

Public Private Partnership

ZAMBIA ARMY

**RE-DEVELOPMENT OF BON ACCORD INTO
A BOUTIQUE HOTEL**

Request For Qualification

ZA/RFQ/PPP/01/2020

ZAMBIA ARMY

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Request for Qualification (RFQ)

Disclaimer

The information contained in this Request for Qualification document (the “**RFQ**”) or subsequently provided to Applicant(s), whether verbally or in documentary or any other form, by or on behalf of the Contracting Authority or any of its employees or advisors, is provided to Applicant(s) on the terms and conditions set out in this RFQ and such other terms and conditions subject to which such information is provided.

This RFQ is not an agreement and is neither an offer nor invitation by the Contracting Authority to the prospective Applicants or any other person. The purpose of this RFQ is to provide interested parties with information that may be useful to them in the formulation of their application for qualification pursuant to this RFQ (the “**Application**”). This RFQ includes statements, which reflect various assumptions and assessments arrived at by the Contracting Authority in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFQ may not be appropriate for all persons, and it is not possible for the Contracting Authority, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFQ. The assumptions, assessments, statements and information contained in this RFQ may not be complete, accurate, adequate or correct. Each Applicant should therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFQ and obtain independent advice from appropriate sources.

Information provided in this RFQ to the Applicant(s) is on a wide range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Contracting Authority accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein.

The Contracting Authority, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Applicant or Bidder, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFQ or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFQ and any assessment, assumption, statement or information contained therein or deemed to form part of this RFQ or arising in any way with pre-qualification of Applicants for participation in the Bidding Process.

The Contracting Authority also accepts no liability of any nature whether resulting from negligence or otherwise howsoever caused arising from reliance of any Applicant upon the statements contained in this RFQ.

The Contracting Authority may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFQ.

The issue of this RFQ does not imply that the Contracting Authority is bound to select and short-list pre-qualified Applications for Bid Stage or to appoint the selected Bidder or Concessionaire, as the case may be, for the Project and the Contracting Authority reserves the right to reject all or any of the Applications or Bids without assigning any reasons whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Application including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Contracting Authority or any other costs incurred in connection with or relating to its Application. All such costs and expenses will remain with the Applicant and the Contracting Authority shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Application, regardless of the conduct or outcome of the Bidding Process.

Glossary

Bid Bond	means a document in the form of a bid security bond to be submitted by the pre-qualified Respondents as security for their commitment to continue participating in this procurement process;
Financial Close	means the date of signature of the proposed Public Private Partnership Concession Agreement by the last party there to sign
Contracting Authority	means the Ministry of Defence (Zambia Army);
Relevant Organization	means any member of the Respondent or Pre-Qualified Bidder which acquired or is committed to acquire Equity in the Private Party;
Affordability	means the ability of the Contracting Authority to meet any financial commitment likely to be incurred under the Concession Agreement from its existing or future budgetary funds, should a definitive transaction be ultimately agreed and executed;
Associate	means, in relation to the Respondent/ Consortium Member, a person who controls, is controlled by, or is under the common control with such Respondent/Consortium Member. As used in this definition, the expression “control” means, with respect to a person which is a company or corporation, the ownership, directly or indirectly, of more than fifty percent (50%) of the voting shares of such person, and with respect to a person which is not a company or corporation, the power to direct the management and policies of such person by operation of law;
Bid Bidders	means the response to the RFQ submitted by Bidders; means individuals, organizations or consortia that have been pre-qualified and are entitled to submit RFQ Response in respect of the Project;
Concession Agreement	means the proposed Public-Private Partnership Agreement for the Re-Development of Bon Accord into a Boutique Hotel at stand number Livs/204, Mosi O Tunya Road, Livingstone;
Consortium	means any group of persons or firms jointly submitting a Response to this RFQ to perform the Project as required by the Institution irrespective of the existence of a formal agreement or arrangement between them or not;
D &C Sub-Contractor	means the <i>design</i> and construction sub-contractor;

Designated Member	means any member of the Respondent, identified by Respondent and in respect of which the Respondent submits credentials to be relied upon for prequalification, where such member is neither a Relevant Organization nor a Key Contractor;
Eligible Experience	means Respondent experience which would qualify as eligible technical capacity in terms of Section 3.2;
Eligible Projects	means those projects undertaken by the Respondent that qualify as eligible in terms of Section 3.2.1;
Evaluation Criteria	means the evaluation criteria as contained in Section 3;
Law	shall mean the laws of the Republic of Zambia;
Lenders	means any person committing to provide and/or providing funding to the Respondent for purposes of undertaking this Project;
Member	means member of a Consortium;
Net Worth	means the sum of subscribed and paid up equity and reserves from which shall be deducted the sum of revaluation reserves, miscellaneous expenditure not written off and reserves not available for distribution to equity shareholders;
Organization	refers to each relevant sole proprietor, partnership, and incorporated company. Cooperative etc. as appropriate;
PPP	means the Public-Private Partnership as defined in the Public-Private Partnership Act, No. 14 of 2009;
Private Party	means the premiered bidder who is awarded the Project and concludes the proposed Concession Agreement;
Project	means the projects, respectively, for development and maintenance of Re-Development of Bon Accord into Boutique Hotel at stand number Livs/204, Mosi O Tunya Road, Livingstone.
Project Term	means a period of [Insert number] years from the date of satisfaction of the Conditions Precedent as agreed in the PPP Concession Agreement;
Respondent	means a Consortium that submits an RFQ Response;
RFP	means the request for proposals tender to be issued by the Ministry of Defence Zambia Army to Bidders with regard to the Project;
RFQ	means this Request for Qualification;

RFQ Response	means the response to be submitted by Respondents with regard to the RFQ;
Services	means the Operation and Facilities Management Service to be provided by the Private Party;
Sub-Contractor	means individuals, organizations or consortia forming part of the Respondent but not necessarily taking up equity in the SPV; and
Works	means the finance, design and construction of the Facilities, as required by the Ministry of Defence (Zambia Army) to be provided in relation to the Project. ¹

BOLT	Build, Operate, Lease and Transfer
BOO	Build Operate and Own
BOOT	Build Operate Own and Transfer
BOT	Build, Operate and Transfer
COD	Commercial Operation Date
EPC	Engineering Procurement Construction
FDBOT	Finance Design Build Operate and Transfer
Government	Government of the Republic of Zambia
GRANT	As defined in Clause 1.2.8
LOA	Letter of Award
Member	Member of a Consortium
O&M	Operation and Maintenance
PPP	Public Private Partnership
Premium	As defined in Clause 1.2.8
US \$	United States of America Dollar

The words and expressions beginning with capital letters and defined in this document shall, unless repugnant to the context, have the meaning ascribed above.

Invitation for Qualification

ZAMBIA ARMY

1.0 INTRODUCTIONS

1.1 Background²

The Ministry of Defence (Zambia Army) (hereinafter referred to as “**Zambia Army**”) wish to be engaged in the development of mixed use real estate infrastructure development and as part of this endeavour, Zambia Army as the Contracting Authority wish to undertake development and operation/ maintenance of mixed-use real estate infrastructure development Project through Public-Private Partnership (the “**PPP**”) on [Design, Finance, Build, Operate and Transfer (the “**DFBOT**”)] basis, and has, therefore, decided to carry out the bidding process for selection of [a private entity as]³ the bidder to whom the Project may be awarded. Brief particulars of the Project are as follows:

**RE-DEVELOPMENT OF BON ACCORD INTO A BOUTIQUE HOTEL
DISPLAYING ALL FEATURES OF TOP CLASS 3 STAR HOTEL,
INCLUDING DEDICATED AREAS FOR STATE BANQUET,
CONFERENCE AND CONVENTION**

Zambia Army intends to pre-qualify and short-list suitable Applicants (the “**Bidders**”) who will be eligible for participation in the Bid Stage, for awarding the Project through an open competitive bidding process in accordance with the procedure set out herein.

1.1.2 The selected Bidder, who is either a company incorporated under the Companies Act, or undertakes to incorporate as such prior to execution of the concession agreement (the “**Concessionaire**”) shall be responsible for [designing,] engineering, financing, procurement, construction, operation and maintenance of the Project under and in accordance with the provisions of a [long - term] concession agreement (the “**Concession Agreement**”) to be entered into between the Concessionaire and the Zambia Army as the Contracting Authority in the form provided by the Contracting Authority as part of the Bidding Documents pursuant hereto.

1.1.3 The scope of work will broadly include development of the infrastructure awarded, management, operation and maintenance thereof.

[§] **Instructions for Applicants**

Note 1: The provisions in curly brackets shall be suitably modified by the Applicant after the RFQ is issued. (See Appendix-VI)

Note 2: Blank spaces contain formats that are to be used by the Applicant after the RFQ is issued. (See Appendix-VI)

Note 3: Footnotes marked “\$” in the relevant Clauses of the RFQ are for guidance of the Applicants. In case of Appendices, the footnotes marked “\$” or in other non-numerical characters shall be omitted by the Applicants while submitting their respective Applications. (See Appendix-VI)

- 1.1.4 Indicative capital cost of the Project (the “**Estimated Project Cost**”) may be revised and specified in the Bidding Documents of the Project if required. The assessment of actual costs, however, will have to be made by the Bidders.
- 1.1.5 Zambia Army shall receive Applications pursuant to this RFQ in accordance with the terms set forth herein as modified, altered, amended and clarified from time to time by the Contracting Authority, and all Applications shall be prepared and submitted in accordance with such terms on or before the date specified in Clause 1.3 for submission of Applications (the “**Application Due Date**”).

1.2 Brief Description of Bidding Process

- 1.2.1 Zambia Army as a Contracting Authority has adopted a two-stage bidding process (collectively referred to as the “**Bidding Process**”) for selection of the Bidder for award of the Project. The first stage (the “**Qualification Stage**”) of the process involves qualification (the “**Qualification**”) of interested parties/ consortia who make an Application in accordance with the provisions of this RFQ (the “**Applicant**”, which expression shall, unless repugnant to the context, include the Members of the Consortium). Prior to making an Application, the Applicant shall pay to Zambia Army a sum of **US \$ 2, 400.00** as the cost of the RFQ process⁴. At the end of this stage, the Contracting Authority expects to announce a short-list of up to Eight (8) suitable pre-qualified Applicants who shall be eligible for participation in the second stage of the Bidding Process (the “**Bid Stage**”) comprising Request for Proposals (the “**Request for Proposals**” or “**RFP**”).

Standard Prequalification Documents: Procurement of Works, as issued by the Zambia Public Procurement Authority Prequalification may be referred to for all major works bidding (see Appendix-V) for qualification of bidders seeking to acquire stakes in any public sector enterprise through the process of Bidding. These guidelines shall apply *mutatis mutandis* to this Bidding Process. The Zambia Army as Contracting Authority shall be entitled to disqualify an Applicant in accordance with the aforesaid guidelines at any stage of the Bidding Process. Applicants must satisfy themselves that they are qualified to bid, and should give an undertaking to this effect in the form at Appendix-I.

- 1.2.2 In the Qualification Stage, Applicants would be required to furnish all the information specified in this RFQ. Only those Applicants that are pre-qualified and short-listed by the Contracting Authority shall be invited to submit their Bids for the Project. The Zambia Army is likely to provide a comparatively short time span for submission of the Bids for the Project. The Applicants are, therefore, advised to visit the site and familiarise themselves with the Project.
- 1.2.3 In the Bid Stage, the Bidders will be called upon to submit their financial offers (the “**Bids**”) in accordance with the RFP and other documents to be provided by the Contracting Authority (collectively the “**Bidding Documents**”). The Bidding Documents for the Project will be provided to every Bidder on payment of a processing fee for RFP which will be about five times the amount specified in

Clause 1.2.1. The Bid shall be valid for a period of not less than 120 days from the date specified in Clause 1.3 for submission of Bids (the “**Bid Due Date**”).

