Terms of Reference: Engagement of Valuation Firm – Khasakh Cooperative Society Limited

Khasakh Cooperative Society Limited invites qualified valuation firms to bid for the independent valuation of collateral securing member loans, on terms that protect the Society's balance sheet and the borrowers who pledge their property.

1. Background and purpose

Khasakh Cooperative Society Limited ("Khasakh" or "the SACCO") is a savings and credit cooperative serving staff of World Vision Uganda and Mercy Corps. It lends against salary, savings and, for larger facilities, immovable and movable collateral such as land, buildings and vehicles.

2. Objectives and scope of work

Objectives. Deliver accurate, independent, timely and defensible valuations; protect the SACCO from over-lending; protect borrowers from unfair valuation practice.

Scope of services

1. Valuation of land and buildings (freehold, mailo, leasehold, customary tenure with documented title) offered as security.
2. Valuation of motor vehicles, plant, equipment and other movable assets.
3. Re-valuation of existing collateral on request (annual review, restructuring, default, recovery, provisioning).
4. Forced-sale (distress) value and realisable-value estimates, in addition to open market value.
5. Due-diligence checks on the collateral: title search at the Land Registry, encumbrances, caveats, zoning, access, physical boundaries and occupancy, and confirmation of ownership against the borrower's documents.
6. Valuation for auction and disposal where a loan is in default, including advice on reserve price.
7. Review of the SACCO's collateral and valuation policy and a one-day annual training for Credit Committee and staff (optional, priced separately).

4. Deliverables, report content and timelines

Each valuation report must be signed by a registered valuer and contain the items below.

1. Instruction, valuation date, inspection date and basis of value.
2. Property or asset description, location, size, tenure, title particulars and registered owner.
3. Title search findings, encumbrances, caveats, zoning and planning status.
4. Photographs (dated and geo-tagged), a sketch or location map and a description of condition.
5. Comparables, methodology and calculations.
6. Market value, forced-sale value and, where requested, insurance (replacement) value, in Uganda shillings.
7. Marketability comment, key risks and any assumptions or limiting conditions.
8. Valuer's declaration of independence and no conflict of interest.

5. Eligibility and qualifications

- Legally registered in Uganda (certificate of incorporation or registration, valid trading licence, TIN and tax clearance).
- Firm and signing valuer registered with the Surveyors Registration Board and ISU, with current practising certificates.
- At least **5 years** of valuation experience, including **3 comparable assignments** for SACCOs, MDIs, banks or similar lenders, with referees.
- Valid professional indemnity insurance
- Coverage of Kampala, Wakiso, Mukono and the other districts where Khasakh members live, or a stated plan for upcountry valuations.
- A signed declaration of no conflict of interest, no pending disciplinary action and no debarment.

Interested and qualified firms should submit their applications to khasakhtenders@gmail.com, with a copy to judithnakamannya@gmail.com.

Deadline: Applications must be received by **30th November 2026**.

For more information: website www.khasakh.com