



# **TECHNICAL PROPOSAL**

**FOR**

**DESIGN AND CONSTRUCTION SUPERVISION SERVICES  
OF USAID OFFICE AT NORRIP BUILDING**

**IN**

**TAMALE**

**FOR**

**USAID**



***DATE:** 24<sup>th</sup> October, 2013.*

Tropical Approach Design Services

P. O. Box 691.TL

Tamale

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E-mail: [mistygfsk@yahoo.com](mailto:mistygfsk@yahoo.com)

27<sup>th</sup> September, 2012

The Deputy Director, Operations

United Nations Development Programme

P O Box 1423

Accra - Ghana

Dear Sir / Madam

**PROPOSALS FOR ASSESSMENT OF REHABILITATION WORKS COST ON CURRENT USAID AND NORRIP BUILDINGS**

Having examined the Solicitation Documents, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to provide Professional Consulting services , for the Assessment of the Rehabilitation Cost on the Old Worker's Canteen Block and the Current USAID NORRIP Building in accordance with your Request for Proposal dated 10<sup>th</sup> September, 2012 for the sum as may be ascertained in accordance with the Price Schedule attached herewith and made part of this Proposal.

We undertake, if our Proposal is accepted, to commence and complete delivery of all services specified in the contract within the time frame stipulated.

We agree to abide by this Proposal for a period of 120 days from the date fixed for opening of Proposals in the Invitation for Proposal, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

We understand that you are not bound to accept any Proposal you may receive.

Dated this Twenty-Seventh Day of September, of year Two Thousand and Twelve

**AUTHORIZED SIGNATURE** \_\_\_\_\_

**NAME OF SIGNATORY** FELIX S. K. GANDAA

**TITLE OF SIGNATORY** PROFESSIONAL TEAM LEADER

**NAME OF CONSULTANT:** TROPICAL APPROACH DESIGN SERVICES

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## **1 BRIEF DESCRIPTION OF THE CONSULTANT'S ORGANISATION AND AN OUTLINE OF RECENT EXPERIENCE ON ASSIGNMENTS OF SIMILAR NATURE**

### **1.1 Tropical Approach Design Services: General Information**

Felix S. K. Gandaa Professional Team is a collaboration of Consulting Architects, Quantity Surveyors and Engineers providing a broad range of high quality professional services to Private and Public Sector Clients.

#### **1.1.1 Business Information**

Tropical Approach Design Services is a collaboration of Professional Architects, Quantity Surveyors and Engineers which has its humble beginnings in the year 2006 when a Client in the Private Sector Commissioned Felix S. K. Gandaa to produce designs for a proposed project. As part of providing the Client with an all-round service; comprising the Architectural, Structural Engineering, Quantity Surveying, and Electrical Engineering components of the proposed project, he procured the services of the respective professional disciplines. The working relationship which was born then has developed over the past few years on several other projects which the group has subsequently undertaken. Members of the core group were mainly colleagues in the same office; however, over time, due to the need for the input of some other professional disciplines, some members have been drawn from other Consulting Firms or Organisations to form a complete professional team lead by Felix S. K. Gandaa.

Value of Professional Services yearly among the team of professionals is approximately GH¢100,000.00.

Tropical Approach Design Services is independent of any Manufacturing, Contracting or Governmental interest and is fully committed to providing professional service and advice based on the most up to date professional tools and relevant practice.

The areas of activities of the firm include:

- Architecture and Planning
- Educational Infrastructure
- Industrial and Commercial Building Projects

**Services offered include the following:**

- Technical and Economic Feasibility Studies
- Topographical Surveys and Studies
- Detailed Architectural and Engineering Studies and Designs
- Drainage Design

- Quantity Surveying and Cost Estimation
- Preparation of Tender Documents and Tender Evaluation Reports
- Supervision of Works
- Contract Administration

Tropical Approach Design Services has a track record spanning 6 years and is continually developing the range and depth of its skills and services. The individual members of the collaboration have considerable experience of working with major Institutions, organisations Religious groups, funding agencies and Non-Governmental Organisations within Ghana.

