



TENDER NOTICE

TENDER NOTICE NUMBER: 093

DATE: 14/10/2024

Qatar Charity is a Doha-based non-governmental organization founded in 1992 in accordance with the laws and regulations governing charitable work in the State of Qatar. The Qatari society was expressing a deep willingness to contribute to the international solidarity chain and to participate in addressing the most important development and humanitarian challenges faced by vulnerable communities around the world. This willingness was derived from the Qatari society's values, principles and cultural heritage and Qatar Charity came as the institutional solution that would cater to it. Initially founded to provide life-saving assistance to children affected by conflicts or natural disasters, Qatar Charity then expanded its areas of expertise to include various humanitarian and development aid fields, providing relief and assistance to more than 110 million beneficiaries worldwide. With funding from the Qatar, Qatar Charity is collaborating with the government of Nigeria (GON) to support vulnerable communities in achieving progress and prosperity by providing adequate support for vulnerable communities through robust social welfare systems and related services in various states within Nigeria.

Qatar Charity (Nigeria Office) formally invites suitably qualified and experienced Consulting Firm for Technical Supervision for construction work:

TENDER NUMBER	DESCRIPTION OF PROJECT	LOT No.	No. of LOTS	LOCATION
93	Supervising Construction of Multi services center development: Mosque, Office, School, Clinic, hostel, shops, security post, powerhouse, apartment buildings, and infrastructure.	1	1	Plot 691, CAD ZONE B13, Abuja.

Introduction:

The project aims to construct a comprehensive facility, including educational, recreational, and healthcare services, to cater to the community's diverse needs. The center will feature a mosque, staff quarters, a students' hostel, a school, shopping mall, a clinic, green areas, an office building, and an apartment building.

Objective of Technical Supervision:

The primary objective of appointing a consulting firm is to provide comprehensive technical supervision to ensure that the project is executed according to the required standards and specifications, achieves the planned schedule and budget, and minimizes technical risks.

Scope of Work:

A. Project Management:

- Supervise all aspects of the project from a technical standpoint, including design, execution, quality, and scheduling.
- Coordinate with all stakeholders to ensure smooth workflow.

B. Design Review:

- Review and audit all designs submitted by the executing company to ensure compliance with international and local standards.
- Recommend improvements or necessary modifications to the designs to ensure efficiency and safety.

C. On-site Supervision:

- Provide a specialized field team for daily supervision on-site.
- Ensure that all work is carried out according to the agreed technical specifications.
- Conduct regular inspections and document all activities.

D. Quality Management:

- Implement a comprehensive quality management system covering all phases of the project.
- Conduct regular testing of materials used to ensure their quality.
- Document all quality aspects and ensure compliance with technical specifications.

E. Cost Management:

- Review project-related costs and provide regular financial reports.
- Offer recommendations for effective cost management, avoiding budget overruns.

F. Risk Management:

- Analyze and assess potential risks that could impact the project.
- Develop strategies to manage these risks and minimize their effect on project progress.

G. Reporting and Documentation:

- Prepare comprehensive and regular reports for management, including detailed analysis of progress, challenges, and proposed solutions.
- Ensure all project-related documents are properly organized and stored.

H. Project Closure:

- Provide the necessary technical and administrative support to successfully close the project.
- Ensure that all work is completed according to the contract and that all final documents are handed over.

Required Qualifications:

A. Practical Experience:

- At least 10 years of experience in technical supervision of large and complex projects, particularly those where the same company handles both design and execution.
- Previous experience in similar projects in Nigeria or countries with similar environments and challenges.

B. Academic Qualifications:

- A team comprising certified engineers across various disciplines (civil, architectural, mechanical, electrical, etc.).
- A recognized project management certification such as PMP or equivalent.

C. Knowledge of Local Regulations:

- Strong knowledge of local laws and regulations related to construction and development in Nigeria.
- Ability to obtain the necessary licenses and permits for the project.

Selection Criteria:

A. Previous Experience:

- Provide examples of successfully supervised similar projects.
- Submit references from previous clients attesting to the quality of supervision.

B. Organizational Structure:

- Present a clear organizational structure outlining the distribution of responsibilities and roles among team members.

C. Technical Capacity and Resources:

- Detail the tools and technologies that will be used in technical supervision.
- Confirm the availability of sufficient resources to support all aspects of the project.

D. Financial Proposal:

- Submit a comprehensive financial proposal that includes the cost of technical supervision and all associated expenses on monthly basis.

Eligibility Information

- Company must with registered with Corporate Affairs Commission.
- Copy of CAC certificate must be accompanied with the following documents: Tax Clearance Certificate, SCUML certificate, PENCUM certificate, NSITF certificate, ITF certificate, BPP certificate, FRC certificate, Detailed company profile, CV of Key personnel, Evidence of jobs done (with completion certificates), 3 years Audited accounts, List of equipment, Evidence of staff/company registration with professional bodies, Bank reference, Sworn affidavit that no director of the company has an interest with Qatar charity or has been convicted for any falsification or financial related crime.
- Certificate(s) that expire before 31st December 2024, will not be accepted.

Submission

- All Financial and Technical documents should be submitted to gcnigeria@qcharity.org and copy: kabubakar@qcharity.org
- After submitting Financial and Technical documents to the above emails kindly fill your information by clicking [Here](#)
- Inquiries relating to this tender should be submitted by email to gcnigeria@qcharity.org and copy: kabubakar@qcharity.org
- All submissions must be accompanied with a cover letter.
- The due date for tender submission is Monday, 21/10/2024 at 11am.
- No phone calls will be entertained.

Important Notes

- Bidders are expected to offer their best rates to ensure value for money.
- Qatar Charity has zero tolerance for corruption.
- All rates must be inclusive of 10% WHT.
- Contractor shall be paid based on milestones completed, as detailed in the articles of agreement.
- Tender validity period shall be at least 18 months from the expiry date of the prescribed period for submitting of bids.
- Qatar charity reserves the right to accept or reject any or all the bids at any time without giving any reason whatsoever.

Qatar charity encourages potential Consulting Firm to participate in the bids with the same commitment of providing people-friendly environment for less-privileged persons in Nigeria.