



# Generating Growth Opportunities and Productivity for Women Enterprises (GROW) Project

**Terms of Reference for Feasibility Study and Preliminary Design of the  
Proposed Multi-purpose Service Enterprise Development and  
Productivity Centre and Women’s Entrepreneurship Training Centre.**



**May, 2024**

## **1.0 INTRODUCTION**

The Government of Uganda received financing from the World Bank towards the cost of implementing the Generating Growth Opportunities and Productivity of Women Enterprises (GROW) Project in support of Government's Third National Development Program (NDP III) objective of reducing gender inequality across the lifecycle and promoting women's economic empowerment, leadership and participation in decision making through investment in entrepreneurship programs and business centers.

The project is being implemented by the Ministry of Gender, Labour and Social Development in collaboration with the Private Sector Foundation Uganda as an implementing entity. The Project Development Objective (PDO) is to increase access to entrepreneurial services that enable female entrepreneurs to grow their enterprises in targeted locations, including in host and refugee districts. The Project wishes to use part of the proceeds towards constructing infrastructure that provides customized services that empower women entrepreneurs to grow and transition their enterprises from micro to small and from small to medium as well as improve their productivity.

The proposed infrastructure will be part of an ecosystem of production hubs which together will form an interconnected network of common user facilities including the National Women Enterprise and Productivity Center hosted by MGLSD, the Women Entrepreneurship Center hosted by PSFU and Multi-sectoral common user facilities in different parts of the country including RHDs. The MGLSD now invites eligible consulting firms (Consultant) to submit their Expression of Interest for the provision of consultancy services.

## **2.0 PURPOSE AND SCOPE OF THE ASSIGNMENT**

### **2.1 Purpose**

The feasibility study and preliminary design will provide the decision makers in the Government with sufficient information to make strategic choices with respect to the facilities

### **2.2 The Scope of Assignment/Specific Tasks**

This will include:

- i. Establishing the connection between the proposed facilities and other common user facilities in the country.
- ii. Assessing the appropriateness of the proposed building sites at Lweza and Kololo for the proposed facilities.
- iii. Carry out alternatives analysis of the proposed works including having one site for the proposed structures.
- iv. Proposing services to be provided by the facilities to address the gaps faced by women entrepreneurs with respect to facilities including office accommodation and business development services.

- v. Carrying out land surveying, geotechnical investigations, and land use planning for the sites under consideration including assessing infrastructure requirements and utility services available at the sites.
- vi. Conducting a comprehensive operational challenges analysis for the proposed facilities.
- vii. Proposing optimized infrastructure utilization strategies in the form of feasible business models. The proposed strategies should ensure long-term benefits for the targeted women entrepreneurs' community.
- viii. Analysing sustainability issues and proposing strategies to promote the financial and economic sustainability of the facilities.
- ix. Assessing the legal requirements with respect to zoning, planning, and building by-laws.
- x. Assessing likely traffic impact as the result of the proposed development.
- xi. Undertake assessment for likely environment and social baseline including: population data, settlement patterns within the project area, economic activities, level of income; existing infrastructure; number of women entrepreneurs being supported/impacted among others.
- xii. Undertake preliminary assessment of environment and social risks and impacts. The preliminary assessment shall be submitted to the National Environment and Management Authority (NEMA) through the client to enable decision making on the next steps of preparing ESIA and Resettlement Action Plans where applicable.
- xiii. Assessing the environmental and social safeguards implications of the proposed facility.
- xiv. Providing cost estimates of various facility configurations and offer technical advice on the most feasible configuration for maximising long-term benefits to women entrepreneurs.
- xv. Assess the market for customised services for women entrepreneurs, potential customers for the products and services of the multipurpose facilities, estimation of operational costs, revenue and cashflow analysis, assessment of the return on investment and other financial assessment metrics.
- xvi. Identifying potential risks, the probability of the risks happening and the potential impact and propose mitigation strategies.
- xvii. Providing projections of future scalability.

