

CENTRAL BANK OF LIBERIA

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REQUEST FOR PROPOSALS (RFP)

Consulting Services for the Design, Procurement Support and Owner's Engineer Supervision of the LIB-PSS Building with Data Center

Reference: CBL//RFP/12/2026
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Employer	Central Bank of Liberia (CBL)
Assignment	Multidisciplinary design, procurement support and Owner's Engineer supervision
Facility	LIB-PSS Building with Data Center
Design Target	Tier III or higher equivalent; minimum N+1 redundancy for critical infrastructure
Design Horizon	Immediate operational needs plus phased growth over 20-30 years
Procurement	Single-stage submission of Technical, Conceptual Design and Financial Proposals

This issue is circulated for review and comment. Any proposed adjustment should be returned to the Bank in writing before the document is finalised for issue to the market.

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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 the LIB-PSS Building with Data Center to house the Liberia Interbank Payment and Settlement System (LIB-PSS) operations.

The planned facility shall provide:

- Secure, resilient, and scalable ICT-enabled spaces for national payments processing.
- Operational independence and business-continuity features.
- Modern, energy-efficient, sustainable and maintainable design solutions.
- A mission-critical data center environment designed for Tier III or higher equivalent performance and future expansion.

The CBL invites full technical and financial proposals from qualified, experienced, and reputable consulting firms to provide multidisciplinary architectural and engineering design, procurement support, and construction supervision for the development.

This is a single-stage procurement. The Technical Proposal, Conceptual Design Submission and Financial Proposal shall be submitted together in accordance with Section 10. There will be no separate prequalification stage.

2. Background and Project Context

The LIB-PSS is the national payment and settlement infrastructure of Liberia, supporting real-time gross settlement, automated clearing, and related national payment services. The LIB-PSS Building with Data Center is required to house operational, technical, oversight, security and business-continuity functions in a single purpose-built environment meeting international expectations for mission-critical facilities.

The proposed site adjoins the CBL's existing Head Office in Monrovia. The new facility is to be connected to the existing Head Office by a secure enclosed bridge and is intended to be served from the CBL's existing powerhouse, subject to capacity verification by the Consultant. The site is constrained and efficient use of the available land is a governing design consideration.

3. Objectives and Design Principles

3.1 Objectives of the Assignment

- Deliver a complete, coordinated, buildable and tender-ready design for the LIB-PSS Building with Data Center.
- Ensure the facility meets applicable Liberian requirements and adopted international standards for mission-critical and data-center environments.
- Provide a secure, resilient and scalable design that supports current operations and future growth over a 20–30-year design horizon.
- Support the CBL through procurement, bid evaluation, contractor selection and contract award.
- Supervise construction through completion, testing, commissioning, handover and the defects-liability period.
- Provide coordinated Architecture, Interior Design, Structural, MEP, ICT, Data Center, Security, Sustainability, Quantity Surveying and Project Management outputs.

3.2 Site Development Principle

The site is of limited area. The design shall minimize the building footprint while preserving adequate perimeter setbacks, security standoff, service access and safe circulation. Bidders are expected to demonstrate how the proposed massing and vertical stacking achieve the required accommodation within these constraints.

3.3 Architectural Continuity with the Existing Head Office

The new facility should be read as an extension of the CBL's existing Head Office and not as an architecturally independent object. The design shall demonstrate continuity through datum and floor-level alignment, continuation of principal horizontal lines and cornice datums where visible, and a compatible materials palette, proportion and fenestration rhythm.

3.4 Applicable Design Principles

- Security by design: Layered zoning, controlled circulation, appropriate standoff, anti-ram and blast considerations, restricted service access, and separation of public, staff, operations and critical infrastructure flows.

- Operational continuity: No critical single point of failure; systems shall be maintainable without unacceptable interruption to operations, with minimum N+1 redundancy where required by the RFP and approved Basis of Design.
- Scalability: Modular planning and reserved capacity for Years 1-5, 6-15 and 16-30, including space, structure, power, cooling, ICT pathways, plant replacement and future rack growth.
- Compliance: Applicable Liberian statutory requirements together with adopted international standards, codes and good practice agreed during inception, including datacenter, fire/life-safety, accessibility, energy and occupational requirements.
- Coordinated BIM/CAD production: Common coordinates, agreed level of development, model federation, clash detection and disciplined issue control across all design stages.
- Maintainability: Plant access, isolation, lifting, replacement routes, safe servicing clearances and maintainable redundancy shall be designed from concept stage.

4. Scope of Services

The selected Consulting Firm, acting as the Owner's Engineer, shall provide complete multidisciplinary professional services across the following phases. The scope includes all coordination necessary to produce one integrated design and to supervise its implementation.

4.1 Common Services Across All Design Disciplines

- Review the Employer's requirements, surveys, geotechnical information, utility data, ICT/security briefs and data-center specialist criteria; record assumptions and information gaps.
- Participate in stakeholder workshops, operational interviews, design reviews, risk workshops, value engineering, cost alignment and approval meetings.
- Prepare coordinated concepts, schematic, detailed, tender and construction-ready documentation including drawings, schedules, specifications, calculations, models and BOQ inputs.
- Coordinate across Architecture, Interior Design, Structural, MEP, ICT, Data Center, Security, Quantity Surveying, Environmental and Project Management disciplines.
- Respond to design-review comments, procurement clarifications and tender queries, and issue final coordinated packages reflecting approved revisions.

4.2 Phase I - Concept Development and Site Assessment

- Site assessment, confirmation of boundaries and constraints, and procurement and management of the topographic survey and geotechnical investigation in accordance with Section 5.1.
- Site and utility assessment, climate/orientation review, drainage and existing-services review.
- Establishment of the accommodation schedule and functional brief in consultation with the CBL.
- Master planning, massing options, vertical stacking strategy and future expansion zones.
- Conceptual design, options appraisal, preliminary system strategies and cost inputs.
- Initial Basis of Design, design criteria, codes/standards register, information-request register and risk register.

The Consultant shall appoint and manage the specialist survey and geotechnical firms. Each such firm shall be appointed with prior written approval of the CBL and shall provide its professional warranty directly to the CBL. Professional liability for the survey and investigation output rests with the specialist firm that produced them.

4.3 Phase II - Detailed Architectural and Interior Design

Architecture shall act as the lead spatial and statutory design discipline. Interior Design shall be treated as a separate coordinated workstream within Phase II and not merely as a finishes package.

4.3.1 Architecture Workstream

- Full architectural plans, sections, elevations, details, roofscape, envelope, entrance hierarchy and material strategy.
- Functional planning, accommodation schedules, adjacency matrices, departmental stacking, occupancy assumptions and net-to-gross efficiency.

- Security zoning and controlled transitions between public, visitors, staff, executives, operations, secure technical and high-security zones.
- Design of operational and support accommodation including Payment Systems Operations Center, RTGS and Clearing Operations, NOC, SOC, Command Center, Crisis Management Room, offices, boardroom, meeting/training rooms, cafeteria and welfare spaces.
- Planning of the data-center shell and technical support spaces in coordination with Data Center, ICT and MEP specialists.
- Code, accessibility, fire/life-safety and environmental separation coordination.
- Architectural specifications, schedules, waterproofing, fire-rated construction, openings/penetrations and builder-work coordination.
- Phased architectural Growth Roadmap and future expansion provisions.

