CENTRAL BANK OF LIBERIA

Lynch & Ashmun Streets
1000 Monrovia 10, Liberia

REQUEST FOR EXPRESSION OF INTEREST (REOI)

Consulting Services for the Development of the Liberia Interbank Payment and Settlement System (LIB-PSS) Head Office and Purpose-Built Facility

1. Introduction

The Central Bank of Liberia (CBL) is leading national reforms to improve payment systems infrastructure, expand financial inclusion, and strengthen resilience in the financial sector. To support these efforts, the CBL intends to construct a new Head office and purpose-built facility to house the Liberia Interbank Payment and System (LIB-PSS) operations.

The planned facility will provide:

- Secure, resilient, and scalable ICT-enabled spaces for national payments processing
- Operational independence and business continuity features
- Modern, energy-efficient, and sustainable design solutions.

To achieve these goals, the CBL invites qualified, experienced, and reputable consulting firms to provide end-to-end management, architectural and engineering design, procurement support, and construction supervision for this development.

2. Scope of Services

The selected Consulting firm (Owner's Engineer) will provide multidisciplinary professional services including:

- **Design Services**

    - Development and Finalization of architectural, structural, and Mechanical, Electrical & Plumbing (MEP) design in accordance with international and local regulations
    - Design and integration of ICT infrastructure and mission-critical systems for secure and resilient payment processing.
    - Incorporation of sustainability principles including energy-efficient, green building practices, and climate-resilient features.
    - Review and refinement of preliminary design concepts and functional requirements to ensure alignment with CBL's operational needs and strategic objectives.

- **Project Management and Procurement Support**

    - Preparation of detailed cost estimates, Bills of Quantities (BOQs), and technical specifications.
    - Development of tender documents and support during the procurement process, including bid evaluation and contract negotiation.
    - Project scheduling, risk assessment, and mitigation planning.
    - Coordination with stakeholders to ensure timely decision-making and issue resolution.

- **Construction Supervision & Quality Assurance**

    - Day-to-day supervision of construction activities to ensure compliance with approved designs, specifications, and timelines.
    - Verification and certification of completed works, including recommendation for contractor payments
    - Monitoring of environmental, health, and safety (EHS) compliance throughout the construction phase.
    - Oversight of system testing, commissioning, and final handover procedures.
    - Post-construction monitoring during the defects-liability period including resolution of outstanding issues.

Note: The consulting firm shall maintain independence from any construction contractors and shall not participate in bidding for the construction works.

3. Eligibility Requirements

Interested consulting firms-local or international must demonstrate the following qualifications and capabilities:

<u>A: Technical and Professional Capacity</u>

- Proven experience in managing large-scale infrastructure development projects, preferably in financial or institutional sectors
- Demonstrated expertise in architectural and engineering design of purpose-built facilities, including integration of ICT sustainability features

- Capacity to provide end-to-end project management, procurement advisory, and construction supervision services.

B: Corporate and Legal Standing

- Valid certificate of incorporation, business registration and service license where applicable
- Relevant professional registrations and certifications (e.g. engineering, architecture, project management)

C: Financial Capability

- Evidence of Financial Standing, including audited financial statements for the past three years (2022, 2023 and 2024) of equivalent documentation and first quarter 2025 un-audited accounts.
- Evidence of current bank statement.
- Evidence of a bank guarantee

D: Experience and Track Record

- At least three successfully completed assignments of similar scope and complexity within the last ten years
- Experience working with central banks, financial institutions, or government agencies is an advantage

E: Local Participation

- Qualified Liberian firms or joint ventures with local firms with not less than 50 percent ownership participation will be given preference in line national development goals.

F: Submission Requirements

Firms must Submit:

1. **Company Profile** highlighting relevant expertise.
2. **Evidence of Similar Assignments** (project description and client references).
3. **CVs of key personnel** with relevant qualifications and experience.
4. **Legal and financial documentation** as outlined above.
5. **At least three references** from previous clients including contact details.

4. Submission Instructions

Further information can be obtained at the address below during office hours, i.e. from 0900 to 1700 hours (GMT) on working days.

Expressions of interest must be submitted in written form and English, to the address below by **1st December 2025 in hard copies or electronically to** procurement@cbl.org.lr **at 1700 hours (GMT)** and clearly marked “Expression of Interest – LIB-PSS Facility Project” **to the CBL**

Head Office". Electronic submission should be protected by passwords. Late proposal will be rejected and returned unopened. Only shortlisted firms will be contacted and invited to submit detailed technical and financial proposals at the subsequent stage. This request for expression of interest (REOI) can also be accessed on the CBL's website (www.cbl.org.lr).

The Central Bank of Liberia reserves the right to amend, suspend, or cancel this Request for Expression of Interest at any time, without incurring any liability or obligation to any party. Submission of an Expression of Interest does not constitute any commitment by the Bank to award or proceed with any procurement process.

Attention:
Maakai A. Amblard
Director
General Support Services Department (GSSD)
7th Floor
Central Bank of Liberia
Lynch & Ashmun Streets
1000 Monrovia 10, Liberia

Email: procurement@cbl.org.lr

5. Evaluation Criteria

Expression of interest will be evaluated based on the following weighted criteria:

Criteria

Criteria	**Weight (%)**
Relevant experience and performance record	30%
Technical capacity and qualification of team.	25 %
Quality of relevance of similar assignments	20%
Financial and legal eligibility	15%
Local participation and knowledge of context	10%

Note: Only shortlisted firms will be invited to submit detailed technical and financial proposals in the next stage of the procurement process.