

## **REQUEST FOR EXPRESSIONS OF INTEREST**

### **(CONSULTING SERVICES– FIRMS SELECTION)**

#### **ASSIGNMENT TITLE: CONSULTING SERVICES TO PROVIDE ARCHITECTURAL DESIGN FOR RENOVATION AND FURNISHING OF BUILDING WITHIN THE AFRICAN UNION HEADQUARTERS**

The African Union Commission has reserved a fund to cover the cost of recruiting a consulting firm to provide consulting service including architectural and supervision service for renovation and furnishing of a Building with in the African Union Headquarters.

#### **OBJECTIVES**

The main objective of the assignment is to provide consulting service which include development of architectural design, all related engineering designs, working drawings, bill of quantities, supervision and contract administration services for renovation of Building A in the compound of the African Union Headquarters.

#### **SCOPE**

The consultant is expected rendered the following services in close collaboration with the Administration and facilities management Division at the African Union Commission Headquarters,

- a) Prepare program of space and compile requirements of the AU Commission for the project;
- b) Develop preliminary design/ drawings and reports based on the all the requirements approved by the AU Commission;
- c) Following the review and approval of the preliminary design by the AU Commission, you will be required to prepare construction (working) drawings, bill of quantities, specification that shall include Architectural, interior design (with furniture layouts), Structural (analysis of the existing structure and new impacts), Electrical, Electro Mechanical (including elevator upgrading), Sanitary, HVAC, Bill of Quantities and specifications with Engineering Cost Estimates for all the above disciplines;
- d) Provide solutions for structural retrofitting, if required, and basement water seepage problems;
- e) Prepare 3D renderings of the interior designs for approval and selection of materials;
- f) After review and approval of the construction drawings by the AU Commission, you will facilitate and be responsible to get all the necessary approval, building permits, occupancy certificate and any other necessary approval by the concerned local government authority (as required);
- g) Assist in the evaluation of tender documents for selection of a best Construction Company;
- h) Supervise the construction works and communicate findings as well as recommendations to the AU by submitting periodic progress reports;
- i) Facilitate and make sure that all the required standards and quality controls are maintained throughout the construction progress;
- j) Confirm that all contractual obligations and other related works are executed in conformity with the construction Agreement;
- k) Review and certify periodic payment certificates by conducting take-off sheet measurements on-site and assist in the processes of Provisional and Final Acceptance of the project;
- l) Assist in selection and recommendation of building materials, interior decoration materials, furniture, equipment and any other material as deemed necessary for the project;

- m) Report in advance any obstacle and finding that might be a cause to affect the schedule of the design and construction processes;
- n) Ensure that all the interests of the AU Commission are fully protected throughout the planning, design and construction phases of the Project;

### **Invitation to Firms**

To this end, the African Union Commission now invites Expression of Interest from eligible consulting firms to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are: (i) Core business and years in business; (ii) Qualifications and Specific experience in the field of the assignment; (iii) Technical and managerial organization of the firm; (iv) General qualifications and number of key staff. Consultants are requested to submit relevant information pertaining to the above four shortlisting criteria only. Request for Proposals, including detail Terms of Reference (TOR) would be sent to shortlisted firms only for the final stage of the selection process.

Expressions of interest must be delivered in a written form following the above shortlisting criteria to the address below (in person, or by mail, or by fax, or by e-mail) by **9<sup>st</sup> February 2018 at 15:00 Hours Local Time, Addis Ababa.**

African Union Commission, Attn: Carine Toure Yemitia, Head of Procurement Travel and Store Division, Building C, , P.O. Box 3243, Roosevelt Street, Addis Ababa, Ethiopia, Tel: +251 (0) 11 551 7700 – Ext 4305, Fax: +251 (0) 11 551 0442; +251 11-551-0430, E-mail: [tender@africa-union.org](mailto:tender@africa-union.org)