



REQUEST FOR EXPRESSION OF INTEREST

**PROJECT MANAGEMENT CONSULTANCY SERVICE FOR THE DEVELOPMENT
OF PENSION OFFICE BUILDING AT HULHUMALE'**



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REQUEST FOR EXPRESSION OF INTEREST

PROJECT MANAGEMENT CONSULTANCY SERVICE FOR THE DEVELOPMENT OF PENSION OFFICE BUILDING AT HULHUMALE'

1. Introduction

The Maldives Pension Administration Office (Pension Office) is seeking the services of a firm to be engaged as the Project Management Consultant for the project of developing the Pension Office Building at Hulhumalé.

2. Background

The Pension Office acquired Hulhumale' Lot Number: 11538 with a total land area of 10,118.07 sqft under a Land Sale Agreement made with the Hulhumalé Development Corporation Ltd to develop an office building.

The project involves the construction of a 12 (Twelve) storey office building on a footprint of 7,661.10 sqft of the acquired land.

It is a requirement to develop the Office Building as a “green building” according to the BREEAM (Building Research Establishment Environmental Assessment Method) certification with a minimum rating of 62.76%.

3. Scope of Work

The Pension Office plans to pursue the design and construction of the Office Building through a contractor. In this regard, the responsibilities of the Project Management Consultant shall include but is not limited to the following:

- Reviewing the existing concept and design related documents.
- Preparing the bidding documents to select a contractor.
- Overseeing, coordinating and monitoring the development of the Office Building.



- Providing professional and technical personnel required for the project management and monitoring.
- Ensuring the timely completion of the project.

A Request for Proposal detailing the scope of work will be issued to shortlisted firms.

4. Required Qualification and Experience

Interested firms should meet the following requirements in order to be shortlisted:

- Minimum of 5 years experience in management of construction projects.
- The technical team proposed by the firm should consist of the following minimum number of personnel dedicated for the project:

| Position | Qualification | Experience |
|-----------------------|--|--|
| Project Manager | Minimum of a Bachelor's degree in Project Management, Civil Engineering, Construction Management or relevant field. | Minimum of 5 years experience in project management. |
| Site Engineer (Civil) | Minimum of a Bachelor's degree in Civil Engineering. | Minimum of 5 years experience in civil engineering. |
| Site Engineer (MEP) | Minimum of a Bachelor's degree in civil Engineering, Architecture, or Construction Management. | Minimum of 5 years experience in civil engineering. |
| Building Surveyor | Minimum of a Bachelor's degree in Quantity Surveying, Civil Engineering, Construction Management, Architecture, or any other relevant field. | Minimum of 5 years experience in quantity surveying. |
| Quantity Surveyor | Minimum of a Bachelor's degree in Quantity Surveying, Civil Engineering, Construction Management, Architecture, or any other relevant field. | Minimum of 5 years experience in quantity surveying. |



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5. Submission

Interested firms should submit the following documents and information:

- Cover letter explaining interest in acting as the Project Management Consultant.
- Brief introduction and profile of the firm.
- Details of projects completed successfully in the past 5 years, including name of the client, nature of work, duration of project, and cost of the project.
- Last audited financial statement.
- Attested copies of accredited educational certificates of the technical team along with their resumes, and their work experience documentation with at least one method of contact that can be used to verify the experience requirements.

6. Selection Process

The Pension Office will evaluate all submissions and shortlist firms based on experience, qualifications, and alignment with project requirements. Shortlisted firms will receive an invitation to submit a detailed proposal following the issuance of the Request for Proposal.

The final selection of the Project Management Consultant will be based on the evaluation of these detailed proposals.

7. Disclaimer

This Expression of Interest does not constitute a binding offer, contract, or commitment on behalf of the Pension Office, and it reserves the right to reject any or all submissions, cancel or modify the process, or pursue alternative procurement methods at its sole discretion prior to awarding the contract. All information provided in response to this Expression of Interest is subject to verification and validation by the Pension Office, and incomplete or inaccurate submissions may be disregarded. By participating in this process, respondents agree to indemnify and hold harmless the Pension Office from any claims, losses, or damages arising from or related to their participation in this process.



8. Deadline

- Deadline for submission is **03 April 2024 (16:00 pm)**.
- Submission can be emailed to proposals@pension.gov.mv

9. Inquiries

Inquiries regarding this Expression of Interest shall be sent to: proposals@pension.gov.mv on or before **01 April 2024 (12:00 pm)**.

