



REQUEST FOR EXPRESSION OF INTEREST

CONSULTANCY SERVICES FOR THE REVIEW OF THE MASTER PLAN FOR THE LUSAKA SOUTH MULTI FACILITY ECONOMIC ZONE

Project ID No.: LSMFEZ/MD/01/EOI/2025

1. BACKGROUND

The Lusaka South Multi-Facility Economic Zone Ltd has been implementing its Local Area Master Plan since its approval in 2011 under the Lusaka City Comprehensive Plan. It has been more than 10 years since implementation of the Local Area Plan without review. Though most of the land use has been respected in accordance with the approved plan, a review of the plan is key in ensuring that current and future development trends are taken into consideration. The zone has 2100 hectares of land that is planned with different land uses. 1300 hectares of land has been allocated to investment and industrial has been allocated to potential investors. The consultant will be required to review the current approved plan and then make proposals for new focus in the reviewed plan. Including infrastructure plan, environmental management, and the development of land that has not performed well in the last 11 years in relation to investments. The consultant will help the Company to obtain the best value of this Investment and derive the favourable terms and conditions of the Company.

2. OBJECTIVE OF THE PROJECT

The primary objective of this review is to assess the effectiveness, relevance, and applicability of the current Master Plan in achieving the organization's strategic goals and objectives. Specifically, the review aims to:

- 2.1 Evaluate the extent to which the current implementation status and effectiveness of the existing Master Plan in achieving its intended goals and objectives.
- 2.2 Identify any gaps, inconsistencies, or areas for improvement in the existing Master Plan. Identify strengths, weaknesses, opportunities, and threats (SWOT analysis) pertaining to the implementation and impact of the Master Plan.
- 2.3 Solicit feedback from stakeholders, including residents, businesses, governmental agencies, and non-governmental organizations.
- 2.4 Recommend updates, revisions, or enhancements to ensure that the Master Plan remains a relevant and actionable guiding document for LS-MFEZ.
- 2.5 Assess the mechanisms for monitoring and evaluating the implementation of the Master Plan and recommend improvements if necessary.
- 2.6 Define the methodologies, tools, and approaches to be used in the review process, such as:
- 2.7 Data collection through surveys, interviews, and analysis of existing reports and documents.
- 2.8 Use of Geographic Information Systems and aerial images in the analysis.
- 2.9 Stakeholder engagement through workshops, focus groups, public forums.
- 2.10 Comparative analysis with best practices and benchmarks with similar developments.
- 2.11 Prepare a phased implementation plan for the development and execution of the Master Plan.
- 2.12 Project viability analysis
- 2.13 Include any considerations for stakeholder engagement, data collection, and analysis, such as ensuring representation from diverse community groups and obtaining necessary permissions for data access.
- 2.14 Submit a finalised plan with proposed changes, accompanying reports, and implementation frameworks and KPIs.

3. SCOPE OF WORK

Detail the specific components, elements, or sections of the Master Plan to be reviewed, including:

- 3.1 Review Land use policies and zoning regulations and make proposals to enhance land use regulations in line with the Urban and Regional Planning Act.
- 3.2 Review the Infrastructure plans (e.g., Power, water and sanitation, transportation, utilities) and make proposals for CAPEX for the next 20 years.
- 3.3 Review the LS-MFEZ Planning Standards and Design guidelines and propose improvements to them.
- 3.4 Review the type of industries that are allowable in the Zone learning from the SI 47 of 2011 and current approved industries.
- 3.5 Environmental protection and sustainability measures.
- 3.6 Review the Social and economic development strategies for the zone and make proposals that will improve and help the company achieve its goals and objectives.
- 3.7 Define the methodologies, tools, and approaches to be used in the review process, such as:
 - 3.7.1 Data collection through surveys, interviews, and analysis of existing reports and documents.
 - 3.7.2 Use of Geographic Information Systems and aerial images in the analysis.
 - 3.7.3 Stakeholder engagement through workshops, focus groups, public forums.
 - 3.7.4 Comparative analysis with best practices and benchmarks with similar developments.

- 3.8 Prepare a phased implementation plan for the development and execution of the Master Plan.
- 3.9 Project viability analysis
- 3.10 Include any considerations for stakeholder engagement, data collection, and analysis, such as ensuring representation from diverse community groups and obtaining necessary permissions for data access.
- 3.11 Submit a finalized plan with proposed changes, accompanying reports, and implementation frameworks and KPIs.

