



Maga Hui, Faalea Kaitupu Tautai Aina  
Mollega Simi Vaai  
Chief Executive Officer/Registrar of the Court



Malo o Samoa  
Government of Samoa

MATAGALIEGA O FAAMASINOGA MA LE FAARINA O TILAGA TAU FAAMASINOGA  
MINISTRY OF JUSTICE AND COURTS ADMINISTRATION

Faamamode faamamode uma ma faamamode i le  
Ofisa Sili o Pologa/Registrar o le Faamamode  
Please address all correspondence to the Chief  
Executive Officer/Registrar of the Court

### Retendering of Request for Proposal (RFP)

1. The independent Government of Samoa, acting by and through the Ministry of Justice
2. Courts and Administration ("Client"), has available funds toward the cost of the *Architectural Design and Compound Layout for the Court House and Judges Residence in Salelologa, SAVAII*. The Client intends to apply a portion of the funds to payments under the contract for which this Request for Proposals (RFP) is issued.
3. The Client now invites proposals to provide the following consulting services:
4. *Architectural Design and Compound Layout for the Court House and Judges Residence in Salelologa, SAVAII*. More details on the services are provided in the Terms of Reference (TOR).
5. A firm will be selected under the Quality and Cost Based Selection Method (QCBS) and procedures described in this RFP, in accordance with Treasury Instructions Section 6, Part K: Government Procurement & Contracting June 2016 and the Tenders Board Guidelines for Procurement and Contracting: Consulting Services (CS) 2014.
6. The RFP includes the following documents and can be downloaded directly from the
7. MJCA website: [www.mjca.gov.ws](http://www.mjca.gov.ws) or MOF website (under Public Tender Announcements).

Section 1 - Letter of Invitation;

Section 2 - Instructions to Consultants (Including Data Sheet);

Section 3 - Technical Proposal - Standard Forms;

Section 4 - Financial Proposal - Standard Forms;

Section 5 - Terms of Reference; and

Section 6 - Standard Forms of Contract.

8. Please inform the Client in writing, before the closing date of submission, at the following address: CEO/ Registrar of the Court, Ministry of Justice and Courts Administration, *Mulinu'u* upon receipt:

(a) that you received the Letter of Invitation; and

(b) whether you will submit a proposal alone or in association with other firms.

9. The indicative duration of this assignment is for two (2) months.

10. All RFP must be marked:

a. *"Request for Proposal: Architectural Design and Compound Layout for the Court*

*House and Judges Residence in Salelologa, SAVAII."*

11. And, addressed and delivered in a written form to the address below by 11.00am on

12. Monday 18<sup>th</sup> May 2020 (local time).

The Secretary,

Tenders Board of Samoa

Level 4, Central Bank of Samoa Building

Apia

**SAMOA.**

13. Late RFP's shall be returned unopened.

14. For further information, please contact Mr. Roni Fereti on email [Roni.Fereti@mjca.gov.ws](mailto:Roni.Fereti@mjca.gov.ws) or telephone number 21006.

- 15.

Faafetai,

Moliegi Simi Vaai

CEO/REGISTRAR OF THE COURT