4.3.2 Interior Design Workstream

- Detailed furniture-based space planning, workstation standards, room capacities, operational clearances and user circulation.
- Interior concepts and material palettes for public, executive, administrative, operational, training, welfare and technical-support areas.
- Mission-critical interiors for the Payment Systems Operations Center, NOC, SOC, Command Center, Crisis Management Room and monitoring rooms.
- Console layouts, operator sightlines, video-wall coordination, ergonomics, task lighting, glare control, cable management and 24/7 seating requirements.
- Reception, visitor waiting, screening interface, public service counters, executive offices, boardroom, conference and meeting rooms, training facilities, open/private offices, cafeteria, lounges and welfare spaces.
- Fixed joinery, counters, credenzas, storage, pantries, lockers and integrated equipment housing.
- FF&E schedules with performance criteria, quantities, dimensions, finishes and indicative sourcing criteria.
- Decorative/task lighting coordination, signage, wayfinding, branding and reflected-ceiling coordination.

4.4 Phase III - Data Center and Mission-Critical Design

- Data-center design to Tier III or higher equivalent, with minimum N+1 redundancy and target availability not less than 99.982%.
- IT load and capacity study establishing initial and ultimate design load, rack provision and phased build-out strategy.
- Data Hall A/B planning, rack strategy, hot-aisle/cold-aisle containment, equipment clearances and structured cabling interfaces.
- Design coordination for Network Operations Center, Security Operations Center, command and crisis-management environments.
- Business continuity, disaster recovery, resilience and maintainability strategy.
- Concurrent maintainability, elimination of critical single points of failure, and defined A/B paths where required.
- Formal Tier certification is not included unless expressly required by the CBL; however, the design team shall design to the approved Tier III or higher equivalent criteria and support certification activities if separately instructed.

4.5 Phase IV - Structural Engineering Design

- Full structural design, analysis and detailing to recognize international codes and applicable local requirements.
- Seismic and wind design is appropriate to the coastal location, including durability and corrosion provisions.
- Structural robustness and progressive-collapse resistance appropriate to a critical national financial facility.
- Long-span and column-free solutions where required by the functional brief, including the conference and training facility at Section 5.8.
- Structural design of the secured enclosed bridge to the existing Head Office.
- Floor-loading verification for data-center equipment, UPS/battery systems, plant and equipment replacement paths.
- Future-expansion and plant-replacement provisions coordinated with the Growth Roadmap.

4.6 Phase V - Mechanical, Electrical and Plumbing (MEP) Detailed Design

The Consultant shall provide a complete coordinated and maintainable MEP design package for the mission-critical facility. The detailed requirements in Appendix B are mandatory and form part of the scope.

- MEP Basis of Design, utility verification, load assumptions, room conditions, resilience targets and redundancy matrix.
- Electrical systems including utility/MV/LV distribution, critical A/B power, UPS/batteries, standby generation where required, lighting, earthing, surge/lightning protection, containment, metering and renewable-energy integration.
- Mechanical systems including comfort HVAC, precision data-center cooling, ventilation, smoke management, vibration control and critical-space environmental control.
- Plumbing/public health including water storage/distribution, hot water, sanitary/storm drainage, rainwater reuse and leak detection.
- Fire detection, alarm, hydrant/sprinkler systems and clean-agent suppression for designated critical spaces.
- BMS, metering, environmental monitoring and interfaces with DCIM/EPMS, fire, security and ICT systems.
- Commissioning specifications, integrated systems testing requirements, test/witness schedules and handover requirements.
- Complete design calculations, technical specifications, schedules, coordinated BIM models, BOQ inputs and tender-ready documents.

4.7 Phase VI - ICT Infrastructure and Security Systems Detailed Design

The Consultant shall provide the complete ICT infrastructure and Security ICT design package described in Appendix C, coordinated with the Data Center, MEP, Architecture, Interior Design and Physical Security workstreams.

- Structured cabling, Category 6A horizontal cabling, single-mode fiber backbone, telecommunications racks/cabinets and testing requirements.
- Diverse telecommunications backbone routes, secure-bridge route, protected external fiber entry and future backbone capacity.
- MDF, IDF and floor telecommunications rooms, rack layouts/elevations, power/cooling coordination, grounding and expansion space.
- Data Hall A/B ICT infrastructure, high-density fiber/copper cabling, A/B pathway separation and future rack-expansion provisions.
- Carrier/meet-me room infrastructure with diverse carrier entries and physically separated routes.
- NOC/SOC infrastructure, monitoring workstations, video-wall provisions, equipment racks, critical power and connectivity.
- Audio-visual and conferencing systems design, including the boardroom, conference and training facility, meeting rooms and command and crisis-management environments, coordinated with Interior Design and Security.
- IP telephony, wireless LAN, access-point locations, RF coverage planning and master-clock/time-synchronization provisions where required.
- ICT containment, grounding/bonding, power separation, fire stopping and external underground duct banks.
- Security network architecture, SOC connectivity, network segmentation, redundant security backbone and cybersecurity coordination interfaces.
- System/network architecture diagrams, fiber risers, rack layouts, technical specifications, schedules, BIM models, BOQ inputs, testing and commissioning requirements.

4.8 Phase VII - Physical and Electronic Security Design

- Physical security strategy including perimeter security, standoff, vehicle screening, hostile-vehicle mitigation and controlled service access.
- Access-control zoning, CCTV surveillance, biometric access, intrusion detection, visitor management and intercom/security communications.
- Security doors and screens, interlock/mantrap arrangements at controlled thresholds, and blast- or ballistic-rated construction where required by the approved risk assessment.
- Security of the enclosed bridge and all connection points to the existing Head Office.
- Security command-center interfaces and coordinated cause-and-effect requirements with MEP, ICT and fire/life-safety systems.

- Independent specialist threat/risk assessment, blast engineering or formal anti-ram certification shall be separately identified unless expressly included in the Consultant's proposal.

4.9 Phase VIII - Sustainability and Energy Efficiency

- Sustainability strategy and target performance standard, with the recognized rating or benchmark to be stated.
- Energy-efficiency modelling and life-cycle cost consideration.
- Climate-resilient and low-maintenance design appropriate to the coastal environment.
- Passive design, daylight control, efficient envelope performance, low-maintenance materials and water-sensitive design.
- Solar-ready and renewable-energy integration options.
- Universal access and inclusive design provisions throughout the facility.

4.10 Phase IX - Project Management and Procurement Support

- Preparation and coordination of detailed cost estimates, Bills of Materials (BOMs) and technical specifications.
- Development of complete tender documents and support throughout procurement.
- Responses to bidder queries, issue of clarifications/addenda and participation in pre-bid meetings as required.
- Technical and commercial bid-evaluation support, evaluation report and recommendation for award.
- Support during contract negotiation and award.
- Project scheduling, risk assessment, mitigation planning and stakeholder coordination.

4.11 Phase X - Construction Supervision and Quality Assurance

- Resident/day-to-day supervision of construction activities to verify compliance with approved designs, specifications, programme and quality requirements.
- Review of contractor shop drawings, materials, method statements, RFIs and technical submittals as applicable to the supervision role.
- Verification and certification of completed works, including recommendations for contractor payments and variation assessment.
- Monitoring of environmental, health and safety (EHS) compliance throughout construction.
- Oversight and witnessing of system testing, integrated systems testing, commissioning and final handover procedures.
- Review of as-built drawings, O&M manuals, asset registers, training and handover records.
- Post-construction monitoring during the defects-liability period, resolution of outstanding issues and recommendation for final completion certification.

