FIFA

Request for Proposal (RFP)

TECHNICAL CENTRE MASTERPLAN: DESIGN CONSULTANT

MA NAME: SOUTH SUDAN FOOTBALL FEDERATION

SITE NAME: NESITU, JUBA COUNTY

DATE: 2 NOVEMBER 2026

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1. RFP Conditions

1.1. Introduction

The Fédération Internationale de Football Association, based in Zurich, Switzerland, is the International governing body of association football, futsal, and beach soccer, comprising of 211 member associations grouped into six recognised confederations.

FIFA's activities extend far beyond its broad spectrum of international competitions, headed by the FIFA World Cup™. FIFA also provides material, financial and promotional resources for developing the game around the world and offers underprivileged communities support. For more information on FIFA and its competitions, please visit the official website at www.FIFA.com.

1.2. Request for Proposal

By receiving this Request for Proposal (hereinafter referred to as the "RFP"), your company has been invited by FIFA to submit a proposal (hereinafter the "Proposal"), for the:

Design consultancy services for the South Sudan Football Federation National Technical Centre at Nesitu, Juba County, Central Equatoria State, Republic of South Sudan: a site masterplan, the definition of Phase 1 priorities, preliminary layouts and indicative costs.

Before submitting Proposals, the Consultant, or its local partner, must visit the site to ensure it has a full understanding of the needs of the project and any limiting factors. Permission to visit the site may be obtained from the Member Association's designated contact.

1.2.1. Member Association

South Sudan Football Federation (SSFF), Juba, Republic of South Sudan

1.2.2. Member association contact

Name	Adv Bak Athian Bak
Email	baksalva@ssff.ss (copy to ssfajuba@gmail.com)
Telephone	+211 91 516 6984

1.2.3. Site location

Nesitu (Jukokwe Boma, Lokiliri Payam), Juba County, Central Equatoria State, Republic of South Sudan, approximately 25 km from Juba. Site coordinates: 4°41'52.4"N, 31°42'05.4"E. Land area: approximately 63 hectares.

1.3. Background

In order for our 211 Member Associations (hereinafter referred to as the "MA's") to develop infrastructure projects through the Forward programme, the Member Association Division at FIFA provides support to these 211 MAs to carry out these projects from early stage to the end. The FIFA Forward Programme is built to provide 360-degree, tailor-made support for football development in

each of our member associations and the six confederations. For more information on the FIFA Forward Programme please visit Forward Programme

The South Sudan Football Federation (SSFF) is planning to develop a national Technical Centre on its land at Nesitu and has requested the support of FIFA in appointing a design consultant. The project will be delivered in phases. This RFP covers Phase 0 only: a masterplanning exercise that will establish the long-term vision for the site, identify and prioritise SSFF's requirements, and provide preliminary layouts and indicative costs to guide the scope, budget and procurement approach for Phase 1 and later phases.

1.4. Purpose

The Consultant shall carry out the masterplanning services outlined in this RFP (hereinafter the "Project") in accordance with FIFA's instructions and with the high-level scope of services set out in Section 2.
Detailed design, construction documentation and construction works do not form part of this RFP. They will be procured separately once the masterplan is complete and the scope, costs and priorities of Phase 1 have been agreed.

1.5. Proposal Requirements

The Proposal must be written in English, be clear and concise. Bidders should set out clearly their plans, proposals, and any relevant information with regard to the requirements set out in this solicitation document.

Proposal should include, without limitation, the following information:

a. Executive summary;

b. Portfolio of previous work and credentials;

c. Detailed proposal according to this document;

d. If applicable, information on any collection or processing activities with regard to personal data and standards adhered to in this context ;

e. Expected team members to work on the Project, and their respective experience;

f. Estimated man-days to complete the Project;

g. Estimated travel days;

h. Transparent cost breakdown in a currency accepted by FIFA (USD, CHF, GBP, or EUR). Bidders should clearly indicate:

i. Whether costs are fixed or variable,

j. Whether fees are one-time or recurring,

k. Expenses, Swiss and non-Swiss taxes, VAT/sales taxes and the like, customs, duties, levies, imposts, and any other charges if applicable,

l. Total cost of services,

m. Currency in which FIFA will be invoiced.

n. Territory where services will be provided.

o. Letter from the Member Association confirming that a site inspection took place.

