

Invitation to Tender (ITT)

Location	Hargeisa, Somaliland	PR NO	049
DATE	July/August 2026		
PROJECT NAME	PROVISION OF CONSULTANCY SERVICES FOR URBAN PARKING INFRASTRUCTURE ASSESSMENT IN HARGEISA, SOMALILAND		

The SINAAN Programme, invite bidders from eligible supply companies for the above-named project being implemented by the SINAAN Programme.

It should be noted that contractors are automatically disqualified from participating in this tender if they assisted with any part of this project or tender process, including preparation of technical documents, or if they are related to a member of the Bid Committee without prior disclosure. Small businesses, minority-owned firms, and women's business enterprises are encouraged to apply.

The Mandatory criteria for bidders are as follows. FAILURE TO SUBMIT ANY OF THESE DOCUMENTS WILL LEAD TO AUTOMATIC DISQUALIFICATION:

- Valid Business Registration Certificate or Business License from the Somaliland Ministry of Trade, Industry and Tourism, and Hargeisa Municipality (with a valid and readable QR Code, if applicable).
- Valid Tax Compliance Certificate in Somaliland from the Ministry of Finance, Somaliland (with a valid and readable QR Code, if applicable).
- Provision of a Work Plan
- Completely Filled in, Signed and Stamped Cost Proposal. See Annex I in the RFP.
- Filled and Signed Declaration Confirming the Absence of Any Conflict of Interest. See Annex III in the RFP.

Other relevant submission requirements related to the evaluation criteria are:

- Technical Proposal outlining understanding of the assignment, implementation methodology, and implementation plan.
- List of 5 years previous relevant experience indicating company name, project name, company representative (name, telephone number & email), and evidence (contracts, signed recommendation letters and signed Completion/Successful letters)

Where a bidder is already implementing an on-going SINAAN Programme contract, the Bid Committee shall assess the bidder's capacity to undertake additional works. Multiple awards may be considered only where the bidder is able to demonstrate satisfactory performance and progress achieved against the existing contract and adequate technical, managerial, and financial resources are available to undertake additional responsibilities under a new contract. The Bid Committee may limit concurrent awards to safeguard timely delivery, quality, and value for money.

Submission (Physical & Electronic): Completed bid documents should be submitted in sealed envelopes addressed to: **The Bid Committee, Consultancy Services for Urban Parking Infrastructure Assessment in Hargeisa, Somaliland (PR 049)**

Bids are to be delivered to and received at **the Hargeisa Municipality Office on or before 16 August 2026 at 4:00 pm (East African Time)**. Bidders are also required to submit their bids by email (sinaan.tender@dt-global.com) as two separate PDF files - Technical Proposal and Financial Proposal. Both files **MUST** be **password-protected**, with the passwords to be provided in person on the day of bid opening at the Hargeisa Municipality Office in Hargeisa. Bids received after the deadline date and time will not be considered and shall be returned to the bidders unopened.

Offers are to remain valid for 180 days from the closing date of this tender. The Bid Committee reserves the right to vary the quantity of work/materials specified in the tender document without any change in unit price or other terms and conditions, and to accept or reject any, all, or part of submitted offers.

Bidder's Conference: All bidders interested in applying will be required to attend the Bidder's Conference on **Tuesday, 21 July 2026, from 10:00 am through this Teams Invite [link](#) and details below:**

Teams Meeting Join link:

<https://teams.microsoft.com/meet/275371093033728?p=EysiZ5wsQdTidy3lh5>

Meeting ID: 275 371 093 033 728

Passcode: ts78g8ZK

Questions Deadline: All questions relating to this solicitation must be submitted electronically via email to the SINAAN Procurement Team at sinaan.procurement@dt-global.com, no later than **26 July 2026, at 5:00 pm (East African Time)**.

Questions Response: All questions received electronically via email to the SINAAN Procurement Team at sinaan.procurement@dt-global.com, will be responded to bidders via email on **28 July 2026**.

Bid Opening: Bids will be opened at the **Hargeisa Municipality office in Hargeisa on 17 August 2026 at 10:00 am (East African Time)** in the presence of the Bid Committee and applicants who wish to attend.

Evaluation Criteria: Offers will be evaluated against criteria including, but not limited to, financial and technical criteria, past performance, and integrity. Offers will NOT be awarded on the basis of Lowest Priced Technically Acceptable, but rather on a Trade-off/Value-for-Money evaluation process.

Women-owned construction companies are strongly encouraged to apply.

SINAAN Programme

Request for Proposals

Solicitation No. RFP # 049
Title: Provision of Consultancy Services for Urban Parking Infrastructure Assessment in Hargeisa, Somaliland (PR 049)
Issue Date: Wednesday, July 8, 2026
Closing Date: Sunday, August 16, 2026
Questions Due: Sunday, July 26, 2026
Closing Time: 1700 Hrs (5 pm) East African Time
Subject: FCDO Contract No. 6215
SINAAN Programme

DT Global, the implementer of the SINAAN Programme under FCDO Contract No. **6215**, invites proposals for the Provision of Consultancy Services for Urban Parking Infrastructure Assessment in Hargeisa (PR 049) as described in Attachment I “Statement of Work.”

The period of performance for this activity anticipates commencing on/around 28 August 2026 and ending 31 December 2026 (excluding a 6-month DLP). The issuance of a subcontract is subject to availability of funds, the successful negotiation of the subcontract terms and budget, and the receipt of FCDO’s Contracting Officer subcontract consent, if required. The Contract resulting from this award is envisioned to be a FIRM FIXED PRICE (FFP) CONTRACTUAL AGREEMENT.

DT Global encourages your organization to indicate its interest in this procurement by submitting a proposal in accordance with the instructions in Attachment II “Instructions to Offerors”. Proposals will be evaluated based on the evaluation criteria established in Attachment III of this solicitation. An award will be made to the Offeror whose proposal represents the best value to the project after evaluation in accordance with the criteria stated in the solicitation.