The Consulting Firm shall remain independent from construction contractors and shall not participate in bidding for the construction works. This applies to each joint-venture member, named sub-consultant and affiliate under common ownership or control, and is subject to the disclosure and consent provisions of Section 9.7.

5. Facility Requirements

The CBL has not fixed a final accommodation schedule for the LIB-PSS Building with Data Center. Determining the required floor areas, number of storeys and vertical arrangement of functions forms part of the assignment. The following requirements define the principal constraints and performance standards within which the Consultant shall work.

5.1 Site, Title and Site Investigation

The site is approximately 1,000 square metres and adjoins the CBL's existing Head Office.

The CBL shall provide the title deed for the site together with any existing site records in its possession. The Consultant shall procure a measured boundary and topographic survey verifying the deeded extent against the physical extent on the ground and shall report any discrepancy to the CBL in writing without delay.

The Consultant shall likewise procure and manage the geotechnical investigation. The survey and geotechnical firms shall each be appointed with the prior written approval of the CBL and shall provide their professional warranties directly to the CBL. Levels and existing services are to be verified during the site visit and through these investigations.

5.2 Accommodation Schedule and Space Standards

The Consultant shall establish the accommodation schedule during the Inception and Concept phases through structured consultation with the CBL. Establishment figures, departmental structures and growth projections will not be released at proposal stage; they will be released to the appointed Consultant at inception.

For proposal purposes, bidders shall derive indicative space requirements from the departmental and operational functions identified in this RFP, applying recognized international area standards per person and per function. Each bidder shall state in its Technical Proposal the standards adopted and the area-per-person assumptions used. Bidders shall demonstrate the method by which they will establish the final schedule and shall not be evaluated on assumed staffing figures.

5.3 Data Center Capacity

Data-center capacity shall be established through an IT load and capacity study. The facility shall be designed to Tier III or higher equivalent, with minimum N+1 redundancy and target availability not less than 99.982%. Initial and ultimate design load, rack provision and phased build-out strategy shall be determined and justified by the Consultant.

5.4 Mechanical Systems Basis

The CBL does not intend to install a central chilled-water plant at this facility. Comfort cooling shall be based on VRV/VRF or equivalent distributed systems unless an alternative is justified and approved. Data halls and critical technical rooms shall have dedicated close-control cooling independently from occupied-area comfort systems and configured with N+1 redundancy. External condensing equipment shall be positioned so as to protect the architectural treatment of the facility.

5.5 Electrical Supply and Existing Powerhouse

Primary and standby power are intended to be taken from the CBL's existing powerhouse. The Consultant shall verify its capacity, condition, spare capacity and redundancy arrangement during Concept Design. A new standby-generation system within the new facility shall only be proposed if this verification demonstrates that the existing powerhouse cannot support the design load. If new generation is required, the Consultant shall develop an appropriate redundant configuration consistent with the approved Tier strategy.

5.6 Secure Inter-Building Connection

A secure enclosed bridge is required between the new facility and the existing Head Office. The Consultant shall determine and justify the connection level, considering security zoning, operational adjacency, structural implications and the architectural treatment of both buildings. The bridge is included in detailed design, specification, tender documentation and construction supervision.

5.7 Vertical Transportation

Provide passenger lifts sized for the projected population, a dedicated goods lift capable of transporting assembled server racks and plant to the data halls and technical floors, and a firefighting lift where required by applicable code. Lifts, risers and stair cores shall be coordinated with the stacking strategy from concept stage.

5.8 Conference and Training Facility

- Minimum clear structural span of 18 metres in the shorter structural direction.
- Minimum column-free floor area of 350 square metres.
- No columns, structural walls or transfer elements shall be located within the assembly volume. The structural means of achieving this is to be proposed by the Consultant.
- Minimum clear height of 4.5 metres from finished floor level to the underside of finished ceiling, with services coordinated within the ceiling zone.
- Provision for subdivision into smaller training rooms using operable partitions.

5.9 External Envelope

The building envelope shall be a mechanically fixed, ventilated facade system with corrosion resistance suitable for a coastal marine environment, a drained and ventilated cavity, continuous weather barrier, demonstrated wind and wind-driven-rain performance, appropriate thermal performance, and replaceable individual panels and fixings. The specific material is to be proposed by the Consultant subject to architectural continuity with the existing Head Office.

5.10 Vehicular Access and External Circulation

New parking capacity is expressly excluded from the scope. The site area does not permit parking provision and the CBL operates an existing parking building nearby.

The Consultant shall nevertheless design and coordinate vehicular access, drop-off, loading and service access, secure delivery and cash-movement routes, security screening at the point of entry, emergency access, pedestrian circulation and the interface with the existing Head Office site and existing parking arrangements.

6. Interdisciplinary Coordination and Responsibility Boundaries

6.1 Future Expansion and Growth Roadmap

The Consultant shall prepare a Growth Roadmap identifying initial works, reserved capacity and enabling provisions so that future expansion can be undertaken with minimal disruption to live payment and data-center operations.

Horizon	Required Planning Focus
Years 1-5	Initial occupation, phased fit-out, initial data-center build-out and early capacity requirements.
Years 6-15	Projected staff/operational growth and expansion toward ultimate data-center capacity.
Years 16-30	Technology refresh, plant replacement, long-term adaptability, building-fabric and services expansion.

6.2 Design Responsibility Matrix

Interface	Lead	Required Coordination
Master plan, security zoning and circulation	Architecture	Security, Civil, Landscape, Structural, MEP, ICT
Room data sheets and space validation	Architecture	Interior, MEP, ICT, Security, Data Center Specialist, Employer
Operations-room planning and consoles	Interior Design	Architecture, ICT/AV, Security, MEP, Employer operations team
Data hall layout and Tier topology	Data Center Specialist	Architecture, Structural, MEP, ICT
Critical power and cooling	MEP	Data Center Specialist, ICT, Architecture, Structural
Fire strategy and compartment interfaces	Fire/Life Safety / Architecture	MEP, Security, Structural, Interior
Security systems and anti-ram strategy	Security Specialist	Architecture, Structural, MEP, ICT
Structured cabling and network infrastructure	ICT Specialist	Architecture, Interior, MEP, Data Center Specialist
Audio-visual and conferencing systems	ICT Specialist	Interior Design, Architecture, MEP, Security
Interior lighting and ceiling coordination	Interior Design	Electrical, Fire Alarm, HVAC, Security, ICT
BMS, DCIM and EPMS interfaces	MEP	Data Center Specialist, ICT/Cybersecurity, Security
Cost plan and BOQ consolidation	Quantity Surveyor	All disciplines

6.3 Mandatory Coordination Procedures

- Maintain a consolidated room data-sheet register for architectural, interior, structural, MEP, ICT, security, equipment, occupancy and environmental requirements.
- Hold formal interdisciplinary reviews at Concept, 30%, 60%, 90% and Final stages, or equivalent agreed milestones.
- Run model/drawing clash detection for ceilings, risers, plantrooms, data halls, protected routes, security devices and equipment replacement paths, and close critical clashes before each submission.
- Maintain design-decision, interface, risk, assumption and change-control registers with assigned owners and closure dates.
- Coordinate specifications and BOQ descriptions so no system, interface, testing obligation or builders-work item is duplicated or omitted.