- 1.2.4 In terms of the RFP, a Bidder will be required to deposit, along with its Bid, a bid security [equivalent to about Two per cent (2%) of the Estimated Project Cost] (the “**Bid Security**”), refundable no later than sixty (60) days from the Bid Due Date, except in the case of the selected Bidder whose Bid Security shall be retained till it has provided a Performance Security under the Concession Agreement. The Bidders will have an option to provide Bid Security in the form of a demand draft or a bank guarantee acceptable to the Contracting Authority. In case a bank guarantee is provided, its validity period shall not be less than one hundred and eighty (180) days from the Bid Due Date, inclusive of a claim period of sixty (60) days, and may be extended as may be mutually agreed between the Contracting Authority and the Bidder from time to time. Where a demand draft is provided, its validity shall not be less than eighty (80) days from the Bid Due Date for the purposes of encashment thereof by the Contracting Authority. The Bid shall be summarily rejected if it is not accompanied by the Bid Security.
- 1.2.5 Generally, the Highest Best Evaluated Bidder shall be the selected Bidder. The remaining Bidders shall be kept in reserve and may, in accordance with the process specified in the RFP, be invited to match the Bid submitted by the Highest Best Evaluated Bidder in case such Highest Best Evaluated Bidder withdraws or is not selected for any reason. In the event that none of the other Bidders match the Bid of the Highest Best Evaluated Bidder, the Zambia Army may, in its discretion, invite fresh Bids from the remaining Bidders or annul the Bidding Process, as the case may be.
- 1.2.6 During the Bid Stage, Bidders are invited to examine the Project in greater detail, and to carry out, at their cost, such studies as may be required for submitting their respective Bids for award of the concession including implementation of the Project.
- 1.2.7 As part of the Bidding Documents, the Contracting Authority will provide a draft Concession Agreement and feasibility report prepared by the [Contracting Authority/ its consultants] and other information pertaining/ relevant to the Project available with it.
- 1.2.8 Bids will be invited for the Project on the basis of [the lowest financial grant (the “**Grant**”) required by a Bidder for implementing the Project. A Bidder may, instead of seeking a Grant, offer to pay a premium in the form of revenue share and/ or upfront payment, as the case may be, (the “**Premium**”) to the Contracting Authority for award of the concession. The proposed concession period shall be pre-determined, and will be indicated in the draft Concession Agreement forming part of the Bidding Documents. The Grant/ Premium amount shall constitute the sole criteria for evaluation of Bids. The Project shall be awarded to the Bidder quoting the highest Premium, and in the event that no Bidder offers a Premium, then to the Bidder seeking the lowest Grant.

In this RFQ, the term “**Highest Best Evaluated Bidder**” shall mean the Bidder who is offering the highest Premium, and where no Bidder is offering a Premium, the Bidder seeking the lowest Grant shall be the Highest Best Evaluated Bidder.

- 1.2.9 The Concessionaire shall, in consideration of its investment and services, be entitled to levy and collect a pre-determined user fee /receive a unitary charge.
- 1.2.10 Details of the process to be followed at the Bid Stage and the terms thereof will be spelt out in the Bidding Documents.
- 1.2.11 Any queries or request for additional information concerning this RFQ shall be submitted in writing by speed post/ courier/ special messenger and by e-mail so as to reach the officer designated in clause 2.5.3.3 by the specified date. The envelopes/ communications shall clearly bear the following identification/ title:

“Queries/ Request for Additional Information: RFQ for a Re-Development of Bon Accord into a Boutique Hotel in Livingstone.

1.3 Schedule of Bidding Process

The Contracting Authority shall endeavour to adhere to the following schedule:

Event Description	Date
<u>Qualification Stage</u>	
1. Last date for receiving queries	25 days from date of RFQ issuance
2. Pre-Application Conference	30 days from date of RFQ issuance
3. Authority response to queries latest by	35 days from date of RFQ issuance
4. Application Due Date	45 days from date of RFQ issuance
5. Announcement of short-list	Within 25 days of Application Due Date
<u>Bid Stage</u>	
	Estimated Date
1. Sale of Bid Documents	[To be advised]
2. Last date for receiving queries	[To be advised]
3. Pre-Bid Conference – 1	[To be specified]
4. Authority response to queries latest by	[To be specified]

- | | | |
|-----|---------------------------------|--------------------------------|
| 5. | Pre-Bid Conference – 2 | [To be specified] |
| 6. | Bid Due Date | [To be specified] |
| 7. | Opening of Bids | On Bid Due Date |
| 8. | Letter of Award (LOA) | Within 14 days of Bid Due Date |
| 9. | Validity of Bids | 120 days of Bid Due Date |
| 10. | Signing of Concession Agreement | Within 28 days of award of LOA |

1.4 Pre-Application Conference

The date, time and venue of the Pre-Application Conference shall be:

Date: *****

Time: 10:00 hrs

Venue: Proposed site of the Boutique Hotel

2.0 INSTRUCCIONES TO APPLICANTS

2.1 GENERAL

2.1.1 Scope of Application

2.1.1.1 Contracting Authority wishes to receive Applications for The Qualification in order to short-list experienced and capable Applicants for the Bid Stage.

2.1.1.2 Short-listed Applicants may be subsequently invited to submit the Bids for the Project.

2.1.2 Eligibility of Applicants

2.1.2.1 For determining the eligibility of Applicants for their pre-qualification hereunder, the following shall apply:

(a) The Applicant for pre-qualification may be a single entity or a group of entities (the “**Consortium**”), coming together to implement the Project. However, no applicant applying individually or as a member of a Consortium, as the case may be, can be member of another Applicant. The term Applicant used herein would apply to both a single entity and a Consortium.

(b) An Applicant may be a natural person, private entity, [government-owned entity] or any combination of them with a formal intent to enter into an agreement or under an existing agreement to form a Consortium. A Consortium shall be eligible for consideration subject to the conditions set out in Clause 2.1.2.2 below.

(c) An Applicant shall not have a conflict of interest (the “**Conflict of Interest**”) that affects the Bidding Process. Any Applicant found to have a Conflict of Interest shall be disqualified[§]. Any Applicant found to have a Conflict of Interest shall be disqualified. An Applicant shall be deemed to have a Conflict of Interest affecting the Bidding Process, if:

(i) the Applicant, its Member or Associate (or any constituent thereof) and any other Applicant, its Member or any Associate thereof (or any constituent thereof) have common controlling shareholders or other ownership interest; provided that this disqualification shall not apply in cases where the direct or indirect shareholding of an Applicant, its Member or an Associate thereof (or any shareholder thereof having a shareholding of more than 5 per cent of the paid up and subscribed share capital of such Applicant, Member or Associate, as the case may be) in the other Applicant, its Member or Associate is less than 5 per cent of the

[§] The provisions of sub-clauses (i), (iii) and (v) shall not apply to quasi government companies.

subscribed and paid up equity share capital thereof; provided further that this disqualification shall not apply to any ownership by a bank, insurance company, pension fund or a public financial institution. For the purposes of this Clause 2.1.2.1(c), indirect shareholding held through one or more intermediate persons shall be computed as follows: (aa) where any intermediary is controlled by a person through management control or otherwise, the entire shareholding held by such controlled intermediary in any other person (the “**Subject Person**”) shall be taken into account for computing the shareholding of such controlling person in the Subject Person; and (bb) subject always to sub-clause (aa) above, where a person does not exercise control over an intermediary, which has shareholding in the Subject Person, the computation of indirect shareholding of such person in the Subject Person shall be undertaken on a proportionate basis; provided, however, that no such shareholding shall be reckoned under this sub-clause (bb) if the shareholding of such person in the intermediary is less than 26% of the subscribed and paid up equity shareholding of such intermediary; or

- (ii) a constituent of such Applicant is also a constituent of another Applicant; or
- (iii) such Applicant, or any Associate thereof receives or has received any direct or indirect subsidy, grant, concessional loan or subordinated debt from any other Applicant, or any Associate thereof or has provided any such subsidy, grant, concessional loan or subordinated debt to any other Applicant, its Member or any Associate thereof; or
- (iv) such Applicant has the same legal representative for purposes of this Application as any other Applicant; or
- (v) such Applicant, or any Associate thereof has a relationship with another Applicant, or any Associate thereof, directly or through common third party/ parties, that puts either or both of them in a position to have access to each other’s information about, or to influence the Application of either or each other; or
- (vi) such Applicant, or any Associate thereof has participated as a consultant to the Contracting Authority in the preparation of any documents, design or technical specifications of the Project.

(d) An Applicant shall be liable for disqualification if any legal, financial or technical advisor of the Contracting Authority in relation to the Project is engaged by the Applicant, its Member or any Associate thereof, as the case may be, in any manner for matters related to or incidental to the Project. For the avoidance of doubt, this disqualification shall not apply where such advisor was engaged by the Applicant, its Member or Associate in the past but its assignment expired or was terminated prior to the Application Due Date. Nor will this disqualification apply where such advisor is engaged after a period of three (3) years from the date of commercial operation of the Project.

Explanation: In case an Applicant is a Consortium, then the term Applicant as used in this Clause 2.1.2.1, shall include each Member of such Consortium.

[(e) Other eligibility conditions shall include:*]⁵**

2.1.2.2 To be eligible for pre-qualification and short-listing, an Applicant shall fulfil the following conditions of eligibility:

(A) **Technical Capacity:** For demonstrating technical capacity and experience (the “**Technical Capacity**”), the Applicant shall, over the past five (5) financial years preceding the Application Due Date, have:

(i) paid for, or received payments for, construction of Eligible Project(s); and/or

(ii) paid for development of Eligible Project(s) in Category 1 and/or Category 2 specified in Clause 3.2.1; and/ or

(iii) collected and appropriated revenues from Eligible Project(s) in Category 1 and/or Category 2 specified in Clause 3.2.1, such that the sum total of the above is more than US \$ 48 Million (the “**Threshold Technical Capacity**”).⁶

(B) **Financial Capacity:** The Applicant shall have a minimum Net Worth⁷ (the “**Financial Capacity**”) of US. \$ 6 million⁸ at the close of the preceding financial year.

In case of a Consortium, the combined technical capacity and Net Worth of those Members, who shall have an equity share of at least twenty six per cent (26%) each in the SPV, should satisfy the above conditions of eligibility; provided that each such Member shall, for a period of 2 (two) years from the date of commercial operation of the Project, hold equity share capital not less than: (i) twenty six per cent (26%) of the subscribed and paid up equity of the SPV; and (ii) five per cent (5%) of the Total Project Cost specified in the Concession Agreement.

⁵ Other sector-specific conditions of eligibility or restrictions, if any, may be stated here, such as limit on FDI. In case of sectors such as Hospitality and Recreation, the Contracting Authority may specify restrictions in order to prevent the same entity from acquiring more than pre-determined lucrative returns on proposed projects. In sectors where a number of projects are offered within a comparatively short period, such as in the case of hospitality, the Authority may specify restrictions in order to prevent the same entity from getting shortlisted in more than two areas of planned projects with the potential effect of curtailing effective competition.

⁶ This amount should be equivalent to twice the Estimated Project Cost of the Project for which Bids are being invited. Where deemed necessary, the Contracting Authority may increase/decrease this amount by one half of the Estimated Project Cost.

⁷ Net Worth has been adopted as the criterion for assessing financial capacity since it is a comprehensive indication of the financial strength of the Applicant. In exceptional cases, however, the Contracting Authority may also prescribe a minimum annual turnover and/ or net assets as an indication of the Applicant’s financial health.

⁸ This amount should be 25% (twenty five per cent) of the Estimated Project Cost of the Project for which Bids are being invited.

2.1.2.3 **O & M Experience:** [In the event that the Applicant does not have the requisite O & M experience, it shall either enter into an agreement, for a period of 5 (five) years from COD, with an entity having the aforesaid experience relating to the performance of O&M obligations, or engage experienced and qualified personnel for discharging its O&M obligations in accordance with the provisions of the Concession Agreement, failing which the Concession Agreement shall be liable to termination].

2.1.2.4 The Applicant shall enclose with its Application, to be submitted as per the format at Appendix-I, complete with its Annexes, the following[§]:

- (i) Certificate(s) from statutory auditors of the Applicant or its Associates or the concerned client(s) stating the payments made/ received or works commissioned, as the case may be, during the past five (5) years in respect of the projects specified in paragraph 2.1.2.2 (A) above. In case a particular job/ contract has been jointly executed by the Applicant (as part of a consortium), it should further support its claim for the share in work done for that particular job/ contract by producing a certificate from its statutory auditor or the client; and
- (ii) certificate(s) from statutory auditors of the Applicant or its Associates specifying the Net Worth of the Applicant, as at the close of the preceding financial year, and also specifying that the methodology adopted for calculating such Net Worth conforms to the provisions of this Clause 2.1.2.4 (ii). For the purposes of this RFQ, net worth (the “**Net Worth**”) shall mean the sum of subscribed and paid up equity and reserves from which shall be deducted the sum of revaluation reserves, miscellaneous expenditure not written off and reserves not available for distribution to equity share holders.

2.1.2.5 The Applicant should submit a Power of Attorney as per the format at Appendix-II, authorising the signatory of the Application to commit the Applicant. In the case of a Consortium, the Members should submit a Power of Attorney in favour of the Lead Member as per format at Appendix-III.

2.1.2.6 Where the Applicant is a single entity, it may be required to form an appropriate Special Purpose Vehicle, incorporated under the *Zambian Companies Act, 2017* (the “**SPV**”), to execute the Concession Agreement and implement the Project. In case the Applicant is a Consortium, it shall, in addition to forming an SPV, comply with the following additional requirements:

- (a) Number of members in a consortium shall not exceed six (6), but information sought in the Application may be restricted to 4 (four) members in the order of their equity contribution;

[§] In case duly certified audited annual financial statements containing the requisite details are provided, a separate certification by statutory auditors would not be necessary in respect of Clause 2.1.2.4. In jurisdictions that do not have statutory auditors, the firm of auditors which audits the annual accounts of the Applicant or its Associate may provide the certificates required under this RFQ.

