

AISA

American International School, Abuja

Consultancy: Request for Expression of Interest for Consultancy Services for Architectural Designs of The American International School of Abuja, Faculty Housing

1.0 Introduction

The American International School of Abuja hereby issues an open international contest to Architects and Engineers for the complete designs and collaboration with construction companies assigned to the faculty housing project

2.0 Participation

This is an open international invitation to reputable consortium architects and engineering firms with verifiable experience of nothing less than five (5) years of graduation from institutes recognized by professionally accredited bodies.

3.0 Financing

Service to be rendered under this advertisement shall be financed by the American International School of Abuja

4.0 Eligibility criteria for consultancy services

- Evidence of registration with corporate affairs commission (CAC) by inclusion of certificate of incorporation and articles of association.
- Last three years tax clearance certificate (2011, 2012 and 2013).
- Detailed company profile.
- Evidence of experience in at least three (3) jobs of similar nature and complexity executed within the last five (5) years with verifiable letters of commission.
- Evidence of financial capability / preference letter from a reputable bank.
- Evidence of registration with professional bodies such as ARCON OR COREN or ICCON AND IPAN.
- Full accounts details including SORT code.
- Evidence of registration with ITF.
- Evidence of company financial audits for the past three (3) years (2011, 2012, 2013).

- Evidence of PENCOM compliance clearance certificate.

5.0 Scope of work

The scope of work includes the complete designs and collaboration with construction companies assigned to the faculty housing project. The collection of tender and request for proposal (RFP) for this project will be collected at no cost. The selection process will be guided according to the phases listed below:

Phase 1: Selection from many consultants who have satisfied the AISA requirements including submission of all eligibility documents listed in section 4.0.

Phase 2: Invitation to successful consultants in phase 1 to visit with the AISA selection committee and receive all faculty housing project specifications and information for subsequent design proposal submission.

Phase 3: Submission of design proposal from consultants in phase 2.

Phase 3: Final selection of consultant.

6.0 Submission of documents.

Interested parties must submit two (2) hard copy sets of all requested documents listed in section 4.0 in one (1) envelope marked “**Technical Bid**” and addressed at the right hand corner to “**AISA Facilities Committee, American International School of Abuja, Plot 346 Cadastral Zone, Durumi District, FCT Abuja.**”

The closing date for the submission of all technical bids is 14th January 2015 at 12:00p.m.

Only firms whose technical bids fulfill the minimum requirement will proceed to phase 2 as mentioned above. All requirements should be directed to;

AISA Facilities Committee

American International School of Abuja

Plot 346 Cadastral Zone

Durumi District

FCT Abuja