SOLOMON ISLANDS GOVERNMENT

Ministry of Fisheries and Marine Resources

PO Box G2, Honiara, Solomon Islands

REQUEST FOR EXPRESSIONS OF INTEREST CONSULTANT'S QUALIFICATIONS BASED SELECTION (CQS)

Name of Project	**Solomon Islands: Pacific Islands Regional Oceanscape Program Second Phase for Economic Resilience. (SB-PROPER) Project Number: P177239**
Loan No/Credit No	**IDA-71050**
Assignment Title	**Consultancy Services for the Construction Supervision and Contract Administration of the Ministry of Fisheries and Marine Resources Office in Auki, Malaita Province.**
Procurement Plan Ref Number	**SB-MFMR-579965-CS-CQS**
Country of Delivery	**Auki, Malaita Province, Solomon Islands**
Date	**20th November 2026**

The Ministry of Fisheries and Marine Resources (MFMR) has received financing from the World Bank toward the cost of the Pacific Islands Regional Oceanscape Program – Second Phase for Economic Resilience (SB-PROPER) and intends to apply part of the proceeds for the following consulting services.

The consulting services ("the Services") include the provision of project management, construction supervision, and contract administration services for the Construction of the MFMR Office in Auki, Malaita Province, including oversight of quality, cost, schedule, environmental and social compliance, completion, handover, and the Defects Liability Period. The expected duration of the assignment is approximately 30 months, comprising an 18-month construction period and a 12-month Defects Liability Period and is estimated to commence on the 1st March 2026.

The detailed Terms of Reference (TOR) for the assignment is attached to this REOI.

The Ministry of Fisheries and Marine Resources now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's Procurement Regulations for IPF Borrowers 20 November 2020 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

The best qualified firm to carry out the services will be selected in accordance with the Consultant's Qualifications Based Selection (CQS) method set out in the Regulations and based on the following criteria:

1. Demonstrated experience in construction supervision, contract administration, and project management services for building and/or infrastructure projects.

2. Successful completion of at least **two (2) similar assignments** involving construction supervision and contract administration services for building or infrastructure projects within the last **six (6) years**.

3. Has an audited annual turnover of at least USD $100,000 (or local currency equivalent) in at least one of the last three years. Not currently subject to administration or bankruptcy process.

4. Experience working in **Solomon Islands, other Pacific Island Countries, or similar remote environments** will be an advantage.

5. Good standing and satisfactory performance record, demonstrated through the provision of **at least two (2) client references from previous similar assignments**, including client contact details, completion certificates, or other evidence of satisfactory performance.

Key Experts will not be evaluated at the shortlisting stage. Shortlisted firms will be invited to submit proposals, and the qualifications of Key Experts will be evaluated at the next stage of the selection process.

Further information can be obtained at the address below during office hours from 8am - 4:30pm or by email request to Michael Maina; MMaina@fisheries.gov.sb & Sterry Bugoro; SBugoro@fisheries.gov.sb

Expressions of interest must be delivered in a written form to the address below in person or by email to Michael Maina; MMaina@fisheries.gov.sb cc'd Sale Andrew; sandrew@fisheries.gov.sb by **2pm on the 4th of December 2026**.

Address for further information/Submission:

PROPER Office
Nambawan Delite Centre Building
P O Box G2
Honiara, Solomon Islands
Phone: +30789

Attn:

Dr. Christain Ramofafia
Permanent Secretary
Ministry of Fisheries & Marine Resources
P O Box G2
Honiara, Solomon Islands

SOLOMON ISLANDS GOVERNMENT

Ministry of Fisheries and Marine Resources

PO Box G2, Honiara, Solomon Islands

SOLOMON ISLANDS – P177239: PACIFIC ISLANDS REGIONAL OCEANSCAPE PROGRAM – SECOND PHASE FOR ECONOMIC RESILIENCE (SB-PROPER)

IDA-71050

TERMS OF REFERENCE

Consultancy Service for the Construction Supervision and Contract Administration of the Ministry of Fisheries and Marine Resources Office in Auki, Malaita Province.

Selection method: Consultant's Qualification-based Selection (CQS)

Contract type: Time-based

Reference No.: SB-MFMR-579965-CS-CQS

November 2026

1. Introduction

The Solomon Islands has a population of about 750,000 people living in nine provinces. Over 90 percent of the country's territory is ocean, with an Exclusive Economic Zone of more than 1.3 million square kilometres. This area includes abundant natural resources such as tuna fisheries, which support local processing and livelihoods. Coastal fisheries throughout the archipelago support food security and livelihoods, with per capita fish consumption about twice the global average.