**BUSINESS ADDRESS:** Tropical Approach Design Services  
P. O. Box 691TL  
Tamale  
Tel. +233 24 4567085  
Fax +233 20 8293733  
E-mail: mistygfsk@yahoo.com

**OFFICE LOCATION:** AESL  
Public Works Department Yard  
Tamale

**BANKERS:** Barclays Bank Ghana Ltd.  
Tamale Branch  
Tamale

**CONTACT PERSON:** Felix S. K. Gandaa  
Task Manager (Professional Team Leader)

### **1.1.2 Organizational Profile of Tropical Approach Design Services**

Tropical Approach Design Services is a wholly Ghanaian collaboration of Professional Associates with four main guiding principles in conducting its business:

- Retaining associates of high calibre with respect to technical capabilities and project experience.
- Enabling associates to perform on projects within a strong management and peer review structure, with a clear emphasis on timeliness, cost control and value for money to Clients.
- Inspiring in all associates - a strong sense of Client services with the objective of achieving Client satisfaction at all times.
- Striving to achieve long term mutually beneficial relationships with Clients.

Tropical Approach Design Services is led by a Professional Team Leader (Task Manager) and assisted by one Assistant Team Leader. The other members of the professional collaboration are also effective leaders. The associates operate from Tamale in the Northern Region of Ghana. The collaboration draws from a group of 9 readily available Professional Members and supporting Technicians, Draughtsmen and Clerk of Works who are engaged as need be.



## Organizational Structure

### Team Leader/Architect

Felix S. K. Gandaa

BSc (Arch.), PGDip Arch (KNUST, 2004)

## Quantity Surveyors

Maurice A. Awuni

BSc .(Bldg Tech.), (KNUST, 2006) MGHIS.

## Electrical Engineer

Adjabeng Robert Kwame Oheneba

BSc. (Bldg Tech.), MSc Civil Eng., MGHIE

## Structural/Civil Engineer

Opoku Berko

MSc. Elect. Eng., MGhIE

### **1.1.3 Material Resources and Back-Up Services**

The Tropical Approach Design Services pool resources together to run projects. Equipment and production tools available in the pool include computers, cameras, scanners, printers, photo copier and other related office and drawing equipment to handle all aspects of design, plotting, reporting and documentation, photocopying, binding and plan printing. Team members travel around project sites using their personal vehicles.

Team members utilize various computer software for Design, Drafting, Engineering Analysis, Bills of Quantities and Progress Tracking. In addition, the team rents survey equipment when the need arises to facilitate alignment and other surveys with speed and accuracy.

## **1.2 Relevant Services by Tropical Approach Design Services in the Last Five Years on Assignments of Similar Nature**

Relevant services carried out in the last five years which best illustrate the experience of Tropical Approach Design Services are detailed in the following formats covering the projects listed below:-

- Rehabilitation Of 2-Storey, 24-Units Office Block For The Bureau Of National Investigations (BNI) Northern Regional Office Block, Tamale.
- Supervision Of Civil And Equipment Works – Upgrading Of Chamba Health Centre Into A Polyclinic
- Renovation Of 3 No. 2-Storey Hostel Blocks For Ep College Of Education, Bimbila
- Rehabilitation Of 1000 Capacity Auditorium For Tamale College Of Education, Tamale
- Refurbishment Of Standard Chartered Bank, TAMALE

## **PROPOSED METHODOLOGY AND WORK PLAN**

## **2 PROPOSED METHODOLOGY AND WORK PLAN**

### **2.1 INTRODUCTION**

This proposal is being submitted as requested after being shortlisted to put together a team of professionals to put together a Technical and Cost Proposal for Works to be carried out on the USAID office at the NORRIP buildings in Tamale.

This proposal has been prepared in response to the Information to Offerers Dossier inviting proposals for Consultancy Services.

#### **2.1.1 Project Objectives**

Assess the current USAID premises at the NORRIP building, to determine the extent of work and cost required to upgrade it to meet the USAID security standards while acknowledging any structural changes required.

#### **2.1.2 Scope of Work/ Deliverables**

The consultant is expected to constitute a team of professionals to come out with design proposals. The design proposal will include (but not limited to):

- Architectural Drawings
- Structural Designs,
- Bills of Quantities and
- Any other related Documentation.