- (b) subject to the provisions of sub-clause (a) above, the Application should contain the information required for each member of the Consortium;
- (c) Members of the Consortium shall nominate one member as the lead member (the “**Lead Member**”), who shall have an equity share holding of at least twenty six per cent (26%) of the paid up and subscribed equity of the SPV. The nomination(s) shall be supported by a Power of Attorney, as per the format at Appendix-III, signed by all the other members of the Consortium;
- (d) The Application should include a brief description of the roles and responsibilities of individual members, particularly with reference to financial, technical and O & M obligations;
- (e) an individual Applicant cannot at the same time be member of a Consortium applying for pre-qualification. Further, a member of a particular Applicant Consortium cannot be member of any other Applicant Consortium applying for pre-qualification;
- (f) the members of a Consortium shall form an appropriate SPV to execute the Project, if awarded to the Consortium;
- (g) members of the Consortium shall enter into a binding Joint Bidding Agreement, substantially in the form specified at Appendix-IV (the “**Jt. Bidding Agreement**”), for the purpose of making the Application and submitting a Bid in the event of being short-listed. The Jt. Bidding Agreement, to be submitted along with the Application, shall, *inter alia*:
 - (i) convey the intent to form an SPV with shareholding/ ownership equity commitment(s) in accordance with this RFQ, which would enter into the Concession Agreement and subsequently perform all the obligations of the Concessionaire in terms of the Concession Agreement, in case the concession to undertake the Project is awarded to the Consortium;
 - (ii) clearly outline the proposed roles and responsibilities, if any, of each member;
 - (iii) commit the minimum equity stake to be held by each member;
 - (iv) commit that each of the members, whose experience will be evaluated for the purposes of this RFQ, shall subscribe to twenty six per cent (26%) or more of the paid up and subscribed equity of the SPV and shall further commit that each such member shall, for a period of 2 (two) years from the date of commercial operation of the Project, hold equity share capital not less than: (i) twenty six per cent (26%) of the subscribed and paid up equity share capital of the SPV; and (ii) five per cent (5%) of the Total Project Cost specified in the Concession Agreement;

- (v) members of the Consortium undertake that they shall collectively hold at least fifty one per cent (51%) of the subscribed and paid up equity of the SPV at all times until the second anniversary of the commercial operation date of the Project; and
- (vi) include a statement to the effect that all members of the Consortium shall be liable jointly and severally for all obligations of the Concessionaire in relation to the Project until the Financial Close of the Project is achieved in accordance with the Concession Agreement; and
- (h) except as provided under this RFQ and the Bidding Documents, there shall not be any amendment to the Joint Bidding Agreement without the prior written consent of the Contracting Authority.

2.1.2.7 Any entity which has been barred by the Government, or any entity controlled by it, from participating in any project (BOT or otherwise), and the bar subsists as on the date of Application, would not be eligible to submit an Application, either individually or as member of a Consortium.

2.1.2.8 An Applicant including any Consortium Member or Associate should, in the last three (3) years, have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award against the Applicant, Consortium Member or Associate, as the case may be, nor has been expelled from any project or contract by any public entity nor have had any contract terminated by any public entity for breach by such Applicant, Consortium Member or Associate. Provided, however, that where an Applicant claims that its disqualification arising on account of any cause or event specified in this Clause 2.1.2.8 is such that it does not reflect (a) any malfeasance on its part in relation to such cause or event; (b) any willful default or patent breach of the material terms of the relevant contract; (c) any fraud, deceit or misrepresentation in relation to such contract; or (d) any rescinding or abandoning of such contract, it may make a representation to this effect to the Contracting Authority for seeking a waiver from the disqualification hereunder and the Contracting Authority may, in its sole discretion and for reasons to be recorded in writing, grant such waiver if it is satisfied with the grounds of such representation and is further satisfied that such waiver is not in any manner likely to cause a material adverse impact on the Bidding Process or on the implementation of the Project.

2.1.2.9 In computing the Technical Capacity and Net Worth of the Applicant/ Consortium Members under Clauses 2.1.2.2, 2.1.2.4 and 3.2, the Technical Capacity and Net Worth of their respective Associates would also be eligible hereunder.

For purposes of this RFQ, Associate means, in relation to the Applicant/ Consortium Member, a person who controls, is controlled by, or is under the common control with such Applicant/ Consortium Member (the “**Associate**”). As used in this definition, the expression “control” means, with respect to a person which is a company or corporation, the ownership, directly or indirectly, of more

than fifty per cent (50%) of the voting shares of such person, and with respect to a person which is not a company or corporation, the power to direct the management and policies of such person by operation of law.

2.1.2.10 The following conditions shall be adhered to while submitting an Application:

- (a) Applicants should attach clearly marked and referenced continuation sheets in the event that the space provided in the prescribed forms in the Annexes is insufficient. Alternatively, Applicants may format the prescribed forms making due provision for incorporation of the requested information;
- (b) information supplied by an Applicant (or other constituent Member if the Applicant is a Consortium) must apply to the Applicant, Member or Associate named in the Application and not, unless specifically requested, to other associated companies or firms. Invitation to submit Bids will be issued only to Applicants whose identity and/ or constitution is identical to that at pre-qualification;
- (c) in responding to the pre-qualification submissions, Applicants should demonstrate their capabilities in accordance with Clause 3.1 below; and
- (d) in case the Applicant is a Consortium, each Member should substantially satisfy the pre-qualification requirements to the extent specified herein.

2.1.2.11 While Qualification is open to persons from any country, the following provisions shall apply:

- [(a) Where, on the date of the Application, twenty five per cent (25%) or more of the aggregate issued, subscribed and paid up equity share capital in an Applicant or its Member is held by persons resident outside Zambia or where an Applicant or its Member is controlled by persons resident outside Zambia; or
- [(b) if at any subsequent stage after the date of the Application, there is an acquisition of twenty five per cent (25%) or more of the aggregate issued, subscribed and paid up equity share capital or control, by persons resident outside Zambia in or of the Applicant or its Member;

The Applicant shall promptly inform the Contracting Authority of any change in the shareholding, as above, and failure to do so shall render the Applicant liable for disqualification from the Bidding Process.

2.1.2.12 Notwithstanding anything to the contrary contained herein, in the event that the Application Due Date falls within three (3) months of the closing of the latest financial year of an Applicant, it shall ignore such financial year for the purposes of its Application and furnish all its information and certification with reference to the five (5) years or one (1) year, as the case may be, preceding its latest financial year. For the

avoidance of doubt, financial year shall, for the purposes of an Application hereunder, mean the accounting year followed by the Applicant in the course of its normal business.

2.1.3 Change in composition of the Consortium

2.1.3.1 Change in the composition of a Consortium will not be permitted by the Contracting Authority during the Qualification Stage.

2.1.3.2 Where the Bidder[§] is a Consortium, change in the composition of a Consortium may be permitted by the Contracting Authority during the Bid Stage, only where:

- (a) the application for such change is made no later than fifteen (15) days prior to the Bid Due Date;
- (b) the Lead Member continues to be the Lead Member of the Consortium;
- (c) the substitute is at least equal, in terms of Technical Capacity, to the Consortium Member who is sought to be substituted and the modified Consortium shall continue to meet the pre-qualification and short-listing criteria for Applicants; and
- (d) the new Member(s) expressly adopt(s) the Application already made on behalf of the Consortium as if it were a party to it originally, and is not an Applicant/Member/Associate of any other Consortium bidding for this Project.

2.1.3.3 Approval for change in the composition of a Consortium shall be at the sole discretion of the Contracting Authority and must be approved by the Contracting Authority in writing.

2.1.3.4 The modified/ reconstituted Consortium shall submit a revised Joint Bidding Agreement before the Bid Due Date.

2.1.3.5 Notwithstanding anything to the contrary contained in sub-clause (c) (i) of Clause 2.2.1, an Applicant may, within ten (10) days after the Application Due Date, remove from its Consortium any Member who suffers from a Conflict of Interest, and such removal shall be deemed to cure the Conflict of Interest arising in respect thereof.

2.1.4 Number of Applications and costs thereof

2.1.4.1 No Applicant shall submit more than one Application for the Project. An applicant applying individually or as a member of a Consortium shall not be

[§] The option of change in composition of the Consortium which is available under Clause 2.3.2 may be exercised by any Applicant who is pre-qualified either as a Consortium or as a single entity. In the case of a single entity Applicant adding a Consortium Member at the Bid Stage, the single entity Applicant shall be the Lead Member of the Consortium. Provided, however, that no member of such Consortium shall be an Applicant or the member of a Consortium which has been pre-qualified.

entitled to submit another Application either individually or as a member of any Consortium, as the case may be.

2.1.4.2 The Applicants shall be responsible for all of the costs associated with the preparation of their Applications and their participation in the Bidding Process. The Contracting Authority will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.

2.1.5 Site visit and verification of information

Applicants are encouraged to submit their respective Applications after visiting the Project site and ascertaining for themselves the site conditions, traffic, location, surroundings, climate, availability of power, water and other utilities for construction, access to site, handling and storage of materials, weather data, applicable laws and regulations, and any other matter considered relevant by them.

2.1.6 Acknowledgement by Applicant

2.1.6.1 It shall be deemed that by submitting the Application, the Applicant has:

- (a) made a complete and careful examination of the RFQ;
- (b) received all relevant information requested from the Contracting Authority;
- (c) accepted the risk of inadequacy, error or mistake in the information provided in the RFQ or furnished by or on behalf of the Contracting Authority relating to any of the matters referred to in Clause 2.5 above; and
- (d) agreed to be bound by the undertakings provided by it under and in terms hereof.

The Contracting Authority shall not be liable for any omission, mistake or error in respect of any of the above or on account of any matter or thing arising out of or concerning or relating to the RFQ or the Bidding Process, including any error or mistake therein or in any information or data given by the Contracting Authority.

2.1.7 Right to accept or reject any or all Applications/ Bids

2.1.7.1 Notwithstanding anything contained in this RFQ, the Contracting Authority reserves the right to accept or reject any Application and to annul the Bidding Process and reject all Applications/Bids, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons there for. In the event that the Contracting Authority rejects or annuls all the Bids, it may, in its discretion, invite all eligible Bidders to submit fresh Bids hereunder.

2.1.7.2 The Contracting Authority reserves the right to reject any Application and/or Bid if:

- (a) at any time, a material misrepresentation is made or uncovered, or
- (b) the Applicant does not provide, within the time specified by the Contracting Authority, the supplemental information sought by the Contracting Authority for evaluation of the Application.

If the Applicant/Bidder is a Consortium, then the entire Consortium may be disqualified/ rejected. If such disqualification/ rejection occurs after the Bids have been opened and the Highest Best Evaluated Bidder gets disqualified/rejected, then the Contracting Authority reserves the right to:

- (i) invite the remaining Bidders to match the Highest Bidder/ submit their Bids in accordance with the RFP; or
- (ii) take any such measure as may be deemed fit in the sole discretion of the Contracting Authority, including annulment of the Bidding Process.

2.1.7.3 In case it is found during the evaluation or at any time before signing of the Concession Agreement or after its execution and during the period of subsistence thereof, including the concession thereby granted by the Contracting Authority, that one or more of the pre-qualification conditions have not been met by the Applicant, or the Applicant has made material misrepresentation or has given any materially incorrect or false information, the Applicant shall be disqualified forthwith if not yet appointed as the Concessionaire either by issue of the LOA or entering into of the Concession Agreement, and if the Applicant/SPV has already been issued the LOA or has entered into the Concession Agreement, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFQ, be liable to be terminated, by a communication in writing by the Contracting Authority to the Applicant, without the Contracting Authority being liable in any manner whatsoever to the Applicant and without prejudice to any other right or remedy which the Contracting Authority may have under this RFQ, the Bidding Documents, the Concession Agreement or under applicable law.

2.1.7.4 The Contracting Authority reserves the right to verify all statements, information and documents submitted by the Applicant in response to the RFQ. Any such verification or lack of such verification by the Contracting Authority shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of the Contracting Authority there under.

2.2 DOCUMENTS

2.2.1 Contents of the RFQ

This RFQ comprises the disclaimer set forth hereinabove, the contents as listed below, and will additionally include any Addenda issued in accordance with Clause 2.4.

Invitation for Qualification

Section 1.	Introduction
Section 2.	Instructions to Applicants
Section 3.	Criteria for Evaluation
Section 4.	Fraud & Corrupt Practices
Section 5.	Pre Application Conference
Section 6.	Miscellaneous

Appendices

I.	Letter comprising the Application
II.	Power of Attorney for signing of Application
III.	Power of Attorney for Lead Member of Consortium
IV.	Joint Bidding Agreement for Consortium
V.	List of Application-specific provisions

2.3 Clarifications

- 2.3.1 Applicants requiring any clarification on the RFQ may notify the Contracting Authority in writing by speed post/ courier/ special messenger and by e-mail in accordance with Clause 1.2.11. They should send in their queries before the date specified in the schedule of Bidding Process contained in Clause 1.3. The Contracting Authority shall endeavour to respond to the queries within the period specified therein, but no later than 10 (ten) days prior to the Application Due Date. The responses will be sent by e-mail. The Contracting Authority will forward all the queries and its responses thereto, to all purchasers of the RFQ without identifying the source of queries.
- 2.3.2 The Contracting Authority shall endeavour to respond to the questions raised or clarifications sought by the Applicants. However, the Contracting Authority reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the Contracting Authority to respond to any question or to provide any clarification.
- 2.3.3 The Contracting Authority may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Applicants. All clarifications and interpretations issued by the Contracting Authority shall be deemed to be part of the RFQ. Verbal clarifications and information given by Contracting Authority or its employees or representatives shall not in any way or manner be binding on the Contracting Authority.

