

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)  
CONSULTING SERVICES DESIGN AND SUPERVISION STAATSOLIE MAATSCHAPPIJ N.V. NEW  
HEAD OFFICE

## 1. Introduction

Staatsolie Maatschappij N.V. ("the Employer") hereby invites eligible consulting firms, or associations/joint ventures of firms, to submit Expressions of Interest (EOI) to prequalify for the provision of integrated multidisciplinary design and supervision services for the development of the new Staatsolie head office complex in Paramaribo, Suriname.

The new head office complex development forms part of Staatsolie's long-term strategic vision and is intended to support the company's future operational, organizational, technological, and sustainability objectives.

## 2. Project Overview

The proposed development, estimated at a total value of USD 18M- 24M is envisioned as a landmark and signature headquarters building with an indicative gross floor area of approximately 12,000 m<sup>2</sup> and an anticipated height of approximately 8–12 floors.

The development is expected to include:

- SOHO office space for 400 employees;
- Flexible (SOHO+ rentable) office space for 200 employees;
- Dedicated rentable office space for 400 employees;
- Auditorium and conference facilities for 1000 visitors;
- Canteen, café, and/or restaurant facilities for both the office space and the additional functions;
- Sports and gym facilities;
- Associated infrastructure, parking, landscaping, and site works.

The project shall target a Net Zero Energy Building (NZEB) approach and incorporate sustainable, resilient, and future-oriented design principles.

The target commissioning date is 25 November 2028.

## 3. Scope of Services

The selected consultant shall provide integrated multidisciplinary services, including but not limited to:

### Design Services

- Architectural design;
- Structural engineering;
- MEP and building services engineering;
- Geotechnical investigations and settlement analyses;
- Traffic and access studies;

- Execution Cost Estimates;
- Environmental and regulatory support;
- Sustainability integration and NZEB considerations;
- Coordination and design integration.

- Tender and Procurement Support
- Preparation of coordinated tender documentation;
- Technical specifications and schedules;
- Tender clarifications and addenda;
- Technical support during bid evaluations.

#### Construction Supervision and Advisory Support

- Site supervision and inspections;
- Review of contractor submissions;
- Design clarifications and RFI management;
- Progress monitoring and reporting;
- Quality observations and non-conformance reporting;
- Support during commissioning, testing, and handover.

#### Permitting and Regulatory Support

- Preparation and support of permitting submissions;
- Coordination with authorities and stakeholders.

#### Knowledge Transfer and Local Capacity Development

- Knowledge transfer workshops and mentoring;
- Local participation and local resource engagement;
- Capacity development and training initiatives.

Further details are provided in the Terms of Reference (ToR).

#### 4. Eligibility and Consultant Associations

Consultants may be:

- Local firms;
- International firms; or
- Associations, consortia, joint ventures, or sub-consultancy arrangements thereof.

Where consultants associate with other firms, the nature of the association shall be clearly stated.

Regardless of composition, the Consultant shall demonstrate that all required technical disciplines, expertise, and delivery capacity necessary for the assignment are adequately covered.

#### 5. Minimum Prequalification Requirements

Interested Consultants shall demonstrate:

- Legal eligibility and professional registration;
- Minimum ten (10) years' relevant experience in comparable headquarters, office, high-rise, and/or mixed-use developments;
- Availability of suitably qualified key personnel;

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### **Staatsolie Maatschappij Suriname N.V.**

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- Capability to coordinate architectural, structural, MEP, and specialist disciplines;
- Experience in the preparation of SD, PD, FD, and tender documentation;
- Experience in construction supervision and contract administration/support services;
- Existence of internal QA/QC systems, including design review and document control procedures;
- Familiarity with applicable permitting and statutory approval processes;
- Adequate financial capacity and professional liability insurance coverage;
- ESG approach and commitment to ethical business practices;
- Commitment to local participation, knowledge transfer, and capacity development.

Experience in tropical climates and/or Suriname is considered an advantage.

## 6. Submission Requirements for Prequalification

Interested Consultants shall submit the following information, structured into formal and technical submissions.

### A. Formal Submission Requirements

Interested Consultants shall submit the following administrative and compliance documentation:

- Letter of Interest signed by an authorized representative;
- Company legal registration and corporate information;
- Professional licensing and registration documentation;
- Joint venture/association information (if applicable), including identification of members and lead firm;
- Financial information demonstrating sufficient capacity to execute the assignment;
- Declaration of integrity and compliance, confirming that neither the Consultant nor the firms it shall associate with for this assignment, nor their directors, officers, employees, or affiliated entities has been involved in or convicted of participation in a criminal organization, bribery, corruption, fraud, terrorist offences or financing, money laundering, child labor, or human trafficking. The Consultant shall confirm compliance with applicable laws and ethical standards, commit to full disclosure of any relevant circumstances, and may provide details of remedial or self-cleaning measures where applicable.

### B. Technical and Material Submission Requirements

Interested Consultants shall submit the following technical and qualification information:

- 1 General company experience summary demonstrating capability relevant to the scope of services;
- 2 Portfolio of at least three (3) comparable projects completed within the past ten (10) years;
- 3 Organization chart and proposed project team structure with CVs of key personnel for all listed design disciplines;
- 4 Local participation and knowledge transfer approach;
- 5 Permitting and regulatory experience;
- 6 Description of multidisciplinary coordination capability and QA/QC procedures and quality management approach;

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- 7 Evidence of experience in tender documentation preparation and construction supervision;
- 8 ESG policy or equivalent documentation;
- 9 Capacity and availability statement;
- 10 Three (3) client references.

## 7. Shortlisting

Expressions of Interest will first be assessed under Part A on a pass/fail basis against the formal submission requirements. Only submissions that 100% satisfy Part A will proceed to Part B, where they will be evaluated in accordance with the weighted criteria set out below.

#	Criterion	Mandatory (Y/N)	Max Points	Evaluator Notes / Evidence
1	Legal eligibility, registrations, and good standing	Y	—	
2	Relevant experience and portfolio (similar projects)	Y	25	
3	Key personnel qualifications and availability	Y	20	
4	Local content and knowledge transfer approach	Y	15	
5	Permitting knowledge and local presence when partnering	Y	10	
6	Multidisciplinary coordination approach (Arch/Structural/MEP, QA/QC, BIM)	N	10	
7	Tendering, procurement, and contract management experience	N	5	
8	ESG (Environmental, Social, Governance) approach and evidence of application	N	5	
9	Financial standing and insurances	N	5	
10	References and declarations (incl. conflicts of interest)	Y	5	
<b>Total (scored criteria only)</b>			100	

Only Consultants that achieve a Pass under Part A and attain a minimum score of 80 points out of 100 under Part B shall be eligible for shortlisting and may be invited to participate in the subsequent Request for Proposals (RFP) stage.

The winning candidate will ultimately be selected from the subsequent RFP Shortlist based on price and quality.

The Employer reserves the right to:

- accept or reject any Expression of Interest;
- request clarifications or additional information;
- shortlist any number of consultants;
- cancel or modify the procurement process at any stage for due reason and without incurring any liability.

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## 8. Availability of Documents

The Terms of Reference and additional information may be obtained from Staatsolie upon request during normal office hours from the email address below.

## 9. Submission Information

- Issue Date: May 27<sup>th</sup>, 2026
- Submission Deadline: June 16<sup>th</sup>, 2026
- Submission Method: Website - **[Click here](#)**
- Email Address (for info): tender\_corporate@staatsolie.com

All submissions and communications shall be in English.

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