To be considered under the solicitation process, the Offeror should submit a complete proposal by the means indicated herein, no later than the closing date and time indicated above. Offerors should ensure that the proposals are well written, easy to read and follow, and contain only the requested information.

Proposals should be submitted in a **sealed envelopes** to be delivered and received (fill in and sign the register to confirm delivery) at the Hargeisa Municipality Office on or before **16 August 2026; 1600 Hrs (East African Time)** and addressed to:

The Bid Committee, Consultancy Services for Urban Parking Infrastructure Assessment in Hargeisa, Somaliland (PR 049)

Bidders are also required to submit their bids by email as two separate PDF files - Technical Proposal and Financial Proposal. Both files **MUST** be **password-protected**, with the passwords to be provided in person on the day of bid opening at the Hargeisa Municipality Office in Hargeisa.

If all envelopes are not sealed and marked as required, SINAAN Programme will assume no responsibility for the misplacement or premature opening of the Bids.

The solicitation number above must also be mentioned in the subject of the email.

All questions relating to this solicitation must be submitted **electronically** via email to:

Procurement Team at sinaan.procurement@dt-global.com, no later than **July 26, 2026 at 1700 Hrs (5 pm)** East African Time.

Unless otherwise notified by an amendment to this RFP, no questions will be accepted after this date. No questions/clarifications will be entertained if received by means other than the specified email address. The solicitation number should be stated in the subject line.

Proposals must be submitted separately via two different documents. The first document shall include the technical proposal as an attachment and should be named "Technical Proposal – Name of Company", and the second document shall include the cost/business proposal and should be named "Business Proposal – Name of Company."

Attachments:

- Attachment I Scope of Work
- Attachment II Instructions to Offerors
- Attachment III Evaluation Criteria
- Annex I: Cost Proposal Format
- Annex II: Guidance for Provision of Insurance Quotation with Policy Information
- Annex III: Filled and Signed Declaration Confirming the Absence of Any Conflict of Interest

Sincerely,

SINAAN Procurement Team

SCOPE OF WORK

Consultancy Services for Demand Assessment, Public Land Identification, Feasibility Study, and Detailed Design of Urban Parking Infrastructure and Public Transport Terminals in Hargeisa

1. BACKGROUND

The Municipality of Hargeisa, with support from the Sinaan Programme, intends to improve urban mobility and reduce congestion by developing structured parking infrastructure. Rapid urbanisation, increasing vehicle ownership, and the expansion of commercial activities have created significant parking deficits along key urban corridors, particularly on Road No. 1, Road No. 2, Airport Road, Road 150, and in surrounding commercial districts. The absence of planned parking facilities and public transport terminus has resulted in widespread on-street parking, reduced road capacity, increased congestion, and loss of economic productivity.

Part I: To support future investment and Public-Private Partnership (PPP) opportunities, the Municipality seeks to engage a qualified consulting firm to undertake a comprehensive parking demand assessment, identify suitable public land, and develop engineering designs for street parking for:

1. Road No.1 [Western Roundabout to Kaah Hotel]
2. Road No.2 [Alshukri Fuel Station to Guled Hotel Roundabout/Junction]
3. Airport Road [Airport Entrance Gate to Central Police Station]; and
4. Road No.150 [Grand Hadi Hotel to Shiraaqle Fuel Station]

Part II: In addition, an assessment needs to be conducted of the demand, operational requirements, and suitable locations for two strategically located bus terminals- one serving the western part of Hargeisa and the other serving the eastern part of the city, to accommodate district, regional, and inter-city passenger transport services.

2. OBJECTIVE OF THE ASSIGNMENT

To prepare an investment-ready urban parking infrastructure programme for Hargeisa through comprehensive transport and parking studies, identification of suitable public land, feasibility assessment, and detailed engineering designs for structured and open parking facilities. The consultancy shall:

Part I:

- a. Assess existing and future parking demand in Hargeisa.
- b. Undertake traffic and transport surveys along major roads and commercial corridors.
- c. Identify and assess publicly owned land suitable for parking infrastructure development.
- d. Conduct technical, financial, economic, environmental and institutional feasibility assessments.
- e. Prepare detailed engineering designs and cost estimates for parking facilities along the proposed roads.
- f. Prepare implementation, operation and maintenance recommendations, including PPP opportunities.

Part II:

- a. Assess the technical, financial, economic and spatial feasibility of developing two strategic bus terminals, one located in the western part of Hargeisa and the other in the eastern part of the city, to accommodate district, regional, and inter-city public transport services and improve overall urban mobility.

3. SCOPE OF SERVICES

Task 1: Inception and Mobilisation

At the commencement of the assignment, the Consultant shall undertake a comprehensive review of all relevant policies, plans, studies, transport strategies, urban development frameworks, and ongoing or planned road infrastructure investments relevant to parking and urban mobility in Hargeisa.

The Consultant shall conduct inception meetings and consultations with key stakeholders to confirm the assignment's scope, objectives, expectations, and implementation arrangements. Based on these consultations, the Consultant shall prepare a detailed methodology, work plan, survey programme, stakeholder engagement strategy, and quality assurance framework for the Client's approval.

The Consultant shall establish effective coordination and communication mechanisms with the Municipality of Hargeisa, the Ministry of Local Government and Urban Development (MoLG&UD), the Ministry of Public Works, Land and Housing, the Ministry of Transport and Roads Development, and the SURP/Nagaad Project, to facilitate information sharing, stakeholder participation, technical review, and alignment with ongoing and planned urban transport and infrastructure investments.

Deliverable 1: Inception Report

Task 2: Urban Mobility and Transport Assessment

Part I: The Consultant shall undertake comprehensive transport and parking surveys along the four key urban corridors within Hargeisa.

