

ANNEX A

Terms of Reference

Terms of Reference for the procurement of vehicles for Land Investment for Transformation (LIFT) Programme

Procurement Supplier – AECOM

Supplier ID 53127

1. Context

DFID Ethiopia has agreed to contract AECOM to supply twenty cars (20) Toyota land cruiser to Land Investment for Transformation (LIFT) Programme under the Ministry of Agriculture.

2. Objectives

AECOM will manage the procurement exercise and delivery of twenty Toyota 13 seater land cruisers through the DPSA (Delivering Procurement Services for Aid) framework, as agreed between AECOM and its partner suppliers. Delivery should be made no later than 3rd February 2017.

3. Recipient

The recipient of the services shall be DFID Ethiopia at the following address: DFID/British Embassy, Comoros Street, P.O.Box 858, Addis Ababa, Ethiopia.

4. Scope

AECOM will provide vehicles as per the required specifications as detailed in Annex B.

5. Method

In accordance to the Overarching Framework Agreement PO 7387, response times for key procurement activities against which the Suppliers' performance shall be measured as detailed in Annex E.

Timing and procurement planning are critical to the successful implementation of the project. AECOM will be expected to demonstrate efficiency, effectiveness, accountability and transparency, and measure and record its associated value added.

Clear communication channels and/or approval process will be established between AECOM and DFID at the onset of contract.

The DFID Commercial Adviser and DFID Programme Manager will be kept informed of all relevant issues likely to affect the implementation of the programme.

6. Reporting

DPSA will provide a report of the procurement process at the end of the contract period. In addition AECOM will provide a weekly email update to the contract officer on the ongoing progress of the order throughout the duration of the contract.

7. Time frame

AECOM will commence the procurement exercise on 28th November 2016 with delivery to be made no later than 3rd February 2017.

8. DFID Co-ordination

AECOM will report to DFID Procurement Officer and DFID Programme Officer. A communication matrix is attached in Annex G.

9. Payment

Payments will be made upon delivery of the vehicles, in full. Procurement Supplier fees will be a percentage of the value of the procured goods and equipment, as detailed in Annex D.

AECOM will be required to maintain a record of any relevant expenditure incurred in the programme activities and keep original copies for the record for the entire duration of the programme.

An inventory of all assets procured under the programme will be maintained by AECOM and forwarded to DFID Ethiopia's Programme Manager. At the end of the programme period or once the contract has been completed, DFID Ethiopia will decide in consultation with key stakeholders how best to dispose of assets acquired with DFID funding.

10. Background

The programme will support the Government of Ethiopia in the provision of map based land certification and administration in four highland regions and assist small farmers to fully benefit from increased investment and productivity through the development of the land market and its supporting operations. It will also undertake cross-cutting policy work to ensure the existing policy, regulations and procedures are in line with international good practices and human right obligations.

LIFT will be implemented in a stepped approach, with 3 million parcels certified in the first 2.5 years. Experience and evidence at that point will establish whether a further 5 million parcels will be certified at a total cost of £45 million, or whether a scaled up trajectory of a further 11 million parcels at a cost of £68.2 million will be pursued. Complementary interventions will be implemented to ensure that the benefits of second level certification are maximised. The results expected of LIFT in the maximum investment scenario, attributable to DFID, include:

- Second stage certification of up to 14 million parcels in approximately 140 woredas in the four Highland Regional States for approximately 6.1 million households (around 70% of parcels being jointly or individually owned by women), contributing to the DFID global result on access to land/property rights;
- Land administration systems implemented in the same 140 woredas;
- Number of land rental agreements increased by 13%, particularly benefiting female headed households;
- Up to 1.36 million smallholder farmers increase their income by at least 20.5% as a result of programme activities, contributing to this headline result in DFID E's Operation Plan;
- Percentage of households involved in land-related disputes reduced from 21.1% to 15%;

- A total of 40 regulations, strategies, procedures and plans at different levels drafted and approved to improve the functioning of the land sector's productivity and investment;
- 25 research and evidence-based assessments, action plans and progress assessments, action plans produced to allow the GoE to make informed decisions on land governance and to help bring policies and practices into line with international good practice and human rights obligations; and
- Ethiopia's domestic resource mobilisation enhanced through an increased rural tax base and more effective land tax system.

LIFT will synergise its capacity building interventions with other existing donor funded programmes so that, while the capacity building and systems development at the federal level will be largely carried out them, with -LIFT concentrating on on-the-job training in the regional and woreda level structures, targeted at implementation skills.

July 2016
DFID Ethiopia

ANNEX B Specifications

#	Item Master Description	Specification Details	Quantity
1	4 x 4 Toyota 13 Seater Vehicles	4.2 Litre Diesel	20
2	Accessories	Warning Triangle Red Cross approved medical kit Fire extinguisher fitted High lift jack Standard tool kit. Foldable shovel	20 Lots

Additional Vehicle Information:

Attribute	DfID's/Client's Requirements
New or Used	New
Preferred Manufacturer	Toyota
Vehicle Type	4 x 4
Armoured Vehicle?	No
Passenger Capacity	13
No of Doors	3
Drive	2/4 wheel drive
Transmission	5 Speed Manual, Dual Range
Engine Desired	4.2
Fuel Type	Diesel
Fuel Tank Capacity	90 Litre
Extra Capacity Fuel Tank	Yes
Extra Capacity Fuel Tank Capacity	90 Litre
Tyres, type and size if available	3 metre wheelbase 230mm ground clearance
Colour	White
Additional Markings	No
Snorkel Required	No
Roof Racks Required	Yes
Radio	Yes

<p>[+ Any additional technical requirements stipulated by DfID/Client.]</p>	<p>Must include a security pack including: Warning triangle Red Cross Approved medical kit Fire extinguisher fitted High lift jack Standard tool kit Foldable shovel 60,000 kilometres warranty</p>
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ANNEX C
Procurement Plan
REDACTED

ANNEX D
Schedule of Prices

ANNEX E
Key Performance Indicators and Service Level Agreements

ANNEX F
Savings management

ANNEX G
Communication matrix

ANNEX H
Duty of Care Country Assessment