

REVISED TERMS OF REFERENCE

CONSULTANT ENGINEER

Construction of a Multipurpose Drug Dependence Treatment Centre Tanga, Tanzania

1. Background

Drug abuse and the associated socio-economic and health problems are on the rise in Tanzania. Cannabis remain the most used drug followed by khat and heroin. There is also an increased use of illicit drugs amongst unemployed youth, commercial sex workers and street children. As a consequence of the increased availability of drugs, there is a concurrent increase in the demand for drug treatment. Among Key Populations there is also a concern on the impact of HIV and AIDS. The economy has been adversely affected by the impact of drug dependence and HIV and AIDS in some of the most productive segments of society, thus hindering the development of institutional capacity. This has prompted the government, in collaboration with various stakeholders, to act decisively to contain the problem and develop strategies to scale up interventions, including care and treatment services.

Despite the growing demand for drug dependence treatment and the need for interventions aimed at preventing harm caused by drug use, the lack of capacity - as well as limited specialized treatment services is a challenge in Tanzania. In this regard, UNDP and UNODC will support the Government of Tanzania with the construction of a drug treatment facility in Tanga.

Drug addiction and long-term rehabilitation services in Tanzania are mainly provided at two mental health hospitals: Mirembe in Dodoma and Lutindi in Tanga region. Drug-addiction treatment services, mainly medical detoxification and family, group and behavioural counselling, are also available at Muhimbili National Hospital and at a limited capacity at regional and district hospitals. However, medical detoxification is usually carried out symptomatically with inpatients and sometimes with outpatients. Social support services are only accessible in few of the Non-Governmental Organisations to recovering drug users. Other limited services including outreach services are available in Dar es Salaam, Zanzibar, Arusha and Mwanza.

In response to the growing drug use and HIV problem among drug users, especially intravenous drug users, various initiatives have been implemented over the past five years with the support from UNODC. They include; strengthening of outreach services for drug users in Dar es Salaam and Zanzibar and establishment of medically assisted treatment services for outpatients in two sites in Dar es Salaam and one in Zanzibar. Nevertheless, there are many health care restraints including, limited access to a comprehensive package of interventions for people affected by drug use particularly People Who Inject Drugs (PWIDs). To achieve maximum impact, it is important for the regions to act swiftly to increase the availability of drug treatment services as well as increase their efforts in reducing the negative health and social consequences of drug use.

2. Purpose

To respond to the identified needs, UNDP in collaboration with UNODC is supporting the construction of a drug treatment facility in the city of Tanga. The purpose of this project is to provide evidence-based drug dependence treatment and care for people affected by drug use and dependence - including HIV and AIDS prevention and care. In turn, the project aims to improve the well-being and social integration of project beneficiaries.

3. Objective

The main objective of the consultant engineer is to provide an independent verification that the construction deliverables have been satisfactorily completed from the initial stage in full compliance with guidelines rules and regulations governing construction in Tanzania and as specified in the terms of the contracts for both architectural services and construction works. In order to successfully achieve this objective, it is imperative to review the adequacy of the work performed by the architects, structural engineer, quantity surveyor (Q. S.) and by construction company, at each separate and different stage, and provide honest reporting for UNDP to be able to release funds under the respective milestone.

The strategy to achieve this objective includes three synergic lines of action:

- Strategic and consistent advocacy to promote a sound understanding of drug dependence treatment and care (including HIV and AIDS prevention) , and the recognition of drug dependence as a health disorder
- Training of service providers to build their capacity to deliver excellent drug treatment and interventions for HIV and AIDS prevention
- Support for the development and strengthening of drug dependence treatment services as a means to increase access and improve the quality of services provided to all those in need.