The surveys shall collect data on traffic volumes, peak-hour traffic conditions, queue lengths, travel times, parking occupancy and turnover rates, loading and unloading activities, pedestrian movements, and public transport operations, supported by photographs. The assessment shall also include surveys of taxis and minibuses, origin-destination travel patterns, and users' willingness to pay for structured parking services.

Based on field surveys and stakeholder consultations, the Consultant shall quantify existing parking deficits and identify areas experiencing the greatest parking pressure. Using recognised and appropriate transport planning and forecasting methodologies, the Consultant shall project future parking demand under low-, medium-, and high-growth scenarios over short-term (5 years), medium-term (10 years), and long-term (20 years) planning horizons.

Part II: In addition to the parking assessment, the Consultant shall undertake a comprehensive assessment of existing public transport operations, including bus, minibus, and taxi services, with particular emphasis on district and regional passenger movements entering and leaving Hargeisa. The assessment shall identify existing passenger loading and unloading locations, operational constraints, passenger demand patterns, route characteristics, and terminal deficiencies.

Based on this assessment, the Consultant shall recommend the optimum locations and operational requirements for two strategically located bus terminals, one serving the western approaches to the city and one serving the eastern approaches, to improve traffic circulation, reduce congestion within the Central Business District, and enhance connectivity for regional and district transport services.

Deliverable 2: Urban Mobility and Parking Demand Assessment Report

Task 3: Public Land Identification and GIS Mapping

The Consultant shall:

- a. Identify all municipal and public land parcels potentially suitable for parking development, in consultation with the Municipality of Hargeisa.

- b. Verify ownership and land tenure status.
- c. Assess encumbrances and competing land uses.

Prepare GIS-based mapping showing existing parking supply, traffic generators, commercial activity centres, government offices, markets, public transport nodes, and available public land.

Deliverable 3: Public Land Inventory and GIS Mapping Report.

Task 4: Feasibility Study

The Consultant shall prepare a comprehensive feasibility study.

Feasibility Component	Key Assessment Areas
Technical Feasibility Assessment	Part I: ▪ Site suitability and land characteristics, access and ingress/egress arrangements, parking capacity for each corridor, drainage and stormwater management considerations for extreme weather events like flooding. ▪ Assessment of the operational concept for each proposed parking facility, including parking management equipment, access control systems, entry and exit barriers and payment collection systems, CCTV and security surveillance systems, lighting, signage, staffing requirements and control room requirements. ▪ Include specifications for greening/beautification on the project Part II: ▪ Assessment of potential sites for the proposed eastern and western bus terminals. ▪ Passenger demand assessment and terminal capacity requirements. ▪ Integration with proposed parking facilities and the surrounding road network. ▪ Terminal operational concept, including ticketing areas, waiting facilities, passenger amenities, commercial kiosks, and bus bays.
Financial Feasibility Assessment	Part I: ▪ Account for capital investment and construction costs, operating and management costs, maintenance and lifecycle costs, revenue projections and cash flow forecasts, parking tariffs and pricing strategy options. ▪ Assessment of affordability and willingness-to-pay, and compare with the competing informal parking arrangements. ▪ Conduct preliminary market sounding with local commercial banks to understand commercial financing requirements, particularly tenor, interest, and fees. ▪ Conduct financial sensitivity analysis, including key risks and uncertainties affecting project viability ▪ Indicate the feasibility of revenue-sharing mechanisms. Part II: ▪ Capital and operating cost estimates for the bus terminals. ▪ Revenue opportunities from terminal fees, commercial leases, advertising, parking charges, and ancillary services. ▪ Assessment of PPP delivery options and financial sustainability.
Economic Analysis	Part I: ▪ Travel time savings resulting from improved parking management, reductions in vehicle operating costs, economic benefits associated with reduced congestion and improved traffic flow.

Feasibility Component	Key Assessment Areas
	- Potential municipal revenue generation and fiscal benefits, wider economic, commercial, and urban development benefits arising from improved accessibility and mobility. Part II: - Benefits arising from improved public transport efficiency, reduced travel times, reduced CBD congestion, and enhanced passenger accessibility.
Environmental and Social Assessment	Potential environmental impacts during construction and operation; drainage and stormwater management implications; recommendations for integrating greening and landscaping; and universal access considerations.
Institutional and Regulatory Assessment	Part I & Part II: - Existing parking management and operational arrangements, - Parking enforcement mechanisms and institutional capacity, - Applicable legal, policy, and regulatory requirements, - Public-Private Partnership (PPP) implementation opportunities, - Governance arrangements, and institutional responsibilities for long-term operation and maintenance

Deliverable 4: Design Outputs

Task 5: Engineering Design and Cost Estimates

Part I: The Consultant shall develop at least three most prioritised parking facilities, based on the land identified in consultation with the municipality, for each identified road corridor. The detailed designs and cost estimates shall comprise:

- Site Layout Plans.
- Structural design.
- Civil engineering design.
- Drainage design.
- Electrical design.
- Landscape layout.
- Solar lighting integration
- Fire safety systems.
- ICT systems.
- Accessibility provisions.
- Engineer's Cost Estimates.
- Construction schedules.

Part II: Based on the approved feasibility study and in consultation with the Municipality, the Consultant shall prepare concept layouts for two strategically located bus terminals, one in the western part of Hargeisa and one in the eastern part of the city. Each design shall include bus parking and circulation areas, passenger waiting facilities, ticket offices, taxi and feeder transport areas, commercial spaces, public toilets, lighting, drainage, landscaping, security systems, ICT infrastructure, accessibility features, solar energy integration, and detailed cost estimates.