### **2.2 SITE VISIT AND PROJECT APPRECIATION**

A team from the Consultant's outfit led by Architect Felix S. K. Gandaa visited the project sites on the 15<sup>th</sup> of October, 2013 to undertake a reconnaissance survey of the project in order to get a first hand appreciation of the site situation.

The Consultants would wish to express their sincere thanks to Mr Mr Atta Nantongma for his reception and assistance.

#### **2.2.1 Project Appreciation**

The project comprises the:

1. Assessment of the current USAID premises, NORRIP building, to determine the extent of work and cost required to upgrade it to meet the USAID security standards while acknowledging any structural changes required.

## 2.3 GENERAL APPROACH

After the site visits and the project appreciation, the Consultant has categorised the Consultancy Services into two stages:-

- Stage I - Preliminary Investigations
- Stage II - Draft Detailed Design and Proposal
- Stage III - Final Detailed Design and Proposal

### 2.3.1 STAGE I - PRELIMINARY INVESTIGATIONS

The following would be undertaken at Preliminary Investigation Stage:-

- General Preparatory Works
- Field Studies

#### 2.3.1.1 *General Preparatory Works*

- **Project Staff and Equipment Mobilisation**

The Consultant will mobilise his team members, project staff and procure all the equipment which will be necessary in the performance of the services.

- **Co-ordination Meeting**

A co-ordination meeting will be held between the Consultant and the Client's representative or co-ordinator appointed for the project. The role of each individual will be carefully defined and channels for communications will be established.

The meeting will discuss the scope of the works, the work plan and methodology for undertaking the Consultancy Services.

- **Data Collection and Study of Existing Documents**

The Consultant will collect all relevant available data, information and documents on the project from the Client or from any organisation from which it can be sourced for study.

Desk study of these documents will help to formulate a strategy for the field data collection and analysis.

- **Field Studies**

The Consultant will carry out a field survey of the structure as it stands. Information to be picked up during this field survey will include (but not limited to);

- Dimensioned Sketch of the whole building
- A schedule of dilapidation
- The boundaries of the building
- Relative positions of other structures on the land
- Topography of the land

Information gathered from existing documentation and field studies will be reviewed and this will serve as a prerequisite for the Detailed Engineering Studies.

### **2.3.2 STAGE II DRAFT DETAILED DESIGN AND PROPOSALS**

During the Detailed Design Studies, a review of all the information gathered will be done. The Consultants would prepare and establish all the detailed drawings to be used for construction purposes. The detailed drawings would also be used to qualitatively and quantitatively describe the works involved in the project.

The following would be undertaken:-

- Review of existing design and redesigning to meet Clients requirements
- Description of the Works
- Technical Specifications
- Cost Estimation

#### ***2.3.2.1 Review of existing design and redesigning to meet Clients requirements***

The information picked up from the field, including available drawings on the building and the brief from the Client will be condensed into proposals for;

- Architectural Drawings
- Structural and Civil Engineering Drawings
- Electrical Drawings
- Plumbing and Mechanical Drawings

- **Architectural Drawings**

The Architectural drawings would include detailed information to be shown on the plans, sections, elevations, detailed blown up areas. Information on floor finishes, wall paints or tiling, doors and windows, roofing, ceiling, fixtures and fittings would be included. This will be done to ensure technical

and statutory compliance. All dimensions on the drawings including the setting out drawings would be clearly indicated.

Detailed drawings for drains, septic tanks, fence walls and security post would also be provided.

- **Structural and Civil Engineering Drawings**

The Structure will be analysed to make sure that it would be able to additional loads. Hence the following structures would be critically looked at:

- floor bed
- beams and columns
- roof carcassing
- structural walls (if any)

- **Electrical Drawings**

The Electrical System will be checked to see if it conforms to British Standards and codes of practice, as well as other local regulations as stipulated by the Ministry of Energy and the Electricity Company of Ghana.

In particular, the review would make sure that all wirings have complied with the Sixteenth (16th) Edition of the Wiring Regulations of Building issued by the Institution of Electrical Engineers (IEE), United Kingdom.

