

# Request for Proposal – Project Management Services

## Project Management, Quality Assurance and Quality Control and Site Supervision Services for the Relocation of ADB Cambodia Resident Mission Facility

The Asian Development Bank for Cambodia Resident Mission (CARM) is seeking to engage a qualified company to provide professional Interior Construction and Fit-Out Project Management, quality assurance and quality control services and site supervision services for the proposed new ADB-CARM office facility.

The Consultant shall provide project management, quality assurance, quality control, project reporting, and post construction services as a minimum to deliver a successful outcome of ‘the SERVICES’ on the basis that seeks to create an excellent Grade A commercial office interior fit-out as required by ADB. The Services shall be complete in all respects and shall be provided in accordance with the **Terms of Reference** (Appendix 1).

Project management objectives are: (i) function as the “Client Side” Project Manager, Construction Supervisor and Quality Control Officer in administering the construction works contract, (ii) review and advise ADB on the approval of the construction methods and construction implemented by the Construction Contractor, (iii) act as liaison between the Project Architect of Record (design and engineering consultants), Construction Contractor, Landlord and ADB, (iv) ensure that fit-out works have been constructed in accordance with the provisions of the Construction Contract Documents, and in accordance with the local laws and construction standards, (v) advise ADB on all matters concerning the implementation of the Construction and Fit-out Contracts including quality control, work progress, implementation issues, changes and variations, dispute resolution (if any), etc.

The successful Bidder will be contracted for a maximum period of **18 months** (including the 12-month Defect Liability Period) from the commencement date of the Contract.

### REQUIREMENTS:

- Have proven experience in the field of commercial office fit-out and site supervision, and project management or equivalent of Grade A office buildings.

- Have the nationality of the eligible country in accordance with the “**List of ADB Eligible Member Countries**” (**Appendix 13**). A Bidder shall be deemed to have the nationality of a Member Country if it is constituted, or incorporated, and operates in conformity with the provisions of the laws of that country.
- Have a good financial and credit position for the past three (3) years (2020-2022). As a minimum the Bidder’s net worth/total equity, calculated as the difference between total assets and total liabilities, should be positive.
- Have not been sanctioned nor be ineligible to enter into transactions with ADB or any other multilateral development bank or institution; and
- Past performance of Works at ADB (if applicable) will be taken into consideration as part of the bid evaluation.

### SUBMISSIONS:

Qualified and interested bidders should submit an expression of interest and proposal through ADB procurement system sourcing event#4368. The Bids shall be completed and submitted to ADB in accordance with the provisions contained in the “**Request for Proposal**”.

### To apply:

visit [https://supplier.coupahost.com/quotes/public\\_events?customer=adb&event\\_id=1312](https://supplier.coupahost.com/quotes/public_events?customer=adb&event_id=1312)

The following timelines shall be observed:

Pre-bid meeting: **30 March 2023, 09:00 AM Cambodia Time**, registration via the given link: [HTTPS://CARM-PREBID.ADB.ORG](https://CARM-PREBID.ADB.ORG)

Deadline for submission of queries in writing by electronic message at ADB’s e-procurement system: **4 April 2023**. ADB shall respond to any request for clarification, provided it is received on/or before the specified deadline.

Deadline for submission of Bids in ADB’s e-procurement system: **11 April 2023, 4:00 PM (Phnom Penh Time)**.