



UNITED REPUBLIC OF TANZANIA
PRESIDENT'S OFFICE
REGIONAL ADMINISTRATION AND LOCAL AUTHORITY
MBINGA DISTRICT COUNCIL



25TH SEPTEMBER, 2023.

Invitation for Expression of Interest

For

**THE PROVISION OF CONSULTANCY SERVICES FOR THE
DESIGNING AND BUILDING OF FUEL FILLING AND
SERVICE STATION**

Tender No. LGA/104/HQ/2023-2024/C/03

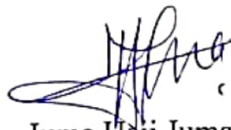
1. The Government of the United Republic of Tanzania has set aside funds for the operation of the **Mbanga District Council** during the financial year 2023/2024. It is intended that part of the proceeds of the fund will be used to cover eligible payment under the contract for the **LGA/104/HQ/2023-2024/C/03**.
2. **Mbanga District Council** now invites eligible **individual/ firm consultants** to indicate their interest in providing the services which include **to conduct Consultancy Service for Design and Build of Fuel filling and Service station for period of one month only**.
3. Interested Firms must provide information indicating that they are qualified to perform the services by submitting updated CV's, description of similar assignments, experience in similar conditions and relevant skills. Interested individual consultants must also submit Financial Proposal in writing.
4. You are requested to submit your written expression of interest, one original detailed Curriculum Vitae (CV) and Financial Proposal plus two copies of detailed CV and Financial Proposal in writing by **08th October 2023 at 10:00am hour's** local time. The Detailed CV and Financial Proposal shall each be enclosed in a separate envelope and marked "*Detailed CV*" and "*Financial Proposal*" respectively.

The two envelopes shall then be enclosed in a single envelope and marked "Proposal for the **Provision of Consultancy Services to Consultancy Service for Design and Build of Fuel filling and Service Station** and submitted to the following address:

**District Executive Director,
Mbinga District Council,
P.O. BOX 194,
Mbinga.**

5. The opening of CVs shall take place immediately after the deadline for submission, at the **Kiamili secondary school - Mbinga**. Applying firms' consultants are invited to attend the opening ceremony.
6. A consultant will be selected in accordance with the procedures set out in the Public Procurement Act No. 7 of 2011 as amended in 2016 and the Public Procurement Regulations, 2013 – Government Notice No. 446 as amended in 2016 (hereinafter called Procurement Regulations).
7. CV's shall be evaluated on the basis of the criteria shown in the Terms of Reference. Only firm Consultants scoring above 50% shall be engaged (depending on their availability) to carry out the assignments during the financial year 2023/2024.
8. Prospective firm Consultants are required to collect the Terms of Reference from the **Secretary, Tender Board Whose Address is indicated on Paragraph 4 Above** during working days (Monday to Friday) between **7:30 am to 3:30pm**.
9. Any request for clarification with regard to this assignment shall be addressed to the undersigned not less than 3 days before deadline for submission. The Client shall respond to clarifications received within two working days from the date of receipt of query.
10. Late Expressions of Interest shall not be accepted for evaluation irrespective of the circumstances.

Yours sincerely,



**Juma Haji Juma
District Executive Director,
MBINGA.**

**DISTRICT EXECUTIVE DIRECTOR
MBINGA DISTRICT COUNCIL**