7. Deliverables and Mandatory Design Packages

All deliverables shall be internally coordinated, suitable for their stated design stage, and issued in a form that enables independent review by the CBL. The detailed discipline packages in Appendices A-C are mandatory components of the Consultant's submission.

7.1 Stage Deliverables

Stage	Indicative Duration	Minimum Submission
Inception / Briefing	2 weeks	Validated brief; information-request and data-gap registers; codes/standards register; site/utility review; stakeholder plan; methodology; responsibility matrix; BIM/CAD execution approach; initial programme.
Concept Design	3 weeks	Agreed concept options; coordinated space, system and security strategy; preliminary models/drawings; room schedule; Basis of Design; outline specifications; risk/phasing strategy; preliminary cost inputs.
Detailed Design	6 weeks	Coordinated discipline models/drawings; calculations; room data sheets; schedules; details; specifications; clash reports; compliance statements; updated cost/BOQ inputs; responses to 30/60/90% reviews.
Tender Documentation	3 weeks	Signed/sealed tender drawings where applicable; coordinated specifications; BOQ support; equipment/finish schedules; commissioning requirements; tender programme inputs; final design risk register.
Final Submission	2 weeks	All approved revisions; construction-ready documents; consolidated design report and calculations; compliance matrix; editable native files and PDFs; model handover; issue register; Growth Roadmap.

7.2 Core Project Deliverables

- Inception report including agreed accommodation schedule and functional brief.
- Site assessment report including the measured topographic survey and geotechnical investigation results procured under Section 5.1.
- Existing powerhouse capacity verification report.
- IT load and capacity study and approved data-center Basis of Design.
- Concept Design report with massing options, stacking strategy and recommended option.
- Full detailed design drawings and coordinated BIM/CAD models across all disciplines.
- Technical specifications, Bills of Quantities, detailed cost estimate and cost plan.
- Tender documentation and procurement-support materials.
- Bid evaluation report and recommendation for award.
- Construction supervision, EHS, payment certification and variation-assessment records.
- Commissioning and integrated systems testing documentation including witnessed test records.
- As-built drawings, O&M manuals, asset register, training/handover records and defects-liability inspection reports.

7.3 Mandatory Architecture and Interior Design Package

The minimum Architecture and Interior Design outputs are set out in Appendix A and include coordinated plans, sections, elevations, room/door/window/finish schedules, life-safety and accessibility drawings, RCP coordination, interior layouts, joinery, FF&E, signage/wayfinding, specifications, BOQ inputs and principal-space visualizations.

7.4 Mandatory MEP Detailed Design Package

The Consultant shall submit the complete MEP package in Appendix B. At minimum this includes detailed MEP plans/layouts; single-line diagrams, schematics and risers; plant/technical-room layouts; sections and installation details; equipment/panel/load schedules; design calculations and sizing; technical specifications; control philosophies; system-interface matrices; coordinated BIM models; builders-work requirements; maintenance/replacement clearances; BOQ/quantity take-off information; and tender-ready design documentation.

7.5 Mandatory ICT and Security Detailed Design Package

The Consultant shall submit the complete ICT and Security package in Appendix C. At minimum this includes detailed system layouts; system and network architecture diagrams; fiber-backbone diagrams and risers; rack layouts/elevations; ICT-room, data-center, NOC, SOC and Security Command Center layouts; audio-visual and conferencing systems design; containment drawings; installation details; equipment/cable schedules; technical specifications; testing and commissioning requirements; coordinated BIM models; BOQ/quantity take-off information; and tender-ready design documentation.

7.6 Submission Acceptance Criteria

- Every submission shall be internally coordinated and accompanied by a discipline checklist, clash report and closed-comment matrix.
- Critical rooms shall have approved room data sheets with mutually consistent environmental, power, cooling, fire, security, ICT and furniture requirements.
- Redundancy and maintainability shall be demonstrated through narratives, diagrams and failure/maintenance scenarios, not only equipment schedules.
- Future expansion shall be documented through reserved space/capacity, connection points, enabling works, operational phasing and cost implications.
- Tender documents shall be sufficiently complete for competitive pricing and construction without material design development by the contractor, except for clearly identified delegated-design elements.

8. Duration of the Assignment

8.1 Design Services

The design assignment (Phases I to VIII) shall be completed within 16 to 20 weeks from contract commencement. Bidders shall submit a detailed programme demonstrating completion within this period. The preferred duration is 20 weeks, Alternative schedules up to 28 weeks may be accepted where the bidder demonstrates that the additional duration adds measurable value and improves project outcomes.

Stage	Duration	Cumulative
Inception and briefing	2 weeks	2 weeks
Concept design	3 weeks	5 weeks
Detailed design - all disciplines	6 weeks	11 weeks
Tender documentation	3 weeks	14 weeks
Finalization and issue	2 weeks	16 weeks

8.2 Project Management and Supervision Services

Phases IX and X extend through procurement, construction, commissioning and the defects-liability period. Bidders shall submit an indicative duration and staffing profile for these phases, including the resident supervision team to be based in Monrovia. These services shall be priced separately from the design services in accordance with Section 10.3.

9. Qualification and Eligibility Requirements

Interested consulting firms, local or international, shall demonstrate the following qualifications and capabilities.

9.1 Technical and Professional Capacity

- Proven experience managing large-scale infrastructure projects, preferably in financial, institutional or government sectors.
- Demonstrated architectural and engineering expertise for purpose-built facilities integrating ICT, security, mission-critical systems and sustainability.
- Demonstrated experience in data-center design, banking/financial facilities, mission-critical infrastructure and payment-systems environments.

- Ability to provide coordinated multidisciplinary design, procurement support and Owner's Engineer supervision.

9.2 Key Personnel

Each key expert shall be named and supported by a curriculum vitae and signed Statement of Availability and Exclusivity. The proposed team shall include at minimum:

- Project Manager / Team Leader
- Lead Architect
- Interior Design Lead
- Structural Engineer
- Electrical Engineer
- Mechanical/HVAC Engineer
- ICT Infrastructure Specialist
- Data Center Specialist
- Security Systems Expert
- Quantity Surveyor
- Environmental / EHS Specialist

A Data Center Specialist with recognized Tier-design accreditation or equivalent mission-critical design credentials is strongly preferred. Substitution of named key experts after award shall require prior written approval from the CBL and any replacement shall be of equal or superior qualification and experience.

9.3 Corporate and Legal Standing

Each of the following shall be provided. Failure to provide any listed document may render the proposal non-responsive.

- Certificate of incorporation and valid business registration.
- Valid professional service license.
- Professional registrations in engineering, architecture and project management, including relevant Liberian registrations where required for practice.
- Tax clearance and evidence of good standing in the jurisdiction of registration.
- Professional indemnity insurance certificate appropriate to the services and professional responsibility undertaken. The bidder shall state the limit of indemnity carried, the basis of cover and the period of cover, and shall provide the current certificate. The CBL will assess the adequacy of the cover at evaluation.
- The design practice carrying professional responsibility shall have been established and in continuous professional practice for at least ten (10) years.