1.6. Tender process schedule

Dates	Milestones
02/11/2026	**Issue of RFP**
During Tender period – ideally by 17/11/2026	Mandatory site inspection – to be arranged directly with the Member Association via baksalva@ssff.ss with copy to diina@dsicpty.com
From 02/11/2026 until 16/11/2026	Clarification of all questions through FIFA. Please note that questions and corresponding answers will be anonymised and distributed to all bidders.
30/11/2026	**Deadline for submission of proposals**
21/12/2026	Contract award, following approval by SSFF and FIFA

1.7. Project Contact

Attention of:

Ms Diina Shituula

FIFA Infrastructure Expert – FIFA Forward Projects

Email: diina@dsicpty.com

With a copy to

Mr. Walter Holleran

Senior Infrastructure Manager, FIFA Member Associations Services

Email: walter.holleran@fifa.org

All clarification questions and the completed proposals are to be sent to the above addresses.

1.8. Legal Considerations

Definitions and Interpretation

In this RFP:

a. capitalised expressions have the meanings ascribed to them in this RFP unless the context otherwise requires;

b. any reference to a "person" or to an "entity" or to a "third party" or to an "organisation" includes any individual, company, body corporate, corporation (sole or aggregate), government, state or agency of a state, firm, partnership, joint venture, association, organisation or trust (in each case whether or not having separate legal personality and irrespective of the jurisdiction in or under the law of which it was incorporated or exists) and a reference to any of them shall include a reference to the others; and

c. any reference to a "Section" is a reference to a section of this RFP.

1.8.1. Acceptance of Terms and Conditions

Each bidder irrevocably and unconditionally accepts and agrees that, by participating in this tender process (through any response to this RFP, the submission of the Proposal or otherwise), it agrees to be bound by the provisions and procedures, and the terms and conditions (including the outcome), of this RFP.

1.8.2. No grant of rights

This RFP is no more than an invitation to submit a Proposal. Nothing contained in this RFP, including all documents referred to herein and all related communications made by FIFA or its associates or their respective representatives, agents or employees (i) shall confer any rights to, create any legally binding agreement with, or constitute an offer that is capable of acceptance by, any entity or recipient of this RFP with regard to the provision of goods and/or services relating to the project defined in this RFP; and/or (ii) shall be taken as constituting any representation by FIFA that an appointment of the bidder or any third party will be made pursuant to this RFP or otherwise.

1.8.3. Accuracy of RFP

FIFA has taken all reasonable care to ensure that this RFP is accurate in all material respects at the time of publication. Notwithstanding the foregoing, all information contained herein is subject to amendment and/or variation by FIFA at any time and without any reason and/or prior notice being given to any bidder or any recipient of this RFP. In any case, each bidder and recipient of this RFP shall be responsible for verifying the accuracy of all information contained in this RFP and for making all necessary enquiries prior to the submission of its Proposal. Neither FIFA nor any of its associates nor any of their respective agents, employees or representatives will be liable for any claims, loss or damage suffered by any bidder or other recipient of this RFP as a result of reliance on any information contained herein, or otherwise.

1.8.4. Modification of the RFP

FIFA may, in its sole discretion and without any liability whatsoever to any bidder or any recipient of this RFP, amend, alter and/or modify any or all of the provisions of, and/or withdraw in its entirety, this RFP at any time and without any reason and/or prior notice being given to any bidder or any recipient of this RFP.

1.8.5. Proposals

Proposals in response to this RFP must be signed by a duly authorised person entitled to undertake all legal obligations relating to this RFP and the Proposal on behalf of the bidder.

Each bidder warrants, represents and undertakes to FIFA that:

a) all information contained in its Proposal will be complete and accurate in all respects and shall not be false or misleading; and

b) if, following submission of its Proposal, there are any changes in such bidder's circumstances that may affect any of the information contained in the bid, the bidder shall promptly notify FIFA in writing setting out the relevant details in full.

c) there exists not any conflict of interest between the bidder, its Proposal, FIFA and/or its staff. In case of potential conflict at the moment of the bid, the bidder shall disclose any such potential conflict in its Proposal. In case of potential conflict at later stage, the bidder shall disclose such conflict promptly to FIFA in writing the bidder will, during the tender process as well as when

services will (in the event of a successful bid) be performed on behalf of FIFA, respect the principles of the FIFA Code of Conduct at all times and under all circumstances.

If FIFA considers that any bidder is, or may be, in breach of this Section 1.8.6, FIFA shall, without prejudice to any other rights or remedies that may be available to it, be entitled to withdraw from any discussions or negotiations with such bidder and/or to reject its Proposal, in each case without any requirement to give such bidder any notice and without liability on the part of FIFA to such bidder.

FIFA reserves the right to request any bidder to amend the Proposal submitted in response to this RFP. Such amendments will form part of the tender process as outlined within the RFP and as such will not attract remuneration from FIFA.