2.4 Amendment of RFQ

- 2.4.1 At any time prior to the deadline for submission of Application, the Contracting Authority may, for any reason, whether at its own initiative or in response to clarifications requested by an Applicant, modify the RFQ by the issuance of Addenda.
- 2.4.2 Any Addendum thus issued will be sent in writing to all those who have purchased the RFQ.
- 2.4.3 In order to afford the Applicants a reasonable time for taking an Addendum into account, or for any other reason, the Contracting Authority may, in its sole discretion, extend the Application Due Date.

2.5 PREPARATION AND SUBMISSION OF APPLICATION

2.5.1 Language

The Application and all related correspondence and documents in relation to the Bidding Process shall be in English language. Supporting documents and printed literature furnished by the Applicant with the Application may be in any other language provided that they are accompanied by translations of all the pertinent passages in the English language, duly authenticated and certified by the Applicant. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Application, the English language translation shall prevail.

2.5.2 Format and signing of Application

- 2.5.2.1 The Applicant shall provide all the information sought under this RFQ. The Contracting Authority will evaluate only those Applications that are received in the required formats and complete in all respects. Incomplete and /or conditional Applications shall be liable to rejection.
- 2.5.2.2 The Applicant shall prepare one (1) original set of the Application (together with the documents required to be submitted pursuant to this RFQ) and clearly marked as "ORIGINAL". In addition, the Applicant shall submit Eleven (11) copy of such Application and documents, which shall be marked as "COPY". The Applicant shall also provide Twelve (12) soft copies thereof on Compact Discs (CD)/ Flash disks. In the event of any discrepancy between the original and the copy, the original shall prevail.
- 2.5.2.3 The Application and its copy shall be typed or written in indelible ink. It shall be signed by the authorised signatory of the Applicant who shall also initial each page of the Application (including each Appendix and Annex) in blue ink. In case of printed and published documents, only the cover shall be initialled. All the alterations, omissions, additions or any other amendments made to the Application shall be initialled by the person(s) signing the Application. The

Application shall contain page numbers and shall be bound together in a manner that does not allow replacement of any page.

2.5.3 Sealing and Marking of Applications

2.5.3.1 The Applicant shall submit the Application in the format specified at Appendix-I, together with the documents specified in Clause 2.5.3.2, and seal it in an envelope and mark the envelope as “APPLICATION”. The Applicant shall seal the original and the copy of the Application, together with their respective enclosures, in separate envelopes duly marking the envelopes as “ORIGINAL” and “COPY”. The envelopes shall then be sealed in an outer envelope which shall also be marked in accordance with Clauses 2.5.3.2 and 2.5.3.3.

2.5.3.2 Each envelope shall contain:

- (i) Application in the prescribed format (Appendix-I) along with Annexes and supporting documents;
- (ii) Power of Attorney for signing the Application as per the format at Appendix-II;
- (iii) If applicable, the Power of Attorney for Lead Member of Consortium as per the format at Appendix-III;
- (iv) Copy of the Joint Bidding Agreement, in case of a Consortium, substantially in the format at Appendix-IV;
- (v) Copy of Articles of Association, certificate of incorporation, List of Directors and share holders if the Applicant is a body corporate, and if a partnership then a copy of its partnership deed;
- (vi) Copies of Applicant’s duly audited financial statements which comprise statement of financial position, statement of comprehensive income, statement of changes in equity, statement of cash flows, notes to the financial statement including a summary of significant accounting policies for the preceding five years; [and]
- (vii) Twelve (12) soft copies of the Application on Compact Discs (CD)/ flash Discs; and
- (viii) any other sector or project-specific requirement that may be specified by the Contracting Authority].

Each of the envelopes shall clearly bear the following identification:

“Application for Qualification: “Re-Development of Bon Accord into a 3 Star Boutique Hotel”

and shall clearly indicate the name and address of the Applicant. In addition, the Application Due Date should be indicated on the right hand corner of each of the envelopes.

2.5.3.3 Each of the envelopes shall be addressed to:

ATTN. OF: Brigadier General S Chanda
DESIGNATION: Quarter Master General
ADDRESS: Zambia Army Headquarters,
Quarter Master Branch,
Arakan Barracks,
Independence Avenue
P.O Box 31931, Lusaka
TELEPHONE NO: +260 211 260 341/4
E-MAIL ADDRESS: qbranchcells@yahoo.co.uk

2.5.3.4 If the envelopes are not sealed and marked as instructed above, the Contracting Authority assumes no responsibility for the misplacement or premature opening of the contents of the Application and consequent losses, if any, suffered by the Applicant.

2.5.3.5 Applications submitted by fax, telex, telegram or e-mail shall not be entertained and shall be rejected.

2.5.4 Application Due Date

2.5.4.1 Applications should be submitted before 10:00 hours CAT on the Application Due Date, at the address provided in Clause 2.5.3.3 in the manner and form as detailed in this RFQ. A receipt thereof should be obtained from the person specified in Clause 2.5.3.3.

2.5.4.2 The Contracting Authority may, in its sole discretion, extend the Application Due Date by issuing an Addendum in accordance with Clause 2.4 uniformly for all Applicants.

2.5.5 Late Applications

Applications received by the Contracting Authority after the specified time on the Application Due Date shall not be eligible for consideration and shall be summarily rejected.

2.5.6 Modifications/ substitution/ withdrawal of Applications

2.5.6.1 The Applicant may modify, substitute or withdraw its Application after submission, provided that written notice of the modification, substitution or withdrawal is received by the Contracting Authority prior to the Application Due Date. No Application shall be modified, substituted or withdrawn by the Applicant on or after the Application Due Date.

2.5.6.2 The modification, substitution or withdrawal notice shall be prepared, sealed, marked, and delivered in accordance with Clause 2.5.3, with the envelopes being additionally marked "MODIFICATION", "SUBSTITUTION" or "WITHDRAWAL", as appropriate.

2.5.6.3 Any alteration/ modification in the Application or additional information supplied subsequent to the Application Due Date, unless the same has been expressly sought for by the Contracting Authority, shall be disregarded.

2.6 EVALUATION PROCESS

2.6.1 Opening and Evaluation of Applications

2.6.1.1 The Contracting Authority shall open the Applications at 10:00 hours CAT on the Application Due Date, at the place specified in Clause 2.5.3.3 and in the presence of the Applicants who choose to attend.

2.6.1.2 Applications for which a notice of withdrawal has been submitted in accordance with Clause 2.5.6 shall not be opened.

2.3.1.3 The Contracting Authority will subsequently examine and evaluate Applications in accordance with the provisions set out in Section 3.

2.6.1.4 Applicants are advised that pre-qualification of Applicants will be entirely at the discretion of the Contracting Authority. Applicants will be deemed to have understood and agreed that no explanation or justification on any aspect of the Bidding Process or selection will be given.

2.6.1.5 Any information contained in the Application shall not in any way be construed as binding on the Contracting Authority, its agents, successors or assigns, but shall be binding against the Applicant if the Project is subsequently awarded to it on the basis of such information.

2.6.1.6 The Contracting Authority reserves the right not to proceed with the Bidding Process at any time without notice or liability and to reject any or all Application(s) without assigning any reasons.

2.6.1.7 If any information furnished by the Applicant is found to be incomplete, or contained in formats other than those specified herein, the Contracting Authority may, in its sole discretion, exclude the relevant project from computation of the Experience Score of the Applicant.

2.6.1.8 In the event that an Applicant claims credit for an Eligible Project, and such claim is determined by the Contracting Authority as incorrect or erroneous, the Contracting Authority shall reject such claim and exclude the same from computation of the Experience Score, and may also, while computing the aggregate Experience Score of the Applicant, make a further deduction equivalent to the claim rejected hereunder. Where any information is found to be patently false or amounting to a material misrepresentation, the Contracting Authority reserves the right to reject the Application and/ or Bid in accordance with the provisions of Clauses 2.1.7.2 and 2.1.7.3

2.6.2 Confidentiality

Information relating to the examination, clarification, evaluation, and recommendation for the short-listed pre-qualified Applicants shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the Contracting Authority in relation to, or matters arising out of, or concerning the Bidding Process. The Contracting Authority will treat all information, submitted as part of Application, in confidence and will require all those who have access to such material to treat the same in confidence. The Contracting Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/ or the Contracting Authority or as may be required by law or in connection with any legal process.

2.6.3 Tests of responsiveness

2.3.3.1 Prior to evaluation of Applications, the Contracting Authority shall determine whether each Application is responsive to the requirements of the RFQ. An Application shall be considered responsive if:

- (a) it is received as per format at Appendix-I;
- (b) it is received by the Application Due Date including any extension thereof pursuant to Clause 2.5.4.2;
- (c) it is signed, sealed, bound together in hard cover, and marked as stipulated in Clauses 2.5.2 and 2.5.3;
- (d) it is accompanied by the Power of Attorney as specified in Clause 2.1.2.5, and in the case of a Consortium, the Power of Attorney as specified in Clause 2.1.2.6 (c);
- (e) it contains all the information and documents (complete in all respects) as requested in this RFQ;
- (f) it contains information in formats same as those specified in this RFQ;
- (g) it contains certificates from its statutory auditors^s in the formats specified at Appendix-I of the RFQ for each Eligible Project;
- (h) it contains an attested copy of the receipt of the Contracting Authority towards the cost of the RFQ process as specified in Clause 1.2.1;

^s In case duly certified audited annual financial statements containing the requisite details are provided, a separate certification by statutory auditors would not be necessary in respect of Clause 2.19.1 (g). In jurisdictions that do not have statutory auditors, the firm of auditors which audits the annual accounts of the Applicant may provide the certificates required under this RFQ.

- (i) it is accompanied by the Joint Bidding Agreement (for Consortium), specific to the Project, as stipulated in Clause 2.1.2.6(g);
- (j) it does not contain any condition or qualification; and
- (k) it is not non-responsive in terms hereof.

2.6.3.2 The Contracting Authority reserves the right to reject any Application which is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Contracting Authority in respect of such Application. Provided, however, that the Contracting Authority may, in its discretion, allow the Applicant to rectify any infirmities or omissions if the same do not constitute a material modification of the Application.

2.6.4 Clarifications

2.6.4.1 To facilitate evaluation of Applications, the Contracting Authority may, at its sole discretion, seek clarifications from any Applicant regarding its Application. Such clarification(s) shall be provided within the time specified by the Contracting Authority for this purpose. Any request for clarification(s) and all clarification(s) in response thereto shall be in writing.

2.6.4.2 If an Applicant does not provide clarifications sought under Clause 2.3.4.1 above within the prescribed time, its Application shall be liable to be rejected. In case the Application is not rejected, the Contracting Authority may proceed to evaluate the Application by construing the particulars requiring clarification to the best of its understanding, and the Applicant shall be barred from subsequently questioning such interpretation of the Contracting Authority.

2.7 QUALIFICATION AND BIDDING

2.7.1 Short-listing and notification⁹

After the evaluation of Applications, the Contracting Authority would announce a list of short-listed pre-qualified Applicants (Bidders) who will be eligible for participation in the Bid Stage. At the same time, the Contracting Authority would notify the other Applicants that they have not been short-listed. The Contracting Authority will not entertain any query or clarification from Applicants who fail to qualify.

2.7.2 Submission of Bids

The Bidders will be requested to submit a Bid in the form and manner to be set out in the Bidding Documents.

⁹ In case of exceptionally complex projects where the Contracting Authority is of the opinion that the Bidders must submit their technical proposal/ plan, the requirements thereof shall be specified in detail and such proposal/ plan shall be invited at the Qualification Stage, either along with the initial applications or at an intermediate stage. This shall form part of the pre-qualification process and only the Applicants who have been pre-qualified shall be invited to participate in the Bid Stage for submission of Bids. The Bid Stage shall only consist of invitation to submit financial offers.

Only pre-qualified Applicants shall be invited by the Contracting Authority to submit their Bids for the Project. The Contracting Authority is likely to provide a comparatively short time span for submission of the Bids for the Project. The Applicants are therefore advised to visit the site(s) and familiarize

themselves with the Project by the time of submission of the Application. No extension of time is likely to be considered for submission of Bids pursuant to invitation that may be issued by the Contracting Authority.

