

THE UNITED REPUBLIC OF TANZANIA
NATIONAL AUDIT OFFICE



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TENDER NO.1E/001/NAO/HQ/C/2012/2013/019 FOR THE REQUEST FOR EXPRESSION OF INTEREST FOR PROVISION OF CONSULTANCY SERVICES FOR THE DESIGNING ,SUPERVISION AND CONTRACT MANAGEMENT OF CONSTRUCTION WORK FOR THE NATIONAL AUDIT OFFICE BULDINGS AT IRINGA AND MARA REGIONS

REQUEST FOR EXPRESSIONS OF INTEREST

1. The Government of the United Republic of Tanzania has set aside funds for the operation of **The National Audit Office**, during the financial year **2012/2013**. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the DESIGNING ,SUPERVISION AND CONTRACT MANAGEMENT OF CONSTRUCTION WORK FOR THE NATIONAL AUDIT OFFICE BULDINGS AT IRINGA AND MARA REGIONS.
2. The services of the Consultancy firm will include , but not limited to;
 - (i) Provide all technical and back up staff and exercise all necessary engineering, surveying ,testing quantity and financial control of the works in accordance with the approved designs, specifications and contract document
 - (ii) Prepare Bills of Quantities
 - (iii) Supervise the works contracts in Iringa and Mara to ensure that the works comply with approved design , specifications and good engineering practice.
 - (iv) Prepare quality control plans, perform related tests to verify quality of materials, carryout quality management inspections and approve contractor's materials and operations at site
 - (v) Measure or estimate quantities of works completed and prepare payment certificates, based on provisional quantities for interim certificates for approval by the National Audit Office.
 - (vi) The consultant shall establish field laboratory facilities to perform tests and evaluations of materials and works in accordance with requirements set forth in the standard specifications for construction.
 - (vii) Record and document all claims submitted by the contractor(s) and submit timely recommendations to the National Audit Office for deliberations.
 - (viii) Prepare consolidated monthly reports on physical and financial progress of the works, site meetings and contractual issues etc. for submission to the National Audit Office in a timely manner.
3. The National Audit Office now invites eligible consultants to show their interest in providing the services . Interested consultants must provide information indicating that they are qualified to perform the services (by showing , brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff ,etc.) and must have at least five years experience in similar work. In addition to the above information , the following documents and information, where appropriate must be submitted together with the expression of interest ; (a) Company profile; (b) Certified true copy of registration /incorporation of the company ;(c) Certified true copy of current business license; (d) Certified true copy of value added tax registration certificate ; (e)Certified true copy of taxpayer identification certificate of registration ; (f) Evidence of experience in similar assignments with appropriate references of at least three reputable clients.

4. The consultant shall request for Expressions of interest for the provision of consultancy services for design and supervision of ONLY ONE office building . The consultant applies to TWO projects of office buildings shall be non responsive.
5. This is not a request for proposals . After a review of the expressions of interest, a shortlist will be prepared and the shortlisted firms /companies will be invited to submit their proposals through a letter of invitation including specific terms of reference. A consulting firm will be selected in accordance with the procedures set in the Public Procurement Act No. 21 of 2004 (Section and employment of consultants), Regulations, 2005 – Government Notice No. 98 published on 15th April ,2005.
6. Interested consultants may obtain further information at the office of the Secretary . National Audit Office Tender Board, from 9.00 a.m local time to 3.30 p.m on week days only except on public holidays.
7. Expressions of interest in one original and three copies marked “ **Expressions of interest for Tender No. IE/001/NAO/HQ/C/2012/2013/019 for provision for consultancy services for the design and supervision of office buildings at Iringa and Mara regions**” must be delivered to the Secretary , National Audit Office Tender Board , National Audit Office , P. o Box 9080, Dar es Salaam, Samora avenue/ Ohio street , Audit House , ground floor, Room No. 1B at or before 10.00 am local time on 18th January, 2013. Late submission of Expressions of interest shall not be accepted for evaluation irrespective of the circumstances.

THE CONTROLLER AND AUDITOR GENERAL
NATIONAL AUDIT OFFICE TANZANIA