1.8.6. Financial terms

Unless otherwise expressly stated in this RFP, the quotation to be provided as part of the Proposal is all inclusive and covers all Swiss and non-Swiss taxes, VAT/sales tax and the like, customs, duties, levies, imposts and any other charges. The successful service provider(s) will be responsible for reporting and paying any Swiss and non-Swiss taxes, VAT/sales tax and the like, customs, duties, levies, imposts, and any other charges which become due on the consideration to be paid by FIFA, except for Swiss VAT and Swiss customs duty, if any, which shall be borne by FIFA.

The successful bidder shall indemnify, and keep fully and effectively indemnified, FIFA and its affiliates and officers from and against all obligations on FIFA in respect of all Swiss and non-Swiss taxes, VAT/sales tax and the like, customs, duties, levies, imposts and any other charges arising from, and/or in connection with, any provision of goods and/or services pursuant to the relevant Services Agreement and the discharge of any and all obligations imposed on the successful bidder by this RFP, except for Swiss VAT and Swiss customs duty, if any, which shall be borne by FIFA.

1.8.7. Insurance

The successful bidder will be required to maintain, at its own cost and through the term of relevant Services Agreement, adequate general third party liability and professional indemnity insurance (as well as additional insurance obligations as reasonably requested by FIFA) to cover, regardless of the form of action, whether in contract, tort or otherwise, its potential liability and indemnity obligations thereunder, including (without limitation) for any damages caused to FIFA in connection with the provision of goods and/or services relating to the project defined in this RFP.

1.8.8. Tender Costs

Each bidder is solely responsible for all costs, expenses and liabilities incurred by the bidder in the preparation of its Proposal, any responses to requests for further information by FIFA and any negotiation with FIFA following receipt by FIFA of its Proposal (whether or not a Services Agreement is entered into with such bidder).

For the sake of clarity, the selected service provider(s) will not be reimbursed or otherwise remunerated by FIFA in relation to any costs, expenses and liabilities incurred by the bidder in the preparation of its Proposal or at any time during the tender process.

1.8.9. Ownership of Proposal

Once received by FIFA, each Proposal becomes the physical property of FIFA and FIFA shall not be obliged to return any Proposal. FIFA shall be entitled to unrestricted use, free of charge, of any commercial initiatives, creative materials, procedures, suggestions and/or recommendations contained in each Proposal or otherwise provided and/or disclosed by each bidder in discussions or

correspondence with FIFA during the tender process (the "**Bid Information**"). Each bidder shall execute any documents or undertake other acts which may be required by FIFA for the purposes of giving FIFA the full benefit of this provision. Each bidder waives any right of action it may have against FIFA in relation to any use of the Bid Information.

1.8.10. Intellectual Property

Each bidder acknowledges, by itself and its staff that all rights to FIFA's intellectual property portfolio, including the RFP shall remain the sole and exclusive property of FIFA.

Any successful bidder(s) may be required, pursuant to the terms of its Services Agreement with FIFA, to assign to FIFA any and all intellectual property in any works created. Furthermore, bidders may be required by FIFA to assign to FIFA any and all intellectual property in any works created in connection with this tender process, as a pre-condition to its continued participation in it.

1.8.11. No obligations

FIFA shall be under no obligation to review or consider any Proposal submitted by a bidder, regardless of whether such Proposal is submitted to FIFA on time or in accordance with the procedures outlined in this RFP or not. FIFA shall, at its sole discretion, be entitled to withdraw from any discussions or negotiations with any bidder and/or reject the Proposal at any time, in each case without any requirement to give such bidder any explanations.

FIFA reserves the right to work with multiple service providers at the same time for the provision of goods and/or services relating to the project defined in this RFP.

1.8.12. Services Agreement

The appointment of the successful bidder(s) is subject to the successful bidder(s) and FIFA entering into an agreement setting out the terms on which the successful bidder(s) will provide the goods and/or services required relating to the project defined in this RFP ("**Services Agreement**"). The Services Agreement will contain, amongst others, the following clauses:

- Indemnification:

Without prejudice to any other provision of this Agreement, the Services Provider hereby indemnifies and holds harmless FIFA, its officers, directors, employees, contractors, agents and assignees (hereinafter the **"Indemnified Parties"**) on first demand from and against any and all losses, damages (including consequential damages), costs, judgments, penalties and expenses of any nature whatsoever (including reasonable legal fees and disbursements) obtained against, imposed upon, incurred or suffered by any of them (i) in relation to any violation of this Agreement, or (ii) arising from, and/or in connection with, any dispute or other claim(s) or proceeding(s) brought against the Indemnified Parties (or any of them) on the basis that any material (including any Commissioned Works and/or Services provided under this Agreement or any part of such Commissioned Works and/or Services) created, produced or otherwise rendered by the Services Provider during the course of the provision and delivery of the Services infringes the Intellectual Property or any other rights of any third party. The Services Provider's right to set-off any obligations against such indemnification claim shall be and is hereby waived.