4. Scope of assignment

The Consultant Engineer is required to perform the following tasks:

1. Work closely with the Country Office;
 - 1.1. Undertake site assessment
 - 1.2. Develop Terms of Reference (TOR) for an architectural firm to prepare all detailed drawings required for construction purposes from foundation structure to final stage including electrical, plumbing and all related works/services; and submission of final Bills of Quantities (BOQ).
 - 1.3. Advise and assist the Procurement Support Unit (PSU) in advertising the call for proposals from architectural firms
 - 1.4. Assist the evaluation process and selection of the most competitive and efficient architectural firm
 - 1.5. Upon engagement of architectural firm, follow up, obtain, review and verify all the key documents prepared by architectural firm including; drawings,

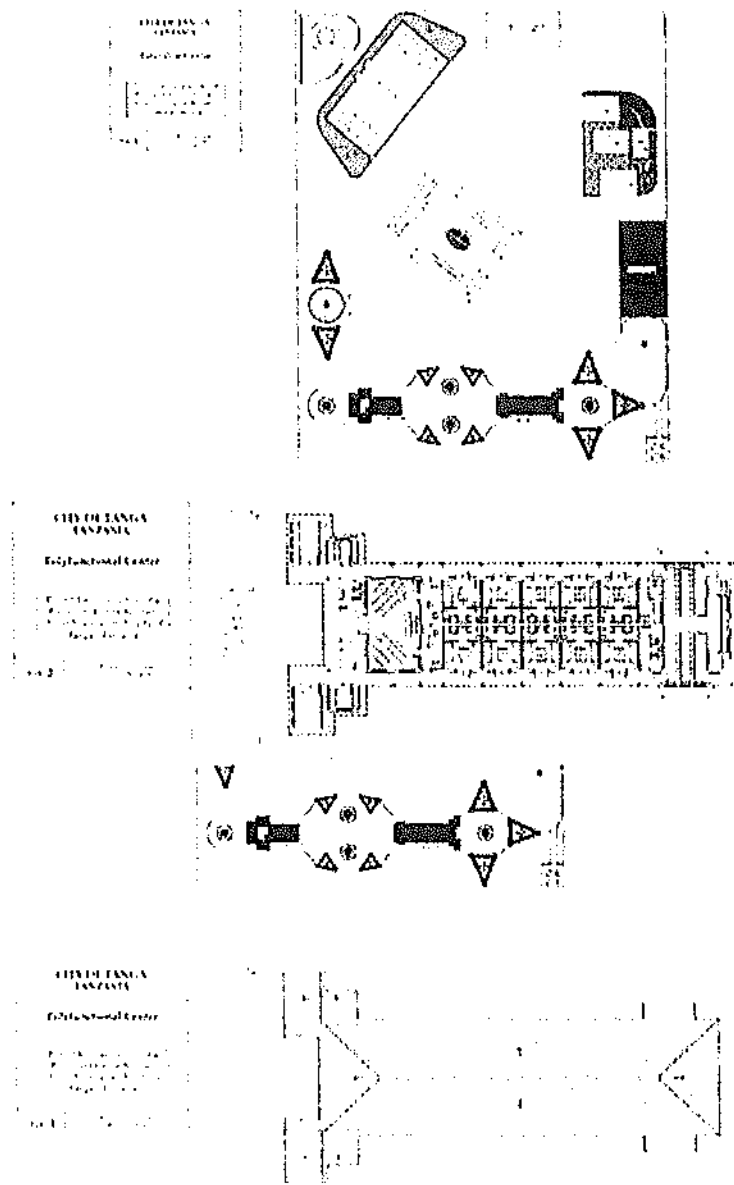
- specifications and Bills of Quantities (BOQ) to enable preparation of construction tender documents
- 1.6. Verify authenticity of the Title Deed with the Ministry of Lands, Housing and Human Settlements
 - 1.7. Obtain Building Permit, Environmental Impact Assessment (EIA) Report and all other essential clearances from appropriate authorities
 - 1.8. Develop TORs for the construction company that will construct the Centre in Tanga
 - 1.9. Advise and assist the Procurement Support Unit (PSU) in advertising the call for Expressions of Interest
 - 1.10. Assist in long and short listing of the respective companies
 - 1.11. Assist the evaluation process and selection of the most competitive and efficient construction company
 - 1.12. Liaise with PSU in submitting construction tender documents to recommended companies
 - 1.13. Assist the evaluation process and selection of the most competitive and efficient construction company for construction/civil works contract award
 - 1.14. Assist in further internal review/approval of the tender/contract process i.e. CAP/RACP/ACP as applicable.
 - 1.15. Supervise the entire construction process upon award of contract until final handover
2. In close coordination and in liaison with the architectural/site engineer, the consultant will undertake a thorough inspection on site, with the objective to:
 - 2.1. Verify that the pre-agreed milestones have been reached by the building contractor
 - 2.2. Verify that the work performed by the contractor is in accordance with the contract and as per the specified scope of work
 - 2.3. Verify that the work performed by the contractor is of good quality and conforms to the Tanzanian standards in this matter;
 - 2.4. Be in a position to further confirm that the certifications issued as a basis for processing payments to the contractor are valid, relevant and constitute an accurate basis for payment.
 3. Notify immediately in writing to UNDP any defect in construction or flaw of any nature which might be observed during the site visit. Any notification of such nature shall be accompanied with clear recommendations of corrective actions to be taken by the various players.
 4. Submit a brief report to UNDP summarising the findings of the inspection within a maximum of two days after each site visit.

