



BANQUE D'INVESTISSEMENT ET DE DEVELOPPEMENT DE LA CEDEAO
ECOWAS BANK FOR INVESTMENT AND DEVELOPMENT
BANCO DE INVESTIMENTO E DE DESENVOLVIMENTO DA CEDEAO

OFFICE OF THE VICE-PRESIDENT, FINANCE AND CORPORATE SERVICES
DEPARTMENT OF ADMINISTRATION AND GENERAL SERVICES
GENERAL SERVICES AND ASSETS MANAGEMENT DIVISION

CALL FOR EXPRESSION OF INTEREST

Selection of a firm for monitoring and supervision of the construction works of the EBID Staff Housing Project, at Baguida, Lomé-Togo

I. Background

The ECOWAS Bank for Investment and Development (EBID) is an international financial institution owned by the fifteen (15) Member States of ECOWAS, namely Benin, Burkina Faso, Cabo Verde, Côte d'Ivoire, the Gambia, Ghana, Guinea, Guinea-Bissau, Liberia, Mali, Niger, Nigeria, Senegal, Sierra Leone and Togo. It was established following the transformation of the ECOWAS Fund for Cooperation, Compensation and Development (ECOWAS Fund) into a regional holding company called EBID with two (2) subsidiaries, decided at the twenty-second session of the Authority of Heads of State and Government held in December 1999.

By decision A/DEC.3/06/06 of 14 June 2006, the ECOWAS Heads of State and Government reorganized the holding company into a single entity with the absorption of the two subsidiaries, namely ERIB and ERDF. The new entity has two operational windows, one for the private sector and one for the public sector.

EBID's registered capital is one billion units of account (UA). It is divided into one million (1,000,000) shares with a nominal value of one thousand (1,000) UA. The called-up capital is 392 741 332 UA.

EBID's vision is to be the leading regional investment and development finance institution in West Africa and an effective instrument for poverty alleviation, wealth creation and promotion of employment for the well-being of the people of the region.

Its mission is to help create the conditions for the emergence of an economically strong, industrialised, and prosperous West Africa that is fully integrated both internally and with the global economic system, in order to benefit from the opportunities and prospects offered by globalisation.

2. Objective of the mission

As part of the implementation of its social and development policy, EBID has acquired a 22 418 m² plot of land located in Baguida in Lomé, the capital of the Togolese Republic. This plot of land is intended for the construction of a housing complex consisting of 71 high-quality flats and villas for the Bank's staff and directors who wish

to acquire them. This project reflects EBID's desire to contribute to the beautification of the city of Lomé and, more generally, the development of the Republic of Togo, the institution's host country.

Following the international call for tenders organised for this purpose, a group of companies was selected to undertake the "turnkey" project.

In preparation for the construction works, EBID intends to engage the services of a specialised firm to be responsible for the monitoring and supervision of the works. The main objectives of this mission are as follows:

Objective 1: ensuring the monitoring and technical supervision of the housing construction works in accordance with the technical specifications and the rules of the profession;

Objective 2: assessing the technical and organisational performance of the companies; formulating technical, organisational and management recommendations to the companies and to EBID with a view to completing the works in accordance with the contractual provisions and the technical specifications and respecting the implementation schedules;

Objective 3: ensuring a good flow of information between the various project stakeholders, particularly EBID, the group awarded the contract, the technical control office, the design offices, the municipal and land registry authorities;

Objective 4: Assisting EBID in the provisional and final hand-over operations.

3. Duties of the firm

The independent firm, in its capacity as site supervisor, will provide the following services:

Quantity control

The firm will determine and/or check the quantities of works carried out. The quantity control will be in the form of taking measurements carried out regularly during each phase of the work, compared with those provided for in the project and listed in the monthly attachments. Any changes in quantities must be included in service orders after study by the firm and prior agreement by EBID. The estimates will be updated and the quantities adjusted.

Quality control

Quality control ensures that the work carried out meets the quality standards specified in the contract to guarantee the functionality of the works, good performance and durability given the constraints of the usage and the environment. The firm shall perform the following minimum tasks:

- Checking the materials on site. The stock of materials must be sufficient, in good condition and adapted to the nature of the work to be carried out;
- Checking the working conditions and assessing the internal health and safety measures taken by the contractor;
- Taking all measures to ensure compliance with environmental protection measures, in accordance with the works contract and current practice.

Advisory services to EBID

The firm will also be responsible for providing technical assistance in the management of the project.

4. Eligibility

Any bidder desirous of expressing an interest in participating in this pre-qualification must meet at least the following criteria:

- Be a firm or a group of firms specialised in the fields of consulting engineering, architecture, technical control, public works, etc. Only legal entities are authorised to bid, bids from individuals shall not be accepted.
- Have at least five years of experience in the field of general construction;
- Have at least two specific references in the performance of control missions and works monitoring, carried out in the last five years. The firm will present its main references, specifying the nature of the similar services carried out, the locations, the geographical areas, deadlines, dates of completion and related budgets. It should also provide details of the contact details of the representatives of the beneficiary clients.

5. Evaluation criteria

The EOI proposals will be evaluated based on four main criteria scored out of 50 points as follows:

1. Organisational skills and general experience (10 points) ;
2. Specific experience for the assignment (30 points);
3. Knowledge of the geotechnical and geodesic environment of ECOWAS in general and Togo in particular (10 points).

6. Restricted list

Upon completion of the evaluation of the EOI proposals received, a shortlist of at least 3 and at most 5 firms will be prepared. The simplified request for proposals will therefore be sent only to these shortlisted firms.

7. Method of selection

Under the procurement process, a firm will be selected based on the technical quality and cost.

8. Submission of bids

Expressions of interest must be submitted in a sealed envelope to the Secretariat of the Director of Administration and General Services, located at Room 505 D, 5th floor, right wing of EBID building, Lomé, Togo, BP 2704, no later than Monday 22 November 2021 at 10:00 a.m. (GMT).

For further information, please send an email to: secretariat@bidc-ebid.org.

9. Duration of the mission

The estimated duration of the mission is 14 months effective the signing of the contract.

Done at Lome, this 11th day of November 2021

Dr. Francis EZIN

**Director of Administration
and General Services**