



REQUEST FOR PROPOSAL FOR THE FEASIBILITY STUDY OF THE WAQF PROJECT OF THE ISFD IN OUAGADOUGOU, REPUBLIC OF BURKINA FASO

INTRODUCTION

The Islamic Solidarity Fund for Development (ISFD), the poverty alleviation arm of the Islamic Development Bank, hereby invites companies/consultancy firms to submit proposals for the Feasibility Study of the ISFD WAQF Project in Ouagadougou, Burkina Faso.

OBJECTIVE OF THE ASSIGNMENT

The objective of the exercise is to determine the most viable and cost-effective investment that can be undertaken on the plot of land that the Government of Burkina Faso has allocated to the ISFD in Ouagadougou, in accordance with the provisions of BOG Resolution No ISFD/BG/3-1433.

SCOPE OF WORK

The scope of work is detailed in the Terms of Reference attached to this Request for Proposal.

SUBMISSION OF PROPOSALS

Consultants are being invited to submit **SEPERATELY** by <u>email</u>: Proposal Submission - BCC2023-022 Feasibility Study of the Waqf Project of the ISFD in Ouagadougou_ Republic of Burkina Faso <u>25761f39.isdb.org@emea.teams.ms</u>

- a. **a Technical proposal** showing level of understanding of the assignment and the methodology / tools that will be used in the assessment; It is expected, however, that the methods, techniques and tools, proposed by the successful bidder will be further discussed, refined, and approved during contract negotiation.
- b. a Financial Proposal (in US dollars);

<u>THE FINANCIAL PROPOSAL SHOULD BE PASSWORD PROTECTED</u>. ISFD will request for the password after the assessment of the technical proposal.

Both proposals should be clearly marked and sent to Proposal Submission -BCC2023-022 Feasibility Study of the Waqf Project of the ISFD in Ouagadougou_ Republic of Burkina Faso <u>25761f39.isdb.org@emea.teams.ms</u> on or before **15th June 2023** by 4 pm Saudi Arabian time

DELIVERABLES

The consultant shall,

- a) Within 90 days of the conclusion of the agreement with ISFD/IsDB, provide a Draft Feasibility Study in <u>English with Executive Summary in French</u> to the ISFD/IsDB in Jeddah, Saudi Arabia.
- b) Following reception of the first Draft, the Consultants shall discuss the assumptions and the first conclusions of the feasibility study during an appraisal mission that shall be attended by the Consultants in the Project's Country.
- c) Within 7 working days of receipt of comments and observations of stakeholder on the Draft Report, provide the **Final Feasibility Study** that addresses any comments and observations that may have been made on the Draft Report.

EVALUATION CRITERIA

An evaluation committee will evaluate the proposals based on their responsiveness to this RfP, Terms of Reference, and any other instructions that may have been given. The Quality and Cost Based System (QCBS) of evaluation will be applied with a weighting of 70% for the technical proposal and 30% for financial proposal in the selection of the most suitable and responsive consultant. Under the QCBS, technical and financial proposals are to be submitted and evaluated separately. The technical evaluation is first undertaken. The Committee will open the financial proposals of only those firms whose technical proposal has score a minimum of 70 points out of 100 points.

a. Technical Criteria

The following criteria will be used for the technical evaluation:

No. Scoring Criteria

1.	Consultants' qualifications and experience relevant to the assignment	10 points
2.	Methodology, Approach and Work Plan	50 points
3.	Qualifications and experience of Key Personnel	40 points

b. Financial Criteria

The financial proposal should have detailed costing of the assignments based on manday and lump-sum costs for various components as required by the scope of work. All costs must be provided in the **US Dollars**. The proposal should be valid for at least 90 Days.

LOCATION AND TIME FRAME

The assignment will include field visits to Ouagadougou, Burkina Faso, and shall be completed within 90 Days of the signing of the contract. The client is expected to provide the consultant the required information and facilities to carry out timely the assignment

such as office, equipment, data, administrative facilitations in the beneficiary country, authorization to have access to information, libraries, archives, the needed client support staff that can help the consultant for any clarifications.