2.7.3 Proprietary data

All documents and other information supplied by the Contracting Authority or submitted by an Applicant to the Contracting Authority shall remain or become the property of the Contracting Authority. Applicants are to treat all information as strictly confidential and shall not use it for any purpose other than for preparation and submission of their Application. The Contracting Authority will not return any Application or any information provided along therewith.

2.7.4 Correspondence with the Applicant

Save and except as provided in this RFQ, the Contracting Authority shall not entertain any correspondence with any Applicant in relation to the acceptance or rejection of any Application.

3. CRITERIA FOR EVALUATION

3.1 Evaluation parameters

3.1.1 Only those Applicants who meet the eligibility criteria specified in Clauses 2.1.2.2 and 2.1.2.3 shall qualify for evaluation under this Section 3. Applications of firms/ consortia who do not meet these criteria shall be rejected.

3.1.2 The Applicant's competence and capability is proposed to be established by the following parameters:

- (a) Technical Capacity; and
- (b) Financial Capacity.

3.2 Technical Capacity for purposes of evaluation

3.2.1 Subject to the provisions of Clause 2.2, the following categories of experience would qualify as Technical Capacity and eligible experience (the "**Eligible Experience**") in relation to eligible projects as stipulated in Clauses 3.2.3 and 3.2.4 (the "**Eligible Projects**"):

- Category 1: Project experience on Eligible Projects in Mixed use Real Estate Development sector that qualify under Clause 3.2.3
- Category 2: Project experience on Eligible Projects in core sector that qualify under Clause 3.2.3
- Category 3: Construction experience on Eligible Projects in Mixed use Real Estate Development sector that qualify under Clause 3.2.4
- Category 4: Construction experience on Eligible Projects in core sector that qualify under Clause 3.2.4

For the purpose of this RFQ:

- (i) Mixed use Real Estate Development sector would be deemed to include Shopping Malls, Hotel/lodges, recreational facilities, Entertainment facilities and Service stations;¹⁰; and
- (ii) Core sector would be deemed to include shopping mall, hospitality, water features, upper markets, communication centres, recreation parks/estates, service stations and Animal parks/Zoo.[§]

3.2.2 Eligible Experience in respect of each category shall be measured only for Eligible Projects.

¹⁰In case the RFQ is not for a Real Estate development project, substitute the real estate development project sector by the relevant sector in sub-clause (i), and include water supply and sewerage in sub-clause (ii).

[§] Real estate development shall not include residential flats unless they form part of a real estate complex or township which has been built by the Applicant.

3.2.3 For a project to qualify as an Eligible Project under Categories 1 and 2:

- (a) It should have been undertaken as a PPP project on BOT, BOLT, BOO, BOOT or other similar basis for providing its output or services to a public sector entity or for providing non-discriminatory access to users in pursuance of its charter, concession or contract, as the case may be. For the avoidance of doubt, a project which constitutes a natural monopoly such as an airport or port should normally be included in this category even if it is not based on a long-term agreement with a public entity;
- (b) the entity claiming experience should have held, in the company owning the Eligible Project, a minimum of twenty six per cent (26%) equity during the entire year for which Eligible Experience is being claimed;
- (c) the capital cost of the project should be more than 20% of the Estimated Project Cost; and
- (d) the entity claiming experience shall, during the last five (5) financial years preceding the Application Due Date, have (i) paid for development of the project (excluding the cost of land), and/ or (ii) collected and appropriated the revenues from users availing of non-discriminatory access to or use of fixed project assets, such as revenues from real estate development infrastructure, but shall not include revenues from sale or provision of goods or services such as electricity, gas, petroleum products, telecommunications or fare/freight revenues¹¹ fare/freight and other incomes of the company owning the Project.

3.2.4 For a project to qualify as an Eligible Project under Categories 3 and 4, the Applicant should have paid for execution of its construction works or received payments from its client(s) for construction works executed, fully or partially, during the five (5) financial years immediately preceding the Application Due Date, and only the payments (gross) actually made or received, as the case may be, during such five (5) financial years shall qualify for purposes of computing the Experience Score. However, payments/receipts of less than 20% of the Estimated Project Cost]¹² shall not be reckoned as payments/receipts for Eligible Projects. For the avoidance of doubt, construction works shall not include supply of goods or equipment except when such goods or equipment form part of a turn-key construction contract/ EPC contract for the project. Further, the cost of land shall not be included hereunder.

3.2.5 The Applicant shall quote experience in respect of a particular Eligible Project under any one category only, even though the Applicant (either individually or along with a member of the Consortium) may have played multiple roles in the

¹¹ In case of an RFQ for power generating stations, the Authority may, in its discretion, include all or part of the revenues from sale of electricity. A similar dispensation could also be applied to revenues from telephony projects or to other sector-specific revenues.

¹²This amount should be the same as specified in Clause 3.2.3 (c).

cited project. Double counting for a particular Eligible Project shall not be permitted in any form.

- 3.2.6 Subject to the provisions of Clause 3.2.7, an Applicant’s experience shall be measured and stated in terms of a score (the “**Experience Score**”). The Experience Score for an Eligible Project in a given category would be the eligible payments and/or receipts specified in Clause 2.2.2 (A), divided by Ten million and then multiplied by the applicable factor in Table 3.2.6 below. In case the Applicant has experience across different categories, the score for each category would be computed as above and then aggregated to arrive at its Experience Score.

Table 3.2.6: Factors for Experience across categories¹³

Categories	Factor
Category 1	1.25
Category 2	1.00
Category 3	0.75
Category 4	0.50

- 3.2.7 The Experience Score determined in accordance with Clause 3.2.6 in respect of an Eligible Project situated in a developed country which is a member of (Organisation for Economic Co-operation and Development) OECD shall be further multiplied by a factor of zero point five (0.5) and the product thereof shall be the Experience Score for such Eligible Project.
- 3.2.8 Experience for any activity relating to an Eligible Project shall not be claimed by two or more Members of the Consortium. In other words, no double counting by a Consortium in respect of the same experience shall be permitted in any manner whatsoever.

3.3 Details of Experience

- 3.3.1 The Applicant should furnish the details of Eligible Experience for the last five (5) financial years immediately preceding the Application Due Date.
- 3.3.2 The Applicants must provide the necessary information relating to Technical Capacity as per format at Annex-II of Appendix-I.
- 3.3.3 The Applicant should furnish the required Project-specific information and evidence in support of its claim of Technical Capacity, as per format at Annex-IV of Appendix-I.

¹³These factors may be modified by the Contracting Authority by upto 15% thereof in each category.

3.4 Financial information for purposes of evaluation

- 3.4.1 The Application must be accompanied by the Audited Annual Reports of the Applicant (of each Member in case of a Consortium) for the last five (5) financial years, preceding the year in which the Application is made.
- 3.4.2 In case the annual accounts for the latest financial year are not audited and therefore the Applicant cannot make it available, the Applicant shall give an undertaking to this effect and the statutory auditor shall certify the same. In such a case, the Applicant shall provide the Audited Annual Reports for five (5) years preceding the year for which the Audited Annual Report is not being provided.
- 3.4.3 The Applicant must establish the minimum Net Worth specified in Clause 2.1.2.2 (B), and provide details as per format at Annex-III of Appendix-I.

3.5 Short-listing of Applicants

- 3.5.1 The credentials of eligible Applicants shall be measured in terms of their Experience Score. The sum total of the Experience Scores for all Eligible Projects shall be the 'Aggregate Experience Score' of a particular Applicant. In case of a Consortium, the Aggregate Experience Score of each of its Members, who have an equity share of at least 26% in such Consortium, shall be summed up for arriving at the combined Aggregate Experience Score of the Consortium.
- 3.5.2 The Applicants shall then be ranked on the basis of their respective Aggregate Experience Scores and short-listed for submission of Bids. The Contracting Authority expects to short-list upto Six (6)¹⁴ pre-qualified Applicants for participation in the Bid Stage. The Contracting Authority, however, reserves the right to increase the number of short-listed pre-qualified Applicants by adding additional Applicant.
- 3.5.3 The Contracting Authority may, in its discretion, maintain a reserve list of pre-qualified Applicants who may be invited to substitute the short-listed Applicants in the event of their withdrawal from the Bidding Process or upon their failure to conform to the conditions specified herein; provided that a substituted Applicant shall be given at least 30 (thirty) days to submit its Bid.

¹⁴The Contracting Authority may, in case of repetitive projects that attract a larger number of Bidders, or where the total project cost is less than USA \$30 million, increase the number of short-listed Bidders to 9 (nine). In case of power projects to be awarded on the basis of statutory guidelines for tariff-based bidding and having no obligations or liabilities for buy-out of project assets or any similar obligations, the Authority may suitably increase the number of short-listed Bidders.

4. Fraud And Corrupt Practices

- 4.1 The Applicants and their respective officers, employees, agents and advisors shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, the Contracting Authority may reject an Application without being liable in any manner whatsoever to the Applicant if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Bidding Process.
- 4.2 Without prejudice to the rights of the Contracting Authority under Clause 4.1 hereinabove, if an Applicant is found by the Contracting Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Bidding Process, such Applicant shall not be eligible to participate in any tender or RFQ issued by the Contracting Authority during a period of two (2) years from the date such Applicant is found by the Contracting Authority to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- 4.3 For the purposes of this Clause 4, the following terms shall have the meaning hereinafter respectively assigned to them:
- (a) **“corrupt practice”** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Bidding Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the Contracting Authority who is or has been associated in any manner, directly or indirectly, with the Bidding Process or the LOA or has dealt with matters concerning the Concession Agreement or arising therefrom, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Contracting Authority, shall be deemed to constitute influencing the actions of a person connected with the Bidding Process); or (ii) save and except as permitted under sub clause (d) of Clause 2.2.1, engaging in any manner whatsoever, whether during the Bidding Process or after the issue of the LOA or after the execution of the Concession Agreement, as the case may be, any person in respect of any matter relating to the Project or the LOA or the Concession Agreement, who at any time has been or is a legal, financial or technical adviser of the Authority in relation to any matter concerning the Project;
 - (b) **“fraudulent practice”** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Bidding Process;

- (c) “**coercive practice**” means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the Bidding Process;
- (d) “**undesirable practice**” means (i) establishing contact with any person connected with or employed or engaged by the Contracting Authority with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; or (ii) having a Conflict of Interest; and
- (e) “**restrictive practice**” means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

5. PRE-APPLICATION CONFERENCE

- 5.1 A Pre-Application Conference of the interested parties shall be convened at the designated date, time and place. Only those persons who have purchased the RFQ document shall be allowed to participate in the Pre-Application Conference. Applicants who have Received copies of the RFQ document from the Authority's should submit a Demand Draft for the amount specified in Clause 1.2.1 towards the cost of the RFQ process, through their representative attending the conference. A maximum of three representatives of each Applicant shall be allowed to participate on production of authority letter from the Applicant.
- 5.2 During the course of Pre-Application Conference, the Applicants will be free to seek clarifications and make suggestions for consideration of the Contracting Authority. The Contracting Authority shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process.

6. MISCELLANEOUS

- 6.1 The Bidding Process shall be governed by, and construed in accordance with, the laws of Zambia and the courts shall have exclusive jurisdiction over all disputes arising under, pursuant to and/ or in connection with the Bidding Process.
- 6.2 The Contracting Authority, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
- (a) suspend and/ or cancel the Bidding Process and/ or amend and/ or supplement the Bidding Process or modify the dates or other terms and conditions relating thereto;
 - (b) consult with any Applicant in order to receive clarification or further information;
 - (c) pre-qualify or not to pre-qualify any Applicant and/ or to consult with any Applicant in order to receive clarification or further information;
 - (d) retain any information and/ or evidence submitted to the Contracting Authority by, on behalf of, and/ or in relation to any Applicant; and/ or
 - (e) independently verify, disqualify, reject and/ or accept any and all submissions or other information and/ or evidence submitted by or on behalf of any Applicant.
- 6.3 It shall be deemed that by submitting the Application, the Applicant agrees and releases the Contracting Authority, its employees, agents and advisors, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the exercise of any rights and/ or performance of any obligations hereunder and the Bidding Documents, pursuant hereto, and/ or in connection with the Bidding Process, to the fullest extent permitted by applicable law, and waives any and all rights and/ or claims it may have in this respect, whether actual or contingent, whether present or in future.

APPENDICES

APPENDIX-I

Letter Comprising the Application for Pre-Qualification (Refer Clause 2.5.3.2)

Dated:

To,

.....
.....
.....

Sub: Application for pre-qualification for the **Upgrading of Bon Accord into a 3 Star Boutique Hotel, Livingstone.**

Dear Sir,

With reference to your RFQ document dated, I/we, having examined the RFQ document and understood its contents, hereby submit my/our Application for Qualification for the aforesaid project. The Application is unconditional and unqualified.

2. I/ We acknowledge that the Contracting Authority will be relying on the information provided in the Application and the documents accompanying such Application for pre-qualification of the Applicants for the aforesaid project, and we certify that all information provided in the Application and in Annexes I to V is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Application are true copies of their respective originals.

3. This statement is made for the express purpose of qualifying as a Bidder for the [development, construction, operation and maintenance] of the aforesaid Project.