The Ministry of Fisheries and Marine Resources (MFMR) is responsible for the management and development of fisheries in the Solomon Islands. This includes the issuance of fishing licences, compliance and monitoring of fishery activities, and implementing the country's commitments to regional and international fisheries agreements.

MFMR requires a provincial fisheries office in Auki, Malaita Province. The office will accommodate officials of the provincial, inshore, aquaculture, policy, corporate services, offshore and project management divisions, including the Bina Harbour Project.

2. Current Context

The Solomon Islands Government (SIG) has received financing from the International Development Association (IDA) for the Pacific Islands Regional Oceanscape Program – Second Phase for Economic Resilience (SB-PROPER). The project development objective is to strengthen regional collaboration and national capacity for the management and sustainable development of the oceanic and coastal fisheries sector in Solomon Islands. The construction of the MFMR Auki Office is financed under Component 2.1, Strengthening Regional Collaboration and National Capacity for Coastal Fisheries, which includes support to provincial governments.

MFMR originally procured a single consultancy (SB-MFMR-411135-CS-CQS) for the site investigation, design, procurement support and construction supervision of the Auki Office. The site investigation and detailed design have been completed, and the Works are being procured under Request for Bids No. SB-MFMR-514079-CW-RFB. The supervision phase of the earlier consultancy will not proceed. MFMR therefore intends to engage a consulting firm (the Consultant) for the construction supervision and contract administration of the Works, in accordance with these Terms of Reference (ToR).

Because the original designer is no longer engaged, the Consultant will also provide design support during construction, as described in Section 5.3.

3. Objective of the Assignment

The objective is to manage and supervise the construction of the MFMR Office in Auki in close coordination with MFMR, and to hand over a completed building for occupation by MFMR that has been built in accordance with the design documents, the contract conditions, the project's Environmental and Social (E&S) requirements and good industry practice, within the contract price and time.

4. The Works and the Site

The Works comprise the construction of a new MFMR office building in Auki, with associated site, civil, structural, architectural, electrical, hydraulic and external works, including earth-retaining structures, water storage and on-site services. The main features of the Works contract are:

Item	Details
Works contract	SB-MFMR-514079-CW-RFB, Construction of MFMR Office in Auki, Malaita Province
Bidding document	World Bank Standard Procurement Document – Small Works (two-envelope, rated criteria)
Estimated cost	About USD 4.53 million
Construction period	18 months from the Start Date
Defects Liability Period	12 months from the Completion Date
Employer / Project Manager	MFMR is the Employer. The Consultant will provide the "Project Manager" under the GCC.

The site is Parcel 171-001-0276, allocated by the Malaita Provincial Government, next to the Malaita Provincial Office in Auki. The site is sloping and requires clearing, levelling and retaining works. Power and piped water supplies pass the site. A location and parcel map is in Annex 1 and site photographs are in Annex 2.

5. Scope of Services

5.1 General

The assignment will be carried out in four stages:

- Stage 1 – Mobilisation and pre-construction review (Month 1);
- Stage 2 – Construction supervision, project management and contract administration, including monitoring of the CESMP (Months 1–18);
- Stage 3 – Completion and handover (Month 18);
- Stage 4 – Defects Liability Period monitoring (12 months, intermittent).

The list of tasks below is not exhaustive. The Consultant shall carry out all other duties normally expected of a Project Manager and supervision consultant for building works of this kind.

5.2 Stage 1 – Mobilisation and pre-construction review

- Mobilise the team, set up the site office in Auki and meet MFMR and the PMU to agree on communication, reporting and approval procedures.
- Prepare a Contract Management Plan for the Works contract in the World Bank format (a copy of the Works contract will be provided by MFMR).
- Review the design drawings, specifications and BOQ. Report any errors, missing information or constructability issues to MFMR, with proposed solutions.
- Review and recommend for approval the Contractor's program, method statements, quality assurance plan, health and safety plan and traffic management plan.
- Supervise and monitor the implementation of the Contractor's Environmental and Social Management Plan (CESMP), Management Strategies and Implementation Plans (MSIPs), and Codes of Conduct. The PMU Environmental and Social (E&S) Team will commence the review of the CESMP upon signing of the Works Contract. A draft CESMP outline will be provided to the Contractor, who shall complete the site-specific requirements and submit the CESMP for review and approval within two (2) weeks of contract signing and mobilization, and prior to commencement of any works. Upon mobilization, the Consultant shall support the PMU E&S Team in finalizing the review, obtaining the necessary approvals from MFMR and the World Bank (where required),

and monitoring and updating the CESMP, MSIPs, and Codes of Conduct throughout the construction period to reflect any changes in project activities and site conditions.