Any Liberian firm participating in a proposal shall additionally provide its Liberian certificate of incorporation, valid Liberian business registration certificate, current business license and tax clearance certificate issued by the Liberia Revenue Authority.

9.4 Financial Capability

- Bank reference letter from a commercial bank licensed in Liberia confirming good standing and sufficient financial standing for an assignment of this value.
- Audited Financial statements for the three most recent fiscal years
- Evidence of ability to obtain a bank guarantee in favor of the CBL from a commercial bank licensed in Liberia.

Where a proposal is submitted by a joint venture or association, the Liberian member shall provide the bank reference letter and bank guarantee. Financial instruments issued in favor of the CBL must be enforceable within Liberia.

9.5 Experience and Track Record

- At least three (3) completed assignments of comparable scope and complexity within the preceding ten (10) years.
- At least three (3) client references with named contacts and current contact details.
- Experience with central bank, financial institution or government clients will be an advantage.
- Project reference sheets shall clearly state the bidder's role, scope, contract period, project value where permitted, and relevance to this assignment.

9.6 Local Participation

- Local participation is strongly encouraged and will form part of the technical evaluation. Bidders shall demonstrate meaningful participation of Liberian professional, knowledge transfer, and capacity building.
- Where a joint venture is proposed, submit an executed joint-venture agreement or letter of intent stating allocation of scope, responsibility, ownership/participation and staffing between the parties.
- Provide evidence of local capacity building, knowledge transfer and employment of Liberian professionals.

9.7 Independence and Conflict of Interest

The consulting firm shall remain independent from construction contractors and shall not participate in bidding for the construction works. This prohibition applies to the consulting firm, to each joint-venture member, to each named sub-consultant, and to any affiliate under common ownership or control.

An affiliate may tender for the construction works only where each of the following conditions is satisfied:

- the relationship is disclosed to the CBL in writing at the time the proposal is submitted;
- the affiliate took no part in the preparation of the design or of the tender documents; and
- the CBL has given its prior written consent.

Bidders shall disclose in the Technical Proposal any relationship during the preceding three (3) years with a construction contractor, works supplier or equipment supplier, whether by joint venture, partnership, agency, shareholding, common directorship or contractual arrangement.

The CBL shall determine whether a conflict of interest exists, and its determination shall be final. Failure to disclose may result in disqualification of the proposal or termination of any resulting contract, as the CBL may determine.

10. Proposal Submission Requirements

Proposals shall comprise three separately bound and separately sealed components, submitted together: (1) Technical Proposal, (2) Conceptual Design Submission, and (3) Financial Proposal.

The bidder shall certify that all information obtained through the procurement process shall be used solely for preparation of the proposal and shall not be disclosed to their parties without the prior written consent of the CBL.

10.1 Technical Proposal

The Technical Proposal shall contain no financial information of any kind. Inclusion of any rate, fee, price, cost estimate or other financial figure in the Technical Proposal may render the proposal non-responsive.

- Company profile and organizational structure.
- Understanding of the assignment and key project risks.
- Methodology and work plan covering all phases and disciplines.
- Design management, BIM/CAD, coordination, quality-assurance and review methodology.
- Proposed programme and staffing schedule.
- Team composition, CVs and signed Statements of Availability and Exclusivity.
- Relevant experience and similar assignments, supported by project reference sheets and client references.
- Statement of the space standards and area-per-person assumptions adopted under Section 5.2.
- Local participation, knowledge transfer and capacity-building approach.
- All corporate, legal, professional and financial-capability evidence required by Section 9, except financial price information.
- Conflict-of-interest disclosure in accordance with Section 9.7.

10.2 Conceptual Design Submission

Each bidder shall submit a site-specific Conceptual Design Submission prepared for this site and brief. Omission of the Conceptual Design Submission, or submission of generic material not prepared for this site, will render the proposal non-responsive.

- Site and massing study demonstrating proposed footprint, setbacks, security standoff and site strategy.

- Vertical stacking diagram showing the proposed arrangement of functions by floor.
- Functional zoning and circulation diagram including security zoning.
- Not fewer than twelve (12) rendered perspective views covering: street approach (day); contextual view with existing Head Office; secure vehicular/service entrance; main entrance/visitor screening/reception; secure enclosed bridge; data hall interior; data-center support plant; Payment Systems Operations Center; NOC or SOC; Crisis Management Room or Command Center; boardroom or principal conference facility; and night view showing external lighting/perimeter security.
- Design narrative of not more than 2,000 words explaining the design response, mission-critical strategy, architectural continuity, expansion approach and key system assumptions.

The Conceptual Design Submission shall be presented at A3 size, bound, with one (1) hard copy and one (1) electronic copy in PDF format. Conceptual material is indicative only, remains the intellectual property of the submitting firm, and may be retained by the CBL for the procurement record. The CBL bears no liability for preparation costs.

10.3 Financial Proposal

The Financial Proposal shall be submitted separately and shall price the following as distinct components:

- Design services (Phases I to VIII), broken down by phase and principal discipline.
- Project management and procurement support services (Phase IX).
- Construction supervision and quality-assurance services (Phase X), including the defects-liability period.
- The topographic survey and geotechnical investigation procured under Section 5.1, priced separately and stated as a distinct sum.
- Reimbursable expenses, applicable taxes, provisional/time-based charges and assumptions stated separately.

All prices shall be quoted in United States Dollars (USD).

10.4 Submission Instructions and Procurement Dates

Proposals shall be prepared in English and may be submitted electronically in password-protected form or in hard copy to the address in Section 14 no later than 3:00 PM on Thursday, November 5, 2026. For electronic submissions, the password shall be transmitted separately in accordance with CBL instructions.

Activity	Date
Issue of Request for Proposals	24 September 2026
Site visit	7 October 2026
Deadline for clarification requests	14 October 2026
CBL responses to clarifications issued by	21 October 2026
Deadline for submission of proposals	5 November 2026, 17:00 GMT
Period of proposal validity	120 days from submission deadline

Proposals received after the submission deadline will be rejected. Attendance at the site visit is strongly recommended because the Conceptual Design Submission is required to be site-specific.

11. Evaluation Criteria

Technical Proposals will be evaluated against the following criteria:

Criterion	Weighting
Firm Experience	20%
Similar Assignments	20%
Methodology and Approach	25%
Key Experts	25%
Local Participation	10%

Criterion	Weighting
Total	100%

Possible to expand the section criteria as per below???

Technical Criterion Criterion	Marks
Corporate Experience	15
Financial Sector Projects	10
Data Center Projects	10
Methodology	10
Concept Design Response	15
Project Manager	10
Data Center Specialist	10
Lead Architect	5
Engineering Team	5
Local Participation	5
Knowledge Transfer	5
Total	100

The minimum technical score for financial evaluation is 75 points. The Conceptual Design Submission will be assessed within Methodology and Approach, including the quality of the site response, coherence of stacking and zoning, architectural continuity, and understanding of mission-critical and secure environments. Only proposals achieving at least 75 points will have their Financial Proposals opened. Award will be based on the best combination of technical quality and cost, as stated in the evaluation report.

