



WORKERS' COMPENSATION FUND CONTROL BOARD

Request for Expression of Interest

CONSULTANCY SERVICES FOR THE DESIGN AND SUPERVISION OF THE PROPOSED CONSTRUCTION OF:

BUDGET HOTEL IN CHINSALI DISTRICT FOR WORKERS' COMPENSATION FUND CONTROL BOARD

BACKGROUND

The Workers' Compensation Fund Control Board (WCFCB) is a Social Security Institution headquartered in the city of Ndola, with operations throughout Zambia. WCFCB's mandate is to provide benefits to workers who get injured or contract diseases in the course of their employment. WCFCB collects revenue from employers by way of Assessments in order to meet its mandate as provided for in the Workers' Compensation Act No. 10 of 1999 of the Laws of Zambia.

The Workers' Compensation Fund Control Board has funds for Consultancy Services for the design and supervision of the proposed construction of a **BUDGET HOTEL in Chinsali District of Muchinga Province.**

OBJECTIVES

The Objectives of the Consultancy Services is to carry out the detailed design of the proposed construction, advise on the construction and provide Technical and Financial supervision in order to ensure that the construction is carried out in accordance with the contract and to the satisfaction of the Board. The Consultant shall be appointed Architect as will be defined in the Contract document for works.

INVITATION

Workers' Compensation Fund Control Board now invites eligible Consultants to indicate their interests in providing the Consultancy Services for the design and supervision of the proposed construction of a **BUDGET HOTEL in Chinsali District of Muchinga Province.**

This request is conducted under the National Open Selection method as provided under Section 28 of the Public Procurement Act No.12 Of 2008.

Interested eligible Architectural Consultants must provide capability statements indicating that they are qualified to perform the services. More specifically, the capacity statements must demonstrate as a minimum the following qualifications; experience and compliance:

- (i) Proven experience in design and supervision of similar completed assignments in the last 5 years;
- (ii) Description of similar assignments;
- (iii) Appropriate skills for team members accompanied by detailed Curriculum Vita (CVs) and years of experience in similar field;
- (iv) Registration with Zambia Institute of Architects,
- (v) Registration with Workers' Compensation Fund Control Board with valid compliance certificate
- (vi) Registration with Zambia Revenue Authority with valid Tax compliance certificate
- (vii) Registration with National Pension Scheme Authority with valid compliance certificate

Interested Consultants must provide detailed information indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions from bare land, availability of appropriate skills among staff, etc.)

Interested Consultants may obtain further information at the address indicated below during office hours from 08:00 to 13:00 hours and 14:00 to 17:00 hours, local time, week working days only before 1st May 2017.

Detailed Terms of Reference shall be availed to the shortlisted Consultants only.

All interest **MUST** be submitted in duplicate clearly marked as detailed below:

SUBMISSION

The applications should be sent clearly marked:

"EXPRESSION OF INTEREST FOR THE DESIGN AND SUPERVISION OF THE PROPOSED CONSTRUCTION OF A BUDGET HOTEL IN CHINSALI DISTRICT FOR THE WORKERS' COMPENSATION FUND CONTROL BOARD"

and addressed to MANAGER - PROCUREMENT AND SUPPLIES, Workers' Compensation Fund Control Board, Compensation House, Corner Broadway/Moffat Roads, P. O Box 71534, Ndola, Zambia and must be sent not later than **9th May, 2017 at 10:30 hours local time** and deposited in the Tender Box at the Workers' Compensation Fund Control Board on the 4th floor, Compensation House, Corner Broadway/Moffat Roads, P. O Box 71534, Ndola, Zambia

The closing date for the receipt of bids is **9th May, 2017 at 10:30 hours local time** and any applications received after the time and date stipulated above shall not be accepted. The applications shall be opened soon after closing in the Procurement Unit Conference Room, 4th Floor, Compensation House, Corner Broadway/Moffat Roads, Ndola, Zambia, in the presence of applicants or representatives who choose to attend.

Telefax and/or electronic Expression of interest will not be accepted.

Only short listed firms will be contacted.

THE BOARD RESERVES THE RIGHT TO REJECT OR ACCEPT ANY EXPRESSION(S) OF INTEREST WITHOUT ASSIGNING ANY REASON

FOR/WORKERS COMPENSATION FUND CONTROL BOARD

PROCUREMENT AND SUPPLIES MANAGER