For further information please contact Islamic Solidarity Fund for Development Islamic Development Bank P.O.Box 5925 Jeddah 21432 Kingdom of Saudi Arabia Tel. +966 12 636 1400,

Email: Proposal Submission - BCC2023-022 Feasibility Study of the Waqf Project of the ISFD in Ouagadougou_ Republic of Burkina Faso <u>25761f39.isdb.org@emea.teams.ms</u>

Annex-1

ANNEX-1: STANDARD TEMPLATE FOR THE TECHNICAL AND INANCIAL PROPOSALS

Consultant's Organization and Experience

A brief description of the Consultant's organization and an outline of the recent experience of the Consultant that is most relevant to the assignment.

For each assignment, the outline should indicate the names of the Consultant's Key Experts and Sub-consultants who participated, the duration of the assignment, the contract total amount, and the Consultant's role/involvement.

A - Consultant's Organization

{1 Provide here a brief description of the background and organization of your company, of each member for this assignment.}

B - Consultant's Experience

1. List only previous similar assignments successfully completed in the last [] years.

2. List only those assignments for which the Consultant was legally contracted by the Client. Assignments completed by the Consultant's individual experts working privately or through other consulting firms cannot be claimed as the relevant experience of the Consultant, or that of the Consultant's partners or sub-consultants, but can be claimed by the Experts themselves in their CVs. The Consultant should be prepared to substantiate the claimed experience by presenting copies of relevant documents and references if so requested by the Client.

Duration	Assignment name/& brief description of main deliverables/outputs	Name of Client & Country of Assignment	Approx. Contract value (in US\$ or EURO)/ Amount paid to your firm	Role on the Assignment
{e.g., Jan.2009– Apr.2010}	{e.g., "Improvement quality of": designed master plan forrationalization of; }	{e.g., Ministry of , country}	{e.g., US\$1 mill/US\$0.5 mill}	{e.g., Lead partner in a JV A&B&C}
{e.g., Jan- May 2008}	<pre>{e.g., "Support to sub- national government. " : drafted secondary levelregulations on.}</pre>	{e.g., municipalityof , country}	{e.g., US\$0.2 mil/US\$0.2 mil}	{e.g., sole Consultant}

A description of the approach, methodology, and work plan for performing the assignment, including a detailed description of the proposed methodology and staffing for training, if the Terms of Reference specify training as a specific component of the assignment.

{Suggested structure of your Technical Proposal}

a) <u>Technical Approach. Methodology. and Organization of the Consultant's</u> <u>team</u>.

{Please explain your understanding of the objectives of the assignment as outlined in the Terms of Reference (TOR), the technical approach, and the methodology you would adopt for implementing the tasks to deliver the expected output(s); the degree of detail of such output; and describe the structure and composition of your team. <u>Please do not repeat/copy the TORs in here.</u>}

b) Work Plan and Staffing (if more than an individual will undertake the <u>assignment</u>). {Please outline the plan for the implementation of the main activities/tasks of the assignment, their content and duration, phasing and interrelations, milestones (including interim approvals by the Client), and tentative delivery dates of the reports. The proposed work plan should be consistent with the technical approach and methodology, showing understanding of the TOR and ability to translate them into a feasible working plan and work schedule showing the assigned tasks for each expert. A list of the final documents (including reports) to be delivered as final output(s) should be included here. The work plan should be consistent with the Work Schedule Form.}

c) <u>Comments on the RFP</u>

{Please describe your proposed modifications or improvement to the TOR (such as deleting some activity you consider unnecessary, adding another, or proposing a different phasing of the activities). Such suggestions should be concise and to the point, and incorporated in your Proposal. Please also include comments, if any, on counterpart staff and facilities to be provided by the Client. For example, administrative support, office space, local transportation, equipment, data, background reports, etc.}

