



Aga Khan Agency for Habitat

**REQUEST FOR EXPRESSIONS OF INTEREST (EoI)**  
**for the**  
**Aga Khan Agency for Habitat, Afghanistan**  
**Hydro-meteorological Hazard Mitigation - Structural Design and Implementation Planning**

The Aga Khan Agency for Habitat (AKAH) is a non-profit organization that works to improve the built environment and living conditions in marginalized communities in South and central Asia. Its' goal is that people live in safe, sustainable, and resilient habitats with the opportunity to thrive, whether in a remote mountain village, a town, or a densely populated Urban Centre. AKAH works with communities to help them prepare for and respond to natural disasters and the effects of climate change. It further aims to have people access to services and the opportunity to improve their life. The Aga Khan Agency for Habitat (AKAH) currently operates in Afghanistan, Tajikistan, Syria, Pakistan, and India, with plans to expand further in Central Asia and to East Africa.

AKAH intends to hire an experienced engineering company/firm to develop the following:

- Strategy for region specific hydro-meteorological structural mitigation,
- Design the methodology and process for effective mitigation,
- Develop the design standards based on international best practices and ensuring consideration of nature-based solutions (NBs),
- Develop the QA/QC check list and process for effective plan implementation,
- Design the course curriculum and training material on methodology for engineers for Five to Seven days,
- Develop and compile reference material for the engineers and practitioners.

**1. Name, address, telephone and fax numbers, email address of the contracting authority:**

The Aga Khan Agency for Habitat-Afghanistan,  
Gul Wali Shahizada, Email: [Wali.shahizada@akdn.org](mailto:Wali.shahizada@akdn.org),  
Admin Department Kabul Office mobile: +93799806108

**2. The award procedure chosen:**

Restricted procedure

**3. Form of the contract:**

Public Procurement of Services

**4. Place of execution/performance of the works, for delivery of products or of the provision of services:**

Takhar, Baghlan, Bamyan, Parwan, Samangan and Kunduz Provinces of Afghanistan.

**5. Category and Description of Services:**

The consultant will implement the programme activities sequentially in two phases, after successful completion of earlier phase and approved by AKAH for next phase. These Phases are explained in consecutive section.

## **Prerequisite**

The consultant will submit the inception report describing approach to take up all activities mentioned in two phases with budget and precise time requirement. S/he will submit the inception report after signing the contract and will latest submit within seven calendar days.

### **Phase 1: Review the AKAH hazard mitigation approach and develop the design and implementation standards.**

- The consultant will review the frequent hydro-meteorological hazards in AKAH priority region of Afghanistan and study the impact of the community and economy.
- S/he will review the ongoing and recent past mitigation projects and structural and Nature Based solution (NbS) mitigation approach and methodology, design process and technical and architectural specifications.
- Based on the standards procedure gaps, s/he will consolidate the improvement needs. S/he will share and seek the feedback from the client. Based on the feedback the strategy will be submitted.
- The consultant will develop the methodology for hydro-meteorological hazard mitigation (viz., retaining walls, drainage, bank erosion walls, debris trapping channel, NbS and hybrid system etc.,)
- S/he will develop process document starting from inception, data collection parameters, list of equipment/tools, structural and architectural design, BOQ estimation, implementation planning and QA/QC activities and ensuring nature-based solutions. The process document will be user friendly and easy for the engineers for field reference.
- S/he will consider the real field case and apply the process/ methodology and develop the case study for the agency engineers for future reference.
- In close consultation with the client, S/he will seek the feedback and finalize the design and planning methodology, process, and material specification, BOQ method, Contract documents etc.,
- S/he will develop some appropriate tailor made design for each hazards based on the standard and based practices that is based suitable to local field situation.

### **Phase 2: Build capacity design for product implementation.**

- Develop the course curriculum for five to Seven days to teach the agency engineers about data collection, structural and architectural design and drawing, planning implementation with consideration of nature-based solutions in the process and QA/QC
- Conduct the training for the target group of engineers for five to seven days. The consultant will facilitate hand-on training for the target engineers and enable them to practice the developed process.
- Based on the review and training feedback, the consultant will revise and finalize the final all training documents.

