Project	Period	Client	Country	Firm
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Project Summary

**Project ..... of 05**

• Project Name		
• Name of Client		
• Project Location Country		
• Participation	As lead firm	
	As associate firm	
• Cost of the Project		LKR
• Value of Services		LKR
• Source of Financing		
• Consultancy Services		
(i) No. of staff		
(ii) No. of person months		
• Length of Consultancy Assignment		
• Start Date		(dd/mm/yyyy)
• Scheduled date of Completion		(dd/mm/yyyy)
• Actual Date of Completion		(dd/mm/yyyy)
• Continuous / Intermittent		
• Name of Associate Firms (if any)		
• No. of Person-Months of Professional Staff Provided by Associated Firm(s)		
• Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed		
• Detailed Narrative Description of the Project with total cost		
• Detailed Description of the Actual Services Provided by your Firm		



IV. Comments on Scope of Services

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V. Comments on Budget Adequacy

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VI. Key Considerations in approaching this assignment (summarizing approach and methodology in no more than 1 page)

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VII. EOI Attachments

SN	Description
1	Certificate of Incorporation of the lead member
2	Certificate of Incorporation of the JV member (for each member)
3	Certificate of Incorporation of the Sub-Consultant (for each sub-consultant)
4	Letter of Association
5	Copy of National Tax Number (for local firm)
6	JV Agreement
7	Black-Listing and Litigation Affidavit
8	Audit Statements for last 3 years

## VIII. Eligibility Declaration<sup>2</sup>

We, the undersigned, certify to the best of our knowledge and belief:

- We have read the advertisement, including the scope of services, for this assignment.
- Neither the consulting firm nor its JV member or sub-consultant or any of its experts prepared the TORs and preliminary documents for this activity.
- We confirm that the project references submitted as part of this EOI accurately reflect the experience of the specified firm/consortium.
- We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm, JV member or sub-consultant, and the expert(s) will be disqualified from short-listing and participation in the assignment.
- All consulting entities and experts proposed in this EOI are eligible to participate in AIIB-funded, supported and administered activities.
- The lead entity and JV member or sub-consultant are NOT currently sanctioned by AIIB or other MDBs. Neither the consulting firm nor the JV member or sub-consultant has ever been convicted of an integrity-related offense or crime related to theft, corruption, fraud, collusion or coercion.
- We understand that it is our obligation to notify AIIB should any member of the consortium become ineligible to work with AIIB or other MDBs or be convicted of an integrity-related offense or crime as described above.
- JV member or sub-consultant, including all proposed experts named in this EOI, confirmed their interest in this activity in writing.
- JV member or sub-consultant, including all proposed experts named in this EOI, authorized us in writing to represent them in expressing interest in this activity.
- None of the proposed consortiums are subsidiaries of and/or dependent on the Executing Agency or the Implementing Agency or individuals related to them.
- We understand that any misrepresentations that knowingly or recklessly mislead or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with AIIB's Prohibited Practice.
- All pages of the EOI have been signed by the Authorized Person, Authorization Letter giving name, CNIC number/ Passport number, designation, date and specimen signatures have been attached.

*Note: Eligibility refers to AIB's Procurement Policy, Clause 5.8 and 7.0 on Prohibited Practice and Integrity.*