N°	Deliverables ¹ (D)	Month s										
		1	2	3	4	5	6	7	8	9	 n	TOTAL
D- 1	{e.g., Deliverable #1: Report A											
	1) data collection											
	2) drafting											
	3) inception report											
	4) incorporating comments											
	5)											
	6) delivery of final report to Client}											
D- 2	{e.g., Deliverable #2}											
n												

1 List the deliverables with the breakdown for activities required to produce them and other benchmarks such as the Client's approvals. For phased assignments, indicate the activities, delivery of reports, and benchmarks separately for each phase. 2 Duration of activities shall be indicated in a form of a bar chart.

3. Include a legend, if necessary, to help read the chart.

N°									Total time-input(in Months)			
	Na me	Positi on		D- 1	D- 2	D- 3		D		Home	Field	Total
KE	YEXPERTS											
K-	{e.g., Mr.	[Team	[Hom e]	[2 month]	[1.0]	[1.0]						
1	Abbbb}	Leaderj	Field]	[0.5 m]	[2.5]	[0]				lalalalalalal Lalalalalalal		
K-												
2												
K-												
3												
										<u> ARRENE</u>		
n												
								Subtotal				

¹ For Key Experts, the input should be indicated individually for the same positions as required under the Data Sheet ITC21.1.

² Months are counted from the start of the assignment/mobilization. One (1) month equals twenty two (22) working (billable) days. One working (billa ble) day shall be not less than eight (8) working (billable) hours.

³ "Home" means work in the office in the expert's country of residence. "Field" work means work carried out in the Client's country or any other country outside the expert's country of residence.

Full time

input Part time input

CURRICULUM VITAE (CV)

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

Employment record relevant to the assignment: {Starting with present position, list inreverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information previous clients and employing organization(s) who can be contacted for references.

Past employment that is not relevant to the assignment does not need to be included.}

Employing organization and your title/position. Contact inforfor references	Country	Summary of activities performed relevant to the Assignment
[e.g., Ministry of, advisor/consultant to		
For references: Tel /e- mail; Mr, deputy minister]		
	and your title/position. Contact inforfor references [e.g., Ministry of, advisor/consultant to For references: Tel /e- mail; Mr, deputy	and your title/position. Contact infor for references [e.g., Ministry of, advisor/consultant to For references: Tel /e- mail; Mr, deputy

Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work): _____

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignmentsthat Best Illustrates Capability to Handle the Assigned Tasks
{List all deliverables/tasks as in TECH-5 in which the Expert will be involved)	

Expert's contact information : (e-mail....., phone)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentat ion described herein may lead to my disqualification or dismissal by the Client, and/or sanctions by the Bank.

{day/month/year}

Name of Expert

Signature

Date

{day/month/year}

Name of authorized

Signature Date Representative of the

Consultant (the same who signs the Proposal)

{Location, Date}

To: [Name and address of Client]

Dear Sirs:

We, the undersigned, offer to provide the consulting services for [Insert title of assignment] in accordance with your Request for Proposal dated [Insert Date] and our Technical Proposal.

Our attached Financial Proposal is for the amount of {Indicate the corresponding to the amount(s) currency(ies)} {Insert amount(s) in words and figures}, [Insert "including" or "excluding"] of all indirect local taxes in accordance with Clause 25.2 in the Data Sheet. The estimated amount of local indirect taxes is {Insert currency} {Insert amount in words and figures} which shall be confirmed or adjusted, if needed, during negotiations. {Please note that all amounts shall US\$}.

Our Financial Proposal shall be binding upon us subject to the modificat ions resulting from Contract negotiations, up to expiration of the validity period of the Proposal,

i.e. before the date indicated in Clause 12.1 of the Data Sheet.