- Cancellation[1], suspension[2] and/or postponement[3] of one or more event(s) and/or deliverable(s)[4]:

In case FIFA cancels or postpones an event, FIFA may, at its sole choice, terminate the contract in full or in part with immediate effect or suspend the contract until further notice. In case of such cancellation, suspension and/or postponement, FIFA shall pay to the Services Provider the associated costs and expenses incurred under this Agreement up to the date of termination, suspension, or postponement, which the Services Provider has evidenced in writing. In case of a pre-payment made by FIFA, FIFA shall be reimbursed for the amount pre-paid but exceeding the accrued costs. In case of suspension, such costs and expenses already paid by FIFA shall be deducted from the Services Fees as set out in this Agreement.

Further damages, in particular not limited to direct and indirect damages and loss of profit are excluded. There shall be no other liability whatsoever of FIFA.

- Choice of law:

This Agreement shall be governed by and interpreted in accordance with the material laws of Switzerland, the Vienna Convention on the International Sale of Goods being expressly excluded.

- Jurisdiction:

All disputes in connection with this Agreement, including disputes relating to its conclusion, binding effect, amendment, breach, or termination, shall be promptly settled between the parties by negotiation. If no solution can be reached, such disputes shall, to the exclusion of any court or other forum, be exclusively resolved by an arbitral tribunal consisting of three (3) arbitrators under the auspices of, and pursuant to, the Swiss Rules of International Arbitration of the Swiss Chambers' Arbitration Institution. The seat of the arbitration shall be Zurich, Switzerland, and the language of the proceedings shall be English. For the avoidance of any doubt, any decision made by the arbitral tribunal shall be final and binding on the parties.

1.8.13. Sustainability and Human Rights

Each bidder agrees to conduct all aspects of this RFP in compliance with the highest standards of business ethics then prevailing in the bidder's industry. In particular, the successful bidder(s) will be requested to comply with the relevant sustainability standards, including the ISO 26000 Standard on Social Responsibility, and meet its responsibility to respect, in all aspects of its activities relating to the project defined in this RFP, all internationally recognised human rights (including workers' rights)

[1] Cancellation refers to the need to terminate the full and/partial service scope of an Event or series of related Events, usually before an Event has commenced.

[2] Suspension refers to the need to partially or fully stop/cease all deliverables/services related to an Event or series of Events where the Event has not yet completed (ended). Suspension(s) may subsequently be followed by a) further Suspension, b) full or partial Cancellation, full or partial Postponement, and/or full or partial Termination, or a combination thereof depending on the circumstances.

[3] Postponement refers to the need to postpone/reschedule in full or in part (including a series of partial Postponement(s) including a full Postponement, an Event or series of Events.

[4] Any Cancellation, Postponement, Suspension or Termination may apply in any order either in full or in part and may appear in any order as appropriate to the remaining scope of services/deliverables not yet fully terminated (including Expiry).

expressed in the International Bill of Human Rights and the principles concerning fundamental rights set out in the International Labour Organisation's Declaration on Fundamental Principles and Rights at Work. Where applicable, the successful bidder(s) will further comply with the WFSGI Code of Conduct – Guiding Principles of the World Federation of the Sporting Goods Industry then in circulation. Under no circumstances may any bidder avail itself of child and/or slave labour directly or through subcontractors using child and/or slave labour. In the event that any bidder believes that the project defined in this RFP may entail any risk in relation to child and/or slave labour, such bidder must include all relevant information on the nature of that risk as well as on its prevention and mitigation measures in the Proposal. FIFA may, at its absolute discretion and at any time during the tender process, require any information on how the bidder implements its sustainability and human rights-related responsibilities as outlined in this Section 1.8.14.

1.8.14. Data Protection

All bidders shall comply with any applicable data protection laws and regulations.

1.8.15. Confidential Information

The full content of this RFP and associated supporting materials are confidential. Each bidder will keep confidential its participation in the tender process and the terms set out herein.

Each bidder must ensure that any person who receives a copy of this RFP is bound by this confidentiality obligation. FIFA may, in its absolute discretion, opt to require a bidder to sign a confidentiality agreement or undertaking, within a prescribed timeframe to be determined by FIFA, as a pre-condition to its continued participation in this tender process.