4. EXPECTED DELIVERABLES

Deliverable	Timeline
Inception Report	Week 2
Urban Mobility and Parking Demand Assessment Report	Week 8
Public Land Inventory and GIS Mapping Report	Week 12
Draft Feasibility Study Report (Separate for Part I and Part II)	Week 16
(Separate for Part I and Part II)	Week 20

Deliverable	Timeline
- Detailed engineering designs for parking facilities. - Bills of Quantities and Engineer's Cost Estimates for parking facilities. - Concept layouts and designs for the eastern and western bus terminals; - Conceptual cost estimate for the public parking facility	
Final Feasibility Study, Designs and Cost Estimates (Separate for Part I and Part II)	Week 24

5. DURATION OF ASSIGNMENT

The assignment shall be undertaken over a period of **Six (6) months** from the commencement of the contract.

6. TEAM COMPOSITION

The Consultant shall propose a multidisciplinary team consisting of the key experts listed below, with at least the minimum level of professional inputs (person-days) specified. The Consultant may propose higher inputs for any key expert if considered necessary to deliver the assignment effectively. In addition, the Consultant may include non-key experts, survey personnel, and other support staff, at its own discretion, to strengthen the technical approach and ensure successful completion of the assignment.

Position	Minimum Input	Minimum Qualifications	Relevant Professional Experience
Team Leader / Transport Engineer or Transport Planner	60 Days	Master's Degree in Transport Engineering, Transportation Planning, Civil Engineering, Urban Planning, Infrastructure Planning, or a related field. Professional registration with a recognised engineering or planning body will be an added advantage.	Minimum 15 years of professional experience in transport planning, urban mobility studies, traffic engineering, parking management, and transport infrastructure planning. Must have successfully led at least three (3) assignments involving transport demand assessment, urban mobility studies, parking infrastructure planning, feasibility studies, and detailed design of transport infrastructure. Experience in developing countries and PPP infrastructure projects will be an added advantage.
GIS and Spatial Planning Specialist	25 Days	Bachelor's Degree in GIS, Geomatics, Geography, Surveying, Spatial Sciences, or a related discipline. <i>A national expert will be preferred.</i>	Minimum 8 years of experience in GIS analysis, spatial planning, land use planning, urban mapping, and geospatial data management. Must have participated in at least three (3) assignments involving GIS-based infrastructure planning, transport planning, urban development, or land suitability assessments.
Architect/Parking Design Specialist	25 Days	Bachelor's Degree in Architecture, Urban Design, Civil	Minimum 10 years of professional experience in the planning and design of urban

Position	Minimum Input	Minimum Qualifications	Relevant Professional Experience
		Engineering, Transport Engineering, or a related discipline. Registration with a recognised professional architectural or engineering body is required. A Master's Degree in Architecture, Urban Design, Transport Planning, or Infrastructure Planning will be an added advantage.	transport infrastructure, parking facilities, public buildings, or commercial developments. Experience in designing parking structures, bus terminals, transport interchanges, or transit-oriented developments, together with the integration of sustainable urban design principles, green infrastructure, solar energy, security systems, universal accessibility, and climate-resilient features, will be considered a distinct advantage.
Pavement/ Structural Engineer	25 Days	Bachelor's Degree in Civil Engineering, Structural Engineering, or a related field. Professional registration with a recognised engineering institution is required.	Minimum 10 years of professional experience in the design of transport and civil infrastructure projects. The expert shall have demonstrated experience in the design of parking facilities, pavements, foundations, drainage systems, and associated civil works. Experience in at least two (2) projects involving structured parking facilities, commercial buildings, transport terminals, or similar infrastructure is desirable.
Quantity Surveyor / Cost Estimator	25 Days	Bachelor's Degree in Quantity Surveying, Construction Economics, Civil Engineering, or a related discipline. Professional registration with a recognised quantity surveying body is preferred.	Minimum 8 years of experience in construction cost estimation, preparation of Bills of Quantities, cost planning, value engineering, and procurement support for infrastructure projects. Experience in preparing engineer's estimates and tender documentation for transport, building, or municipal infrastructure projects is required.
Financial Expert	20 Days	Master's Degree in Finance, Economics, Accounting, Business Administration, Infrastructure Finance, or a related	Minimum 10 years of experience in financial analysis, project finance, infrastructure investment appraisal, financial modelling, and PPP transactions. The

Position	Minimum Input	Minimum Qualifications	Relevant Professional Experience
		field. Professional qualifications such as CPA, ACCA, CFA, or equivalent will be an added advantage.	expert shall have experience in preparing financial feasibility studies, tariff models, revenue projections, business cases, and investment analyses for infrastructure projects.
Environmental Specialist	15 Days	Bachelor's Degree in Environmental Science, Environmental Engineering, Natural Resource Management, Environmental Planning, or a related discipline. <i>A national expert will be preferred.</i>	Minimum 8 years of experience in environmental assessment and management of infrastructure projects. The expert shall have experience in environmental screening, climate resilience assessments, environmental mitigation planning, and preparation of environmental management measures. Familiarity with international environmental safeguard standards will be an added advantage.
Surveyor / Land Specialist	20 Days	Bachelor's Degree in Land Surveying, Geomatics, Land Administration, Land Economics, Urban Planning, or a related discipline. <i>A national expert will be preferred.</i>	Minimum 8 years of experience in land surveys, cadastral mapping, land administration, property assessment, land ownership verification, and infrastructure site identification. The expert shall have experience in assessing public land availability, land tenure issues, right-of-way assessments, and GIS-supported land analysis for urban infrastructure projects.

A dedicated survey team shall be mobilised to undertake all field data collection activities required for the assignment. The survey team shall comprise qualified transport surveyors, enumerators, and field supervisors with proven experience in urban studies.

The Consultant shall ensure that adequate personnel, equipment, quality-control procedures, and supervision mechanisms are in place to guarantee the accuracy, reliability, and completeness of survey data. All surveys shall be undertaken during both weekday and weekend periods, including peak and off-peak hours, to capture representative travel and parking patterns across the study corridors and commercial centres. The Team Leader shall be responsible for the overall management, validation, and analysis of the survey data, which shall form the basis for demand forecasting, feasibility assessments, and design recommendations.