Commissions, gratuities or fees paid or to be paid by us to an agent or any other party relating to preparation or submission of this Proposal and Contract execution, paid if we are awarded the Contract, are listed below:

Name and Address of Agent(s)/Other party	Amount and Currency	Purpose

{If no payments are made or promised, add the following statement: "No commissions, gratuities or fees have been or are to be paid by us to agents or any other party relating tothis Proposal and, in the case of award, Contract execution."}

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours

sincerely,

Authorized Signatur	e {In full and initials}:	
Name and Title of S	ignatory:	
In the capacity of:	• •	
Address:		
E-mail:		

Summary of Costs

Item	Cost
	US\$
Cost of the Financial Proposal	
Including:	
(1) Remuneration	
(2) [Reimbursables]	N/A
Total Cost of the Financial Proposal:	

Footnote: Payments will be made in the currency(ies) expressed bove.

Breakdown of Remuneration [*]

When used for Lump-Sum contract assignment, information to be provided in this Form shall only be used to demonstrate the basis for the calculation of the Contract's ceiling amount; to calculate applicable taxes at contract negotiations; and, if needed, to establish payments to the Consultant for possible additional services requested by the Client. This Form shall not be used as a basis for payments under Lump-Sum contracts

No.	Name	Position (as in TECH-6)	Person- month Remunera tion Rate	Time Input in Person/ Month (from TECH-6)	US\$
	Key Experts				
K-1			[Home] [Field]		REAL ARACAL.
K-2					
	Non-Key Experts				
N-1 N-2			[Home] [Field]		
M-1	Mission to the Project's	Country for 4 w	/orking days		
				Total Costs	

*In the case of selections that do not include cost as an evaluation factor (i.e., QBS, CQS, and SSS), an expanded version of this





TERMS OF REFERENCE FOR THE FEASIBILITYSTUDY OF WAQF PROJECT IN OUAGADOUGOU, REPUBLIC OF BURKINA FASO

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INTRODUCTION

The Islamic Solidarity Fund for Development (ISFD) is the poverty alleviation arm of the Islamic Development Bank (IsDB). The Fund was established in accordance with a decision taken by the 3rd Extraordinary Session of the OIC Summit, held in Makkah in 1426H (2005). It was officially launched during the 32nd Annual Meeting of the IDB Board of Governors (BOG), in Dakar, Senegal, in 1428H (2007G).

ISFD MANDATE AND PROGRAMMES

As the poverty alleviation arm of the IsDB Group, the ISFD is dedicated to the alleviation of poverty and combating diseases in the Muslim Ummah. It:

- Promotes pro-poor growth.
- Focuses on Human development, especially health and education.
- Provides financial support to enhance the productive capacity and sustainable means of income generation for the poor.

FINANCIAL RESOURCES

The initial target capital of the Fund is set at US\$ 10 Billion, to be raised from IsDB member - countries and IsDB itself. To ensure continuity and sustainability, the capital resources of the Fund are maintained as Waqf (Islamic endowment/ Trust). The return on the investment is used to finance poverty reduction programs and projects in member countries.

By the end of 2021, the cumulative ISFD capital commitments stood at US\$ 2.60 billion. The actual payment currently stands at USD 2.53 billion, which constitutes 25 per cent of the approved initial capital of USD10 billion. Saudi Arabia and the IsDB have paid each USD1 billion.

CHALLENGES AHEAD

The low level of mobilized resources constitutes a constraint on the Fund's ability to implement its programs. Therefore, to implement additional programs, ISFD would need to step up efforts to raise resources from alternative sources.

It was within this context that the Board of Governors (BOG) of the ISFD took several alternative resource mobilization initiatives. These include Resolution No ISFD/BG/3-1433 which, among other things, calls on member-states to support ISFD by allocating to the Fund a suitable waqf (land, building or other assets) that can be developed to generate revenue.