For the sake of clarity, any disclosure of the RFP to any third party will be strictly and solely at the discretion of FIFA.

1.8.16. No right of action and no liability

This RFP is provided solely by way of explanation only and does not contain any warranties, representations, or undertakings whatsoever upon which any person may rely, or seek to initiate or substantiate any legal action, against FIFA and/or its associates or their respective agents, employees and/or representatives. In particular, all dates referenced herein are indicative only and FIFA expressly reserves the right to disregard and/or postpone any date herein without consulting and/or notifying any bidder and without incurring any liability whatsoever.

Each bidder expressly waives any right of action it may have against FIFA with regards to the tender process. There shall be no liability of FIFA of whatever nature in connection with this RFP, the Proposal and/or any information, communication, or correspondence of FIFA in relation thereto to the fullest extent permitted by law.

1.8.17. Anti-Corruption

Giving and taking bribes can lead to criminal proceedings in accordance with art. 4a of the Swiss Federal Law on Unfair Competition (art. 102 of the Swiss Criminal Code) and art. 322octies and art. 322novies of the Swiss Criminal Code and any other applicable anti-bribery or anti-corruption legislation.

1.8.18. Governing Law and Jurisdiction

This RFP and the procedures outlined herein shall be governed by, and interpreted in accordance with, the laws of Switzerland, to the exclusion of any choice of law principles and to the exclusion of the Vienna Convention on Contracts for the International Sale of Goods. All disputes in connection with this

RFP, including disputes as to its conclusion, binding effect, amendment, and termination, are to be promptly settled between the parties by negotiation. If no solution can be reached, such disputes shall, to the exclusion of any court or other forum, be exclusively resolved by an arbitral tribunal consisting of one (1) arbitrator under the auspices of, and pursuant to, the Swiss Rules of International Arbitration of the Swiss Chambers Arbitration Institution. The seat of the arbitration shall be Zurich, Switzerland and the language of the proceedings shall be English. For the avoidance of any doubt, any determination made by the arbitral tribunal shall be final and binding on the parties.

2. Project information and high-level scope of services

2.1. Summary of services required

The services comprise:

– developing, with SSFF, a clear and prioritised brief for the Technical Centre;

– a masterplan for the whole site, establishing the long-term vision and all future phases;

– the definition of the Phase 1 priorities and a phasing plan;

– preliminary layouts for Phase 1 and indicative costs for each phase; and

– recommendations on the scope, approvals and procurement approach for the next phase.

The level of detail expected is that of a masterplan with preliminary (concept-level) layouts, not a full design solution. The services are described in Section 2.5.

2.2. The site

Location	Nesitu, Juba County, Central Equatoria State, South Sudan
Distance from Juba	Approximately 25 km
Site coordinates	4°41'52.4"N, 31°42'05.4"E
Land area	Approximately 63 hectares
Present condition	Greenfield site (cleared of bushes and trees). No existing buildings or services.
Topography	A preliminary contour survey (Appendix B) records ground levels between approximately 532 m and 540 m, falling generally from west to east.

The preliminary contour survey is issued for information only. Bidders should satisfy themselves regarding access, ground conditions, drainage and the availability of water and power during the site visit.

2.3. Vision and intended use

SSFF intends the Technical Centre to become the home of football development in South Sudan. At this stage, SSFF envisages that the centre will be used for:

- training camps for the national teams (men's, women's and youth);
- coach, referee and administrator education courses;
- youth and grassroots development programmes;
- SSFF administration and technical department functions; and
- training and local or regional matches, with potential community use.

The Consultant will confirm these uses, the expected number of users and the operating model with SSFF as part of the needs assessment (Section 2.5.2).

2.4. Outline requirements

The table below is SSFF's high-level list of requirements. It is indicative only and is to be refined and prioritised with SSFF during the master planning exercise. The indicated phasing is SSFF's initial view and will be confirmed through the masterplan.

Component	Outline requirement
Pitches and field of play	At least two full-size pitches (105 m x 68 m plus run-off), natural grass and/or FIFA Quality Pro football turf, oriented north-south where possible, with floodlighting, fencing and a small spectator stand for the main pitch. Space reserved for additional pitches.
Accommodation	Residential accommodation for players, coaches and officials attending camps and courses, with dining, kitchen, lounge and laundry facilities. Number of beds to be defined with SSFF.
Administration and education	Offices, classrooms and meeting rooms for courses, a tactical analysis room and a press room.
Player and technical facilities	Team dressing rooms, separate changing for male and female match officials, medical and physiotherapy room, recovery facilities, gymnasium, kit room and storage for equipment and pitch maintenance machinery.
Future facilities	Additional pitches, an indoor sports hall and other facilities to be identified through the masterplan.
Site infrastructure	Access road, internal roads and parking (including team buses), gatehouse and secure perimeter, water supply and storage, power (including back-up generation and solar), storm water drainage, waste water treatment and waste management. To be phased with the development.
General	All facilities to be accessible to persons with disabilities and to provide equally for male and female users, with a climate-responsive design that keeps running and maintenance costs low.