7. REPORTING ARRANGEMENTS

The Consultant shall report to the Sinaan Programme, with technical oversight from:

- Hargeisa Municipality
- Ministry of Local Government and Urban Development

- Ministry of Transport and Roads Development
- Ministry of Public Works, Land and Housing

8. PROCUREMENT METHOD

The consultancy shall be procured through the Quality and Cost-Based Selection (QCBS) method. The financial evaluation shall be undertaken only for firms that achieve the minimum technical qualifying score of 75 points out of 100. The financial proposal shall account for 20% of the overall evaluation score, while the technical proposal shall account for 80%.

Evaluation Methodology

A. Technical Proposal:

Evaluation Criteria	Points	Description of Evaluation Criteria
Firm Experience in Similar Assignments	20	The evaluation will assess the firm's demonstrated experience in undertaking similar assignments in transport planning, feasibility studies, detailed engineering design, and urban infrastructure planning. The firm should provide evidence of successfully completed assignments within the last five (5) years, including client references and project descriptions.
Understanding of the ToR and Proposed Methodology	20	The evaluation will assess the Consultant's understanding of the assignment objectives, scope, expected outputs, key challenges, and local context. The proposed methodology should clearly demonstrate how the Consultant intends to undertake the parking demand assessment, traffic surveys, land identification, design development, stakeholder engagement, and investment planning.
Work Plan and Implementation Approach	10	The evaluation will assess the realism, coherence, and practicality of the proposed work plan and implementation schedule. The work plan should demonstrate the Consultant's ability to complete the assignment within the four-month period while maintaining the required technical quality.
Key Experts and Staffing	40	The evaluation will assess the qualifications, experience, and suitability of the proposed key personnel in relation to the requirements specified in the Terms of Reference. Evaluation will consider academic qualifications, professional registrations (where applicable), years of relevant experience, experience with similar assignments, regional experience, and the adequacy of staff input.
Quality Assurance and Risk Management Arrangements	10	The evaluation will assess the Consultant's proposed quality assurance and quality control procedures for ensuring the accuracy, reliability, and consistency of survey data, analysis, designs, and reports. The proposal should describe internal review mechanisms, technical oversight arrangements, data verification procedures, stakeholder review processes, and measures for managing implementation risks.
Total Technical Score	100	

Only firms obtaining a minimum technical score of 75 points out of 100 shall proceed to financial evaluation.

B. Financial Proposal:

The lowest evaluated financial proposal (Fm) shall receive the maximum financial score of 100 points. The financial scores of all other proposals shall be calculated proportionately using the following formula:

$$S_f = 100 \times (F_m / F)$$

Where:

- S_f = Financial Score of the proposal being evaluated
- F_m = Lowest evaluated financial proposal
- F = Financial proposal under consideration

C. Combined Score

The final combined score shall be calculated using the following formula:

$$\text{Final Score (S)} = (S_t \times 0.80) + (S_f \times 0.20)$$

Where:

- S = Final Combined Score
- S_t = Technical Score obtained by the proposal
- S_f = Financial Score obtained by the proposal

The proposal obtaining the highest final combined score shall be ranked first and recommended for contract award, subject to successful contract negotiations.

9. PROPOSED PAYMENT MILESTONES

Milestone	Deliverable	Payment (%)
1	Approval of Inception Report, methodology, survey plan, stakeholder engagement plan, and work plan	10%
2	Submission and approval of Urban Mobility and Parking Demand Assessment Report, including traffic surveys, parking surveys, demand forecasts, and identification of priority intervention corridors. [including survey data collection sheets/raw data in Excel format]	15%
3	Submission and approval of Public Land Inventory and GIS Mapping Report, including identification and screening of suitable public land parcels	15%
4	Submission and approval of Draft Feasibility Study Report covering technical, financial, economic, environmental, social, and institutional assessments, including presentation to stakeholders [Editable and Printable Versions]	25%
5	Submission and approval of Draft Detailed Engineering Designs, prototype parking designs, cost estimates, and stakeholder validation workshop [Editable and Printable Versions]	25%
6	Submission and acceptance of Final Feasibility Study, Final Engineering Designs, Final Cost Estimates, GIS database, survey database, and all supporting documents incorporating Client comments [Editable and Printable Versions]	10%
	Total	100%

ATTACHMENT II

INSTRUCTIONS TO OFFERORS

General Instructions

These Instructions to Offerors will not form part of the offer or of the Subcontract. They are intended solely to aid Offerors in the preparation of their proposals.

- The proposals and all corresponding documents related to the proposal must be written in the English language unless otherwise explicitly allowed.
- No costs incurred by the Bidders in preparing and submitting the proposal are reimbursable by the SINAAN Programme. All such costs will be at the Bidder's expense.
- Proposals and all cost and price figures must be presented in US Dollars. All prices must be inclusive of all applicable taxes, duties, VAT, levies, fees, and other charges, which must be separately identified in the financial proposal.
- The Bidder must state in its Proposal the validity period of its offer. The minimum offer acceptance period for this RFP is **180 days** after the RFP closing date. Offers with a shorter acceptance period will be rejected. This RFP does not obligate DT Global to award a subcontract.
- Responsibility Determination: Award shall only be made to "responsible" prospective Offerors. To enable DT Global to make this determination, the Offeror must briefly describe in the Attachment Section of the proposal that it:
 - has adequate financial resources including appropriate insurance coverage to perform the work stated herein, or the ability to obtain them;
 - is able to comply with the required or proposed delivery or performance schedule, taking into consideration all existing commercial and governmental business commitments;
 - has a satisfactory performance record;
 - has a satisfactory record of integrity and business ethics;
 - has the necessary technical capacity, equipment and facilities, or the ability to obtain them; and
 - is otherwise qualified and eligible to receive an award under applicable laws and regulations.
- Taxes: The SINAAN Programme is not exempt from the cooperating country taxes and duties. Therefore, Bidders must show taxes separately, but the evaluated bid price will be the total price inclusive of all applicable taxes, duties and fees.
- Eligibility: By submitting an offer in response to this RFP, the offeror certifies that it and its principal officers are not debarred, suspended, or otherwise considered ineligible for an award by the UK Government. DT Global will not award a contract to any firm that is debarred, suspended, or considered to be ineligible by the U.S. Government.
- Late Offers: Offerors are wholly responsible for ensuring that their offers are received in accordance with the instructions stated herein. SINAAN Programme reserves the right to reject any offer not submitted by the indicated deadline, even if it was late as a result of circumstances beyond the Offeror's control.
- Modification/Withdrawal of Offers: Offerors have the right to withdraw, modify or correct their offer after such time as it has been emailed to SINAAN at the email addresses stated above and provided that the request is made before the RFP closing date.
- Disposition of Proposals: Proposals submitted in response to this RFP will not be returned. Reasonable efforts will be made to ensure confidentiality of both Cost and Technical Proposals received from all Offerors. This RFP does not seek information of a highly proprietary nature but if such information is included in the Offeror's proposal, the Offeror must alert SINAAN Programme and must annotate the material by marking it "Confidential and Proprietary" so that these sections can be treated appropriately.