Based on the redesign of the structure, drawings will be produced to cover the following:-

- Internal Normal Lighting
- Internal Emergency Lighting
- Conduits and Trunking System
- Power Sockets for Portable Appliances
- Power Sockets for Personal Computers (if any)
- Power Sockets for Air-conditioning Units (if any)
- Fire Alarm System
- Burglary Alarm System
- Telephone Communication System (if any)
- Low Voltage Distribution System

- Power Supply System
- External Lighting System
- Lightning Protection
- Equipotential Earthing

- **Plumbing and Mechanical Drawings**

The plumbing and mechanical system of the building will be checked and drawings would be produced to adequately cater for following:

- Internal Plumbing Installation
- External Cold Water Supply
- External Sewerage Disposal
- Air-conditioning and Ventilation (if any)
- Fire-Fighting Installation



### **2.3.2.2 *Technical Specifications***

The Consultant will develop technical specifications to cover all aspects of the works making use of acceptable existing practices including specifications for materials and method of works. The Technical Specifications will form part of the design proposals.

### **2.3.2.3 *Bill of Quantities and Cost Estimation***

- **Bill of Quantities**

The quantities of the building works will be taken off from the detailed drawings so established, schedules and site measurements and will be assembled as Bills of Quantities. The Consultant will compute the quantities from the detailed drawings in conformity with the Civil Engineering Standard Method of Measurement of Building Works (SMM) 7th Edition. The Bills of Quantities will cover all the works and will be separated into:

- General Items
- Building and Structural Works
- Civil Works
- Electrical Installations
- Plumbing and mechanical Installations and
- External Works

The Bills of Quantities will also be used in the cost estimation to determine the probable cost of carrying out the Works.

- **Cost Estimation**

In order to arrive at a fair and reasonable cost estimate of works the Consultants will undertake a unit price analysis for each work item. Each unit price will take into account the following cost elements:-

- Quantity and cost of materials required.
- Gross hourly cost of construction labour and labour output.
- Operating hourly cost of construction plant/equipment and plant/equipment output.
- Supervision
- Overheads and
- Profit.

In establishing unit cost of materials, plant/equipment hourly operating cost and gross hourly cost of construction labour for the price analysis, the following will be accounted for where applicable:-

- The market prices of local materials.
- CIF or FOB prices for imported materials and plant/equipment.
- Inland transport cost by air, land or lake.
- Landing cost, duties, and taxes.
- Insurance of construction plant/equipment.
- Loading, transport to site, and unloading of materials and plant/equipment.
- Cost of spare parts and maintenance of plant and equipment.
- Consumption and cost of fuel for plant/equipment.
- Official wages or salaries for various categories of construction labour and the social benefits to be paid by the Contractor taking into account all incidental labour cost regarding the relevant labour laws and regulations.

Having established the appropriate unit cost of materials, labour and plant/equipment, the unit price for each work item will be calculated by means of detailed analysis. The unit prices so obtained and the quantities established in the bill of quantities will be used to calculate the cost estimate.

Cost of general items which will also form part of the bills of quantities will be estimated.

The specified percentage for contingencies will be added to the estimated total cost. However, if from past experience the percentage allowed is considered inadequate, the Client will be advised accordingly.

The estimates resulting from the analysis will be compared with those of previous projects or similar works executed in the zone. Should any significant discrepancies be found, the causes will be identified and rectified to arrive at a realistic cost estimate for the works to be carried out.

- **Contingencies**

The Quantity Surveyor will estimate respective amounts to cover Physical Contingencies and Price Contingencies. The amount to be estimated for physical contingencies will depend on how detailed the design is. The determination of the amount to cover price contingency will take into consideration the anticipated start time of the project and the project duration.

The above activities will be put together as the Draft Proposal and Submitted to the Client for their study and input.

### **2.3.3 STAGE III FINAL DETAILED DESIGN AND PROPOSALS**

On receiving the Client's input on the Draft Design and Proposals, the Consultant shall study and amend the designs in line with the Client's suggestions if any.

The Design and Proposals will then be finalised and presented to the client. This will mark the end of the assignment.

