

Samoa Tourism Authority
Ground Floor, FMFMII Building
P.O. Box 2272 Apia, Samoa

TEL +685 63500
FAX +685 20886
EMAIL info@samoa.travel
WEB www.samoatourism.org



INFORMATION CENTRE
+685 63521
info@samoa.travel
www.facebook.com/samoaculturalvillage

SAMOA TOURISM AUTHORITY
www.samoatourism.org
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REQUEST FOR PROPOSALS (INDIVIDUAL CONSULTING SERVICES)

SAMOA TOURISM RECOVERY AND RESILIENCE (STRR) PROGRAMME

Assignment Title: Technical Advisor - Engineering Specialist

Reference No. STRR – 07/23

The Government of Samoa through the New Zealand Aid funded Samoa Tourism Recovery and Resilience Programme which is being implemented by the Samoa Tourism Authority has received assistance for the upgrading of selected attraction sites and intends to apply part of the proceeds as allocated for the following consulting services.

The consulting services (“the Services”) include supporting the Samoa Tourism Authority (STA) in:

1. Providing technical advice to the Planning and Development Division of STA and the Project Management Committee (PMC)
2. Preparation of ALL relevant tender documents for the procurement of contractor for scheduled upgrade works based on the preliminary designs
3. Assist in providing technical engineering advice in the evaluation of bids for the construction works
4. Oversee the supervision of the construction of the planned upgrade works at the selected sites and manage the works contract of the selected contractors to ensure works are delivered on time and issue completion certificates
5. Prepare designs for selected attraction sites based on the concept plans
6. Ensure all contracts are supervised according to the high standards and in compliance of the relevant Acts, Regulation and Policies of the Government of Samoa.
7. Report to the relative authority and the PMC for the STRR

The detailed Terms of Reference (“TOR”) can be obtained at the address given below.

The Authority now now invites proposals from eligible Individual Consultants to provide the following consulting services: Technical Advisor - Engineering Specialist (STRR). The criteria for selecting the Consultant are:

1. Fully qualified civil / structural engineer, including corporate membership of internationally or nationally recognized professional institution;
2. Minimum of ten (10) years of post-qualification experience, of which at least seven (7) years should be in construction design and supervision and at least (5) years working in Samoa;
3. Current knowledge in the concepts, principles and practices which govern international procurement, the contracting of consultant services, technical specifications in design, engineering and construction works etc
4. Demonstrated work experience with the GoS’s procurement guidelines and processes and contract management requirements
5. Previous experience in providing technical advice to government institutions would be an advantage;
6. Excellent verbal, written and presentation communication skills in English, with demonstrable high-level reporting skills;
7. Proven experience in managing projects with diverse stakeholders and tight timelines;
8. Samoan national or locally-based expatriate.

The successful Consultant must have a current Samoan business licence, or obtain one prior to commencement of the assignment, in accordance with the *Business Licence Act 1998*.

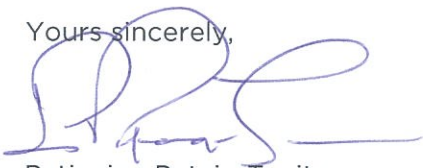
All proposals must be submitted by no later than **11.00am on Monday 22nd of January, 2024**. Late submissions will not be considered.

Submissions must be addressed and delivered to:

*The Secretary
Tenders Board
Ministry of Finance
Level 4, Central Bank Building
Apia,
Samoa*

For more information or to request the Bidding document, please contact Tupai Robert Ah Sam on phone number 63505 or email robert@samoa.travel

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Pativaine Petaia-Tevita', with a long horizontal line extending to the right.

Pativaine Petaia-Tevita
CHIEF EXECUTIVE OFFICER