- Regardless of the method used in the submission of the proposal, the Technical Proposal and Cost Proposal must be kept separate from each other. Technical Proposals **must not** make reference to cost or pricing data in order that the technical evaluation may be made strictly on the basis of technical merit.
- **Clarification and Amendment to the RFP:**
 - Any question raised regarding this solicitation should be received no later than 1700 Hrs (5 pm) East Africa Time (EAT) on **Sunday, July 26, 2026**. All questions must be **in writing**, emailed to the email addresses specified in the cover letter. No questions/clarifications will be entertained if they are received by means other than the aforementioned email addresses. The solicitation number should be stated in the subject line. Responses to questions received will be compiled and emailed to potential Offerors.
- If Offeror intends to submit a proposal in response to this solicitation and wishes to receive any updates thereto, Offeror is encouraged to confirm receipt of this solicitation by email to the email address specified in the cover memo.
- Offeror's email message should state in the subject the solicitation number. Also, the email should include the name of your organization, the name of contact person, email address and telephone number.
- SINAAN Programme anticipates that discussions with Offerors will be conducted following vendor Technical and Cost Proposal submission; however, SINAAN Programme reserves the right to make award without discussions. Therefore, it is strongly recommended that Offerors present their best offer as their initial Technical and Cost proposal submission.
- SINAAN Programme may waive informalities and minor irregularities in proposals received.

Submission of Proposal:

- Proposals must be submitted in an electronic format as an email attachment, sent to the email address specified in the cover letter, no later than the date and time specified in the cover letter.
- The email should state the solicitation number in the subject line as well as title.
- The file attachment should be in a format that can be opened by one of the following applications: PDF, MSWord, MSeXcel, MSPowerPoint.or ZIP. The submission of attachments in any other format may result in disqualifying the offer.
- Please note that the DT Global email server has a limitation of 20MB for the total attachments per single email. It is strongly recommended that the size of ALL attachments per a single email be less than 20MB.
- The technical proposal and business proposals should be submitted in two separate documents. The first should be named "Technical" and the second is named "Cost/Business." If the submission will be through several emails, then the emails should be sequentially numbered indicating the total number of emails that will be submitted (example 1/4, 2/4, 3/4 and 4/4).

Content of Proposal:

The proposal shall consist of five (5) sections. 1) The Cover Page-Technical, 2) The Technical Proposal, 3) The Cover Page-Cost, 4) the Cost/Business Proposal; and 5) The Attachments

1. The Cover Page-Technical:

The cover page should be on the Offeror's letterhead and **MUST** contain the following information:

- Solicitation Number
- Company's Name:
- Company's Address
- Name of Company's authorized representative
- Telephone No, Cellular Phone #, Email address
- Validity of Proposal
- Signature, Date and time

Below is the template to be filled, signed and submitted together with the proposal:

Proposal Cover Letter

[On Firm's Letterhead]

<Insert date>

TO: DT GLOBAL- SINAAN Programme

We, the undersigned, provide the attached proposal in accordance with **RFP PR 049 - Provision of Consultancy Services for Urban Parking Infrastructure Assessment in Hargeisa (PR 049)** issued on July 8, 2026. Our attached quoted proposal has fixed prices.

I certify that our proposal is valid for a period of **180** days. Upon award, our proposal price shall be binding upon us, subject to the modifications resulting from any discussions and final negotiations. I certify our financial responsibility as well as have the ability to pre-finance.

We understand that SINAAN Programme is not bound to accept any proposal it receives.

Yours sincerely,

Signature

Name of Authorized Representative

Title of Authorized Representative

Company Seal/Stamp

2. Technical Proposal:

The technical proposal shall describe how the Offeror intends to carry out the statement of work. It will also address the Offeror's corporate capabilities to carry out the work and the extent to which the Offeror has a demonstrated ability to provide the required services.

The Offeror will also include the resumes of all proposed personnel. The Offeror shall provide information about past performance implementing similar work globally, and most particularly, in Somaliland within the last 3 years. Capacity to undertake the technical and administrative backstopping of all interventions described in the Scope of Work. Offeror should also provide detailed description of existing goods and services in Somaliland.

The technical proposal should be divided into three sections following the same order of the technical evaluation criteria mentioned in Attachment III. Failure to respond to any section will be the basis for disqualification of the Offeror from further consideration.