5. Project site:

The land where the Multipurpose Centre will be built is identified as "Plot No 23 "and extends to 7.495 hectares. It is located in Block "B" Area Mwakidila in the city of TANGA, which was identified by the detection plane registered and numbered 61265 and is filed with the Office of the Director for Detection and Mapping In Dar Es Salaam.

6. Multipurpose Drug Dependence Treatment Centre

The building will feature a unique elevation above ground and a wooden roof as shown in the following illustrations;



CITY OF TANGA
TANZANIA

Polyfunctional Center

Project Description of the
Proposed Health Centre
Site: Kibaha, Tanga District
Tanga, Tanzania

10.4

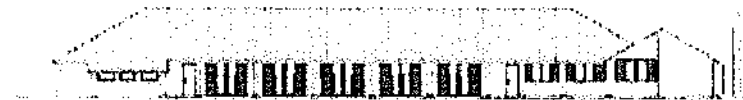


CITY OF TANGA
TANZANIA

Polyfunctional Center

Project Description of the
Proposed Health Centre
Site: Kibaha, Tanga District
Tanga, Tanzania

10.5



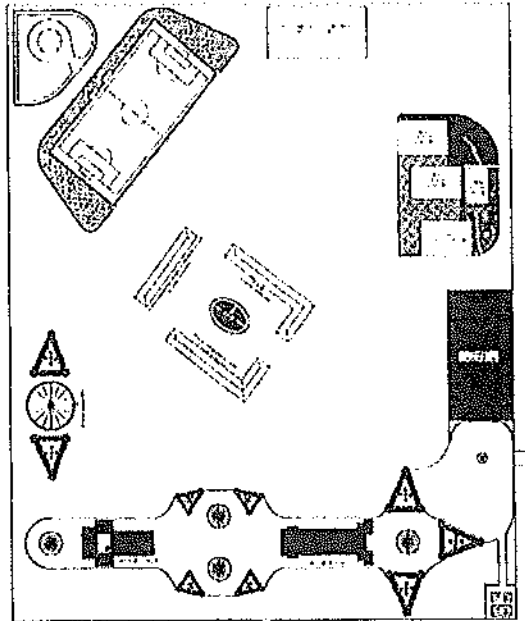
Handwritten signature or initials in the bottom left corner of the page.

