



REQUEST FOR EXPRESSION OF INTEREST (EOI)

ISSUE DATE: 25th JUNE 2025

PROVISION OF CONSULTANCY SERVICES FOR SUPERVISION OF CONSTRUCTION WORKS FOR PURPOSE-BUILT MODEL ICT LABORATORIES UNDER THE PHASE II OF THE CONNECT A SCHOOL PROJECT (CAS)

REF. NO: MACRA-USF/IPDC/CASP-2/2022/06/01

1. INTRODUCTION

The Malawi Government through Malawi Communications Regulatory Authority (MACRA) has identified resources to cater for the construction of purpose-built **Model ICT Laboratories** under the Second Phase of the Connect a School (CAS) Project. The Authority therefore intends to use part of the funds for eligible payments under the contract for Consultancy Services for the Supervision of Construction Works for Purpose-Built Model ICT Laboratories under the Phase II of the Connect a School (CAS). It is estimated that a total of One Hundred and Eighteen (118) laboratories will be constructed during the 2025-2026 Financial Year.

2. OBJECTIVE OF THE CONSULTANCY

The main objective consultancy assignment is to supervise construction of purpose-built Model ICT Laboratories in selected schools aimed at promoting use of ICT services in districts and communities throughout Malawi.

3. SCOPE OF SERVICES REQUIRED

The Scope of the assignment has been divided into four (4) Lots as per table below:

Table 1: Summary of Lots

LOT #	Description	Number of Centres
1	Supervision of Construction Works in the Southern Region (SR)	37
2	Supervision of Construction Works in the Eastern Region (ER)	26
3	Supervision of Construction Works in the Central Region (CR)	33
4	Supervision of Construction Works in the Northern Region (NR)	22

The consultant for the supervision services will therefore perform all the services necessary to enable smooth completion of the construction works for purpose-built Model ICT Laboratories.

4. CONSULTANT QUALIFICATIONS AND EXPERIENCE

The successful Consulting Firm shall be required to undertake the assignment as a multidisciplinary team comprising a Lead Consultant and relevant Key Experts at a minimum.

The Lead Consultant who shall be an Architect should have relevant qualifications with a minimum of master's degree in a relevant field from a recognized institution with extensive experience of not less than five (5) years working as a team leader in multiple projects. The other relevant professional experts should have relevant qualifications with a minimum of a bachelor's degree in the following fields: Quantity Surveying, Electrical Engineering, Mechanical Engineering and Information Technology with not less than five (5) years working on similar projects. To verify this, consultants are required to submit together with their technical proposals, updated curriculum vitae (CV's).

5. METHOD OF SELECTION

The consultant shall be selected using the Quality and Cost Based Selection (QCBS) procedures and therefore Technical and Financial Proposals should be submitted separately from the financial proposal.

5.1 Technical Proposal

The technical proposal shall take into consideration the following areas:

- Firms profile including general qualifications and relevant experience of key staff who will directly be involved in carrying out this assignment as well as those of other partners
- Descriptions and details of similar assignments undertaken
- Ability to write concise, analytical and high-quality reports.
- Excellent verbal and written communication skills.
- Deliberate plans for transfer of knowledge/capacity building to key Client Project Team staff.

6. **SHORTLISTING OF CONSULTANTS**

Expressions of interest will be assessed in accordance with the Public Procurement and Disposal of Public Assets Act of 2025 and its subsidiary legal framework. Participation is open to all eligible bidders.

A shortlist of a maximum of six (6) legal firms shall be invited to submit technical and financial proposals to the Authority. The successful consultants shall be selected through a Quality & Cost Based (QCBS) selection method using a Request for Proposal (RFP) Document.

7. **EXPRESSION OF INTEREST (EOI) SUBMISSION**

Interested eligible bidders may submit expressions of interest (EOI) in sealed envelopes clearly marked **“PROVISION OF CONSULTANCY SERVICES FOR SUPERVISION OF CONSTRUCTION WORKS FOR PURPOSE-BUILT MODEL ICT LABORATORIES UNDER THE PHASE II OF THE CONNECT A SCHOOL PROJECT (CAS)”** should be submitted to the address highlighted below. The submission MUST include;

- Relevant company registration documents.
- Names of the Directors.
- Qualifications of key personnel proposed for the assignment; and
- Proof of previous similar assignments e.g., letters of recommendation from at least 2 organizations where they have undertaken such assignments.
- Recommendation from previous clients addressed to MACRA

THE CHAIRPERSON,
Internal Procurement and Disposal Committee (IPDC),

Malawi Communications Regulatory Authority (MACRA)
Area 13
Green Heritage House
P.O. Box 30214
Capital City
LILONGWE 3

Attention: Head of Procurement & Supply Chain

E-mail: procurement@macra.mw

8. SUBMISSION AND CLOSING DATE FOR EXPRESSION OF INTEREST (EOI)

Closing date for submission of EOI's is on **Friday 4th July 2025** at **10:00 hours** and opening shall commence at the same time. Bidder's representatives and the public who wish to attend the opening ceremony are most welcome.

Interested consultants are encouraged to include a soft copy with their EOI