2.5. Scope of services

The Consultant shall carry out the following tasks.

2.5.1. Inception

Kick-off meeting with SSFF and FIFA; site visit; collection and review of available information (land title and boundaries, the preliminary contour survey, utilities, local regulations); confirmation of the work programme. Deliverable: inception report.

2.5.2. Needs assessment and brief development

Workshops with SSFF (leadership, technical department, national team staff, referees and administration) to confirm the intended uses, user numbers, operating model and priorities; benchmarking against comparable technical centres; preparation of an outline schedule of accommodation for SSFF approval.

2.5.3. Site analysis

Analysis of access, topography, drainage and flood risk, orientation, vegetation, ground conditions (desk study and visual inspection), availability of water and power, and environmental and social constraints.

2.5.4. Masterplan

One masterplan option for the whole site, showing zoning, circulation, pitch and building locations, phasing and space for future expansion, with the advantages, disadvantages and costs to be presented to SSFF and FIFA in a workshop in Juba.

2.5.5. Preliminary layouts

Development of the masterplan for the whole site; preliminary layouts of the Phase 1 facilities (site layout, building footprints and indicative floor areas); an outline infrastructure strategy (access, water, power including solar, storm water and waste water); and illustrative 3D views.

2.5.6. Phasing, Phase 1 priorities and indicative costs

A phasing plan agreed with SSFF; definition of the Phase 1 scope; indicative (order of magnitude) cost estimates for each phase and main component, based on local construction rates and including contingencies; identification of the main cost risks and options to keep Phase 1 within the available budget.

2.5.7. Recommendations for the next phase

A high-level scope of works and brief for Phase 1; the surveys and investigations required (topographical, geotechnical, Environmental and Social Impact Assessment); the statutory approvals pathway; options for the procurement of the Phase 1 design and construction, with their advantages and disadvantages; and an indicative programme.

2.6. Deliverables and programme

The target duration of the services is 7 weeks from contract signature. Bidders should submit their own programme and may propose a different duration if justified.

Target	Deliverable
Week 2	Needs assessment and site analysis report, with outline schedule of accommodation
Week 4	Masterplan options and workshop with SSFF and FIFA in Juba
Week 5	Draft masterplan report, with Phase 1 preliminary layouts, phasing plan and indicative costs

Target	Deliverable
Week 7	Final masterplan report, incorporating comments from SSFF and FIFA, and recommendations for the next phase

Reports shall be delivered in English in PDF and editable formats, drawings in PDF and DWG formats, and cost estimates in Microsoft Excel.

2.7. Consultation and approvals

SSFF will lead the project and approve each deliverable after review by FIFA. The Consultant shall allow for at least two workshops in Juba (masterplan options and draft masterplan) and for regular online progress meetings with SSFF and FIFA.

2.8. Site information

Site data is provided in good faith to aid the Consultant in preparing its proposal. It is, however, the Consultant's responsibility to verify and ascertain the accuracy of all information provided.

Appendix A shows the site location plan.

A preliminary contour survey ("South Sudan Football Federation Land Property", scale 1:3,000) forms Appendix B. It is for information only and must not be relied upon for design.

No geotechnical survey has been undertaken. The Consultant shall recommend the investigations needed for Phase 1.

2.9. Climatic information

Juba has a tropical wet and dry climate. The indicative data below is to be verified by the Consultant.

Seasonal rainfall	Annual rainfall of approximately 900–1,000 mm, falling mainly in the wet season (April to October). The dry season (November to March) has little or no rain.
Seasonal temperatures	Hot all year. Daytime maximum temperatures of about 35–38°C in the dry season and about 30–33°C in the wet season; night-time minimum temperatures of about 20–23°C.

2.10. Any other information relevant to the project

On completion of Phase 0, SSFF and FIFA will decide the most appropriate approach for the next phase. Participation in this RFP does not guarantee appointment for any later phase.

The Consultant appointed for Phase 0 may, at the sole discretion of SSFF and FIFA, be invited to submit a proposal for subsequent design stages.