3. The Cover Page - Cost/Business:

The cover page should be on the Offeror's letterhead and MUST contain the following information:

- Solicitation Number
- Company's Name:
- Company's Address
- Name of Company's authorized representative
- Telephone No, Cellular Phone #, Email address
- Total Proposed Price
- Validity of Proposal
- Acceptance of Tax Withholding Statement
- Name and address of Government Audit Agency and name and phone number of the auditor
- A valid Business License or Registration Certificate (with Readable QR Code)
- A valid Tax Compliance Certificate (with Readable QR Code)
- Signature, Date and Time

4. The Cost/Business Proposal:

As stated earlier, the cost proposal shall be submitted separately from the technical proposal. The budget will present the cost for performing the work specified in this solicitation. A template is provided for the pricing as Annex 1. At a minimum, the cost proposal will include the following information:

- A detailed cost break-down of the proposed budget to the maximum extent practical using the template provided.
- A detailed and comprehensive budget narrative explaining the basis for the cost estimates.
- Valid Business Registration Certificate or Business License in Somaliland from the Somaliland Ministry of Trade, Industry and Tourism, and Hargeisa Municipality with a valid and readable QR Code, if applicable.
- Valid Tax Compliance Certificate in Somaliland from the Ministry of Finance, Somaliland (with a valid and readable QR Code, if applicable).
- If Offeror does not have a cognizant audit agency, the Offeror must provide audited balance sheets and profit & loss statements for the last two complete years and current year-to-date; and
- The most recent two fiscal year pool and base cost compositions, along with derived rates, the bases of allocation of these rates and an independent certified audit by a certified accounting firm of these rates.

5. Attachments

This section will include any information or document that was not listed in the above sections and that the Offeror finds necessary to include in the proposal. In this section, the Offeror will also include the information that will assist the SINAAN PROGRAMME to determine the Offeror's responsibility. The following are **mandatory** required documents to be submitted with the proposal:

- Valid Business Registration Certificate or Business License from the Somaliland Ministry of Trade, Industry and Tourism, and Hargeisa Municipality (with a valid and readable QR Code, if applicable).
- Valid Tax Compliance Certificate in Somaliland from the Ministry of Finance, Somaliland (with a valid and readable QR Code, if applicable).
- Provision of a Work Plan
- Completely filled in, signed, and Stamped Cost Proposal. See Annex I in the RFP.
- Filled and Signed Declaration Confirming the Absence of Any Conflict of Interest. See Annex III in the RFP.

Other Relevant Submission Requirements:

- List of Key Personnel together with CVs, with a minimum of 5 years' experience.
- Technical Proposal outlining understanding of the assignment, methodology, staffing, and implementation plan.
- Organisational profile with Organisational Chart
- List of previous relevant experience, indicating company name, project name, company representative (name, telephone number & email), and evidence (contracts, letter of recommendation, and completion certificates)
- Provide Insurance Quotation with Policy Information as per Annex II guidance for the Provision of Insurance Quotation with Policy Information

This solicitation in no way obligates DT Global to award a subcontract, nor does it commit DT Global to pay any costs incurred in preparation and submission of a proposal in response to the RFP. Furthermore, DT Global reserves the right to reject any and all offers if such action is in the best interest of DT Global.

Instructions for the Preparation of the Cost/Business Proposal

The subcontract type will be FIRM FIXED PRICED (FFP) CONTRACTUAL AGREEMENT.

A Firm Fixed Price Subcontract is: An award for the provision of specific services, goods, or deliverables and is not adjusted if the actual costs are higher or lower than the fixed price amount. Offerors are expected to include all costs, direct and indirect, into their total proposed price.

The Offeror must provide a completed budget in the template provided. If an Excel file, it should NOT be 'read only' or 'protected' The proposal must include any necessary supporting information to substantiate proposed costs. The Offerors must submit a detailed budget narrative that supports and clarifies item for item the cost estimates proposed in its budget. Narratives for the individual cost items must provide a discussion of any estimated escalation rates where applicable. Estimated costs proposed to exceed ceilings imposed by FCDO or FCDO procurement policy must be fully explained and justified.

ATTACHMENT III

EVALUATION CRITERIA

TECHNICAL PROPOSAL EVALUATION

Proposals will be evaluated according to the criteria stated herein. The relative importance of each individual criterion is indicated by the number of points assigned thereto. A total of 100 points is the maximum possible technical score for each proposal. The evaluation criteria serves to: (a) identify the significant factors which the Offeror should address in their proposal under each section and (b) set the standard against which all proposals will be evaluated.

Technical Approach (40 Points):

The proposal demonstrates a full understanding of the work that needs to be performed under the SOW, as well as a clear, straightforward approach to achieving the activity objective, where the offeror provides a proposal indicating:

- **Implementation Methodology (20 Points):** Offeror demonstrates an understanding of the assignment objectives, scope, expected outputs, key challenges, and local context. The proposed methodology should clearly demonstrate how the Consultant intends to undertake the parking demand assessment, traffic surveys, land identification, feasibility studies, design development, stakeholder engagement, and investment planning. Additional consideration will be given to the use of international best practices, GIS tools, modelling techniques, and climate-resilient infrastructure approaches.
- **Detailed Work Plan (10 Points):** The evaluation will assess the realism, coherence, and practicality of the proposed work plan and implementation schedule. The work plan should demonstrate the Consultant's ability to complete the assignment within the four-month implementation period while maintaining the required technical quality.
- **Quality Assurance and Risk Management Arrangements:** The evaluation will assess the Consultant's proposed quality assurance and quality control procedures for ensuring the accuracy, reliability, and consistency of survey data, analysis, designs, and reports. The proposal should describe internal review mechanisms, technical oversight arrangements, data verification procedures, stakeholder review processes, and measures for managing implementation risk (10 Points)

Past Performance and Experience (20 Points):

- Provide evidence of 5 years' of related experience with undertaking transport planning, feasibility studies, detailed engineering design, and urban infrastructure planning or similar services in East Africa, preferably in Somali Cities. (10 Points)
- Provide past performance documentation for similar assignments in Somaliland. This may include signed contracts, signed recommendation letters and signed Completion/Successful letters. Offeror to provide in addition a list with name of companies, company representatives name and contact details (telephone and email). (10 Points)