- Check that the Contractor's Performance Security, Advance Payment Security and insurances comply with the contract.
- Hand over the site to the Contractor, check setting-out and boundary pegs, and record the existing condition of the site and adjacent property.
- Prepare and submit the Inception Report.

5.3 Stage 2 – Construction supervision and contract administration

Project Manager role. Provide a suitably qualified and experienced building professional to act as the Employer's "Project Manager" as defined in the World Bank SPD for Small Works, within the limits of authority in Section 6. This includes issuing instructions, drawings and clarifications, administering early warnings, compensation events, variations and extensions of time, monitoring the program and advising MFMR on liquidated damages.

Design support. As the original designer is no longer engaged, the Consultant shall respond to the Contractor's requests for information, review shop drawings, and prepare cost estimates and minor design changes needed for variations. Any significant design change shall be agreed with MFMR before instruction. The Consultant shall make sure that design changes remain compliant with the relevant standards and approvals.

Site supervision and quality. Provide a full-time Resident Engineer/Clerk of Works on site in Auki. The supervision shall include:

- regular inspections of the works and approval of key stages before they are covered up (foundations, reinforcement, formwork, structural steel, roofing, building services rough-in), with particular attention to compliance with the drawings and specifications;
- review of the Contractor's daily records, material test results, batch records and set-out survey records at least monthly, and reporting to MFMR;
- random independent sampling and testing of the Contractor's materials to confirm compliance with the specifications;
- keeping records of site activities, site conditions and the Contractor's resources for the monthly reports.

Meetings and reporting. Hold formal site meetings at least monthly with the Contractor and keep minutes. Hold monthly project management meetings with MFMR on progress, budget, risks and next steps. Prepare monthly project reports with supporting photographs.

Measurement and payment. Measure the work actually carried out and agree it with the Contractor, check the Contractor's monthly statements, and prepare interim payment certificates in the format prescribed in the contract for timely payment. Recover advance payments and retention, and keep track of the contract budget, variations and contingency.

Claims. Review and make recommendations on any claims for additional payment or extension of time, try to resolve disagreements at site level, and support MFMR in any referral to the Adjudicator.

The Consultant shall make its best efforts to make sure the contract is completed on time, within budget and in full compliance with the specifications for materials and workmanship.

5.4 Stage 3 – Completion and handover

- Inspect the works, prepare the list of defects and outstanding works, confirm in writing that completion has been reached, and certify the Completion Date.

- Witness testing and commissioning of all systems (water and sanitation, electrical, telecommunications and other building services).
- Review and approve the as-built drawings and records prepared by the Contractor, including the accurate location of all buried services, and the operation and maintenance manuals and warranties.
- Arrange the handover of the building to MFMR, including basic training of MFMR staff on operation and maintenance.

5.5 Stage 4 – Defects Liability Period monitoring

- Carry out two inspections during the 12-month DLP, at about six months and two weeks before the end of the DLP and prepare a list of defects for repair.
- Confirm that defects have been corrected, issue the Defects Liability Certificate, certify the release of retention, and agree the final account.
- If extensive defects extend beyond the end of the DLP, further inspections may be required and will be agreed with MFMR.

6. Limits of Authority of the Project Manager

The Consultant shall obtain MFMR's prior written approval before:

- issuing any variation, or certifying any compensation event, whose value (individually or cumulatively) exceeds 15% of the Initial Contract Price, or which changes the scope of the Works;
- granting any extension of the Intended Completion Date;
- approving any change of subcontractor for major parts of the Works or any replacement of the Contractor's key personnel;
- suspending the Works or recommending termination of the contract.

MFMR and the PMU will make sure that any amendment to the Works contract is made in line with the World Bank's Procurement Regulations and is recorded in STEP.

7. Environmental and Social Compliance

All activities financed under SB-PROPER are subject to the World Bank's Environmental and Social Framework (ESF) and the project's E&S instruments, including the ESMF, Stakeholder Engagement Plan (SEP), Labour Management Procedures (LMP) and the ESIA/ESMP prepared for this sub-project. The Contractor must prepare the CESMP within four weeks of signing the contract. The CESMP covers environmental controls (dust, noise, sedimentation, waste), occupational and community health and safety, traffic management, and the Contractor's Grievance Redress Mechanism (GRM).

