



MALAWI HIGH COMMISSION

London, United Kingdom

EXPRESSION OF INTEREST

INVITATION TO EXPRESS INTEREST IN CONSULTANCY SERVICES TO PROVIDE DESIGNS, CONTRACT DOCUMENTATION AND SUPERVISION OF THE CHANCERY (KWACHA HOUSE) AND HIGH COMMISSIONER'S OFFICIAL RESIDENCE REHABILITATION WORKS

(PROCUREMENT REFERENCE NO. 026/IPDC/MOFA/NCB/CS/22-23/04)

1.0 The Government of the Republic of Malawi, through the Malawi High Commission in London, United Kingdom, has allocated funds and intends to apply part of the proceeds of these funds towards the cost of rehabilitation works and consulting services.

2.0 The Malawi High Commission in London, United Kingdom, now invites suitably qualified consulting firms ("Consultants") to submit sealed expressions of interest for consulting services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The short-listing criteria is:

2.1 Qualification on the field of assignment

• The assignment is expected to be conducted by a consortium of firms in joint venture or, and in association to have a multi-disciplinary team of experts. As a guide the following experts will be required:

- a. Project Team Leader (Architect – Full member and registered with RIBA and Architects Registration Board -ARB)
- b. Quantity Surveyors (Full member and registered with RICS)
- c. Structural Engineers (Full member and registered with Institute of Chartered Structural Engineers)
- d. Civil Engineers (Full member and registered with Institute of Chartered Civil Engineers)
- e. Electrical Engineers (Full member and registered with Institute of Chartered Electrical Engineers)
- f. Mechanical Engineers (Full member and registered with Institute of Chartered Mechanical Engineers)
- g. Materials specialist (Full member and registered with Chartered Institute of Materials Minerals and Mining)
- h. Clerk of Works (Full member and registered with Institute of Clerk of Works and Construction Inspectorate of Great Britain)

• All the firms should be eligible by showing their legal status in accordance with United Kingdom laws and regulations. They should have the following:

- a. Business registration license(s).
- b. Firm registration into consultancy controlling authority.
- c. Firm registration with Revenues and Customs Authority
- d. Obtain Tax Clearance Certificate.

2.2 Core business and years in business

• The Consultant should indicate its core business and the number of years the consultant has engaged in similar assignments.

2.3 Availability of appropriate skills among staff

- The Consultant should provide the academic and professional qualifications and experience of the proposed staff, ensuring that the professionals are properly registered in their professionals.

2.4 Client references

- The consultant should provide traceable references of past clients for which similar services have been provided. The information shall include addresses, contact numbers and persons and email address.

2.5 Financial strength

- Firms must include the contract values on previous assignments.

3.0 Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications. However, a consultant in joint-venture as lead consultants or a lead consultant cannot also be included as a sub-consultant in other submissions

4.0 The Consultant will be selected in accordance with the Quality and Cost-Based Selection (QCBS) method set out in the Consultant Guidelines.

5.0 The expression interest will be evaluated in accordance with the Malawi Public Procurement and Disposal of Assets Act of 2017. Participation is open to all eligible bidders. **ONLY SHORTLISTED CONSULTANTS SHALL BE INVITED TO SUBMIT THEIR PROPOSALS.**

6.0 Bidders must submit one 'Original' and two copies expression of interest documents and further information can be obtained at the address below during office hours from **09:30 to 17:00 hours.**

The High Commissioner,
Malawi High Commission,
36 John Street,
London,
WC1N 2AT.

7.0 Expressions of interest clearly labelled **"Expression of Interest for Consultancy Services to Provide Designs, Contract Documentation and Supervision Services for Rehabilitation Works for Kwacha House and High Commissioner's Official Residence"** must be deposited in the tender box at the reception of the address below on or before **29th April, 2022** before **12:00 hours, local time.**

The High Commissioner,
Malawi High Commission,
36 John Street,
London, WC1N 2AT.

Telephone: +44(0)20742160010 Facsimile: +44(0)2078319273

E-mail: kwacha@malawihighcommission.co.uk