



RESERVE BANK OF MALAWI

REQUEST FOR PROPOSAL FOR ENGAGEMENT OF THE PROJECT SURVEYING SERVICES FOR THE SILVER STADIUM REHABILITATION PROJECT

(National Competitive Bidding)

1. INTRODUCTION

The Reserve Bank of Malawi (the Bank) established the Silver Sports Complex situated on Plot Number 47/498A in Area 47 as an entertainment-social centre. The Bank would like to upgrade the current infrastructure into a Modern Complex (Project).

In order to achieve the above, the Bank therefore requires the quantity surveying services to take up the Project through a 'design-build' cycle.

2. OBJECTIVE OF THE ASSIGNMENT

The assignment is aimed at upgrading the current infrastructure of the Silver Stadium into a Modern Stadium with all required upmarket facilities.

3. PROPOSED WORKS AT THE STADIUM

The services of the Quantity Surveyor will be required on the following proposed works:

- a) Provision of Stadium access control and electronic ticketing system
- b) Upgrade of physical security structures thus installation of CCTV Cameras for crowd control and stadium security.
- c) Construction of the Club`s office complex and shops.
- d) General rehabilitation and upgrade of stadium facilities such as the improvement of ground level & landscape to the training field and replacement of VIP chairs on the covered stands.

4. THE TERMS OF REFERENCE (TOR)

The following are, but not limited, the TORs of the Consultant:

- a. Prepare cost estimates for the proposed works.
- b. Production of priced / unpriced bills of quantities for bidders and project team use.
- c. Develop a Request for Proposal (RFP) document for the proposed works under Design and Build contracts.
- d. Contracts Management.
- e. Valuation of the proposed and executed works.
- f. Verification payment certificates.
- g. Monitoring project cost and progress of works against the contract sums and submitted contractor`s program respectively.
- h. Organise site meetings with stakeholders on progress of executed works.
- i. Preparation and submission of project cost reports.

5. SCOPE OF THE WORKS

The scope of work is as follows:

- Gathering of all relevant information in line with the Bank concept.
- Prepare preliminary budgets and all that is connected to the Project
- Fully participate in design-build supervision as required including enhancing the preparation of ‘design-build’ drawings and completion report.
- Outline the design-built methodology and its deliverables and how the procedures are to be followed.

6. QUALIFICATIONS AND EXPERIENCE

The information required from those interested, which is also the short listing criteria, must among other things include the following:

The Lead Consultant shall have the following qualifications and experience:

1. Chartered Quantity Surveyor and registered with relevant bodies such as Surveyors Institute of Malawi (SIM), Board of Architects & Quantity Surveyors or National Construction Industry Council of Malawi (NCIC)
2. Minimum of Bachelor of Science in Quantity Surveying or professional qualification accredited by the Royal Institution for Chartered Surveyors (RICS).
3. Must have at least ten years of experience in construction industry and must possess formal training in project management.

The firm must provide documentary evidence that they are qualified to undertake the assignment which shall include the following:

- 6.1 A minimum of three (3) assignments of similar or more challenging in nature undertaken in the past five years,
- 6.2 List of professional staff and their qualifications that could be engaged in the assignment including their availability,
- 6.3 At least three references of past and or current clients of which similar services is being carried out with full contact addresses,
- 6.4 Registration with relevant acceptable professional bodies including current National Construction Industry Council certification,
- 6.5 CVs for the professional staff only,
- 6.6 Any litigation information.

7. PRE – BID /SITE MEETING

There shall be a pre- bid / Site Inspection on 18 August, 2015 at 10:00 am at the Silver Stadium. The Bank requests interested consultants to attend the Meeting. The consultants shall meet their own cost associated with the attendance to the Meeting.

8. DURATION

The consultancy assignment is expected to be for the entire Project life.

9. METHOD OF APPLICATION

A complete set of Bidding Documents in English may be inspected and collected by interested consultants between 9:30 am and 11:30 am from Monday to Friday except on public holidays at the Bank, Head Office upon payment of a non-refundable fee of **MK5,000.00**. The method of payment will be cash or bank certified cheque.

10.PROCESS OF SUBMISSION

Technical and Financial proposals in sealed envelopes and properly marked “***QUANTITY SURVEYING CONSULTANCY SERVICES***” should be sent to the following address:

**The Chairperson
RBM Internal Procurement Committee
Convention Drive
P.O.Box 30063
Capital City
Lilongwe 3
Malawi**

OR

Should be deposited in a Tender Box marked “***QUANTITY SURVEYING CONSULTANCY SERVICES***” placed at the Bank’s reception at the Head Office, Lilongwe. The deadline for submission is **11 September , 2015 at 15:00 hours** which shall coincide with the time of opening at the Bank’s **Auditorium** in **Lilongwe**. Late submissions shall be rejected. The Bank is not bound to accept any application.

Interested bidders are invited to attend the opening ceremony.