The Consultant's E&S responsibilities during construction include:

- monitoring the implementation of the CESMP, MSIPs and Codes of Conduct with PMU E&S team.
- making sure that proper consultations are carried out by the Contractor, and that complaints and grievances are received and resolved through the Contractor's GRM;
- reporting on E&S conditions on and around the site, including the environmental inspection report, in the monthly project reports;
- reporting GBV/SEA/SH incidents as set out in the Codes of Conduct, and reporting grievances and complaints to the PMU E&S officer within 24 hours, with a tally in the monthly report;

- monitoring labour management, including working conditions and worker grievances, in line with the project's LMP;
- notifying MFMR and the PMU of serious incidents within 24 hours, so the PMU can report them to the World Bank as required by the ESCP.

8. Consultant's Team

The Consultant's team is expected to include expertise in civil and structural engineering, architecture, building services, quantity surveying, contract administration, construction supervision and E&S monitoring. One key expert shall be nominated as the Team Leader. Since the design is complete, the hazard assessment and ESIA preparation tasks of the earlier ToR are no longer required, and the E&S role is a separate position focused on monitoring during construction. Key experts shall have the following minimum qualifications and experience:

Position	Tasks	Qualifications and experience	Indicative input (person-months)
K-1 Team Leader / Project Manager (Civil/Structural Engineer)	Acts as Project Manager under the GCC; contract administration; structural design support and inspections at key stages	Degree in civil or structural engineering and full membership of a recognised professional institution (e.g. CPEng). At least 10 years of relevant experience, including 5 years as Project Manager or Engineer for building contracts, preferably in the Pacific region	4.0 + 0.5 (DLP)
K-2 Resident Engineer / Clerk of Works	Full-time site supervision in Auki, quality control, records, measurement	Engineer, architect or building and construction professional with at least 7 years of relevant experience, including 3 years in a resident role on site. Experience in the Solomon Islands is an advantage	18.0 + 1.0 (DLP)
K-3 Quantity Surveyor / Contract Administrator	Measurement, valuation, payment certificates, variations, final account	Degree in quantity surveying or construction management. At least 7 years of relevant experience, preferably with 3 years in the region	2.0 + 0.25 (DLP)
K-4 Building Services Engineer	Supervision, testing and commissioning of electrical, hydraulic and other services	Degree in electrical or mechanical engineering and full membership of a recognised professional institution. At least 7 years of relevant experience	1.25 + 0.25 (DLP)
K-5 Architect	Design support during construction: RFIs, shop drawings, minor design changes	Degree in architecture and full membership of a recognised professional institution. At least 7 years of relevant experience, preferably in the Pacific region	1.0
N-1 E&S and SEA/SH Officer (non-key)	CESMP review and monitoring, GRM, OHS, SEA/SH and labour monitoring	Degree in environmental or social science, OHS or related field, with at least 3 years of experience in monitoring E&S on construction sites	3.0
N-2 Administrative / Document Control Assistant (non-key)	Records, correspondence, report production	Relevant qualification with at least 2 years of experience	4.5

9. Duration and Level of Input

- Stage 1: Month 1 (the Consultant should be mobilized about two (2) weeks before the Start Date of the Works).
- Stages 2 and 3: 18 months (construction period).
- Stage 4: 12 months, intermittent.

This gives an overall duration of about 31 months and a total estimated input of about 36 person-months. The Consultant may propose a different distribution of inputs, with justification, provided the full-time presence of the Resident Engineer on site is maintained during construction. If the Works are delayed, the contract may be extended by amendment.

10. Reporting and Deliverables

Output	Content	Timing
Inception Report	Mobilisation status, findings of the document review, Contract Management Plan, supervision and quality plan, reporting procedures	4 weeks after commencement
CESMP review	Review and comments on the Contractor's CESMP, MSIPs and Codes of Conduct, with recommendation to MFMR	Within 4 weeks of signing of the Works contract
Monthly Project Supervision Reports	Physical and financial progress, program status, quality, E&S and CESMP reporting, grievances, risks, photographs	By the 10th of each month
Interim payment certificates	Measured quantities, valuation, deductions and recommendation for payment	Within the period in the GCC
Incident notifications	Serious E&S or safety incidents, SEA/SH and grievances	Within 24 hours
Final Supervision Report	Photos and text describing the finished building, testing and commissioning of all systems, as-built drawings, final cost and variations	At completion of construction
DLP Inspection Reports	Defects identified, actions taken, and a simple maintenance plan after the 12 months	At about 6 months and 2 weeks of the DLP
Defects Liability Certificate, release of retention and final account	Final agreed payments and closure of the Works contract	At the end of the DLP

All reports shall be in English and submitted electronically to the SB-PROPER Project Coordinator, with a copy to MFMR. MFMR will provide comments within 14 days of receiving draft reports.