**CITY OF TANGA
TANZANIA**

Multipurpose Centre

Engineering Services
Tanga City Council

Scale: 1:500

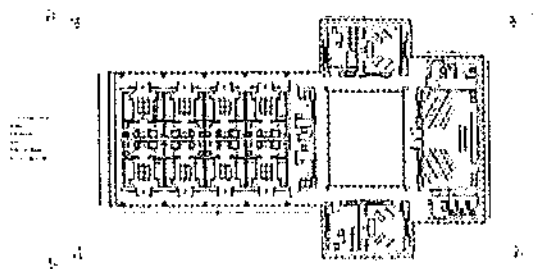


**CITY OF TANGA
TANZANIA**

Therapeutic Community

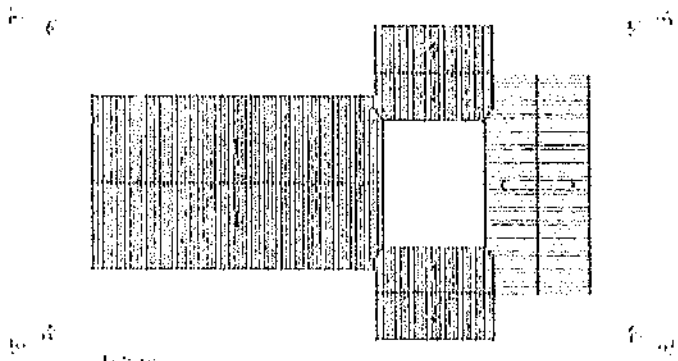
Engineering Services
Tanga City Council

Scale: 1:500

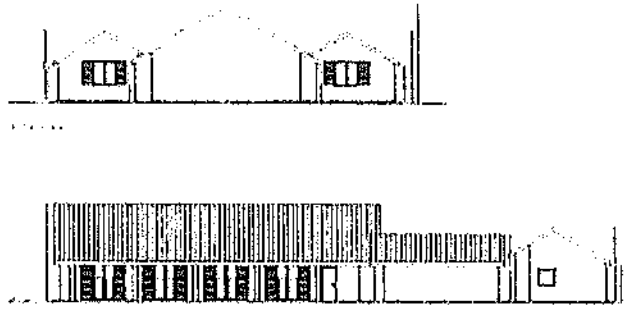


Handwritten signature or mark.

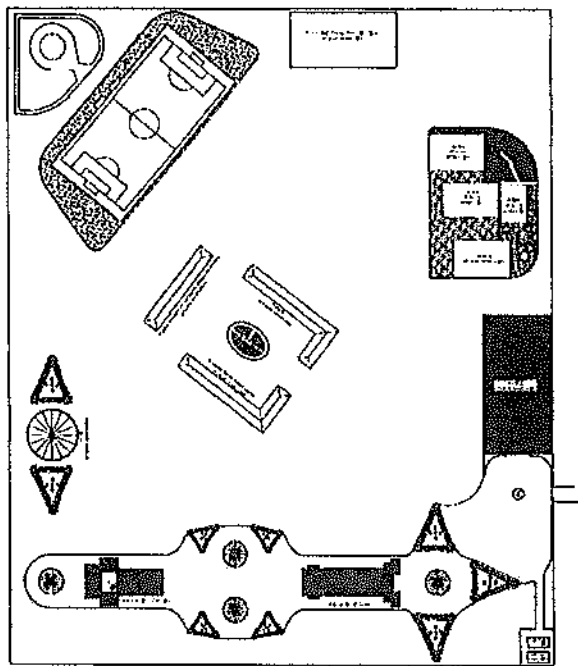
CITY OF TANGA TANZANIA	
Therapeutic Community	
Project for construction of a Polyvalent Centre "Mwani Mwanza" in the city of Tanga - Tanzania	
Tab 7	Therapeutic Community



CITY OF TANGA TANZANIA	
Therapeutic Community	
Project for construction of a Polyvalent Centre "Mwani Mwanza" in the city of Tanga - Tanzania	
Tab 8	Therapeutic Community

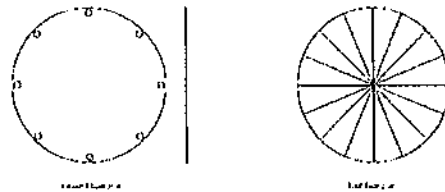


CITY OF TANGA TANZANIA	
Polyvalent Center	
Project for construction of a Polyvalent Centre "Mwani Mwanza" in the city of Tanga - Tanzania	
Tab 1	Polyvalent Center
Architectural plan	Architectural plan
...	...



Man

CITY OF TANGA TANZANIA	
Straw Hat	
Project for construction of a Polyvalent Center Secondary "Julius Nyerere" in the city of Tanga - Tanzania	
Tab. 10	Basic Design and Sample Drawing
Architectural Part	Architectural Part
...	...