4. I/ We shall make available to the Contracting Authority any additional information it may find necessary or require to supplement or authenticate the Qualification statement.

5. I/ We acknowledge the right of the Contracting Authority to reject our Application without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.

6. I/ We certify that in the last three years, we/ any of the Consortium Members or our/ their Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial authority or a judicial pronouncement or arbitration award, nor been expelled from any project or contract by any public Contracting authority nor have had any contract terminated by any public Contracting authority for breach on our part.

7. I/ We declare that:

(a) I/ We have examined and have no reservations to the RFQ document, including any Addendum issued by the Contracting Authority;

- (b) I/ We do not have any conflict of interest in accordance with Clauses 2.1.2.1(c) and 2.1.2.1(d) of the RFQ document;
 - (c) I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in Clause 4.3 of the RFQ document, in respect of any tender or request for proposal issued by or any agreement entered into with the Contracting Authority or any other public sector enterprise or any government entity, quasi government organisation or agencies; and
 - (d) I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of Section 4 of the RFQ document, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
8. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Application that you may receive nor to invite the Applicants to Bid for the Project, without incurring any liability to the Applicants, in accordance with Clause 2.3.1.6 of the RFQ document.
9. I/ We believe that we/ our Consortium/ proposed Consortium satisfy(s) the Net Worth criteria and meet(s) all the requirements as specified in the RFQ document and am/ are qualified to submit a Bid.
10. I/ We declare that we/ any Member of the Consortium, or our/ its Associates are not a Member of a/ any other Consortium applying for pre-qualification.
11. I/ We certify that in regard to matters other than security and integrity of the country, we/ any Member of the Consortium or any of our/ their Associates have not been convicted by a court or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Project or which relates to a grave offence that outrages the moral sense of the community.
12. I/ We further certify that in regard to matters relating to security and integrity of the country, we/ any Member of the Consortium or any of our/ their Associates have not been charge-sheeted by any agency of the Government or convicted by a court.
13. I/ We further certify that no investigation by a regulatory authority is pending either against us/ any Member of the Consortium or against our/ their Associates or against our CEO or any of our directors/ managers/ employees.[‡]

[‡] In case the Applicant is unable to provide the certification specified in paragraph 13, it may precede the paragraph by the words viz. "Except as specified in Schedule hereto". The exceptions to the certification or any disclosures relating thereto may be clearly stated in a Schedule to be attached to the Application. The Authority will consider the contents of such Schedule and determine whether or not the exceptions/disclosures are material to the suitability of the Applicant for pre-qualification hereunder.

14. I/ We further certify that we are qualified to submit a Bid in accordance with the guidelines for qualification of bidders seeking to acquire stakes in Public Sector Enterprises through the process of Bidding issued by Public Private Partnership Act of 2009, Public Procurement Act N^o. 12 of 2008 of the Laws of Zambia, the Public Procurement (Amendment) Act, 2011 and the Public Procurement Regulations, Statutory Instrument N^o. 63 of 2011 which guidelines apply *mutatis mutandis* to the Bidding Process. Copies of the aforesaid guidelines form part of the RFQ thereof.

15. I/We further certify that we/ any Member of the Consortium or any of our/ their Associates are not barred by the [Government] or any entity controlled by it, from participating in any project (BOT or otherwise), and no bar subsists as on the date of Application.

16. I/ We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the provisions of this RFQ, we shall intimate the Contracting Authority of the same immediately.

17. The Statement of Legal Capacity as per format provided at Annex-V in Appendix-I of the RFQ document, and duly signed, is enclosed. The power of attorney for signing of Application and the power of attorney for Lead Member of consortium, as per format provided at Appendix II and III respectively of the RFQ, are also enclosed.

18. I/ We understand that the selected Bidder shall either be an existing Company incorporated under the laws of Zambia Companies Act, 2017, or shall incorporate as such prior to execution of the Concession Agreement.

19. I/ We hereby confirm that we shall comply with the O&M requirements specified in Clause 2.2.3.

20. I/ We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Contracting Authority in connection with the selection of Applicants, selection of the Bidder, or in connection with the selection/ Bidding Process itself, in respect of the above mentioned Project and the terms and implementation thereof.

21. I/ We agree and undertake to abide by all the terms and conditions of the RFQ document.

22. I/ We certify that in terms of the RFQ, my/our Net Worth is US \$.
 (United States of America Dollar)
 and the Aggregate Experience Score is (in figures)
 (in words).

23. We agree and undertake to be jointly and severally liable for all the obligations of the Concessionaire under the Concession Agreement till occurrence of Financial Close in accordance with the Concession Agreement.[§]

[§] This Paragraph 23 shall be omitted if the Applicant is not a Consortium.

In witness thereof, I/ we submit this Application under and in accordance with the terms of the RFQ document.

Yours faithfully,

Date: (Signature, name and designation of the Authorised Signatory)

Place: Name and seal of the Applicant/ Lead Member

ANNEX-I

Particulars of the Applicant

1.
 - (a) Name:
 - (b) Country of incorporation:
 - (c) Address of the corporate headquarters and its branch office(s), if any, in Zambia:
 - (d) Date of incorporation and/ or commencement of business:
2. Brief description of the Company including details of its main lines of business and proposed role and responsibilities in this Project:
3. Particulars of individual(s) who will serve as the point of contact/ communication for the Applicant:
 - (a) Name:
 - (b) Designation:
 - (c) Company:
 - (d) Address:
 - (e) Telephone Number:
 - (f) E-Mail Address:
4. Particulars of the Authorised Signatory of the Applicant:
 - (a) Name:
 - (b) Designation:
 - (c) Address:
 - (d) Phone Number:
5. In case of a Consortium:
 - (a) The information above (1-4) should be provided for all the Members of the Consortium.
 - (b) A copy of the Joint Bidding Agreement, as envisaged in Clause 2.2.6(g) should be attached to the Application.
 - (c) Information regarding the role of each Member should be provided as per table below:

Sl. No.	Name of Member	Role [§]	Percentage of equity in the Consortium ^{§§}
1.			
2.			
3.			
4.			

[§] The role of each Member, as may be determined by the Applicant, should be indicated in accordance with Clause 2.2.6 (d) and instruction 4 at Annex-IV.

^{§§} The percentage of equity should be in accordance with Clause 2.2.6 (a), (c) and (g).

6. The following information shall also be provided for the Applicant, including each Member of the Consortium:

Name of Applicant/ member of Consortium:

No.	Criteria	Yes	No
1.	Has the Applicant/ constituent of the Consortium been barred by the Government, or any entity controlled by it, from participating in any project (BOT or otherwise)?		
2.	If the answer to 1 is yes, does the bar subsist as on the date of Application?		
3.	Has the Applicant/ constituent of the Consortium paid liquidated damages of more than 5% of the contract value in a contract due to delay or has been penalised due to any other reason in relation to execution of a contract, in the last three years?		

7. A statement by the Applicant and each of the Members of its Consortium (where applicable) or any of their Associates disclosing material non-performance or contractual non-compliance in past projects, contractual disputes and litigation/ arbitration in the recent past is given below (Attach extra sheets, if necessary):

ANNEX-II

Technical Capacity of the Applicant

(Refer to Clauses 2.1.2.1(A), 3.2 and 3.3 of the RFQ)

Applicant type [#]	Member Code [¥]	Project Code ^{¥¥}	Cate- gory ^{\$}	Experience [£] (Equivalent US \$) ^{\$\$}			Experience Score ^{££}
				Payments made/ received for construction of Eligible Projects in Categories 3 and 4	Payments made for developme nt of Eligible Projects in Categories 1 and 2	Revenues appropriated from Eligible Projects in Categories 1 and 2	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Single entity Applicant		a					
		b					
		c					
		d					
Consortium Member 1		1a					
		1b					
		1c					
		1d					
Consortium Member 2		2a					
		2b					
		2c					
		2d					
Consortium Member 3		3a					
		3b					
		3c					
		3d					
Consortium Member 4		4a					
		4b					
		4c					
		4d					
Aggregate Experience Score =							

[®] Provide details of only those projects that have been undertaken by the Applicant under its own name and/ or by an Associate specified in Clause 2.1.2.9 and/ or by a project company eligible under Clause 3.2.3(b). In case of Categories 1 and 2, include only those projects which have an estimated capital cost exceeding the amount specified in Clause 3.2.3(c) and for Categories 3 and 4, include only those projects where the payments made/received exceed the amount specified in Clause 3.2.4. In case the Application Due Date falls within 3 (three) months of the close of the latest financial year, refer to Clause 2.1.2.12.

[#]An Applicant consisting of a single entity should fill in details as per the row titled Single entity Applicant and ignore the rows titled Consortium Member. In case of a Consortium, the row titled Single entity Applicant may be ignored. In case credit is claimed for an Associate, necessary evidence to establish the relationship of the Applicant with such Associate, in terms of Clause 2.1.2.9, shall be provided.

[¥]Member Code shall indicate NA for Not Applicable in case of a single entity Applicant. For other Members, the following abbreviations are suggested viz. LM means Lead Member, TM means Technical Member, FM means Financial Member, OMM means Operation & Maintenance Member, OM means Other Member.

^{¥¥}Refer Annex-IV of this Appendix-I. Add more rows if necessary.

^{\$} Refer Clause 3.2.1.

[£]In the case of Eligible Projects in Categories 1 and 2, the figures in columns 6 and 7 may be added for computing the Experience Score of the respective projects. In the case of Categories 3 and 4, construction shall not include supply of goods or equipment except when such goods or equipment form part of a turn-key construction contract/ EPC contract for the project. In no case shall the cost of land be included while computing the Experience Score of an Eligible Project.

^{\$\$} For conversion of US Dollars to Kwacha, the rate of conversion shall be at current rate as provided by Bank of Zambia to a US Dollar. In case of any other currency, the same shall first be converted to US Dollars as on the date 60 (sixty) days prior to the Application Due Date, and the amount so derived in US Dollars shall be converted into Zambian Kwacha at the aforesaid rate in accordance to current Bank of Zambia rate. The conversion rate of such currencies shall be the daily representative exchange rates published by the accepted International Monetary Fund for that relevant date.

^{££} Divide the amount in the Experience column by Ten million and then multiply the result thereof by the applicable factor set out in Table 3.2.6 to arrive at the Experience Score for each Eligible Project. In the case of an Eligible Project situated in an OECD country, the Experience Score so arrived at shall be further multiplied by 0.5, in accordance with the provisions of Clause 3.2.7, and the product thereof shall be the Experience Score for such Eligible Projects.

ANNEX-III
Financial Capacity of the Applicant

(Refer to Clauses 2.1.2.2(B), 2.1.2.4 (ii) and 3.4 of the RFQ)

(In US \$[§])

Applicant type ^{§§}	Member Code [£]	Net Cash Accruals					Net Worth ^{££}
		Year 1 (3)	Year 2 (4)	Year 3 (5)	Year 4 (6)	Year 5 (7)	Year 1 (8)
Single entity Applicant							
Consortium Member 1							
Consortium Member 2							
Consortium Member 3							
Consortium Member 4							
TOTAL							

Name & address of Applicant's Bankers:

^{§§}An Applicant consisting of a single entity should fill in details as per the row titled Single entity Applicant and ignore the rows titled Consortium Members. In case of a Consortium, row titled Single entity Applicant may be ignored.

[£]For Member Code, see instruction 4 at Annex-IV of this Appendix-I.

^{££}The Applicant should provide details of its own Financial Capacity or of an Associate specified in Clause 2.1.2.9.

Instructions:

1. The Applicant/ its constituent Consortium Members shall attach copies of the financial statements which comprise statement of financial position, statement of comprehensive income, statement of changes in equity, statement of cash flows, notes to the financial statement including a summary of significant accounting policies for 5 (five) years preceding the Application Due Date. The financial statements shall:
 - (a) reflect the financial situation of the Applicant or Consortium Members and its/ their Associates where the Applicant is relying on its Associate's financials;
 - (b) be audited by a statutory auditor;
 - (c) be complete, including all notes to the financial statements; and
 - (d) correspond to accounting periods already completed and audited (no statements for partial periods shall be requested or accepted).
2. Net Cash Accruals shall mean Profit After Tax + Depreciation.
3. Net Worth shall mean (Subscribed and Paid-up Equity + Reserves) less (Revaluation reserves + miscellaneous expenditure not written off + reserves not available for distribution to equity shareholders).
4. Year 1 will be the latest completed financial year, preceding the bidding. Year 2 shall be the year immediately preceding Year 1 and so on. In case the Application Due Date falls within three (3) months of the close of the latest financial year, refer to Clause 2.1.2.12.
5. In the case of a Consortium, a copy of the Joint Bidding Agreement shall be submitted in accordance with Clause 2.1.2.6 (g) of the RFQ document.
6. The Applicant shall provide an Auditor's Certificate specifying the Net Worth of the Applicant and also specifying the methodology adopted for calculating such Net Worth in accordance with Clause 2.1.2.4 (ii) of the RFQ document.