The Resolution provides that the value of the property will be considered as an additional contribution of the country to the capital of the ISFD. It further provides that 50 per cent of the **net income** generated by the ISFD will be invested in pro-poor projects in the contributing states in accordance with the terms and conditions that govern ISFD funding in member-countries. ¹

To operationalize this resolution, the Chairman of the BOG addressed in April 2012 a letter to all Governors requesting them to allocate suitable Waqf to ISFD. ISFD has also prepared and circulated a brief information note in all *three Languages* to guide member-countries in their efforts to operationalize the resolution of the BOG. In total 9 countries have reacted to the Resolution.

Among the countries that have reacted to the resolution, the Republic of Burkina faso, it has allocated a plot of land to ISFD in Ouagadougou. The land, measuring **Seventy-eight ares and forty-eight centiares (78a 48ca)** has been allocated through the letter dated 08 August 2017.

The ISFD now wishes to commission a feasibility study for the most viable project that can be undertaken on the plot of land.

SCOPE OF WORK

The scope of work is detailed in annex 1 to this TOR. Based on best practices in the industry and with the guidelines attached to this TOR, the Consultant will provide a detailed feasibility study of the most viable investment that can be undertaken on the plot of land allocated to the ISFD in Ouagadougou.

DELIVERABLES

The consultant will

- a) provide a detailed feasibility study, **including concept design of three proposed structures**, within the time frame agreed upon with the ISFD.
- b) Submit a preliminary feasibility report to the ISFD in Jeddah, Saudi Arabia. Any comments and suggestion made should be reflected in the final report that should be made available to the ISFD within the time frame agreed upon.

QUALIFICATIONS

The qualified firm must :

- a) have submitted expression of interested to the ISFD;
- b) have extensive experience in real estate market, including development, valuation and feasibility study of major real estate projects.
- c) have ability to work and provide reports in English and French. Knowledge of Arabic will be an added advantage.
- d) provide sample work carried out on behalf of government, major development partners/multinational public/private enterprises, NGO's in the past 7 years.
- e) Be available to start the assignment as soon as possible.

LOCATION AND TIME FRAME

The assignment will include field visit to Ouagadougou,

Burkina faso. All submissions should be addressed to: Islamic Solidarity Fund for Development P.O.Box 5925 Jeddah 21432Kingdom of Saudi Arabia Tel: +966 12 636 1400 Email. Proposal Submission - BCC2023-022 Feasibility Study of the Waqf Project of the ISFD in Ouagadougou_Republic of Burkina Faso 25761f39.isdb.org@emea.teams.ms

Only shortlisted candidates will be contacted.

ANNEX 1:

SCOPE OF WORK OF THE FEASIBILITY STUDY OF ISFD WAQF PROJECT IN OUAGADOUGOU

The assignment will comprise

- 1. An opportunity study of the most viable investment that the ISFD can undertake on the plot of land allocated to the ISFD in Ouagadougou.
- 2. Where the opportunity study establishes the viability of investment on the plot, the consultant must provide CONCEPT DESIGNS of THREE PROPOSED PROJECTS that can be developed on the site.
- 3. each proposed project must have a market justification, cost estimate, and other details as provided in this Scope of work.

The retained concept shall be considered to provide a detailed feasibility study covering various areas, including, but not limited to, the following

THE ECONOMY

- GDP and GDP Growth rate
- Consumer Prices / Inflation
- Current Account
- Exchange rates
- Major Economic Activity of the Country
- Development Trends and Government's Expenditure

WAQF SECTOR

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- Historical Background of the Sector in the country
- Current status and structure
- Applicable regulations

THE REAL ESTATE MARKET

- 1. Historical Demand-supply analysis over the last 5 years
- 2. Current and Projected activities
 - a. Current demand and supply for commercial and residential space, detailed

by segment of the market (Zone, quality, targeted clients etc)

- b. Demand/supply projections over the next 5-8 years for commercial and residential space and the basis for projection
- c. Land and property price trends
- d. Rent, vacancy rates, etc
- e. Regulations ordinance property taxes, VAT, building permits. Etc

3. Marketing Strategy

- a. Various aspects of marketing strategy (competition, pricing, market share, distribution channel etc)
- b. Related government policies (pricing, quality control, licensing requirements etc.