12. Clarifications, Assumptions and Scope Boundaries

- The CBL shall provide the title deed and any existing site records, environmental information and known utility capacities in its possession. The topographic survey and geotechnical investigation are procured and managed by the Consultant in accordance with Section 5.1 and priced under Section 10.3.
- Formal Tier certification, certification fees and independent third-party review by an accredited data-center certifying body are excluded unless specifically stated. The design team shall nevertheless design to the approved Tier III or higher equivalent criteria and support certification if separately appointed.
- Active ICT/network equipment, servers, payment-system software, cybersecurity platforms and operational-technology procurement are specialist/Employer packages unless separately included. The Consultant shall provide coordinated rooms, containment, pathways, power, cooling, grounding and monitoring interfaces.
- Independent specialist security threat/risk assessment, blast engineering and formal anti-ram certification are excluded unless specifically appointed; the design shall implement the approved security brief and coordinate all required architectural, structural, MEP and ICT provisions.

- New parking capacity is excluded. Vehicular access, servicing, security screening at the point of entry and external circulation are included in accordance with Section 5.10.
- Construction supervision, resident engineering, contractor submittal review, commissioning oversight and defects-liability services are included under Phase X of this RFP and shall be priced separately from design services.
- Authority fees, permit charges, statutory application fees, specialist testing, mock-ups and physical samples shall be identified as reimbursable or by others unless expressly included in the financial proposal.
- The bidder shall state the proposed number of concept options, stakeholder workshops, design-review cycles, tender addenda and site visits included in the fee.
- The CBL will nominate decisionmakers and endeavor to issue consolidated comments at each stage within agreed review periods. Changes requested after formal stage approval may be treated as additional services subject to CBL approval.

12.1 Cybersecurity Requirements

The Consultant shall adopt cybersecurity-by-design principles consistent with internationally recognized frameworks such as ISO 27001 and the NIST Cybersecurity Framework. Security architecture shall include segregation of critical systems, defense-in-depth principles, resilient network design, and secure operational environments appropriate for national payment system infrastructure.

13. General Conditions

- The CBL reserves the right to accept or reject any or all proposals without incurring liability to affected bidders.
- The CBL reserves the right to annul the procurement process at any time prior to contract award.
- Costs incurred in preparing and submitting proposals shall be borne entirely by the bidder.
- The CBL may request clarification from a bidder, but clarification shall not alter the substance of the proposal.
- Any attempt by a bidder to improperly influence the evaluation may result in disqualification.
- All information provided by the CBL in connection with this procurement is confidential and shall not be disclosed or used for another purpose except as required to prepare the proposal.
- The CBL maintains a zero-tolerance policy toward fraud, corruption, collusion, coercion and obstructive practices
- Bidders shall certify that they are debarred, suspended, sanctioned, or otherwise prohibited from participating in public procurement
- The CBL reserves the right to verify any information submitted by bidders.
- Failure to disclose a conflict of interest may result in immediate disqualification
- The CBL reserves the right to reject any proposal, amend the procurement process, seek clarifications, cancel the procurement, or negotiate aspects of the scope where permitted by law

13.1 Governing law

This procurement and any resulting contract shall be governed by the laws of the Republic of Liberia

13.2 Dispute Resolution

Parties shall first seek amicable settlement. Failing settlement, disputes shall be resolved through arbitration in accordance with internationally recognized arbitration procedures mutually agreed in the contract

13.3 Intellectual Property

upon payment, all final designs, drawings, reports, specifications, BIM models, tender documents and other deliverables prepared under the contract shall become property of the Central Bank of Liberia

13.4 Data Protection and Security

The Consultant shall implement appropriate measures to protect sensitive information obtained during the assignment. Disclosure of payment system architecture, network diagrams, security configurations, operational procedures, or other sensitive information shall be prohibited except with written authorization from the CBL.

14. Contact and Submission Details

All proposals, clarification requests and correspondence relating to this procurement shall be directed to:

The Director
General Support Services Department (GSSD)
Central Bank of Liberia
7th Floor, Lynch & Ashmun Streets
1000 Monrovia 10, Liberia
Email: procurement@cbl.org.lr

15. Expected Outcome

The CBL expects to appoint a single Consulting Firm to act as Owner's Engineer for the LIB-PSS Building with Data Center, delivering a complete and tender-ready multidisciplinary design, supporting the CBL through procurement and contractor selection, and supervising construction to completion, integrated systems testing, commissioning, handover and expiry of the defects-liability period.

Appendix A - Detailed Architecture and Interior Design Requirements

A. Architecture - Site Assessment, Master Planning and External Works

- Validate site area, boundaries, access constraints, orientation, climate, adjoining uses, topography, drainage paths, existing utilities and development limitations against the title deed provided by the CBL.
- Develop site master plan, building siting, secure perimeter, gatehouse/visitor control, staff/visitor/service access, drop-off, loading, emergency access, pedestrian circulation and landscape interfaces.
- Establish security standoff, vehicle screening and anti-ram zones with Security and Civil/Structural specialists.
- Reserve future expansion zones and demonstrate phased construction without unacceptable disruption to live operations.
- Coordinate external levels, ramps, steps, retaining elements, service yards, fuel/generator areas where applicable, waste handling and screened plant zones.

B. Architecture - Functional Planning and Security Zoning

- Maintain accommodation schedule, room-data requirements, adjacency matrix, departmental stacking, occupancy assumptions and net-to-gross efficiency.
- Plan public, visitor, staff, executive, operations, secure technical and high-security zones with controlled transition points.
- Develop layouts for operations, RTGS/clearing, NOC, SOC, Command Center, Crisis Management Room, offices, boardroom, training, cafeteria and staff welfare spaces.
- Plan data-center shell/support spaces including data halls, meet-me rooms, staging/storage, build/repair rooms, UPS/battery rooms, electrical rooms, cooling plant, fire-suppression rooms and service circulation.
- Provide secure delivery, equipment movement and replacement routes sized for the largest maintainable equipment; coordinate floor loading and lifting requirements.

C. Architecture - Technical Design, Code and Sustainability

- Develop massing, elevations, sections, roofscape, envelope, entrance hierarchy and material strategy appropriate to a Central Bank mission-critical facility.
- Design a durable, maintainable and climate-responsive envelope addressing solar control, moisture, wind-driven rain, thermal performance, air leakage and local construction capability.
- Prepare wall, floor, roof, door, window, glazing, waterproofing and fire-rated details and coordinated openings/penetrations.
- Coordinate raised floors, suspended ceilings, service voids, containment interfaces, maintenance access, equipment plinths and builders-work.
- Prepare code analysis covering occupancy, egress, travel distance, exit capacity, compartmentation, fire ratings, fire-service access and accessible escape.
- Provide universal access, environmental separation and passive-design/sustainability inputs.
- Prepare a phased architectural Growth Roadmap for Years 1-5, 6-15 and 16-30.

D. Interior Design - Detailed Requirements

- Translate the approved accommodation schedule into detailed furniture-based layouts, workstation standards, room capacities, clearances and user circulation.
- Develop differentiated interior concepts/material palettes for public, executive, administrative, operational, training, welfare and technical-support areas.
- Design mission-critical operations interiors, consoles, operator sightlines, video-wall interfaces, ergonomic reach, task lighting, glare control and cable management.
- Develop reception, visitor, executive, boardroom, meeting, training, office, cafeteria, lounge, toilet and welfare interiors, including inclusive design.
- Select compliant floor/wall/ceiling/upholstery materials based on fire performance, durability, cleanability, anti-static needs, emissions and maintainability.
- Design fixed joinery and integrated equipment housing; prepare FF&E schedules.
- Prepare decorative/task-lighting concepts, signage/wayfinding and reflected-ceiling coordination with MEP, fire, security and ICT systems.

