



EXPRESSION OF INTEREST

FOR HIRING A BUILDING CONSTRUCTION DESIGN AND SUPERVISION CONSULTANT

Background information

The Registered Trustees of Private Agricultural Sector Support Fund (PASS Trust) is a body incorporated on 28th May, 2007 under the then Trustee's Incorporation Ordinance, Cap 375, now the Trustee's Incorporation Act, Cap 318. It was established by a Trust Deed dated 20th May, 2007 which was, on 4th November, 2008, amended and restated. The Trust Deed was signed by founders of PASS, the Government of Denmark and Government of the United Republic of Tanzania. PASS was established for purposes of promoting and facilitating private sector investment in agricultural production, agribusinesses and business development services.

We would like to engage a reputable building construction manager or consultant firm to assist PASS in commissioning of its office premises at PASS AIC - SUA, Morogoro.

Objective

We are looking for a reliable Construction Manager/Consultant to plan construction projects and oversee their progress along the way in a timely and cost-effective manner. You will be responsible for budgeting, organization, implementation and scheduling of the projects.

Scope of work

The successful Manager/Consultant will render services at PASS-AIC incubation Center as situated in SUA, Morogoro.

Eligibility Criteria

Eligible Consultant firm should meet the following criteria:

1. Compliance with legal requirements of registration.
2. Proven working experience in construction management
3. Advanced knowledge of construction management processes, means and methods
4. Expert knowledge of building products, construction details and relevant rules, regulations and quality standards
5. Understanding of all facets of the construction process
6. Any actual or potential conflict of interest in taking up this role should be highlighted.

EVALUATION CRITERIA

Proposals will be evaluated in two parts. The technical proposal shall bear 60% of the total marks while the financial proposal shall bear 40% of the total marks.

- Proposals should make clear about the relevant skills, experience and capacity of the participant, in respect of this particular TOR
- Proposals must contain the details of the proposed approach to be adopted in order to deliver the service in accordance with the TOR
- Proposals should clearly indicate whether or not bid participants have the capacity to meet the requirements of the TOR

Functionality evaluation criteria

No	Description	Weight
1	Team Members Experience & Expertise <ul style="list-style-type: none">· Past experience in similar work of this nature· Team member experience (accompanied by brief CV's)· Bidders 'track record· Ability of the bidder to fulfil the PASS's requirements	35
2	Proposed Work Plan and Approach <ul style="list-style-type: none">· Proposals must contain the details of the proposed approach to be adopted in order to deliver the service in accordance to this TOR.· Is the scope of task well defined and does it correspond to this TOR?· Is the presentation clear and is the sequence of activities and the planning logical, realistic and promise efficient implementation to the project?	25
4	Project management <ul style="list-style-type: none">· The proposal should contain a work plan, showing tasks, timelines;· Did the bidder give, submit clear proposed project timelines for this project;· Does the project plan cater for risk management associated with this project and mitigation strategy?· Project management and turn around management (Ability to Deliver on Time).	25
5	References <ul style="list-style-type: none">· Did the bidder submit at least three relevant and contactable clients that were serviced in the past 12 months?	15

Bidders are required to score a minimum of 65% points on functionality to qualify to be evaluated in the next level (price). Bidders who do not score the minimum of 65% points on functionality will be disqualified and not be evaluated on price.

PAYMENT DETAILS

Payment will be in accordance with a detailed budget breakdown as submitted through the proposal, and invoices will be expected from the consultant prior to payment.

Deliverable

The key deliverables will be:

1. Develop site plan.
2. The Consultant is to prepare/review the necessary construction design documentation, cost estimates, application for development consents and permits with relevant Authorities.
3. Prepare/review the bidding documents (BOQ) for the construction tenders.
4. The Consultant is to supervise, oversee and direct construction projects from conception to completion.

Communication and Reports

All reports shall, at a minimum, be presented in English.

Submission guidelines

The proposal subject line should clearly read, **“EOI: DESIGN AND SUPERVISION CONSULTANT.”** The proposal should be addressed to: Managing Director.

Mode of submission: ONLY electronically submitted proposals will be accepted.

It should be submitted to the following email: md@pass.or.tz

The deadline for submission of the proposal is: 1 May 2020 at/or before 12:00 hours East African time.

Only shortlisted bidders will be invited to present themselves for interview at PASS offices at a date to be communicated. For any questions, send an email to: procurement@pass.or.tz not later than 7 days after the date of the advert.

Date of advert: 20th April, 2020