## **SECTION 3.0**

### **TEAM COMPOSITION AND TASK ASSIGNMENT**

### **3 TEAM COMPOSITION AND TASK ASSIGNMENT**

The Consultants services have been considered in three stages:-

- Preliminary Investigations
- Draft Detailed Design and Proposal,
- Final Detailed Design and Proposal

All the activities required for the efficient execution of the works have therefore been addressed under these three stages.

#### **3.1 PRINCIPLES OF STAFFING**

The selection of Professional Members for the assignment is on the following basis:-

- All professional staff proposed is team members of Tropical Approach Design Services.
- All the professional staff have held similar positions on assignments of similar nature in Ghana.
- All the professional staff have formal educational qualifications and experience in the design and supervision of building and other civil engineering works.
- All the professionals have excellent command of the English language.

#### **3.2 COMPOSITION OF TEAM**

The composition of the team as provided for the three stages of the project i.e. Preliminary Investigations and Detailed Engineering Studies Stage, Supervision Stage and Defects Liability Period are as follows:-

##### **a) Preliminary Investigations and Draft Detailed Design Stage**

Architect/Team Leader

Quantity Surveyor

Electrical Engineer

Civil/Structural Engineer

#### **3.3 PROJECT ORGANISATION**

The Consultant's organisation for all the three stages is shown diagrammatically in Figs. 4.1. The Team Leader is responsible for the project overall supervision.



## **SECTION 4.0**

### **ACTIVITY (WORK) SCHEDULE**

## **4 ACTTVITY (WORK) SCHEDULE**

### **4.1 GENERAL**

The plan for the provision of services outlined in the Methodology has been drawn with the following in mind:-

(a) Completion of the Preliminary Investigations and Draft Detailed Design and Proposals within 4 weeks.

(b) Completion of the entire assignment in 8 weeks.

### **4.2 OVERVIEW OF THE WORK PLAN**

The major activities considered in the work plan are shown in Fig. 7.1. The Consultant plans to submit the Draft Drawings and Cost Estimates within 4 weeks after the commencements of the.

Final drawings and Cost Estimates are to be submitted 4 weeks after the submission of the draft documents.

The Consultant has therefore allowed the Client 10 days within which to study the draft reports and submit their comments to the Consultant to enable him proceed to finalise all the documents.

### **4.3 COMMENCMBMENT OF CONSULTANTS SERVICES**

#### **4.3.1 Mobilisation**

The Consultant has allowed a period of 3 days for mobilisation of personnel to site. This is because of the ready availability of resources to undertake the works.

#### **4.3.2 Coordination Meeting with Clients**

The Consultant has allowed a day for a meeting with the Clients to introduce the professionals to be engaged on the project.

Procedures for information transfer between the two groups will be established

#### **4.3.3 Collection and Study of Existing Data**

A period of 4 days has been allowed for collecting and study of any designs, reports, and data available that could assist the Consultant with the work..

#### **4.3.4 Review of Designs and Draft Design and Cost Proposals**

The Consultant will review the design and the structure, undertake investigations into the site, and come out with architectural design and Cost Proposals for all the works within one month.



#### **4.3.5 Detailed Engineering Design Drawings**

Two weeks have been allowed for finalising the detailed Designs for all the structures and the preparation of the cost estimate.