ANNEX-IV
Details of Eligible Projects

(Refer to Clauses 2.1.2.2(A), 3.2 and 3.3 of the RFQ)

Project Code:

Member Code:

Item (1)	Refer Instruction (2)	Particulars of the Project (3)
Title & nature of the project		
Category	5	
Year-wise (a) payments received/ made for construction, (b) payments made for development of PPP projects and/ or (c) revenues appropriated	6	
Entity for which the project was constructed/ developed	7	
Location		
Project cost	8	
Date of commencement of project/ contract		
Date of completion/ commissioning	9	
Equity shareholding (with period during which equity was held)	10	
Whether credit is being taken for the Eligible Experience of an Associate (Yes/ No)	15	

Instructions:

1. Applicants are expected to provide information in respect of each Eligible Project in this Annex. The projects cited must comply with the eligibility criteria specified in Clause 3.2.3 and 3.2.4 of the RFQ, as the case may be. Information provided in this section is intended to serve as a backup for information provided in the Application. Applicants should also refer to the Instructions below.

2. For a single entity Applicant, the Project Codes would be a, b, c, d etc. In case the Applicant is a Consortium then for Member 1, the Project Codes would be 1a, 1b, 1c, 1d etc., for Member 2 the Project Codes shall be 2a, 2b, 2c, 2d etc., and so on.
3. A separate sheet should be filled for each Eligible Project.
4. Member Code shall indicate NA for Not Applicable in case of a single entity Applicant. For other Members, the following abbreviations are suggested viz. LM means Lead Member, TM means Technical Member, FM means Financial Member, OMM means Operation & Maintenance Member; and OM means Other Member. In case the Eligible Project relates to an Associate of the Applicant or its Member, write “Associate” along with Member Code.
5. Refer to Clause 3.2.1 of the RFQ for category number.
6. The total payments received/ made and/or revenues appropriated for each Eligible Project are to be stated in Annex-II of this Appendix-I. The figures to be provided here should indicate the break-up for the past five (5) financial years. Year 1 refers to the financial year immediately preceding the Application Due Date; Year 2 refers to the year before Year 1, Year 3 refers to the year before Year 2, and so on (Refer Clause 2.1.2.12). For Categories 1 and 2, expenditure on development of the project and/or revenues appropriated, as the case may be, should be provided, but only in respect of projects having an estimated capital cost exceeding the amount specified in Clause 3.2.3(c). In case of Categories 3 and 4, payments made/ received only in respect of construction should be provided, but only if the amount paid/received exceeds the minimum specified in Clause 3.2.4. Payment for construction works should only include capital expenditure, and should not include expenditure on repairs and maintenance.
7. In case of projects in Categories 1 and 2, particulars such as name, address and contact details of owner/ Contracting Authority/ Agency (i.e. concession grantor, counter party to PPA, etc.) may be provided. In case of projects in Categories 3 and 4, similar particulars of the client need to be provided.
8. Provide the estimated capital cost of the Eligible Project. Refer to Clauses 3.2.3 and 3.2.4
9. For Categories 1 and 2, the date of commissioning of the project, upon completion, should be indicated. In case of Categories 3 and 4, date of completion of construction should be indicated. In the case of projects under construction, the likely date of completion or commissioning, as the case may be, shall be indicated.
10. For Categories 1 and 2, the equity shareholding of the Applicant, in the company owning the Eligible Project, held continuously during the period for which Eligible Experience is claimed, needs to be given (Refer Clause 3.2.3).
11. Experience for any activity relating to an Eligible Project shall not be claimed by two or more Members of the Consortium. In other words, no double

counting by a consortium in respect of the same experience shall be permitted in any manner whatsoever.

12. Certificate from the Applicant's statutory auditor[§] or its respective clients must be furnished as per formats below for each Eligible Project. In jurisdictions that do not have statutory auditors, the auditors who audit the annual accounts of the Applicant/ Member/Associate may provide the requisite certification.
13. If the Applicant is claiming experience under Categories 1 & 2[‡], it should provide a certificate from the statutory auditor of the Applicant, or its Associate, in the format below:

Certificate from the Statutory Auditor regarding PPP projects^Φ

Based on its books of accounts and other published information authenticated by it, this is to certify that (*name of the Applicant/Member/Associate*) is/ was an equity shareholder in (*title of the project company*) and holds/ held US \$ (United States of America Dollar) of equity (which constitutes%[€] of the total paid up and subscribed equity capital) of the project company from (*date*) to (*date*)[¥]. The project was/is likely to be commissioned on (*date of commissioning of the project*).

We further certify that the total estimated capital cost of the project is US \$ (United States of America Dollar), of which US \$ (United States of America Dollar) of capital expenditure was incurred during the past five financial years as per year-wise details noted below:

.....
.....

We also certify that the eligible annual revenues collected and appropriated by the aforesaid project company in terms of Clauses 3.2.1 and 3.2.3 (d) of the RFQ during the past five financial years were US \$ as per year-wise details noted below:

.....
.....

Name of the audit firm:

Seal of the audit firm:

(Signature, name and designation

Date:

of the authorised signatory)

[§] In case duly certified audited annual financial statements containing the requisite details are provided, a separate certification by statutory auditors would not be necessary.

[‡] Refer Clause 3.2.1 of the RFQ.

^Φ Provide Certificate as per this format only. Attach explanatory notes to the Certificate, if necessary. In jurisdictions that do not have statutory auditors, the firm of auditors which audits the annual accounts of the Applicant or its Associate may provide the certificates required under this RFQ.

[€] Refer instruction no. 10 in this Annex-IV.

[¥] In case the project is owned by the Applicant company, this language may be suitably modified to read: "It is certified that (name of Applicant) constructed and/ or owned the (name of project) from (date) to (date)."

14. If the Applicant is claiming experience under Category 3 & 4*, it should provide a certificate from its statutory auditors or the client in the format below:

Certificate from the Statutory Auditor/ Client regarding construction works^Φ	
<p>Based on its books of accounts and other published information authenticated by it, {this is to certify that (name of the Applicant/Member/Associate) was engaged by (title of the project company) to execute (name of project) for (nature of project)}^Ψ. The construction of the project commenced on (date) and the project was/ is likely to be commissioned on (date, if any). It is certified that (name of the Applicant/ Member/ Associate) received/paid US \$. (United States of America Dollar) by way of payment for the aforesaid construction works.</p> <p>We further certify that the total estimated capital cost of the project is US \$. (United States of America Dollar), of which the Applicant/Member/Associate received/paid US \$. (United States of America Dollar), in terms of Clauses 3.2.1 and 3.2.4 of the RFQ, during the past five financial years as per year-wise details noted below:</p> <p>.....</p> <p><i>{It is further certified that the payments/ receipts indicated above are restricted to the share of the Applicant who undertook these works as a partner or a member of joint venture/ consortium.}</i>[▲]</p> <p>Name of the audit firm: Seal of the audit firm: (Signature, name and designation of the Date: authorised signatory).</p>	

* Refer Clauses 3.2.1 and 3.2.4 of the RFQ.

Φ Provide Certificate as per this format only. Attach explanatory notes to the Certificate, if necessary. In jurisdictions that do not have statutory auditors, the firm of auditors which audits the annual accounts of the Applicant or its Associate may provide the certificates required under this RFQ.

Ψ In case the Applicant owned the Eligible Project and engaged a contractor for undertaking the construction works, this language may be modified to read: “this is to certify that (name of Applicant/ Member/ Associate) held 26% or more of the paid up and subscribed share capital in the..... (name of Project company) when it undertook construction of the (name of Project) through (name of the contractor).

▲ This certification should only be provided in case of jobs/ contracts, which are executed as part of a partnership/ joint venture/ consortium. The payments indicated in the certificate should be restricted to the share of Applicant in such partnership/ joint venture/ consortium. This portion may be omitted if the contract did not involve a partnership/ joint venture/ consortium. In case where work is not executed by partnership/ joint venture/ consortium, this paragraph may be deleted.

15. In the event that credit is being taken for the Eligible Experience of an Associate, as defined in Clause 2.1.2.9, the Applicant should also provide a certificate in the format below:

Certificate from the Statutory Auditor/ Company Secretary regarding Associate^s

Based on the authenticated record of the Company, this is to certify that more than 50% (fifty per cent) of the subscribed and paid up voting equity of (Name of the Applicant/ Consortium Member/ Associate) is held, directly or indirectly[£], by (name of Associate/ Applicant/ Consortium Member). By virtue of the aforesaid share-holding, the latter exercises control over the former, who is an Associate in terms of Clause 2.1.2.9 of the RFQ.

A brief description of the said equity held, directly or indirectly, is given below:

{Describe the share-holding of the Applicant/ Consortium Member and the Associate. In the event the Associate is under common control with the Applicant/ Consortium Member, the relationship may be suitably described and similarly certified herein. }

Name of the audit firm:

Seal of the audit firm:

Date:

(Signature, name and designation of the authorised signatory).

^s In the event that the Applicant/ Consortium Member exercises control over an Associate by operation of law, this certificate may be suitably modified and copies of the relevant law may be enclosed and referred to.

[£] In the case of indirect share-holding, the intervening companies in the chain of ownership should also be Associates i.e., the share-holding in each such company should be more than 50% in order to establish that the chain of “control” is not broken.

16. It may be noted that in the absence of any detail in the above certificates, the information would be considered inadequate and could lead to exclusion of the relevant project in computation of Experience Score[©].

[©] Refer Clause 3.2.6 of the RFQ.

ANNEX-V
Statement of Legal Capacity

(To be forwarded on the letterhead of the Applicant/ Lead Member of Consortium)

Ref. Date:

To,

.....
.....
.....

Dear Sir,

We hereby confirm that we/ our members in the Consortium (constitution of which has been described in the Application) satisfy the terms and conditions laid out in the RFQ document.

We have agreed that (insert member's name) will act as the Lead Member of our consortium.[§]

We have agreed that (insert individual's name) will act as our representative/ will act as the representative of the consortium on its behalf[§] and has been duly authorized to submit the RFQ. Further, the authorised signatory is vested with requisite powers to furnish such letter and authenticate the same.

Thanking you,

Yours faithfully,

(Signature, name and designation of the authorised signatory)

For and on behalf of.....

[§] Please strike out whichever is not applicable.

APPENDIX-II
Power of Attorney for signing of Application and Bid[§]
(Refer Clause 2.2.5)

Know all men by these present, that this power of Attorney created thisday of.....2019, We a company incorporated under the Companies Act, No. 10 of 2017 having its registered office at do HEREBY constitute, nominate, appoint and authorise Mr/ Ms (name), whose passport number is, presently residing at, and who is presently employed with us/ the Lead Member of our Consortium and holding the position of, to act as our true and lawful attorney (hereinafter referred to as the “Attorney”) with specific power of substitution for and on behalf to do in our name, all such acts, and deeds as are necessary or required in connection with or incidental to submission of our application for pre-qualification and submission of our bid for the **Upgrading Bon Accord into a 3 Star Boutique Hotel(Livingstone)** Project proposed or being developed by the **Ministry of Defence(Zambia Army)** (the “Authority”) including but not limited to signing and submission of all applications, bids and other documents and writings, participate in Pre-Applications and other conferences and providing information/ responses to the Authority, representing us in all matters before the Authority, signing and execution of all contracts including the Concession Agreement and undertakings consequent to acceptance of our bid, and generally dealing with the Authority in all matters in connection with or relating to or arising out of our bid for the said Project and/ or upon award thereof to us and/or till the entering into of the Concession Agreement with the Authority.

AND we hereby grant unto our Attorney full authority to sign any and all the documents as fully as we might or could were we personally present, with full power of substitution hereby ratifying confirming all to which we now were and may hereunder become their possessed or entitled.

IN WITNESS whereof the donor has hereunto set their hand and seal the day and the year first before written.

For Companies

(SIGNED, SEALED AND DELIVERED

[§] To be submitted in original.

The common seal of (company name) affixed was hereunto affixed in the presence of

WITNESS

Name

Signature.....

Date.....

Occupation.....

For Individuals

(SIGNE, SEALED AND DELIVERED)

WITNESS

Name.....

Signature.....

Date.....

Occupation.....

AGENT

Insert Name)

Dated at Lusaka this..... day of)

.....2019)

In the presence of

Name:.....

Signature:.....

Date:.....

Occupation:.....

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Zambian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Zambian Embassy if it carries a conforming Apostille certificate.*

APPENDIX-III
Power of Attorney for Lead Member of Consortium[§]
(Refer Clause 2.2.5)

Whereas the (“the Contracting Authority”) has invited applications from interested parties for the Project (the “Project”).

Whereas,,, and (collectively the “Consortium”) being Members of the Consortium are interested in bidding for the Project in accordance with the terms and conditions of the Request for Qualification document (RFQ), Request for Proposal (RFP) and other connected documents in respect of the Project, and

Whereas, it is necessary for the Members of the Consortium to designate one of them as the Lead Member with all necessary power and authority to do for and on behalf of the Consortium, all acts, deeds and things as may be necessary in connection with the Consortium’s bid for the Project and its execution.

