



## **REQUEST FOR PROPOSAL**

**RFP TITLE: Undertaking Renovation Works of UMATI Temeke Youth Centre**

**RFP NUMBER: RFP No. 002**

**DATE OF ISSUE: Monday, January 30<sup>th</sup> 2023**

**CLOSING DATE: Wednesday, February 15<sup>th</sup> 2023, 17:00 hours EAT**

**PERFORMANCE PERIOD: Maximum of 60 days**

### **Terms of References for Undertaking Renovation Works of UMATI Temeke Youth Centre**

#### **1. Introduction:**

Chama Cha Uzazi na Malazi Bora (UMATI) has received funding to renovate its Youth center that is located in Temeke. The Center has been providing Sexual Reproductive Health services and Education to youth in Temeke area for over 30 years. UMATI requires urgent renovation of the center to enable access to quality Sexual and Reproductive Health and education services to adolescents' young boys and girls and vulnerable young women.

The project is aiming to renovate the current youth center at Temeke into a friendly space and serve as a center of reference for youth. Comprehensive SRH services, education and entertainment will be conducted in the center to reach more than 500 youth in a month.

#### **2. Objective**

UMATI is considering redesigning and renovating its Youth Center in Temeke to a more Youth Friendly service center that will include conference room, clinical consultation room, library, cafeteria, and Indoor sport Area and call center room.

For this particular undertaking, the consultant is expected to come-up with recommendations/plans on the existing building to accommodate the requirement above and the Bill of quantity for recommended renovations works

### 3. Scope of work

- i. Complete a Site survey;
- ii. Perform a structural review of the building to determine it can be renovated;
- iii. Map existing electrical, waters, sewage systems (Metrics survey);
- iv. Prepare updated and technically sound architectural drawings of the building;
- v. Conduct structural investigation/assessment of the existing;
- vi. Recommend actions/plans (with corresponding costs) for the existing building;
- vii. Develop a perspective view (Exterior and Interior) of the new Building for consideration of the UMATI Management.

### 4. Institutional arrangement

The consultant will work under the direct supervision of Head of Program and close consultation with procurement office.

### 5. Key Deliverables

No.	Deliverables
1.	Inception Report.
2.	Architectural Designs of the Youth Center.
3.	A Bill of Quantities and a more detailed cost estimate for the project.
4.	Renovate the Youth Center, electrical and IT installation

### 6. Qualification and Experience

- Structural Engineer or Architect with at least not less than 5 years' experience in design and project management of buildings.
- The firm/consultant must have at least not less than 5 years of similar and/or relevant experience related to the Terms of Reference (TOR).
- Professional expertise and excellent background in architectural design, interior design, construction works management and supervision.

### 7. Selection criteria

Technical and Financial proposals will have 70 % and 30 % weight on the overall evaluation, respectively.

## Technical Evaluation Criteria

Summary of Technical Proposal Evaluation Forms		Points Obtainable
1	Expertise of the Firm, submitting Proposal	20
2	Proposed Work Plan and Approach	20
3	Personnel	30
<b>TOTAL</b>		<b>70</b>

## 8. How to Apply

To apply please send your proposal that summarizes your understanding of the Terms of Reference (TOR) and details of how you plan to execute the assignment, together with the following

- Personal CV indicating all past experiences from similar projects, as well as the contact details (email and telephone number) of the applicant and at least three (3) professional references
- Company profile
- Copies of Certificate of Project Completion and Acceptance or equivalent Certification from their previous related projects;
- Sample/reference of the similar work done
- Financial Proposal and Technical Proposal

Kindly Submit your proposal at UMATI Head Office, Reception desk located at **Maliki Road, Plot 439, Upanga, Dar-es-Salaam**, when submitting your proposal, kindly remember to mention the subject matter on your envelope (**RFP No.002 TITLE: Proposal for Undertaking Renovation Works of UMATI Temeke Youth Centre**)

### All bids should be addressed to;

Executive Director,  
UMATI  
P.O Box 1372 Dar es Salaam.

**PLEASE NOTE**

All proposals must be in Tanzanian Shillings and enclosed in a plain sealed envelope with tender sticker. Only shortlisted applicants will be invited for interview.

The deadline is **17:00 hours EAT 15<sup>th</sup> February, 2023** for any inquiry or further clarification, do not hesitate to contact Procurement unit through [tenders@umati.or.tz](mailto:tenders@umati.or.tz) before or on **15<sup>th</sup> February, 2023**