## ACTIVITY SCHEDULE

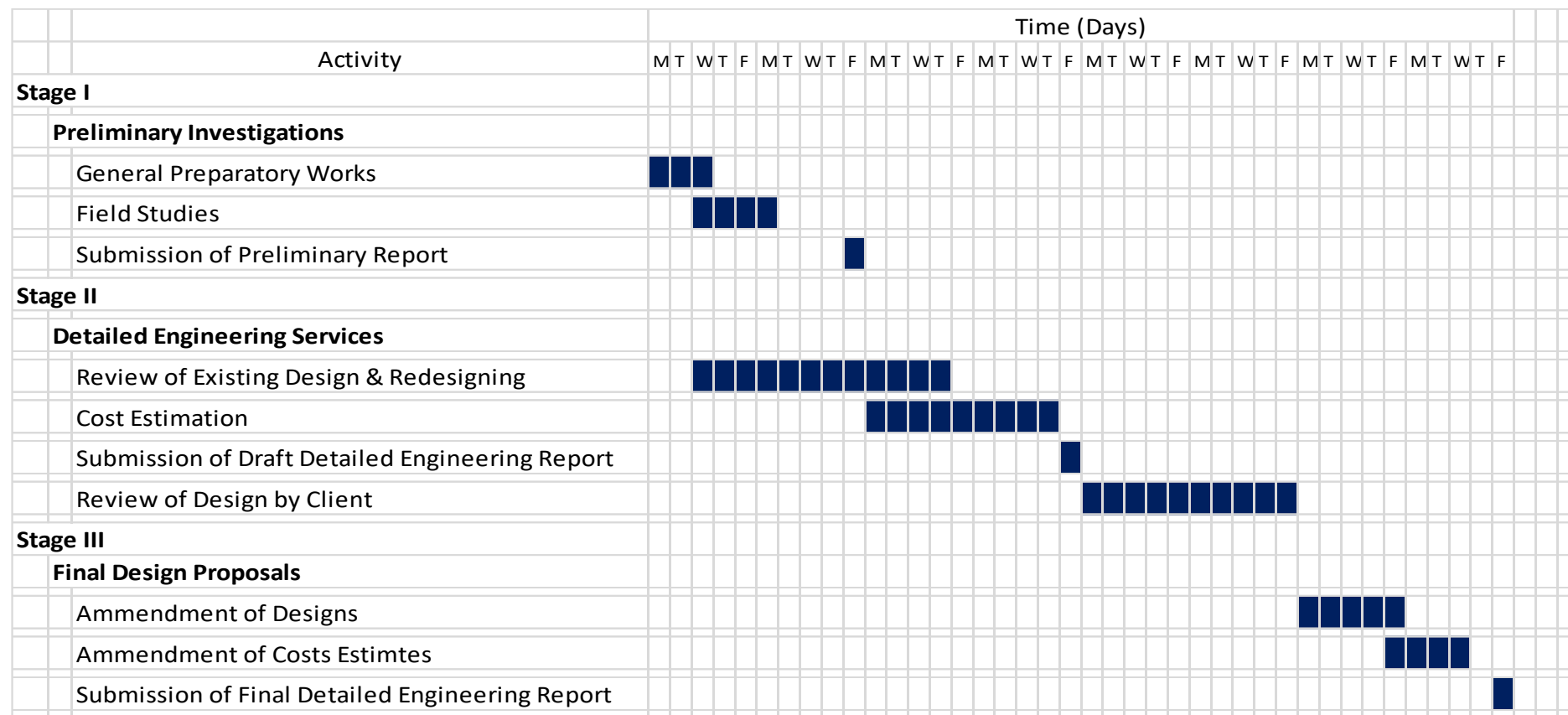


Fig. 7.1: Acitivity Schedule

## ARCHITECT - ENGINEER QUALIFICATIONS

### PART I - CONTRACT-SPECIFIC QUALIFICATIONS

#### A. CONTRACT INFORMATION

1. TITLE AND LOCATION (*City and State*)

**REQUEST FOR PROPOSALS, DESIGN AND SUPERVISION SERVICES OF USAID SUB OFFICE IN TAMALE**

2. PUBLIC NOTICE DATE  
**OCTOBER 11, 2013**3. SOLICITATION OR PROJECT NUMBER  
**N/A**

#### B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

**FELIX S. K. GANDAA, ARCHITECT**

5. NAME OF FIRM

**TROPICAL APPROACH DESIGN SERVICES**

6. TELEPHONE NUMBER  
**+233 24 4567085/  
+233 20 8293733**

7. FAX NUMBER

8. E-MAIL ADDRESS  
**mistygfsk@yahoo.com**

#### C. PROPOSED TEAM

*(Complete this section for the prime contractor and all key subcontractors).*

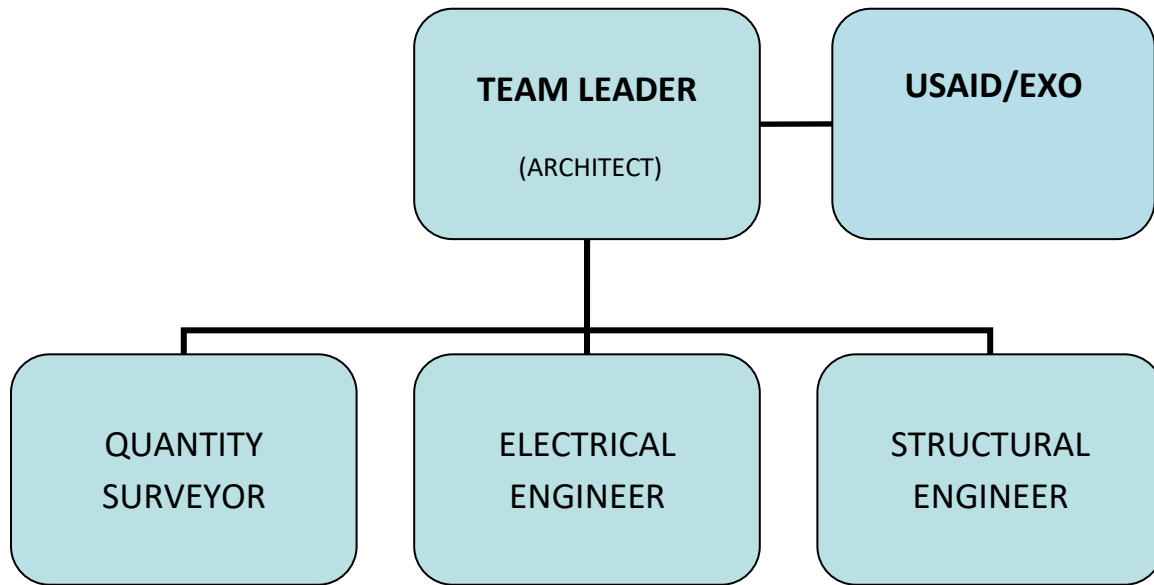
	(Check)				9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	PRIME	J-V	PARTNER	SUBCON-TRACTOR			
a.					<b>TROPICAL APPROACH DESIGN SERVICES</b>  <input type="checkbox"/> CHECK IF BRANCH OFFICE	<b>P. O. BOX 691TL TAMALE NORTHERN REGION GHANA</b>	<b>PROFESSIONAL TEAM LEADER</b>
b.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
c.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.					<input type="checkbox"/> CHECK IF BRANCH OFFICE		

#### D. ORGANIZATIONAL CHART OF PROPOSED TEAM



(Attached)

## PROJECT ORGANISATIONAL CHART



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>1</b>		