### **3.0 KEY OUTPUTS AND DELIVERABLES**

#### **3.1 The Consultant is expected to deliver on the following:**

- i) Inception Report clearly indicating a detailed methodology and budget for conducting the Feasibility Study.
- ii) Draft Feasibility Study Report and Preliminary Designs
- iii) Final Feasibility Study Report and Preliminary Designs

### 3.2 Timings for Key deliverables

S/N	Deliverable	Timeframe
1	Inception Report clearly indicating a detailed methodology and budget for conducting the Feasibility Study.	2 Weeks from contract effectiveness
2	Draft Feasibility Study Report and Preliminary Designs.	5 weeks days after the contract effectiveness
3	Final Feasibility Study Report and Preliminary Designs.	3 weeks days after the contract effectiveness

### 4.0 WORKING AND REPORTING ARRANGEMENTS

The Firm will work closely with the Project Implementation Team directly supported by the Construction Engineer in MGLSD reporting to Project Coordinator

### 5.0 MINIMUM REQUIREMENTS OF THE FIRM/PLATFORM AND KEY PERSONNEL

#### A. The Firm should:

- i. Have at least five-years' experience in consultancy services of a similar nature. Firm must also possess an average annual turnover over the last three consecutive years of at least Uganda shillings 200,000,000/= (Two Hundred Million Uganda shillings).
- ii. Possess a similar experience of at least three assignments related in scope to high-rise office/mixed-use developments, one of which MUST be specific to a feasibility study and fully completed.
- iii. Availability of appropriate staff skills including among others (i) Architect (Team Leader), (ii) Structural Engineer, (iii) Building Services Engineer (Electrical), (iv) Building Services Engineer (Mechanical installations/Sanitation), (v) Quantity Surveyor, (vi) Land Surveyor, (vii) Business Development Specialist/ Economist, (viii) Environmental Specialist and (ix) Social Development Specialist.

### 5.1 KEY PERSONNEL

S/N	Position	Minimum Qualification	Working Experience
1	Architect (Team Leader)	A Minimum of Master's Degree in Architecture or related disciplines	A minimum of fifteen (15) years practical experience in the field of architecture and shall be a registered architect in Uganda or any other recognized architectural society

2	Structural Engineer	A Minimum of Master's Degree in Civil Engineering or related disciplines	A minimum of fifteen (15) years practical experience in the field of structural designs and shall be a registered engineer in Uganda or any other recognized engineering society
3	Building Services Engineer (Electrical),	A Minimum of Master's Degree in Electrical Engineering or related disciplines	Minimum of ten (10) years overall experience in in Electrical Engineering and shall be a registered engineer in Uganda or any other recognized engineering society
4	Building Services Engineer (Mechanical installations/Sanitation)	A Minimum of Master's Degree in Mechanical/Water Engineering or related disciplines	A minimum of ten (10) years practical experience in the field of Mechanical/Water Engineering and shall be a registered engineer in Uganda or any other recognized engineering society
5	Quantity Surveyor	A Minimum of Bachelor's Degree in Quantitative Survey or related disciplines	A minimum of five (5) years practical experience in the field of Quantity Surveying
6	Land Surveyor	A Minimum of Bachelor's Degree in Land Survey or related disciplines	A minimum of five (5) years practical experience in the field of Land Surveying
7	Business Development Specialist/ Economist,	A Minimum of Master's Degree in Economics or related disciplines	A minimum of five (5) years practical experience in the field of Business Development Services
8	Environmental Specialist	A Minimum of Master's Degree in Environment and Natural Resources or related disciplines	A minimum of five (5) years practical experience in the field of Environmental and Social Impact Assessment
9	Social Development Specialist	A Minimum of Master's Degree in Development Studies, Social Sciences or related disciplines	A minimum of five (5) years practical experience in the field of Environmental and Social Impact Assessment

The estimated total person-months for the assignment and the individual person-months of each key staff is as below:

s/n	Key Expert Position	Time Input in Person/Month
K-1	Architect (Team Leader)	
K-2	Structural Engineer	
K-3	Building Services Engineer (Electrical)	

K-4	Building Services Engineer (Mechanical installations/Sanitation)	
K-5	Quantity Surveyor	
K-6	Land Surveyor	
K-7	Business Development Specialist/ Economist	
K-8	Environmental Specialist	
K-9	Social Development	
	<b>Total</b>	

## 6.0 TIMING AND DURATION

This assignment will be undertaken for a period of sixty (60) calendar days.

## 7.0 REQUIREMENTS FOR NOTICES

The consultant should send notices in regard to this contract to the address below:

Permanent Secretary

*Attn: Project Coordinator,*

Generating Growth Opportunities and Productivity for Women Enterprises (GROW) project

Ministry of Gender Labour and Social Development

Gender and Labour House, Plot 2, George Street

P.O Box 7136

**KAMPALA**

Tel: +256 414 347 854

Email: [grow@mglsd.go.ug](mailto:grow@mglsd.go.ug)