4. SELECTION CRITERIA

A. Company Legal Status

- 4.1 **Company Profile:** the bidder must provide a company profile, stating years of existence, ownership, core business, registered business address, structure, key staff
- 4.2 **Registration Status:** Certificate of Incorporation (PACRA, for local entities)
- 4.3 **Audit Reference:** Letter from the firm’s external Auditors (minimum 2 years)
- 4.4 **Bank Reference:** Letter from the firm’s Bankers
- 4.5 An Agency Agreement or Letter of Appointment, in the case of local firms who are agents of foreign firms.
- 4.6 **Litigation Status:** the bidder must indicate if there is any outstanding litigation matter pending or in the process in the Courts of Law in relation to the Company. This should be provided by the bidder’s advocate.
- 4.7 **Tax Compliance:** the bidder should provide a Tax Compliance Certificate as evidence of their tax compliance certificate
- 4.8 **Social Security:** The bidder should provide National Pension Scheme Authority Certificate as evidence of their social security compliance.

B. Technical capacity of the Company

- (i) **Design Review of the Master Plan:** Demonstrable and traceable experience the preparation and review of Integrated Development Plans (IDP) and Local Area Plans (LAP) for not less than five (5) Plans in Zambia. Bidder to provide supporting documents such as recommendation letters, payment certificates, completion certificates and contracts.
- (ii) **Key Staff:** The bidder should provide evidence of having qualified staff to successfully complete the assignment. Bidder to attach Curriculum Vitae for key staff.
- (iii) **Team Leader:** master’s in urban planning/ Spatial Planning or Equivalent. Minimum of 10 years work experience in preparing spatial Plans/ Integrated Development Plans/ Local Area Plans.
- (iv) **Team Member: Social Economic Planner:** Master in Economic studies/ Geography and Urban economy or equivalent. Minimum of 5 years’ work experience in preparing Urban social economic plans.
- (v) **Team Member: Environmental Engineer:** Master’s degree or Degree in Environmental Management or its equivalent: Minimum of 10 years’ work in similar projects.
- (vi) **Team Members: Infrastructure Engineers** as follows; Civil, Water and Sanitation, Electrical, ICT and transportation Engineers. Masters or Degree in the relevant field. With minimum of 10 years with infrastructure planning and implementation.
- (vii) **Team Member: GIS expert:** Degree in GIS or Equivalent: Minimum of 5 years work with GIS in a similar projects.
- (viii)
- (ix) **Reference Sites:** The bidder is expected to provide at least three (3) fully operational references for institutions they prepared IDPs or LAP that can be contacted and/or visited.
- (x)
- (xi) **Economic and financial capacity of the company:**
- (xii) **Annual Turnover:** The annual turnover of the bidder must be at least **ZMW 1,000,000.00** for each of the last three years for which accounts have been closed (2022, 2023, and 2024).

C. Economic and financial capacity of the company:

- (i) **Annual Turnover:** The annual turnover of the bidder must be at least ZMW 1,500,000.00 for each of the last three years for which accounts have been closed (2022, 2023, and 2024).

5. CLARIFICATION

Clarifications on this EOI may be obtained from the Manager Procurement through email address: Eskaya@lsmfez.co.zm.
The closing date for clarifications is **Wednesday 3rd September 2025 at 15:00 hours.**

6. FORMAT OF SUBMISSION

The Expression of Interest should include ALL the items itemized in Section 4 above, accompanied by a Letter Expression of Interest, which should be marked:
LSMFEZ/MD/01/EOI/2025- CONSULTANCY SERVICES FOR THE REVIEW OF THE MASTER PLAN FOR THE LUSAKA SOUTH MULTI-FACILITY ECONOMIC ZONE

One Original and three copies of the EOI well bound documents in a sealed envelope must be deposited in the tender box provided at Lusaka South Multi-Facility Economic Zone Limited, Plot F10723 Chifwema Road, Off Leopards Hill Road, addressed to The Managing Director, Att: The Manager Procurement on or before **Tuesday 9th September 2025 at 10:00 hours.**

The Expression of Interest will be opened in the presence of bidders or their representatives who choose to attend.

LATE SUBMISSIONS WILL NOT BE ACCEPTED