<b>21. TITLE AND LOCATION (City and State)</b> <b>REFURBISHMENT OF STANDARD CHARTERED BANK, TAMALE</b>		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES <b>2010</b></td> <td>CONSTRUCTION <i>(if applicable)</i> <b>2011</b></td> </tr> </table>	PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>
PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>			
<b>23. PROJECT OWNER'S INFORMATION</b>				
<b>a. PROJECT OWNER</b> <b>STANDARD CHARTERED BANK LIMITED</b>	<b>b. POINT OF CONTACT NAME</b>	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b>		
<b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT</b> <i>(Include scope, size and cost)</i>				

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
<b>a.</b>	(1) FIRM NAME <b>N/A</b>	(2) FIRM LOCATION <i>(City and State)</i> <b>N/A</b>	(3) ROLE <b>N/A</b>
	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		<b>20. EXAMPLE PROJECT KEY NUMBER</b> <b>2</b>		
<b>21. TITLE AND LOCATION (City and State)</b> <b>SUPERVISION OF CIVIL AND EQUIPMENT WORKS – UPGRADING OF CHAMBA HEALTH CENTRE INTO A POLYCLINIC</b>		<b>22. YEAR COMPLETED</b> <table border="1"> <tr> <td>PROFESSIONAL SERVICES <b>2010</b></td> <td>CONSTRUCTION <i>(if applicable)</i> <b>2011</b></td> </tr> </table>	PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>
PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>			
<b>23. PROJECT OWNER'S INFORMATION</b>				
<b>a. PROJECT OWNER</b> <b>CATHOLIC DIOCESE OF YENDI</b>	<b>b. POINT OF CONTACT NAME</b> <b>MR WILLIAM ABAKISI</b>	<b>c. POINT OF CONTACT TELEPHONE NUMBER</b> <b>+233 24 3513247</b>		
<b>24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT</b> <i>(Include scope, size and cost)</i>				