11. Inputs by the Client and Consultant's Offices

- MFMR will provide the design drawings, specifications, BOQ, bidding documents, the signed Works contract and the relevant E&S documents (ESMF, ESIA/ESMP, SEP, LMP, ESCP).
- MFMR will nominate officers from the SB-PROPER PMU and the MFMR Project Management Division as counterparts for general liaison and for arranging meetings within MFMR and with other government departments.
- The Resident Engineer will work from a site office in Auki provided by the Consultant. Other experts may work from the Consultant's own offices, with visits to Honiara and Auki as needed.

12. Conflict of Interest and Other Requirements

- The Consultant, its affiliates and experts shall not be associated with the Contractor or any bidder for the Works.
- The Consultant shall comply with the World Bank's Anti-Corruption Guidelines and the project's E&S and SEA/SH requirements, including a Code of Conduct for its own staff.
- All documents and data prepared under this assignment are the property of MFMR.
- The Consultant shall transfer knowledge to MFMR counterpart staff on contract administration and supervision during the assignment.

Annex 1: Site Location and Parcel – MFMR Office, Auki



Figure 1 – Parcel 171-001-0276 next to the Malaita Provincial Office, Auki

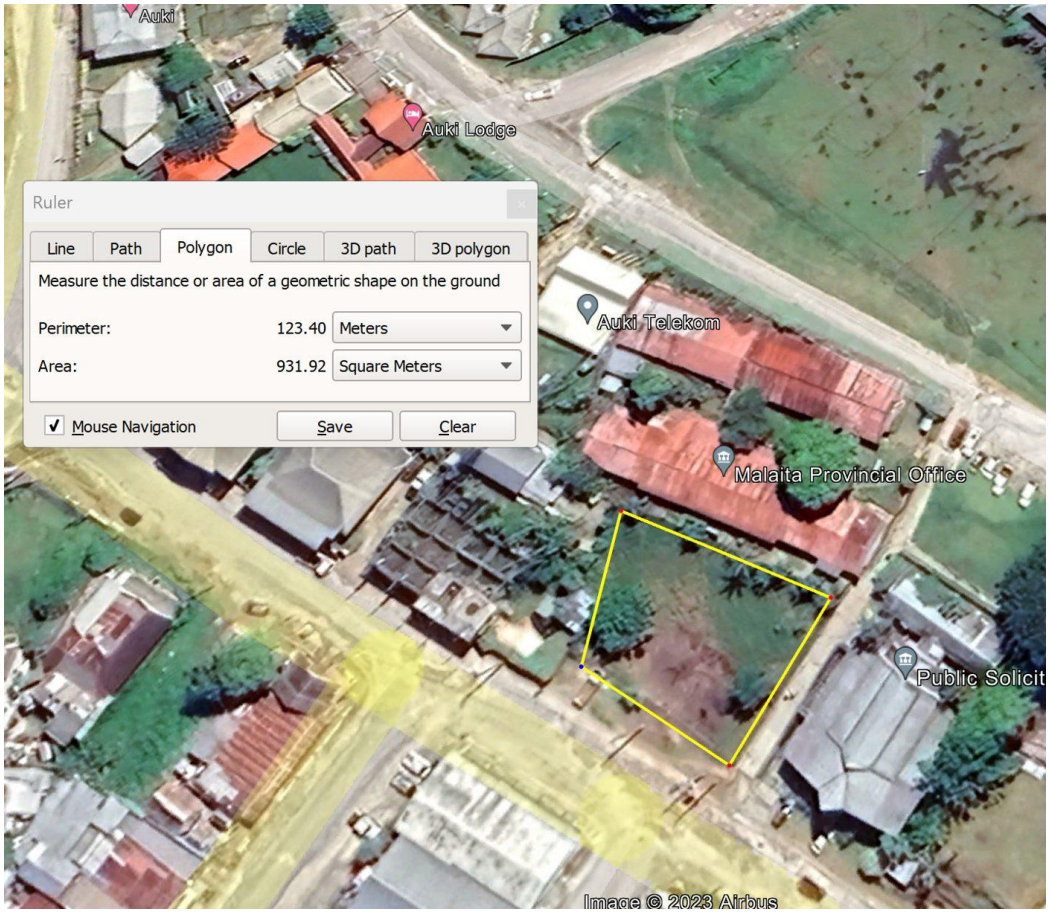


Figure 2 – Site perimeter (Google Earth)

Annex 2: Site Photos



Photo 1 – Rear of the site



Photo 2 – Rear of the site from the Provinc