## **6. If the contracts are subdivided into lots, indication of the possibility of tendering for one, for several or for all the lots:**

Consultancy Services will be tendered under one lot.

## **7. Number of shortlisted Company/Firm:**

Multiple Companies/Firms within the interested companies/firms in accordance with their qualifications and experience will be shortlisted for request for technical and financial proposals (RfP).

## **8. Completion date or duration of the service contracts:**

The estimated timetable for completion of the services is approximately 90 calendar days.

**9. Admission or prohibition of variants:**

Submission of alternative proposals is not accepted.

**10. Special conditions for fulfilling the contract:**

Not Applicable.

**11.**

**(a) Deadline for receiving expressions of interest:**

Expressions of interest must be delivered strictly through email on or before **25<sup>th</sup> January 2024**. AKAH reserves the right to reject the applications received after the above-referenced date. The rest of the documents required for the qualification and selection process (listed out in Section 15 of document) should be submitted no later than **30<sup>th</sup> January**.

**(b) Address for submitting expressions of interest:**

Gul Wali Shahizada, Email: [Wali.shahizada@akdn.org](mailto:Wali.shahizada@akdn.org)

Admin Department Kabul Office mobile: +93799806108

Interested companies may obtain further information via the email address above.

**(c) Language of proposals:**

English

**(d) Submitting Expression of Interest:**

- i. The expression of interest shall be accompanied by a statement of intention to participate in the selection process;
- ii. The expression of interest must be signed on each page;

**12. Deposits and guarantees required:**

Not Applicable

**13. Main financing institution:**

Aga Khan Agency for Habitat, Afghanistan

**14. Joint Venture, if any:**

Where applicable, the legal form to be taken is by the grouping of economic operators to whom the contract is to be awarded. Companies may associate to enhance their qualifications. The "association" may take the form of a Joint Venture or a sub-consultancy. In case of a Joint Venture (JV), all members of the JV will be evaluated jointly for the purpose of short listing and shall be jointly and severally liable for the assignment and shall sign the contract in case of the award being made to that JV group. Interested companies should clearly indicate the structure of their "association" and the duties of the partners and sub-consultants in their application. Unclear expressions of interest in terms of "in association with" and/or "in affiliation with" and etc. may not be considered for short listing.

The Joint Venture agreement will be authenticated as part of the Contract Award.

### 15. Qualification and Selection Criteria:

- i. Company information: name, status, address, telephone number, facsimile number, year of establishment, contact person for the project, turnover for the previous 5 (five) years (2018- 2023), number of permanent and part-time staff, fields of expertise;
- ii. Details of experience in undertaking similar assignments, including the value of consulting services and the value of works; location; number of staff involved in the contract, name and contact details of the Client; names of partners for contract execution and share of services; source of financing; type of services provided; contract commencement and completion dates; brief description of the contract;
- iii. Letters of recommendation from previous employers/clients;
- iv. Curricula Vitae (short version, specifying experience in similar assignments, 5 to 7 CVs of experts from similar professions requested under such services) of staff who may be available to work on the assignment(s);
- v. Form of association (sub-contractor/joint venture) for the execution of the contract(s), if the/ case may be, and identification of the leading company. The same information shall be submitted for the leading company and the associate companies.
- vi. A list of ongoing assignments including the start and end dates and the personnel involved.

### 16. Framework agreement:

Not Applicable

### 17. Criteria for awarding the service contract:

Companies/firms will be shortlisted, and contracts will later be awarded in accordance with the QCBS (Quality and Cost-Based Selection) Method set out in the AKDN Guidelines:

The selection criteria for the shortlisting are:

Criteria	Score
General Experience	30 points
Average Annual Turnover	10 points
Specific Experience (Hydro-meteorological Hazard Mitigation-Structural Design and Implementation Process & Planning)	40 points
Qualifications of Key Staff (Max. 7 CVs)	20 points
<b>Total</b>	<b>100 points</b>

Minimum qualifying points: 70 Points

The selection criteria for the contract award will be decided later in the Request for Proposal documents to be sent to the shortlisted firms.

### 18. Timeframe for the tenderer to maintain their proposal valid

90 days from the date of submission of proposals.

### 19. Important Notes:

- Initiation of current project is subject to availability of client's fund.