



## Expression of Interest (EOI)

### Architectural and Engineering (A&E) Services

#### USAID/Ecuador “Tu Municipio Responde” (TuMUNI) Activity.

<b>EOI Release Date:</b>	5 February 2024
<b>Applicant Questions Due Date:</b>	14 February 2024
<b>Q&amp;A Publication Date:</b>	26 February 2024
<b>EOI Closing Date:</b>	4 March 2024, at 5:00 PM Local Time
<b>EOI Submission Email:</b>	adquisiciones@ecudortumuni.org
<b>Completion of Selection Process:</b>	15 March 2024
<b>Anticipated RFP Release Date:</b>	1 April 2024

### Background

TuMUNI is a five-year Activity implemented by RTI International ([www.rti.org](http://www.rti.org)) to expand citizens' access to critical public services, including water, sanitation, and hygiene (WASH), by strengthening the capacity of local governments for the effective, transparent, and citizen-responsive provision of local services in up to 30 municipalities.

To this effect, TuMUNI is inviting qualified, licensed, and legally registered Ecuadorian A&E firms to respond to this request for Expression of Interest (EOI) for the provision of professional architectural or/and engineering services. This EOI process will pre-qualify applicant firms to be considered for three intended solicitations corresponding to construction activities in three implementation regions in Ecuador. The anticipated A&E services shall include planning, assessment, development, design, construction quality oversight of water supply and sanitation services, and capacity building.

The EOI forms part of a 2-step procurement process, where step 1 will prequalify A&E firms based on their technical qualifications, capabilities and past performance, and in step 2 the pre-qualified A&E firms will be invited to provide a full proposal including estimated cost of services as a response to the Request for Proposal (RFP).

### Objective of the A&E Service

The objective of the A&E service is to review the pertinent documents on the ground; conduct site visits; undertake detailed assessments, studies, and investigations; conduct surveying and mapping, tests, evaluations, consultations, comprehensive planning; prepare designs, plans, and specifications; conduct soil engineering; and prepare drawings, bills of quantities and cost estimates for rehabilitation and/or expansion of rural water supply and sanitation services. In

addition, the scope of work includes supervision of construction of works by local construction contractors which will include civil works, pipe laying, supply, and installation of electro-mechanical equipment etc. and post construction monitoring and capacity building. Major water and sanitation infrastructure planned to be covered under the A&E service include:

- Emergency repair or rehabilitation of existing pre-urban water supply services,
- New small-scale piped water systems construction, or expansion of existing distribution systems, including safely managed drinking water services;
- Construction or rehabilitation of sanitation infrastructure, such as institutional sanitation facilities or rehabilitation of latrines; and,
- Upgrades or new equipment supply and installation for treatment and distribution systems to promote energy efficiency.

In view of the above, the A&E services shall include three phases:

1. **Phase I:** Conduct detail assessments, study and designs; and develop bidding document(s).
2. **Phase II:** Construction supervision; and
3. **Phase III:** Defect liability period for final inspection and verification, capacity building on Operation and Maintenance, and final handover

### **Geographic Location**

TuMUNI will operate in up to 30 municipalities in three Ecuadorian regions, as 15 municipalities in the Amazon region, 7 municipalities in the Andean region, and the remaining 8 municipalities in the Coastal region. A&E services are organized in three lots (1 per region) as defined below:

1. **Lot 1:** Archidona, Arajuno, Cuyabeno, Huamboya, Logroño, Loreto, Mera, Morona, Pastaza, Putumayo, Santa Clara, Sucua, Taisha, Tena and Yacuambi;
2. **Lot 2:** Eloy Alfaro, Jama, Manta, Pajan, Pedernales, San Vicente, Santa Elena and Sucre;
3. **Lot 3:** Ambato, Colta, Guamote, Pangua, Pujili, Riobamba and Sigchos.

### **Eligibility/Criteria for Selection**

Interested and qualified A&E firms must provide information demonstrating their professional qualifications and proven experience in A&E services to successfully complete the work as listed above.

- **Eligibility:** Applicant firms should submit proof of legal registration in Ecuador (RUC), insurance documentation, and valid professional certificates or license for proposed Engineers for the service. The A&E firms shall be familiar and experienced with national and local building and regulatory requirements of Ecuador.

Primary criteria for selection of the A&E firm include the following:

- **Past Performance:** Applicant firms must submit 5 relevant past performance of similar scope and services, preferably in the three regions of implementation of TuMUNI, in the past 5 years. The past performance should outlined the information of similar works successfully completed by the applicant firm. Each past performance must include: the project title; client name; duration of services, cost, brief description of services provided;

and contact details of person knowledgeable of works performed in the last five years. Past Performance format is included in **Annex A**.

- **Professional Qualifications:** The applicant firm must submit the relevant education, training, registration, certifications, experience, and longevity with the firm for all proposed key personnel. The Key personnel positions and associated qualifications are outlined in Table 1. The information for each proposed Key Personnel must be presented in form of a resume/CV.