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
<b>a.</b>	(1) FIRM NAME <b>N/A</b>	(2) FIRM LOCATION <i>(City and State)</i> <b>N/A</b>	(3) ROLE <b>N/A</b>
<b>b.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>c.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>d.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>e.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
<b>f.</b>	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>3</b>		
21. TITLE AND LOCATION <i>(City and State)</i> <b>REHABILITATION OF 2-STOREY, 24-UNIT OFFICE BLOCK FOR THE BUREAU OF NATIONAL INVESTIGATIONS (BNI) IN TAMALE</b>		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES <b>2010</b></td> <td>CONSTRUCTION <i>(if applicable)</i> <b>2011</b></td> </tr> </table>	PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>
PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER <b>BUREAU OF NATIONAL INVESTIGATIONS (BNI)</b>	b. POINT OF CONTACT NAME <b>MR BEN DERRY</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>+233 24 4547240</b>		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size and cost)</i>				

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME <b>N/A</b>	(2) FIRM LOCATION <i>(City and State)</i> <b>N/A</b>	(3) ROLE <b>N/A</b>
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE

<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>4</b>		
21. TITLE AND LOCATION <i>(City and State)</i> <b>RENOVATION OF 3 NO. 2-STOREY HOSTEL BLOCKS FOR EP COLLEGE OF EDUCATION, BIMBILA</b>		22. YEAR COMPLETED <table border="1"> <tr> <td>PROFESSIONAL SERVICES <b>2010</b></td> <td>CONSTRUCTION <i>(if applicable)</i> <b>2011</b></td> </tr> </table>	PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>
PROFESSIONAL SERVICES <b>2010</b>	CONSTRUCTION <i>(if applicable)</i> <b>2011</b>			
23. PROJECT OWNER'S INFORMATION				
a. PROJECT OWNER <b>EP COLLEGE OF EDUCATION, BIMBILLA</b>	b. POINT OF CONTACT NAME <b>MR WEMAH</b>	c. POINT OF CONTACT TELEPHONE NUMBER <b>+233 24 4222124</b>		
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size and cost)</i>				

25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT			
a.	(1) FIRM NAME N/A	(2) FIRM LOCATION <i>(City and State)</i> N/A	(3) ROLE N/A
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE



<b>F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S QUALIFICATIONS FOR THIS CONTRACT</b> <i>(Present as many projects as requested by the agency, or 10 projects, if not specified. Complete one Section F for each project.)</i>		20. EXAMPLE PROJECT KEY NUMBER <b>5</b>
21. TITLE AND LOCATION <i>(City and State)</i> <b>REHABILITATION OF 1000 CAPACITY AUDITORIUM FOR TAMALE COLLEGE OF EDUCATION, TAMALE</b>		22. YEAR COMPLETED PROFESSIONAL SERVICES <b>2010</b> CONSTRUCTION <i>(if applicable)</i> <b>2011</b>
23. PROJECT OWNER'S INFORMATION		
a. PROJECT OWNER <b>STANDARD CHARTERED BANK LIMITED</b>	b. POINT OF CONTACT NAME	c. POINT OF CONTACT TELEPHONE NUMBER <b>+233 24 4734224</b>
24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT <i>(Include scope, size and cost)</i>		

#### 25. FIRMS FROM SECTION C INVOLVED WITH THIS PROJECT

a.	(1) FIRM NAME <b>N/A</b>	(2) FIRM LOCATION <i>(City and State)</i> <b>N/A</b>	(3) ROLE <b>N/A</b>
b.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
c.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
d.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
e.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE
f.	(1) FIRM NAME	(2) FIRM LOCATION <i>(City and State)</i>	(3) ROLE



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**H. ADDITIONAL INFORMATION**

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30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

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**I. AUTHORIZED REPRESENTATIVE**

The foregoing is a statement of facts.

31. SIGNATURE

32. DATE

**24TH OCTOBER, 2013**

33. NAME AND TITLE

**FELIX S. K. GANDAA - ARCHITECT**