E. Architecture and Interior Deliverables

Stage	Architecture Minimum Outputs	Interior Design Minimum Outputs
Inception / Validation	Site/brief review; data-gap register; codes/standards register; stakeholder plan; survey/investigation requirements.	Interior-user requirements and specialist-room brief inputs.
Concept	Master plan; zoning/security and adjacency/flow diagrams; accommodation schedule; plans/sections/elevations/massing; envelope/material narrative; expansion concept; cost inputs.	Interior narrative/mood direction; furniture layouts; key perspectives; preliminary finish palettes; workplace/room standards; control-room concept.
Detailed Design	Coordinated GA plans; RCP backgrounds; elevations/sections/details; room/door/window/finish schedules; accessibility/life-safety drawings; external interfaces; BIM model.	Detailed layouts; RCPs; internal elevations/sections; lighting/ceiling coordination; joinery concepts; finish/FF&E selections; signage strategy; sample boards.
Tender / Final	Construction-ready architectural package; specifications; BOQ inputs; issue register; design/compliance report; tender clarifications and revisions.	Construction details; room-finish schedule; FF&E/equipment schedules; joinery package; signage/wayfinding schedule; specifications; BOQ inputs; coordinated visualizations.

Appendix B - Mandatory MEP Detailed Design Package

The following MEP requirements are mandatory and shall be incorporated in the Consultant's detailed design, calculations, specifications, BOQ inputs and tender documentation, subject to the project-specific basis and CBL approvals.

A. Electrical Systems

- Utility incoming supply; MV distribution, switchgear, transformers/substations, MV cable routing and containment, MV single-line diagrams, load and cable calculations.
- Main LV distribution; MDB/SMDB/final distribution; normal, essential and emergency power; mechanical-equipment power; busbar/busduct where applicable; single-line diagrams; load/panel schedules; cable sizing and voltage-drop calculations; short-circuit and protection coordination.
- Critical A/B power architecture; UPS systems and batteries; data-hall critical power; rack PDU interfaces; dual-cord/A-B supply; critical-load calculations; N+1 redundancy analysis.
- Standby/emergency generation only where required following existing-powerhouse verification; if required, develop appropriate N+1 generation, automatic transfer, synchronization, controls and monitoring.
- General/dedicated small power; technical-room power; internal, emergency, exit, datacenter, external/perimeter and landscape lighting with calculations and controls.
- Building/equipment/data-center earthing; equipotential bonding; lightning and surge protection; generator/transformer/UPS earthing.
- Cable trays/ladders/trunking/conduits; raised-floor/technical containment; shafts; underground electrical routes; power and critical-power monitoring; energy metering; BMS/DCIM interfaces.
- Solar PV feasibility and renewable-energy integration with appropriate metering and interfaces.

B. Mechanical and Data-Center Cooling Systems

- Comfort HVAC for offices/public/training/welfare/support areas using VRV/VRF or approved equivalent; fresh air, exhaust, zoning and controls.
- Precision cooling for Data Hall A/B and other critical rooms; N+1 cooling; temperature/humidity/filtration criteria; future capacity expansion.
- Coordination of hot/cold aisle containment, airflow management, raised-floor or overhead distribution, rack heat densities and future growth.
- Ventilation for toilets, pantries, electrical/technical rooms, transformer/switchgear/generator and battery rooms; stair/lobby pressurization and smoke extraction where required.
- Vibration, corrosion protection, plant access, lifting/replacement routes and condensate/leak management.

C. Plumbing and Public Health Systems

- Incoming water supply, potable/non-potable storage/distribution, booster/transfer pumps, sanitary fixtures, accessible toilets, water risers and demand calculations.
- Domestic hot-water system and return where required.
- Soil/waste drainage, vent systems, sanitary risers, underground drainage, manholes and inspection chambers.
- Roof/site stormwater drainage, flood-protection drainage and rainwater harvesting/reuse where appropriate.
- Leak detection and automatic isolation in critical areas; avoid wet services above critical data halls wherever practicable.
- External water, sewer and drainage interfaces coordinated with Civil/Landscape disciplines.

D. Fire Detection, Alarm and Suppression

- Addressable fire-alarm system with smoke/heat detection and very-early smoke detection for critical areas, notification, interfaces and cause/effect matrices.
- Fire-water storage, pumps, sprinkler systems, hose reel/standpipe/wet riser, hydrants and portable extinguishers as required.
- Clean-agent fire suppression for data halls and designated critical electrical/telecom rooms, including agent storage, room-integrity requirements, HVAC shutdown and fire-alarm interfaces.

- Hydraulic calculations, pressure relief, room-integrity criteria, damper operation, door release, lift control, access-control and BMS integration.

E. Controls, Monitoring, External Infrastructure and Commissioning

- BMS for HVAC, energy metering, alarms and plant control with open protocols and trend/reporting requirements.
- Interfaces with DCIM, EPMS, security, fire-alarm and ICT networks; environmental monitoring, water-leak detection, fuel monitoring and remote alarms.
- External electrical/water/fire-water/drainage infrastructure, duct banks, transformer/generator yard services, fuel-system coordination, external cooling equipment and bridge/head-office interfaces.
- Commissioning specifications, ITPs, factory/site acceptance requirements, witness schedules, integrated systems testing, power-failure and transfer scenarios, cooling-failure scenarios and fire cause/effect tests.
- TAB, controls calibration, thermographic surveys, power-quality verification, room-integrity tests where applicable, seasonal commissioning, O&M data and preventive-maintenance requirements.

F. Major MEP Design Calculations

- Electrical load, transformer, generator (if required), UPS and battery sizing.
- Cable sizing, voltage drop, short-circuit and protection/selectivity studies.
- Earthing, lightning protection and lighting calculations.
- Cooling-load and data-center IT-cooling calculations; ventilation, duct and pipe sizing.
- Water demand, storage-tank and pump sizing; drainage and stormwater calculations.
- Fire-water demand, tank and pump sizing; fire-fighting hydraulics; clean-agent quantity calculations where applicable.
- Generator/UPS autonomy, load-flow, discrimination and arc-flash calculations as applicable.

G. MEP Detailed Design Deliverables

- Detailed design plans and layouts.
- Single-line diagrams, schematics and risers.
- Plant-room and technical-room layouts.
- Sections and installation details.
- Equipment, panel and load schedules.
- Design calculations and sizing reports.
- Technical specifications.
- Design narratives and control philosophies.
- System interface matrices.
- Coordinated MEP drawings and BIM models where required.
- Builders-work requirements.
- Maintenance and replacement clearances.
- BOQ / quantity take-off information.
- Tender-ready detailed design documentation.

Appendix C - Mandatory ICT and Security Detailed Design Package

The following ICT and Security infrastructure requirements are mandatory and shall be coordinated with Architecture, Interior Design, MEP, Data Center and Physical Security systems.