3. Consultant's responsibilities & minimum quality standards

The services shall be undertaken in compliance with the following requirements.

3.1. Master planning responsibilities

The Consultant will have full responsibility for the master planning services described in this RFP, including the co-ordination of all team members and sub-consultants. The outline requirements in Section 2 represent SSFF's initial brief and should be used as the basis for developing the masterplan. The Consultant is not required to produce detailed designs, technical specifications, Bills of Quantities or construction tender documents under this RFP.

3.2. Quality standards

The masterplan shall take into account the requirements of the:

- *FIFA Guidelines for Technical Development Centres and High-Performance Centres*
- *FIFA Code of Practice for the Design, Construction and Testing of Football Turf Fields*
- *FIFA Quality Programme for Football Turf;*
- laws, building regulations and environmental legislation of the Republic of South Sudan.

Where and to the extent that requirements are not fully specified, the services are to be carried out in accordance with good professional practice and recognised national and international standards, with particular attention to climate-responsive design and low running and maintenance costs.

3.3. Planning and Building Regulations

The Consultant shall identify the land, planning, environmental and building approvals required for the development, and set out in the masterplan report the approvals pathway for later phases, including the requirement for an Environmental and Social Impact Assessment.

3.4. Project Administration

The Consultant shall allow for all necessary project administration for the proper execution of the services. Before starting, the Consultant shall confirm to the Member Association the name of its Team Leader. This person shall not be changed without the prior agreement of SSFF and FIFA, which will not be unreasonably withheld.

3.5. Site Visits and Safety

The Consultant shall arrange its own travel, accommodation and security for site visits, in co-ordination with SSFF, and is responsible for the health and safety of its staff.

3.6. Conflict of Interest

The Consultant shall declare any interest in contractors or suppliers that may bid for later phases of the project. SSFF and FIFA will decide how any such interest is to be managed.

3.7. Trespass and Nuisance

All reasonable means shall be used during site visits and surveys to avoid inconveniencing adjoining owners and occupiers. No persons employed on the services shall be allowed to trespass on adjoining properties.

4. Information to be submitted as part of the Consultant's proposal

The following information shall be included in the Consultant's proposal.

Failure to supply all the requested information could result in the tender being disregarded.

The technical proposal MUST be provided in English in a single PDF file. The fee proposal (Appendix C) shall be submitted as a separate PDF file.

Proposals should be concise.

Information	Check list for tenderer's
Company profile and registration. For a joint venture or consortium, a letter of intent naming the lead firm and the role of each partner.	
Relevant experience: up to five comparable projects (sports facilities, training centres, campuses or similar) completed in the last 10 years, with client contacts. Experience in South Sudan or the region should be highlighted.	
Proposed team: organisation chart naming the Team Leader (architect or master planner) and the key team members, covering as a minimum architecture and cost estimating. Other specialist input as the Consultant considers necessary.	
Short CVs of the Team Leader and key team members.	
Local presence: details of any office, partner or sub-consultant in South Sudan and how local knowledge will be used.	
Understanding of the assignment and methodology, including the approach to engagement with SSFF and FIFA and to defining the Phase 1 priorities.	
Proposed programme (bar chart) showing tasks, deliverables, workshops and review periods.	
Example of a previous concept-stage report (or extract).	
Fee proposal (Appendix C), including man-days and travel days per team member, expenses and taxes.	
Indicative day rates of the key team members for possible subsequent design stages (for information only; not evaluated).	
Declaration of any conflict of interest.	
Letter from the Member Association confirming that a site inspection took place.	
Evidence of professional indemnity insurance, or an undertaking to obtain it before contract signature.	

4.1. Evaluation of proposals

Proposals will be evaluated by FIFA and SSFF on the basis of quality and cost. The technical proposal will be scored out of 100 points against the criteria below.

Criterion	Maximum points
Relevant experience of the firm in sports, training or comparable facilities	30
Qualifications and experience of the Team Leader and key team members	25
Understanding of the assignment and methodology	25
Programme and allocation of time to each task	10
Local knowledge and participation of South Sudanese professionals	10
Total technical score	100

