

Terms of Reference (ToR) for the Construction of Sandcrete Block Shelters and Household Latrines in Malkohi, Yola South, Adamawa State

Background

The International Organization for Migration (IOM) previously developed the Malkohi New City Settlement in 2022 for internally displaced persons (IDPs) using conventional mud bricks for shelter construction. To enhance durability and accommodate more IDPs and vulnerable host community members, IOM plans to initiate Phase II of the project. This phase will involve the construction of shelters on newly extended land in both Malkohi and Jaccingo, as well as on individual plots in the host community.

Objectives

The primary objective of this project is to construct new shelters using Sandcrete Blocks to improve the quality and longevity of the housing provided to IDPs and host community members and to prioritize the use of the most abundant locally available materials. The project will focus on:

- Constructing shelters and latrines on the Malkohi new city land extension, facilitating the relocation of IDPs to these new areas.
- Building shelters and latrines on individual plots for IDPs who own land within Malkohi Village and surrounding areas. (This applies to this project)

Shelter Design

IOM has developed a new design for two-room shelters using Sandcrete Blocks. Based on community engagement and assessment, the allocation of shelters and latrines will be determined by household size. A standard two-room shelter will be provided for an average household size of six members. Additional rooms will be constructed for larger households as needed.

Implementation Approach

IOM intends to achieve the project goals by issuing contracts to contractors in lots. To support this, IOM has already produced and supplied key materials, including Sandcrete Blocks, roofing sheets, roofing nails, aluminum/rubber washers, and metal doors/windows. The vendor will be responsible for providing additional necessary materials as specified in the Bill of Quantities (BoQ) and for implementing the construction design.

Responsibilities of IOM and the Vendor

Responsibilities of IOM

Design and Specifications:

- Provide detailed architectural and engineering designs for the two-room shelters.
- Outline clear specifications for the construction materials and techniques.

Material Production and Supply:

- Produce and supply Sandcrete Blocks, roofing sheets, roofing nails, washers, doors, and windows.
- Ensure all materials meet the required quality standards.

Note: In the event that damage occurs to the shelter due to poor workmanship by the vendor—such as damage to roofing structures causing roofing sheets or nails to become loose and rendered useless within the retention period—the vendor is responsible for replacing the damaged items. IOM will not provide these items again.

Community Engagement:

- Conduct community engagement and assessment to determine household sizes and specific needs.
- Facilitate communication and coordination between the community and the vendor.

Site Preparation:

- Ensure that the new land extensions in Malkohi and Jaccingo are properly prepared and ready for construction.

Monitoring and Evaluation:

- Regularly monitor the progress of construction to ensure adherence to quality standards and timelines through IOM engineers and architects on site.
- Conduct evaluations upon project completion to assess the shelters' impact and effectiveness.

Support and Coordination:

- Provide logistical and administrative support to facilitate the smooth execution of the project.
- Coordinate with local authorities and other stakeholders to address any issues that may arise during construction.
- Provide vendors with sheds for storing blocks and construction materials to protect them from the rain.
- Support vendors by supplying tarpaulins to cover the blocks and shelters as part of a rainy season contingency plan. Vendors are expected to return the plastic sheeting after completing the project activity.

Responsibilities of the Vendor

Transportation:

- Arrange for the local transportation of Sandcrete Blocks and other provided materials to the construction sites. Please note that for the transportation of blocks, an average distance of 300 meters will need to be covered to reach each shelter location.
- Ensure safe and timely delivery of all materials.

Material Procurement:

- Procure and supply all additional construction materials as stated in the BoQ, including cement, timber, nails, fixings, and plumbing fixtures for the latrines.
- Ensure all materials meet the specified quality standards. Quality checks shall be conducted prior to delivery to the site and upon delivery.

Construction:

- Construct the shelters and latrines according to the provided designs and specifications.
- Ensure that the construction process adheres to safety regulations and quality standards.
- Build additional rooms for larger households as specified.

Note: Following the approach outlined by IOM and adhering to the site layout, it is anticipated that in certain areas, there will be multiple rooms constructed with shared walls, while in others, standalone single rooms will be erected. Despite the variation in structure types, the total room count will remain constant. However, it is imperative to accurately document and communicate the quantity of each type of structure before and during the project. This is essential for reconciling the precise quantities of materials utilized by the project's conclusion.

Site Management:

- Manage the construction sites, ensuring proper organization and adherence to timelines.
- Maintain a clean and safe working environment.
- Ensure the contractor's site engineer is present on-site for the project's duration, with no absences.

Labor and Supervision:

- Provide skilled labor and supervision to ensure high-quality construction.
- Train local workers if necessary to assist in the construction process.

Reporting:

- Provide regular progress reports to IOM, highlighting any challenges or delays.
- Document the construction process and inform IOM via email and other relevant communication channels of any challenges, milestone progress, or unforeseen events.

Rainy Season Contingency:

During construction, the vendor is required to prepare for the challenges posed by the rainy season. This includes planning for the storage of materials and the construction of shelters.

The vendor must engage workers to ensure that blocks and shelters are adequately covered during the rain with IOM community volunteers on site.

The vendor will ensure that workers on-site deliver on the job, considering any delays or disruptions caused by rain.