A. Structured Cabling and Telecommunications Backbone

- Complete structured cabling system with Category 6A horizontal cabling and single-mode fiber backbone.
- Data, voice and wireless access-point outlets; patch panels and fiber distribution panels; telecom racks/cabinets; datacenter and NOC/SOC cabling.
- Backbone riser diagrams, testing and certification requirements.
- Building fiber backbone with diverse routes, horizontal/vertical distribution, existing-head-office connection, secure-bridge route, second diverse underground/protected fiber route and future capacity.

B. Telecom Rooms, Data Center ICT and Carrier Infrastructure

- Main Equipment Room/MDF, IDF and floor telecom rooms, rack layouts/elevations, rack power/cooling coordination, cable management, grounding/bonding, clearances and future expansion space.
- Data Hall A/B ICT infrastructure; server/network/storage rack provisions; high-density fiber/copper cabling; overhead/underfloor containment; A/B pathway separation; rack connectivity and future rack expansion.
- Carrier entrance facilities and meet-me rooms with diverse carrier entries, multiple provider provisions, external fiber entry routes, termination/cross-connect infrastructure and physical route separation.

C. Network, NOC, SOC, Telephony and Wireless Provisions

- Core/distribution/access network infrastructure provisions, redundant network pathways, A/B distribution routes and future network-capacity expansion.
- NOC operator/monitoring workstations, large-format displays/video wall, structured cabling, equipment racks and critical power/UPS coordination.
- SOC monitoring consoles, CCTV/access/intrusion monitoring stations, security-system server/rack infrastructure, structured cabling and critical power coordination.
- IP telephony infrastructure, IP-PBX provisions, voice cabling, wireless LAN, Wi-Fi access-point locations/cabling, corporate/guest network provisions and RF coverage planning.
- Master-clock/network time-synchronization infrastructure where required for operations, NOC/SOC and data-center environments.

D. Audio-Visual and Conferencing Systems

- Audio-visual and conferencing systems design for the boardroom, the conference and training facility, meeting rooms, and command and crisis-management environments.
- Display and projection provisions, video-wall interfaces, camera positions, sound reinforcement, microphone and loudspeaker layouts, and control systems.
- Signal distribution, AV containment and pathways, equipment rack provisions, and power and cooling requirements for AV equipment.
- Provision for subdivision of the conference and training facility, with independent AV operation of each subdivided room.
- Videoconferencing and network interfaces, integration with the ICT infrastructure, and coordination with Interior Design for console layouts, sightlines and reflected-ceiling requirements.
- AV system schematics, equipment schedules, technical specifications, testing and commissioning requirements and BOQ inputs.

E. ICT Containment, Grounding and Security Network Infrastructure

- ICT/fiber trays, cable baskets, trunking/conduits, raised-floor/overhead containment, telecom shafts, underground duct banks, power/ICT separation and fire stopping.
- Telecommunications bonding backbone, grounding busbars and rack/tray bonding.
- Dedicated security network architecture, security servers/storage and SOC connectivity.

- Network segmentation/VLAN requirements, redundant fiber/network connectivity for security platforms, security equipment rack/cabinet requirements and cybersecurity coordination.
- Connectivity interfaces to specialist physical/electronic security systems.

F. Design Basis and Standards

- ANSI/TIA-568 - Telecommunications Cabling.
- ANSI/TIA-569 - Telecommunications Pathways and Spaces.
- ANSI/TIA-606 - Administration of Telecommunications Infrastructure.
- ANSI/TIA-607 - Telecommunications Bonding and Grounding.
- ANSI/TIA-942 - Data Center Telecommunications Infrastructure.
- BICSI data-center design and implementation good practice.
- Applicable IEEE and NFPA/NEC requirements for ICT power, grounding and pathways.
- Final governing standards and adopted editions shall be confirmed during Basis of Design against CBL requirements and applicable Liberian regulations.

G. ICT and Security Detailed Design Deliverables

- Detailed design plans and system layouts.
- System and network architecture diagrams.
- Fiber-backbone diagrams and risers.
- Rack layouts and elevations.
- ICT-room, datacenter, NOC, SOC and Security Command Center layouts.
- Audio-visual and conferencing system schematics, layouts and equipment schedules.
- Containment drawings and typical installation details.
- Equipment and cable schedules.
- Technical specifications and design narratives/performance requirements.
- Testing and commissioning requirements.
- Coordinated BIM models where required.
- BOQ / quantity take-off information.
- Tender-ready detailed design documentation.

H. Resilience and Future Expansion

- No single point of failure in critical telecommunications routes.
- Two diverse fiber-entry routes and redundant backbone routes.
- Telecommunications-room redundancy where required.
- Future data-center rack expansion and bandwidth/carrier growth.
- Spare rack, fiber, copper and containment capacity.
- Future building expansion, maintainability and equipment replacement.
- Secure-bridge communications infrastructure.

Appendix D - Proposal Submission Checklist

The following checklist is provided to help bidders verify completeness. It does not limit any requirement elsewhere in the RFP.

Ref	Submission Item	Status
D-01	Technical Proposal with no financial information	Mandatory
D-02	Site-specific Conceptual Design Submission including minimum 12 rendered views	Mandatory
D-03	Financial Proposal, separately sealed / protected	Mandatory
D-04	Company profile and organizational structure	Mandatory
D-05	Certificate of incorporation	Mandatory
D-06	Valid business registration certificate	Mandatory
D-07	Current Liberian business license (Liberian firm/JV member)	As applicable
D-08	Tax clearance - Liberia Revenue Authority (Liberian firm/JV member)	As applicable
D-09	Tax clearance and good standing in jurisdiction of registration	Mandatory
D-10	Valid professional service license and professional registrations	Mandatory
D-11	Professional indemnity insurance certificate, with stated limit of indemnity, basis and period of cover	Mandatory
D-12	Bank reference letter from a commercial bank licensed in Liberia	Mandatory / JV rule applies
D-13	Evidence of ability to obtain CBL bank guarantee from a bank licensed in Liberia	Mandatory / JV rule applies
D-14	Executed JV agreement or letter of intent with scope/responsibility/participation split	If JV
D-15	CVs for all named key experts	Mandatory
D-16	Signed Statements of Availability and Exclusivity for all named key experts	Mandatory
D-17	Evidence of professional registration / Liberian practicing certificates where applicable	Mandatory / as applicable
D-18	At least three comparable assignments and project reference sheets	Mandatory
D-19	At least three client references with current contact details	Mandatory
D-20	Methodology, work plan, programme and staffing plan	Mandatory
D-21	BIM/CAD execution and interdisciplinary coordination approach	Mandatory
D-22	Local participation and knowledge-transfer plan	Mandatory
D-23	Conflict-of-interest disclosure, including any affiliate disclosure under Section 9.7	Mandatory
D-24	Statement of space standards and area-per-person assumptions adopted under Section 5.2	Mandatory
D-25	Separate pricing for Phases I-VIII, Phase IX and Phase X	Mandatory in Financial Proposal
D-26	Separate pricing for the topographic survey and geotechnical investigation	Mandatory in Financial Proposal
D-27	Reimbursables, taxes, assumptions and provisional/time-based charges identified	Mandatory in Financial Proposal

Bidders are responsible for reviewing the full RFP and ensuring that every submission requirement, design obligation, deliverable and qualification criterion is addressed. The checklist above is a convenience and does not supersede the body of the RFP.