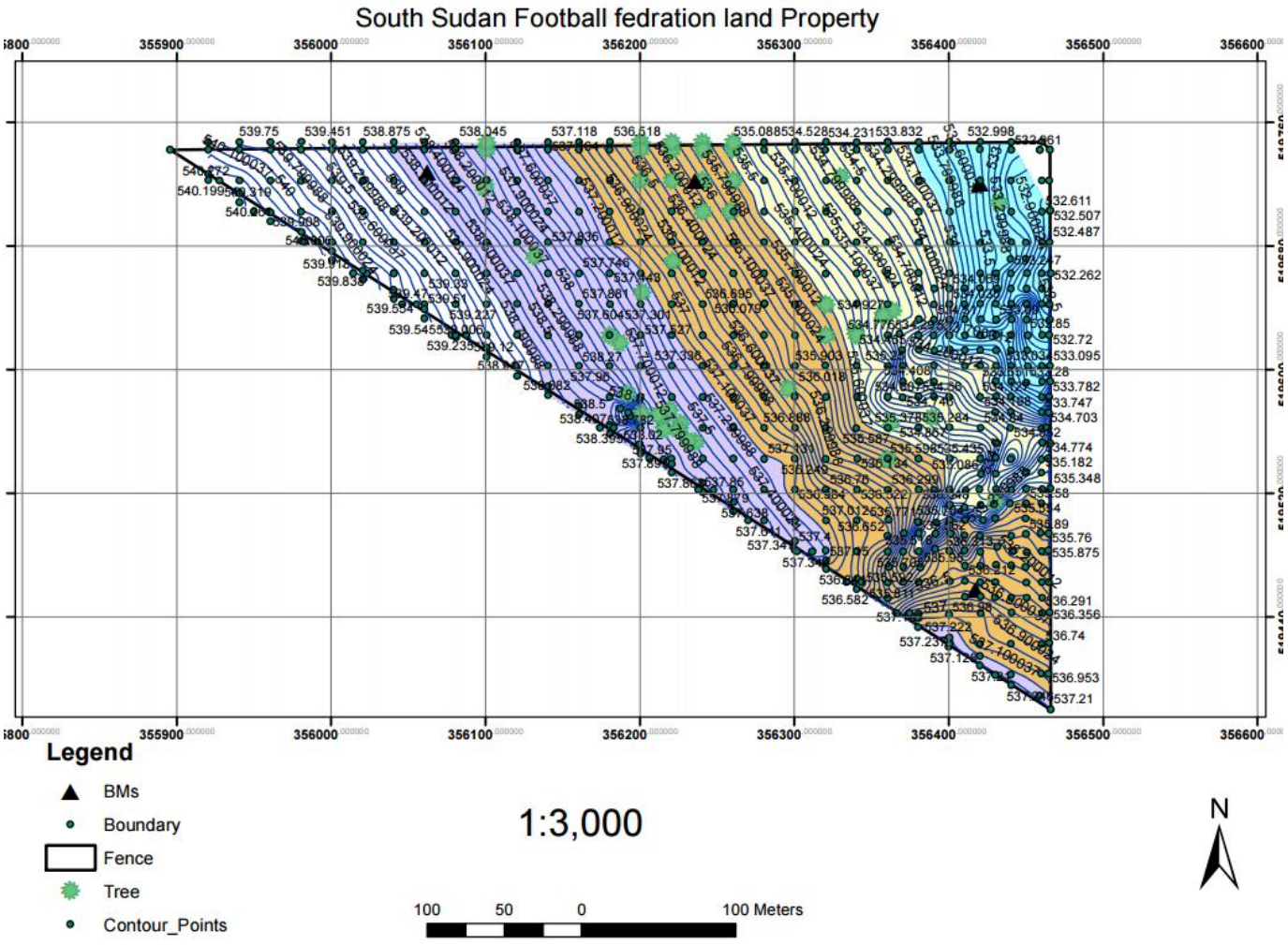
The combined score will weight the technical score at 70% and the fee at 30%, with the lowest fee receiving the full financial score and other fees scored in inverse proportion. FIFA and SSFF may invite the highest-ranked bidders to present their proposal, in Juba or online, before a recommendation is made.

Appendix A - Site location plan

Site coordinates: 4° 41'52.4"N 31° 42'05.4"E



Appendix B - Preliminary contour survey (for information only)



Appendix C - Fee proposal form

To be completed on the bidder's letterhead and submitted as a separate PDF file. All amounts in USD.

Item	Lump sum fee (USD)
1. Inception	
2. Needs assessment and brief development	
3. Site analysis	
4. Masterplan	
5. Preliminary layouts	
6. Phasing, Phase 1 priorities and indicative costs	
7. Recommendations for the next phase	
8. Expenses (travel, accommodation, printing and other)	
Sub-total	
Applicable taxes (specify)	
TOTAL FEE	
Option: topographical survey of the site (Section 2.5.8)	

Please attach a schedule showing, for each team member, the day rate, the number of man-days per task and the number of travel days.

Authorised signature: _____

Name and title: _____

Date: _____