



## EAST AFRICAN CRUDE OIL PIPELINE

# REQUEST FOR EXPRESSION OF INTEREST FOR PROVISION OF STAFF PROVIDENT MANAGEMENT SERVICES. REFERENCE: 10007768

East African Crude Oil Pipeline (EACOP) Limited (COMPANY), is mandated with the construction and operation of a buried, cross-border pipeline to transport crude oil from the Lake Albert area in Uganda to the eastern coast of Tanzania for export to international markets. The pipeline will run from Kabaale in Hoima District, Uganda, to Chongoleani, Tanga Region, in Tanzania. It shall be 1,443 kilometres (km) long, of which 296 km will be in Uganda occupying a 30-meter-wide corridor.

The company plans on recruiting a number of personnel in the organization over the coming months and as such it requires review and setting up a salary and compensation structure that meets the industry standards in both Uganda and Tanzania.

### **BRIEF DESCRIPTION OF THE SCOPE OF THE SERVICES:**

The EAST AFRICAN CRUDE OIL PIPELINE (EACOP)LTD is seeking for a prospective service provider with adequate experience and expertise to provide and professionally manage EACOP-Staff Provident Fund under the umbrella pension fund/ scheme.

The Service Provider as a minimum shall be responsible for maintenance of plan records in compliance with the Uganda Retirement Benefits Regulatory Authority.

### **Minimum Requirements:**

Service providers expressing interest are requested to submit the following documents:

- Legal entity documentation including a certificate of incorporation and registration.
- A copy of the Bidders Valid Trading Licence
- A Copy of Memorandum and Articles of Association
- A Certificate of compliance with National Social Security Fund (NSSF)
- Valid Scheme license from Uganda Retirement Benefits Regulatory Authority (UBRA)
- Proof of registration with the Uganda Revenue Authority (URA) and current Tax Clearance Certificate
- Brief description of experience, expertise, and capacity to deliver required scope of services
- Organisation profile detailing services provided, organisation chart, Key clientele, and proposed key personnel and their relevant experience in providing similar services
- Proof of registration on the National Supplier Database with the Petroleum Authority of Uganda (PAU)
- A robust system to support the administration and management of the scheme.
- Audited Financial Statements for the last three (3) years

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Interested organizations with the ability, capacity, and resources to provide the required service should express their interest by sending (together with the documents stated in the above section) and emailing to [procurement.ug@eacop.com](mailto:procurement.ug@eacop.com) (max. email size **10Mb**) on or before **1600** hours East African Time (EAT), Monday **11<sup>th</sup> July 2022**.

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**Note:** EACOP LTD will review and assess the documents provided by the interested companies to derive a list of prequalified companies. Only prequalified companies will receive, subject to the signature of a Non-Disclosure Agreement (NDA), an invitation to submit a proposal in furtherance of the Request for Proposal process. All Expressions of Interest should be submitted in the English Language.