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## **EXPRESSION OF INTEREST**

### **PROVISION OF QUANTITY SURVEYING CONSULTANCY SERVICES**

**Document Release Date: Thursday, 18th August 2022**

**Last Date for Receipt of EOI: Noon (East African Time), Wednesday 24<sup>th</sup> August 2022**

**EOI- Provision of Quantity Surveying Consultancy Services**



### 1.1. Introduction

Safaricom Plc is the leading integrated communication and financial services provider in Kenya, with a steadily growing subscriber base. The company is continuously expanding and reviewing its business, to meet the changing competitive landscapes, needs, and profiles of its customers.

Our efforts are geared towards positively impacting the lives of those in the communities around us and thus we strive to change the present to improve the future.

To this end, Safaricom Plc intends to engage services of reputable supplier(s) for the **Provision of Quantity Surveying Consultancy Services**. Safaricom is therefore soliciting for Expressions of Interest (EOI) from interested qualified providers.

### 1.2. Background and EOI Requirements

Safaricom outsources construction consultancy services to professional firms, who offer specialized services in line with agreed terms of reference to realize company projects. This requirement is for the identification of a suitable firm(s) to offer Quantity Surveying consultancy services.

A summary of the terms of reference for this requirement is summarized below:

The roles under this scope of work are outlined below:

1. **Quantity surveying:** construction economists who fulfill varied and comprehensive duties to support cost-effective construction and property development projects. The core competencies of quantity surveyors include determining project budgets, measuring project quantities, preparing contract documentation (such as Bills of Quantities and Cost Control Documents), administering contracts, and preparing final accounts.
2. **Clerks of Works:** their role is primarily to represent the interests of the client in regard to ensuring that the quality of both materials and workmanship are in accordance with architects/engineers' drawings and specifications.



The terms of reference under this undertaking is summarized below:

**a. General**

- i. Attend joint consultant meetings for co-ordination of design stage programme
- ii. Attend to requests for information and queries from project team consultants and client representatives.

**b. Inception Stage**

- i. To produce cost estimates which are based on analysis of previous similar projects.

**c. Conceptual Design**

- i. To produce estimates which are based on Elemental analysis of previous similar projects and also to produce a cost plan for the project

**d. Detail Design Stage**

- i. To liaise with the other consultants in order to come up with an economical design.
- ii. To produce estimates which are based on Bills of Quantities and input from Mechanical Engineer and Electrical Engineer and submit to the Employer for approval before Tender Action
- iii. To submit the builders Bills of Quantities to the Architect for comment.

**e. Tender Documentation Stage**

- i. To produce tender documents for "Builder" Works and other works that are not of Electrical or Mechanical Engineering nature.
- ii. To advice on matters pertaining to the tender documents.
- iii. To review Client comments on submitted tender documentation.

**f. Tender Action**

- i. To respond to bidder's queries arising from the Tender Documents
- ii. To coordinate tender opening
- iii. To prepare a detailed tender evaluation report in liaison with the Electrical and Mechanical Engineer and make recommendations for award to the Client.

**g. Construction Phase**

- i. To avail and advice on matters pertaining to the Contract document.
- ii. To attend all relevant site meetings to monitor the progress of works on site.
- iii. To conduct site visits as necessary to produce the periodic valuations for interim certificates of payment.
- iv. To carry out re-measurements of the works and report on any variations.
- v. To prepare cash flow projections based on the Contractors works program.
- vi. To prepare financial appraisals indicating the position with regard to any variations together with the payments and outstanding financial commitments at suitable intervals.

**h. Final Completion Stage**

- i. Prepare statement of Final Accounts and have them signed off by the Contractors
- ii. Prepare Final Valuations



This EOI is intended to lead to the identification of supplier(s) that can demonstrate having enough capability for the Provision of Quantity Surveying Consultancy Services in the best possible way and in a manner that enables Safaricom meet its expectations.

## 2.1. Submission of Responses

The Expression of Interest proposal should be submitted in the below format:

	Requirement	Response	Comments & Attachments
1	Experience-Number of Years' experience in Quantity Surveying Consultancy services		
2	List of corporate clients where firm has offered similar services-(Provide Contact Details)		
3	Details of company registration details i.e., Profile, certificate of incorporation, HQ location, Tax Compliance Certificate ( <b>Mandatory</b> ), etc.		
4	Details of previous projects carried-out by the firm in the last 5 years- At least for 5 projects worth Kes. 100 million and above in the last 5 years.		
5	Details of company professional certification and associations- Professional certificates from Board of Registration for Architects & Quantity Surveyors (BORAQS), Architectural Association of Kenya (AAK), The Engineers Board of Kenya (EBK), Institution of Construction Project Manager of Kenya or related certifications from international associations and bodies. (Related to the provided skillsets)		
<b>Note:</b> Please provide any other additional information that Safaricom should be aware of.			



## 2.2. Next Steps

- a. Evaluation of the Expression of Interest submission
- b. Shortlisting of Vendors
- c. Prequalification of shortlisted Vendors (where applicable)
- d. Issue Request for Proposal tender document

## **Responses**

Vendors are advised to submit their responses via return email by **Noon (East African Time) on Wednesday 24<sup>th</sup> August 2022** to [Pmokaya@safaricom.co.ke](mailto:Pmokaya@safaricom.co.ke);

## **NOTE:**

- This is not a tender
- Only the suppliers who provide the requested details will be considered for further discussions,
- No prices should be provided with this EOI,
- Safaricom reserves, at its sole discretion, the right to select or reject, either in totality or partially, any or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged into, other than for the purpose of informing the bidders of the outcome of the process