



**NATIONAL COMPETITIVE SELECTION**  
**TENDER NO: AE-020/HQ/2021-22/C/09**

**INVITATION FOR EXPRESSION OF INTEREST (EOI)**  
**FOR**  
**PROVISION OF CONSULTANCY SERVICES FOR PROPERTY MANAGEMENT**

**1. INTRODUCTION**

The Tanzania Communications Regulatory Authority (TCRA) in joint venture with the Pan African Postal Union (PAPU) is finalizing construction of Eighteen (18) storeys multipurpose building with a total space of 22,421m<sup>2</sup> plus the public/common areas and 87 parking spaces. The building comprises of basement, ground floor, first floor to sixteenth floor, mezzanine of sixteenth floor and semi accessed rooftop. The Building is located on plot No.114, BLOCK Z, Sekei along Namanga-Moshi Road in Arusha, Tanzania. The building is designed to accommodate a bank branch, anchor shops, post office at the ground floor; two commercial restaurants one 2<sup>nd</sup> and 16<sup>th</sup> floors respectively including international conferences.

**2 OBJECTIVES OF THE SERVICE**

The main objective of this Consultancy is to ensure that the building is properly managed, maintained, leased and fully occupied at all times.

**3. INVITATION**

TCRA in is now inviting Expression of Interest from eligible, qualified and competent firms to indicate their interest to be shortlisted for submission of technical and financial proposals for interior designing.

**4. SELECTION PROCEDURES**

A firm will be selected in accordance with the procedures set out in the Public Procurement Act No. 7 of 2011 and the Public Procurement Regulations of 2013 as amended in 2016. Note that this is not a request for proposal. Letters for expression of interest will be reviewed and a shortlist of consultants will be prepared and will be invited to submit their proposals through letters of invitation, which will include specific terms of reference.

#### 4. CRITERIA FOR ASSESSMENT OF EXPRESSIONS OF INTEREST

In assessing the Expression of Interest, consideration will be given to the following: -

- i. Profile (certified copies of original documents defining constitutional or legal status of the principal place of business of the company/firm/individual including valid business licenses);
- ii. Experience (Submit list of at least two (2) similar assignments indicating amount for each assignment, nature of the assignment, name of the employer and contact address and year of completion of the project);
- iii. Qualification and experience of the proposed key staff (submit certified Curriculum Vitae);
- iv. Audited Financial statements to support financial soundness of the firm to carry out the assignment (submit latest three years consecutive audited financial statements).

**NB:** All attachments should be scanned.

5. All applications should be **prepared** and submitted electronically via online national procurement system (TANePS) before or on 4<sup>th</sup> May, 2022 at **11.00.00 am EAT**. *The link to TANePS is [www.taneps.go.tz](http://www.taneps.go.tz).*

**DIRECTOR GENERAL  
TANZANIA COMMUNICATIONS REGULATORY AUTHORITY**