

World Vision Sudan

Term of Reference (TOR) for Construction of Four Drop Latrines

Date: 07 September 2026

Project: Disability Inclusive WASH and Protection Response Project in Port Sudan

Duration: 45 Days

1. Background:

Nearly two years since the violent eruption of conflict in Sudan, over 10.9 million people have been displaced internally, escalating violence continues to deepen the humanitarian crisis, Sudan is also battling multiple disease outbreaks, including cholera, exacerbated by widespread destruction of health and WASH infrastructure. Vulnerable groups, including female-headed households, older persons, and persons with disabilities, face disproportionate challenges in accessing WASH and other essential services.

World Vision Sudan seeks to enhance sanitation infrastructure for Internally Displaced Persons (IDPs) at two schools in Red Sea State, where there is an acute lack of adequate facilities. This project will address this gap through the construction of a four- drop latrine. The project places a strong emphasis on both inclusivity, with a design accessible to people with disabilities, and sustainability, with the facility designed to suit Red Sea soil conditions. These Terms of Reference outline the requirements for the construction of this facility.

2. Purpose of Assignment:

The purpose of this assignment is to:

Construct two Units of (4) Drops Latrines in Port Sudan and Jubait Almaa'din Locality, ensuring completeness, high-quality implementation according to the attached technical specifications, and delivery of the work within the contracted time.

3. Scope of Work:

The Contractor shall be fully responsible for the execution, completion, and handover of the latrine construction project. This includes providing all necessary labor, materials, equipment, and supervision to perform the works. The scope includes, but is not limited to, the following key areas of responsibility:

3.1 Project Management and General Responsibilities:

Overall Execution: The Contractor's primary responsibility is the full and satisfactory completion of all works as detailed in the attached Bill of Quantities (BoQ), technical specifications, and approved drawings.

Work Plan and Schedule: The Contractor shall prepare and submit a detailed Work Plan and Project Schedule for approval prior to the commencement of any site activities. This schedule must outline key milestones, critical path activities, and provide clear start and end dates for the project.

Material Logistics: The Contractor is responsible for the procurement, transportation, handling, and secure on-site storage of all materials required for the successful completion of the works.

3.2 Health, Safety, and Environmental (HSE) Management:

Site Security and Demarcation: The Contractor shall securely demarcate the entire work area to prevent unauthorized access. Adequate hazard warning signage must be erected to ensure the safety of the general public and site personnel.

Personal Protective Equipment (PPE): The Contractor must provide all necessary and appropriate PPE (e.g., helmets, safety footwear, gloves) for all their workers, supervisors, and engineers, and must enforce its proper use at all times.

Site management and Waste Management: The site must be kept clean and organized on a daily basis. All construction waste and debris shall be disposed of in an environmentally responsible manner, strictly adhering to all local laws and regulations.

3.3 Quality Assurance and Control:

Contractor's Site Engineer: The Contractor must assign a qualified and competent Civil Engineer to supervise the works. This engineer must possess a minimum of two years of experience in managing similar construction projects and will serve as the primary technical point of contact on-site.

Material Approval: All materials delivered to the site are subject to inspection and approval by the World Vision Engineer prior to their use in the works. Any materials deemed non-compliant with the specifications will be rejected and must be removed from the site at the Contractor's expense.

Provision of Equipment: The Contractor is responsible for providing, maintaining, and operating all necessary tools and equipment required for the successful execution of the works, including but not limited to surveying equipment (levels, total station), compaction tools, and concrete mixers.

Workforce Competency: The Contractor is solely responsible for ensuring that their workforce (laborers and tradesmen) is skilled, competent, and physically fit for the duties assigned, in compliance with all local labor laws.

3.4 Technical Scope of Civil Works:

The Contractor shall execute all civil works required to complete the project. The principal activities shall include, but are not limited to, the following:

- Mobilization and setup of site facilities.
- Site clearance, preparation, and setting out.
- Excavation works for foundations and substructures.
- Backfilling and compaction works.
- All required foundation and reinforced concrete works.
- All masonry works (blockwork/brickwork).
- Complete roofing structure and covering installation.
- Installation of doors, windows, and any specified openings.
- All finishing works, including plastering and painting.
- All required plumbing and sanitation installation works.
- All required electrical works, if applicable.

4. Minimum Eligibility Requirements:

The bidder must submit the following documents: | يجب على المتقدم للعطاء إرفاق المستندات أدناه

Have you Submit.....? هل قمت بإرفاق.....؟	Y/N
Company profile بروفایل الشركة	-
Company registration شهادة التسجيل (الزامي) (Mandatory)	Pass/fail نجاح/فشل
Tax registration certificate(Mandatory) شهادة التسجيل بالضرائب (الزامي)	Pass/Fail نجاح/فشل
Registration with contractor's union/other professional body or regulator (Mandatory) شهادة تسجيل بإتحاد المقاولين (الزامي)	Pass/Fail نجاح/فشل
Personnel CVs of key personnel قائمة العمال وسيرهم الذاتية	25 Mks 25 درجة
List of equipments with قائمة المعدات والآليات	20 Mks 20 درجة
Experience certificates شهادات الخبرة	30 Mks 30 درجة
Latest audited financial statement (income statement and balance sheet) including auditor's report for the last year (2025) or Bank Statement for the last three months آخر تقرير مراجعة مالية أو سجل مالي لعام 2025 أو كشف حساب لأخر 3 أشهر	15 Mks 15 درجة
Detailed implementation plan (DIP) الجدول الزمني للمشروع	10 Mks 10 درجة
Joint venture agreement if applicable اتفاقية الشراكة إذا توفرت	-
Detailed quotation and financial offer العرض المالي التفصيلي	Pass/Fail نجاح/فشل
Signed copy of World Vision policies, safe guarding and supplier code of conduct نسخة موقعة من لوائح المنظمة الخاصة بالموردين واللائحة الأخلاقية للموردين	Pass/Fail نجاح/فشل

5. Evaluation Criteria:

Bids will be evaluated based on:

- Compliance with technical specifications and quality requirements.
- Cost-effectiveness.
- Proven experience in similar assignments.
- Capacity to deliver at the specified specifications and duration.
- Reputation and past performance with NGOs or humanitarian agencies.

6. General Terms and Conditions of the Contract:

- Retention: 10% of contract value retained for 3 months post-substantial completion.
- Defects Liability: Contractor to correct any defects identified during the DLP.
- Penalty for Delays: 1% of contract value per day, up to a maximum of 10%.

7. Approximate Location:

Port Sudan: Alsinaiea Gathering Site (inside Port Sudan)

Jubait Almaa'din: Eit (68 Km North Port Sudan)

Schedule of payment:

Milestone	Percentage	Time frame for Milestone
1st Milestone installment	90%	1 st Milestone installment will be paid after Completion and approval 100% of work within 45 days
2nd Milestone installment	10%	As Retention and will be paid After the completion of the defect liability period (DLP)