7. Specific Deliverables and reporting timelines:

- Review the drawings after site assessment in compliance with governing regulations
- Develop TOR for architectural firm to enable engagement of the firm
- Review the tender documents in collaboration with UNDP Procurement Unit
- Provide inputs as an independent observer/advisor during evaluation of proposals/bids from prospective architectural/construction companies; at different stages
- Upon engagement of architectural firm, review and verify Final Drawings and BOQs for the Construction Company at tendering stage.
- Obtain all the necessary government clearances before construction
- Monitor and submit progress reports detailing activities and completion of respective architectural services and construction works at different stages. The reports should include any current or foreseeable issues, suggestions or recommendations in order to ensure the successful completion of the project, including possible cost or/and time overruns, if any.
- Provide information on a regular basis in relation to the architectural/structural/service/ construction performance and payment schedules as agreed, at respective different stages.
- Produce a final report detailing all activities undertaken during the assignment at the complete ion of the contract and another report after the defects liability period is complete.
- Verify the accuracy of the drawings prepared by the construction company, which will include all mechanical, electrical and civil work completed on site.

8. Payment Schedule linked with Deliverables

Tasks	Indicator	Timeline	Payments
1. Presentation of Revised Work Plan	Inception Report available	3 days after recruitment	N/A
2. Develop TOR for engagement of architectural firm, advertise, evaluate and contracting	TOR, advertisement, offers	3 weeks after recruitment	5%

	reviewed		
2. Liaison with architectural firm for finalisation of all drawings, incl. mechanical, electrical, civil and BOQs for Construction Works	BOQs and Drawings	2 weeks after contracting architects	10%
3. Review, in collaboration with UNDP Procurement Team, the construction tender document before advertisement	Advertisement in Press	3 weeks after contracting architects	N/A
4. Provide independent inputs during evaluation of bids	Evaluation Report	2 weeks after the deadline of submissions	5%
5. Review of key documents; drawings, bills of quantities (BOQs) and contract before issuing to the contractor	Verification Report	8 weeks after submission of Evaluation Report	10%
6. Monitor construction work and certification of achieved milestones before payment by UNDP	Monthly Report and Reports of regular visits	1 week submission of Verification Report	6 reports @ 10%
7. Provide a certification of completion of the construction works and final handover of the building to the respective authority	Final Report	After 12 months of construction	10%

9. Concerned parties to be involved and consulted (non-exhaustive and suggestive list) throughout the entire process of planning, construction and handing over of the Multipurpose Treatment Centre:

- UNDP, UNODC Regional Office Nairobi and Vienna Headquarters
- Ministry of Home Affairs
- Ministry of Health and Social Welfare
- Anti Narcotic Administration
- NGO ACFR ("CASA FAMIGLIA ROSETTA")
- Drug dependence treatment centres managers in the country
- Other parties suggested that could be deemed important to meet incl. UNDP focal points and Tanga City authorities

10. Qualifications and Experience:

- Bachelor's degree in Construction Engineering
- Registered by Engineer's Registration Board as Professional or Consulting engineer
- Master's degree in Structural Engineering is an added advantage
- Strong familiarity with Tanzanian building regulations and engineering standards for similar civil construction projects in Tanzania.
- Overall experience in civil, construction and project management (minimum 5 years of project management experience in Building Construction Supervision from initial stage to final completion of works).

11. Contract duration:

It is estimated that the contract duration will initially be for 12 months period.

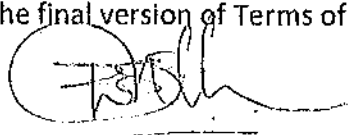
I have reviewed the Terms of Reference (ToRs) after consultation with UNODC and UNDP Procurement Unit. I therefore endorse the final version by appending my signature below.



Dr. Bwijo Bwijo
Practice Specialist, HIV/AIDS

25/06/2015
Date

The final version of Terms of Reference (ToRs) was reviewed and approved.



Mr. Amon Manyama
Practice Specialist and Ag. DCD (P)

25/06/15
Date