**Table 1: Minimum Qualifications and Experience of Key Personnel**

<b>Position</b>	<b>Minimum qualifications and Experience</b>
Construction Manager <b>(1 staff)</b>	<p><b>Education:</b> BSc degree in Civil or Water Engineering or other relevant discipline. Master's degree in a relevant discipline will be added advantage. Shall be licensed and/or registered with the SENESCYT (Secretaría de Educación Superior, Ciencia, Tecnología e Innovación).</p> <p><b>Work experience:</b> Minimum of 15 years working experience. Out of these, at least 10 years of experience in study, design and construction supervision of urban and semiurban water supply and sanitation infrastructure projects in Ecuador. Experience as Project Manager or Team Leader on not less than three similar previous projects in Ecuador</p>
Site Engineer <b>(1 staff per region)</b>	<p><b>Education:</b> BSc degree in Civil or Water Engineering or other relevant discipline. Master's degree in a relevant discipline will be added advantage. Shall be licensed and/or registered with the SENESCYT (Secretaría de Educación Superior, Ciencia, Tecnología e Innovación).</p> <p><b>Work experience:</b> Minimum of 10 years working experience. Out of these, at least five years of experience in study, design and construction supervision of urban and semiurban water supply and sanitation infrastructure projects in Ecuador.</p>
Environmental Specialist <b>(1 staff)</b>	<p><b>Education:</b> BSc degree in Environmental Science/ Engineering or equivalent.</p> <p><b>Work experience:</b> Minimum of 10 years working experience. Out of these, at least five years of experience in assessment, development and monitoring of Environmental Management &amp; Mitigation Plan for urban and preurban water and sanitation supply services, and Water Quality Monitoring.</p>

Applicants invited to submit complete proposals will be notified and provided additional information of the further procurement actions associated with this EOI. This is not an RFP, do not submit information on pricing.

### **Submission Guidelines**

A complete EOI packet must include:

- Proof of legal/registration status to operate in Ecuador (i.e., RUC), valid professional liability indemnity insurance; copies of valid professional certifications/memberships (i.e., SENESCYT)
- Short introduction and/or company profile
- Five past performance reviews for projects/services of a similar nature and scope as the ones outlined in this EOI in the past 5 years.
- CVs/Resumes for all proposed and qualified key personnel.
- The applications must specify the interested lot (region of implementation).

Applications to the EOI should be in Spanish and may not exceed **5 pages**. Note that items such as cover page, executive summary, and CV annexes are not included in this page limitation requirement. Pages that exceed the above noted page limitations will not be evaluated. Additional pages over the maximum allowed will be removed and not evaluated by the TuMUNI team.

Submit a complete EOI in PDF format via email to [adquisiciones@ecuadortumuni.org](mailto:adquisiciones@ecuadortumuni.org). Include the reference number **AE EOI-0001 | [Name of Applicant]** in the subject line of the submission. The application should be addressed to: *Attention: Chief of Party, USAID TuMUNI Activity.*

Applicants can prepare and submit their EOI for one Lot or all three Lots, but submissions should be separate for each Lot.

### Question & Answers (Q&A):

Any questions regarding this EOI may be sent to [adquisiciones@ecuadortumuni.org](mailto:adquisiciones@ecuadortumuni.org) by **February 14, 2024**. The Q&A will be advertised and made available to all interested applicants on **February 26, 2024** through the RTI Opportunities Site ( <https://www.rti.org/current-opportunities> ).

### Other Terms and Conditions

Successful applicants will be required to comply with all applicable USAID and RTI International regulations and policies, including, but not limited to, the following:

- Unique Entity Identifier (UEI)** - A UEI is a unique number assigned to all entities (public and private companies, individuals, institutions, or organizations) who register to do business with the US federal government. For any A&E firm to be awarded a contract resulting from this solicitation, applicants will be required to provide a Unique Entity Identifier (UEI) number at the time of the award. If the applicant already has a UEI number, it should be included in their proposal. **While the UEI number is not a mandatory requirement at the point of submitting the proposal, however, it will be required before an award can be made.** Due to delays in issuance of UEI numbers, applicants are encouraged to begin the registration process early so as not to delay receiving a contract.  
To obtain a UEI number, please visit [www.sam.gov](http://www.sam.gov) to begin the registration process. Watch a video on how you can obtain a UEI.  
[https://youtu.be/0uv1YNAslNk?si=7Wr7\\_AdQu56zveS8](https://youtu.be/0uv1YNAslNk?si=7Wr7_AdQu56zveS8)
- Representations and Certifications and other RTI internal certifications.
- Anti-Kick Back Act of 1986.
- Conflict of Interests Prohibition (including familial or financial)

- e. The John S. McCain National Defense Authorization Act for fiscal year 2019 - Section 889.
- f. **Contract Terms:** Purchase Order Terms and Conditions are listed on our website at: [https://www.rti.org/sites/default/files/rti-po-terms\\_english\\_version\\_-\\_v1.18.pdf](https://www.rti.org/sites/default/files/rti-po-terms_english_version_-_v1.18.pdf), [http://www.rti.org/PO FAR Clauses.pdf](http://www.rti.org/PO_FAR_Clauses.pdf) or for commercial items: [http://www.rti.org/ FAR Clauses Commercial Items.pdf](http://www.rti.org/FAR_Clauses_Commercial_Items.pdf).

**Disclaimer:** The publication and Request for Expressions of Interest does not constitute an award commitment on the part of TuMUNI nor commit the project to pay costs incurred in the preparation of and submission of an EOI. Further, TuMUNI reserves the right to reject any or all EOIs received. Similarly, an invitation for further negotiations or to submit a full application is not a commitment to fund that application.

**ANNEX A – Past Performance Reference Template**

<b>Name of Client</b>		
<b>Address</b>		
<b>Brief Description of Services Provided</b>		
<b>Start Date (Month/Year)</b>	<b>Completion Date (Month/Year)</b>	<b>U.S. Dollar Value of Services</b>
<b>Name, Position for Client Reference Contact</b>		<b>Telephone and Email</b>