NOW THEREFORE KNOW ALL MEN BY THESE PRESENTS

We,a company incorporated under the Companies Act, No. 10 of 2017 having our registered office at, a company incorporated under.....having our registered office at, M/s. having our registered office at, and having our registered office at, (hereinafter collectively referred to as the “**Principals**”) do hereby irrevocably designate, nominate, constitute, appoint and authorise a company registered at [insert office address] having its registered office at, being one of the Members of the Consortium, as the Lead Member and true and lawful attorney of the Consortium (hereinafter referred to as the “Attorney”). We hereby irrevocably authorise the Attorney (with specific power to sub-delegate) to conduct all business for and on behalf of the Consortium and any one of us during the bidding process and, in the event the Consortium is awarded the concession/contract, during the execution of the Project and in this regard, to do on our behalf and on behalf of the Consortium, all or any of such acts, deeds or things as are necessary or required or incidental to the pre-qualification of the Consortium and submission of its bid for the Project, including but not limited to signing and submission of all applications, bids and other documents and writings, accept the Letter of Award, participate in bidders’ and other conferences, respond to queries, submit information/ documents, sign and execute contracts and undertakings consequent to acceptance of the bid of the Consortium and generally to represent the Consortium in all its dealings with the Contracting Authority, and/ or any other Government Agency or any person, in all matters in connection with or relating to or arising out of the Consortium’s bid for the Project and/ or upon award thereof till the Concession Agreement is entered into with the Authority.

[§] To be submitted in original.

AND we hereby give and grant unto our attorney full authority to sign any and all the documents as fully as we might or could, were we personally present with full power of substitution hereby ratifying and confirming all to which we are now were and may become possessed or entitled.

IN WITNESS whereof the donor has hereunto set their hand and seal the day and year first before written.

(SIGNED, SEALED AND DELIVERED)

The common seal of was hereunto affixed in the presence of

WITNESS

Name.....

Signature.....

Date.....

Occupation.....

Agent

(SIGNED, SEALED AND DELIVERED)

The common seal of was hereto affixed in the presence of

WITNESS

Name.....

Signature.....

Date.....

Occupation.....

Notes:

- *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.*
- *Also, wherever required, the Applicant should submit for verification the extract of the charter documents and documents such as a board or shareholders' resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Applicant.*
- *For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Zambian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Applicants from countries that have signed the Hague Legislation Convention 1961 are not required to be legalised by the Zambian Embassy if it carries a conforming Appostille certificate.*

APPENDIX-IV
Joint Venture Agreement
(Refer Clause 2.13.2)

(To be executed on Stamp paper of appropriate value)

THIS JOINT VENTURE AGREEMENT is entered into on this the (herein referred to as the agreement) day of 20... Between

1. Limited, a company incorporated under the Companies Act, No. 10 of 2017 and having its registered office at (hereinafter referred to as the “**First Part**”)

AND

2. Limited, a company incorporated under the Companies Act, No. 10 of 2017 and having its registered office at (hereinafter referred to as the “**Second Part**”)

AND

3. {..... Limited, a company incorporated under the Companies Act, No. 10 of 2017 and having its registered office at (hereinafter referred to as the “**Third Part**”)

AND

4. {..... Limited, a company incorporated under the Companies Act, 1994/2017 and having its registered office at (hereinafter referred to as the “**Fourth Part**”).

The above mentioned parties of the FIRST, SECOND, {THIRD and FOURTH} PART are collectively referred to as the “**Parties**” and each is individually referred to as a “**Party**”

WHEREAS the Ministry of Defence (Zambia Army), a Defence Force established under Defence Act CAP 106 acting through the Army Commander (hereinafter referred to as the “Contracting Authority”) has invited applications (the “**Applications**”) by it Request for Qualification No.....dated.....(the “**RFQ**”) for pre-qualification and short-listing of bidders for development, operation and maintenance of the **Upgrading of Bon Accord into a 3 Star Boutique Hotel(Livingstone)**(the “**Project**”) through public private partnership.

WHEREAS The parties are desirous of forming a joint venture by execution of this agreement for the purpose set forth herein and are desirous of fixing and defining themselves the respective responsibilities, the interest and liabilities in connection with the performance of jointly bidding for the project

as members of a consortium and in accordance with the terms and conditions of the RFQ document and other bid documents in respect of the project, and

NOW THEREFORE in consideration of the mutual covenants and promises contained herein, the parties agree to constitute themselves as joint venturers henceforth the venturers for the purpose before mentioned and intending to be legally bound hereby, the parties hereto after first being duly sworn, do covenant agree and certify as follows;

The Army Commander (hereinafter referred to as the “**Contracting Authority**” which expression shall, unless repugnant to the context or meaning thereof, include its administrators, successors and assigns) has invited applications (the **Applications**”) by its Request for Qualification No. dated (the “**RFQ**”) for pre-qualification and short-listing of bidders for development, operation and maintenance of the **Upgrading of Bon Accord into a 3 Star Boutique Hotel(Livingstone)** (the “**Project**”) through public private partnership.

- (B) The Parties are interested in jointly bidding for the Project as members of a Consortium and in accordance with the terms and conditions of the RFQ document and other bid documents in respect of the Project, and
- (C) It is a necessary condition under the RFQ document that the members of the Consortium shall enter into a Joint Bidding Agreement and furnish a copy thereof with the Application.

1. Definitions and Interpretations

In this Agreement, the capitalized terms shall, unless the context otherwise requires, have the meaning ascribed thereto under the RFQ.

2. Consortium

- 2.1 The Parties do hereby irrevocably constitute a consortium (the “**Consortium**”) for the purposes of jointly participating in the Bidding Process for the Project.
- 2.2 The Parties hereby undertake to participate in the Bidding Process only through this Consortium and not individually and/ or through any other consortium constituted for this Project, either directly or indirectly or through any of their Associates.

3. Covenants

The Parties hereby undertake that in the event the Consortium is declared the selected Bidder and awarded the Project, it shall incorporate a special purpose vehicle (the “**SPV**”) under the Zambian Companies Act, No. 10 2017 for entering into a Concession Agreement with the Contracting Authority and for performing all its obligations as the Concessionaire in terms of the Concession Agreement for the Project.

4. Role of the Parties

The Parties hereby undertake to perform the roles and responsibilities as described below:

- (a) Party of the First Part shall be the Lead member of the Consortium and shall have the power of attorney from all Parties for conducting all business for and on behalf of the Consortium during the Bidding

Process and until the Appointed Date under the Concession Agreement when all the obligations of the SPV shall become effective;

- (b) Party of the Second Part shall be {the Technical Member of the Consortium;}

- {(c) Party of the Third Part shall be the Financial Member of the Consortium; and}

- {(d) Party of the Fourth Part shall be the Operation and Maintenance Member/ Other Member of the Consortium. }

5. Name of Statutory Compliance

The name of the venture shall be [insert name] upon execution of this Agreement, the partners may sign and cause to be filed and published a certificate of fictitious. Business name indicating that the venture will be conducting business under the said name.

6. Joint and Several Liability

The Parties do hereby undertake to be jointly and severally responsible for all obligations and liabilities relating to the Project and in accordance with the terms of the RFQ, RFP and the Concession Agreement, till such time as the Financial Close for the Project is achieved under and in accordance with the Concession Agreement.

7. Shareholding in the SPV

- 7.1 The Parties agree that the proportion of shareholding among the Parties in the SPV shall be as follows:

First Party:

Second Party:

{Third Party:}

{Fourth Party:}

- 7.2 The Parties undertake that a minimum of twenty six per cent (26%) of the subscribed and paid up equity share capital of the SPV shall, at all times till the second anniversary of the date of commercial operation of the Project, be held by the Parties of the First, {Second and Third} Part whose experience and

Net Worth have been reckoned for the purposes of qualification and short-listing of Applicants for the Project in terms of the RFQ.

- 7.3 The Parties undertake that each of the Parties specified in Clause 6.2 above shall, at all times between the commercial operation date of the Project and the second anniversary thereof, hold subscribed and paid up equity share capital of SPV equivalent to at least 5% (five per cent) of the Total Project Cost.

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Page 4

- 7.4 The Parties undertake that they shall collectively hold at least fifty one per cent (51%) of the subscribed and paid up equity share capital of the SPV at all times until the second anniversary of the commercial operation date of the Project.

- 7.5 The Parties undertake that they shall comply with all equity lock-in requirements set forth in the Concession Agreement.

8. Representation of the Parties

Each Party represents to the other Parties as of the date of this Agreement that:

- (a) Such Party is duly organised, validly existing and in good standing under the laws of its incorporation and has all requisite power and authority to enter into this Agreement;
- (b) The execution, delivery and performance by such Party of this Agreement has been authorised by all necessary and appropriate corporate or governmental action and a copy of the extract of the charter documents and board resolution/ power of attorney in favour of the person executing this Agreement for the delegation of power and authority to execute this Agreement on behalf of the Consortium Member is annexed to this Agreement, and will not, to the best of its knowledge:
 - (i) require any consent or approval not already obtained;
 - (ii) violate any Applicable Law presently in effect and having applicability to it;
 - (iii) violate the memorandum and articles of association, by-laws or other applicable organizational documents thereof;
 - (iv) violate any clearance, permit, concession, grant, license or other governmental authorisation, approval, judgement, order or decree or any mortgage agreement, indenture or any other instrument to which such Party is a party or by which such Party or any of its properties or assets are bound or that is otherwise applicable to such Party; or
 - (v) create or impose any liens, mortgages, pledges, claims, security interests, charges or encumbrances or obligations to create a lien, charge, pledge, security interest, encumbrances or mortgage in or on the property of such Party, except for encumbrances that would not, individually or in the aggregate, have a material adverse effect on the financial condition or prospects or business of such Party so as to prevent such Party from fulfilling its obligations under this Agreement;

- (c) this Agreement is the legal and binding obligation of such Party, enforceable in accordance with its terms against it; and
- (d) there is no litigation pending or, to the best of such Party's knowledge, threatened to which it or any of its Associates is a party that presently affects or which would have a material adverse effect on the financial condition or prospects or business of such Party in the fulfillment of its obligations under this Agreement.

9. Force Majeure

No party shall be liable in respect to any delay in completion of work hereunto or of the non-performance of any term or condition of this JVA directly or indirectly resulting from delays by Acts of God; acts public enemy; strikes. Location epidemics and risks; power failure; water shortage or adverse weather conditions; or other causes beyond the control of the parties. In the event of any of the foregoing, the time for performance shall equate by and immediately adjusted, and in this event shall any party be liable for any consequential or incidental doings from its performance or non-performance of any term or condition of this agreement.

The Parties shall resume completion of work under this Agreement as soon as possible subsequent to any delay due to Force Majeure

10. Termination

This Agreement shall be effective from the date hereof and shall continue in full force and effect until the Financial Close of the Project is achieved under and in accordance with the Concession Agreement, in case the Project is awarded to the Consortium. However, in case the Consortium is either not pre-qualified for the Project or does not get selected for award of the Project, the Agreement will stand terminated in case the Applicant is not pre-qualified or upon return of the Bid Security by the Authority to the Bidder, as the case may be.

11. Governing Law

This Joint Venture Agreement shall be governed by the laws of Zambia

12. Assignment and Amendment

This agreement shall not be assigned and amended by any party without the express written consent of other party, which consent shall not be unreasonably withheld. This provision shall apply in the event a party changes its name or as part of the sale of the party's business. However, all parties acknowledge that any assignment or other transfer requires prior written approved of the Authority

13. Effective Date

This agreement shall be effective as of the date of the last signature

AS WITNESS the parties hereto have caused this agreement to be executed on the day and year first written.

IN WITNESS WHEREOF THE PARTIES ABOVE NAMED HAVE EXECUTED AND DELIVERED THIS AGREEMENT AS OF THE DATE FIRST ABOVE WRITTEN.

SIGNED, SEALED AND DELIVERED

SIGNED, SEALED AND DELIVERED

For and on behalf of

LEAD MEMBER by:

SECOND PART

(Signature)
(Name)
(Designation)
(Address)

(Signature)
(Name)
(Designation)
(Address)

SIGNED, SEALED AND DELIVERED

SIGNED, SEALED AND DELIVERED

For and on behalf of

THIRD PART

For and on behalf of

FOURTH PART

(Signature)
(Name)
(Designation)
(Address)

(Signature)
(Name)
(Designation)
(Address)

In the presence of:

1.

2.

Notes:

1. The mode of the execution of the Joint Bidding Agreement should be in accordance with the procedure, if any, laid down by the Applicable Law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
2. Each Joint Bidding Agreement should attach a copy of the extract of the charter documents and documents such as resolution / power of attorney in favour of the person executing this Agreement for the delegation of power and authority to execute this Agreement on behalf of the Consortium Member.
3. For a Joint Bidding Agreement executed and issued overseas, the document shall be legalised by the Zambian Embassy and notarized in the jurisdiction where the Power of Attorney has been executed.