

MINISTRY OF HOUSING AND LAND USE PLANNING

REQUEST FOR EXPRESSION OF INTEREST FOR THE SERVICES OF A PROJECT MANAGER

The Ministry of Housing and Land Use Planning invites Expression of Interest (EOI) for the Enlistment of a Project Manager for the Land Research Monitoring Unit (LRMU) of the Ministry.

1. Brief description of services required:

- (i) To be responsible for the overall management and supervision of the work of the Land Research and Monitoring Unit (LRMU);
- (ii) To monitor disbursement of funds in relation to financial assistance to claimants;
- (iii) To submit regular reports on the different components of the LRMU work; and
- (iv) To put in place communication channels with the claimants of the LRMU and hold timely and regular meetings with them to ensure consistent and smooth communication/exchange of information.

2. Brief profile of Project Manager:

- (i) Holder of a Bachelor Degree from a recognized institution in a relevant field such as Management, Project Management, Law or any other acceptable qualification;
- (ii) Experience in a managerial position and handling projects throughout the full life cycle;
- (iii) Proven ability to complete projects according to outlined scope, budget and timeline; and
- (iv) Experience working on legal matters and/or land issues while handling projects is desirable.

3. Interested party should provide information indicating that he/she is qualified to perform the services.

4. The Expression of Interest with the name, address and telephone number of the interested party should be sealed in an envelope clearly marked "Enlistment of Project Manager", Ref. MHLUP/EOI/02/2021-22 and deposited in the Tender Box located at the under mentioned address on or before **Tuesday 07 June 2022, 13.00 hours at latest.**

**Senior Chief Executive,
Ministry of Housing and Land Use Planning,
Level 2, Ebène Tower
Plot 52, Ebène**

5. Late EOIs or EOIs submitted electronically will not be accepted.

6. It is only after shortlisting the responsive Project Manager that the Ministry of Housing and Land Use Planning will invite them to submit their Technical Offers.

7. The Ministry of Housing and Land Use Planning is under no obligation to shortlist any bidder who expresses interest and reserves the right to annul the EOI exercise without incurring any liability whatsoever to any party.

Ministry of Housing and Land Use Planning
Level 2, Ebène Tower
Plot 52, Ebène

25 May 2022