Proposed Key Personnel (40 points)

The Offeror must provide:

- Detailed list of available key proposed personnel with minimum 5 years' experience along with CVs and Copy of Qualifications that will be involved with this project (20 Points)
- Clarity and effectiveness of the organizational and staffing plan, demonstrating the necessary mix of qualifications/skills, experience and appropriateness in undertaking transport planning, feasibility studies, detailed engineering design, and urban infrastructure planning. (20 Points)

Technical Proposal Pass Mark: 75 Points

COST PROPOSAL EVALUATION (20 Points)

The lowest evaluated financial proposal (F_m) shall receive the maximum financial score of 100 points. The financial scores of all other proposals shall be calculated proportionately using the following formula:

$$S_f = 100 \times (F_m / F)$$

Where:

- S_f = Financial Score of the proposal being evaluated
- F_m = Lowest evaluated financial proposal
- F = Financial proposal under consideration

Evaluation scores are not assigned for cost. The review of the cost proposal shall include cost realism. This process will include a review of the cost portion of the Offeror's proposal to determine if the overall costs proposed are reasonable and realistic for the work to be performed, if the cost reflects that the Offeror understands the requirements, and if the costs are consistent with the technical part of the proposal. Cost proposals providing more direct funding towards the program instead of administrative costs will be reviewed favourably in the best value determination. Offerors must use the costing template provided as Annex II. Evaluation of cost proposals will consider, but not be limited to, the following:

- Cost realism and completeness of cost proposal and supporting documentation.
- Overall cost control evidenced in the proposal such as avoidance of excessive salaries, competitive procurement of subcontracts, excessive cost of management oversight and other costs in excess of reasonable requirements.
- Amount of proposed fee, if any.

Combined Score

The final combined score shall be calculated using the following formula:

$$\text{Final Score (S)} = (S_t \times 0.80) + (S_f \times 0.20)$$

Where:

- S = Final Combined Score
- S_t = Technical Score obtained by the proposal
- S_f = Financial Score obtained by the proposal

The proposal obtaining the highest final combined score shall be ranked first and recommended for contract award, subject to successful contract negotiations.

Bidders are reminded that DT Global is not obligated to award a negotiated subcontract based on the lowest proposed cost or to the Bidder with the highest technical evaluation score. DT Global will make an award to the Bidder whose proposal offers the best value to the SINAAN Programme, considering both technical and cost factors. When competing technical proposals are considered essentially equal, cost will become the determining factor.

ANNEX I: COST PROPOSAL FORMAT

(Below & Attached in Excel – Include Company Logo, Fill and Sign)

STAFFING			
Name of the Expert and Position in the team	Input Days	Daily Rate (In USD)	Total Cost (In USD)
Team Leader / Transport Engineer or Transport Planner	60		
GIS and Spatial Planning Specialist	25		
Architect/Parking Design Specialist	25		
Pavement/ Structural Engineer	25		
Quantity Surveyor / Cost Estimator	25		
Financial Expert	20		
Environmental Specialist	15		
Surveyor / Land Specialist	20		
EXPENSES			
Item and description	Quantity	Unit Rate	Total Cost (USD)
International Flights			
Domestic Flights			
Local Road Transport			
Hotel Accommodation			
Security			
Visa			
Survey			
Local Office Rent (if any)			
Registration Cost (if any)			
Insurance Cost (Provide Quotation from Insurance Company with Policy Information to be Provided as per guidance in Annex II In the RFP)			
TOTAL COST (in USD)¹			

Name of Representative: _____

Title: _____

Signature & Stamp: _____

¹ Cost inclusive of 10% withholding tax

ANNEX II

GUIDANCE FOR INSURANCES REQUIRED TO PROVIDE INSURANCE QUOTATION WITH POLICY INFORMATION

The offeror is required to engage a well-known, established tier 1 insurance company to provide a quotation with policy information.

To enable the offeror to engage the insurance company, the table below provides guidance on the recommended insurance to assist in determining the premiums for this activity and enable the offeror to share a quotation with policy information from the insurance company.

Insurance Type	Y / N / N/A	Limits	Somali Insurance sufficient?	Notes
Employer's Liability / Workers' Compensation – Covering technicians and supervisors	Y	\$15,000/person	Y	Not including medical evacuation & repatriation. Only Somali national staff
Motor / Vehicle Insurance – For project vehicles and transport to/from site	N	N/A	N/A	No transport provided
Marine / Transit Insurance – For equipment moved into Somalia	Y	N/A	N/A	All material will be procured locally
Professional Indemnity – Including long-tail risk and run-off cover	Y	\$1,000,000	Y	Including 12 months run-off
Environmental / Pollution Liability – Groundwater, contamination, drilling fluids	Y	N/A	N/A	For damages waste management, soil disturbance, dust/noise

ANNEX III

DECLARATION CONFIRMING THE ABSENCE OF ANY CONFLICT OF INTEREST

Subject: DECLARATION CONFIRMING THE ABSENCE OF ANY CONFLICT OF INTEREST

Ref: PR 049 – Provision of Consultancy Services for Urban Parking Infrastructure Assessment in Hargeisa (PR 049)

We, as authorized representative of _____ (Insert Company Name Here, and Fill out and sign table below) certify that:

- I do not have any material, personal or financial relationship with **SINAAN Programme/ Hargeisa MUNICIPALITY**, or to its employees;
- I will uphold the integrity and impartiality of this procurement process in spirit and in fact;
- I will not engage in any corrupt practice during the procurement process i.e. solicit or accept, either directly or indirectly any gift, favour, loan, kickback, payment, commission or any other thing of monetary value from a potential or actual bidder;
- I will not engage in fraudulent practice (misrepresentation or omission of facts in order to influence a procurement process);
- I will immediately notify the **SINAAN Programme** of any attempt to influence me.

Signed:

NAME	ORGANIZATION	TITLE	SIGNATURE