THE PROJECT

- i. Objective and Scope
 - Rational, concept and objective of the project
 - Project scope,
 - ii. Project Location
 - Geographical location –advantages and disadvantages
 - Description of the site size and shape
 - Location accessibility
 - Class of neighborhood upper-middle –low income;
 - Typical property prices and rents in the area;
 - Amenities available- public transportation, utilities (water, gaz, electicity, telephone lines, sewer) facilities such as schools, mosques, shops clubs, public libraries, petrol stations, etc.

BUILDING MATERIAL AND LABOUR SUPPLY

- Availability
 - Type, sources, quality and prices.
 - Current construction cost per square meter for different classes of finishing eg.

DeLuxe, Ordinary, low cost housing etc.

PROJECT COMPONENTS

3 Scenario must be presented with the following:

- concept design for each scenario.
 - Cost estimate for each proposal
 - Scope of the proposed structure, its major features and service ability.
 - Description of the building number of stores, number of apartments, size per unit, common areas, overlooking views, etc
 - Special facilities eg parking, waste disposal, central heating or air-conditioning, securityfeatures, fire and safety features, elevators landscaping etc.

PROJECT MANAGEMENT AND SUPERVISION

- Class of contractor required for the project.
- Professional services such as project supervision and management
- Insurance
- Tenancy agreements.

PROJECT COST AND FINANCING PLAN

- a. Detailed cost structure and item-wise breakdown of cost estimates in local and foreign currencies and in USD equivalent.
- b. Basis of cost estimates and provision of contingencies
- c. VAT on Construction Cost

IMPLEMENTATION

- 1. Project Implementation Schedule
- 2. Procurement
 - a. Procurement procedure, international or restrictive competitive bidding, direct shopping. Each mode of procurement should be justified
 - b. Availability of consultancy and engineering firms and contractors locally
 - c. structure and Installation Arrangements with the machinery supplier, if any.

OPERATIONS

Propose a full business plan for the retained project including the best approach to select and contract the suitable operator.

JUSTIFICATION

- 3. Social Justification: Social Cause to be served by the project, eg job creation and provision of residential or office space requirement, empowerment, advancement of the population.
- 4. Market Justification: Filling a supply gap for commercial and or residential space. The impact of the project on the area, etc.
- 5. Financial Justification:

Basic Assumptions underlying financial projections (revenue, operating expenses, ,

capacityutilization, number of working days, depreciation rates);

Brief commentary on projected income statement, balance sheet, and cash flow statement with specific reference to the the repayment capacity of the project. All the amount to be mentioned in local currency as well as in USD. A full ratio analysis: gearing, profitability, etc. Financial internal rate of return (FIRR) to be calculated including and Excluding the value of the land.

Sensitivity analysis under four scenarios

- a. Decrease in revenue by 10 %
- b. Increase in operating expenses costs by 10%
- c. Increase in project cost by 10 %
- d. A combination of (a), (b) and (c) above.

RISK ANALYSIS

A. Potential risks and ways and means to mitigate them, eg Country risk, design and construction risks, sectoral andbusiness risks, operating and management risks, currency risks, legal risks: especially the extent to which ISFD rights are protected, including the right to repatriate funds; risks of nationalization and of annulment or invalidation of Government allocation.

ANNEXES

- d. Map of the Country
- e. Concept design and preliminary drawings
- f. Photographs of the site and Location Map
- g. Copy of the (waqf) deed
- h. Copy of the Title deed of the land
- i. Implementation schedule
- j. Project income statement, balance sheet and cash flow statement in local currency.
- k. Financial internal rate of Rete, break-even analysis and cash payback period calculations undervarious scenarios.

End of Document

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