

PROVISION FOR HOUSE PLAN DRAFTERS AND QUANTITY SURVEYING PROFESSIONALS.

PENSION-BACKED HOME LOAN (PBHL) SCHEME

Closing Date & Time: 15 October 16:30

Submission Method: PSimasiku@kuleni.com.na

Interested candidates should visit our website: <https://www.kuleni.com.na>

1. INTRODUCTION

Kuleni Financial Services (Pty) Ltd (“the Administrator”), duly appointed by the Government Institutions Pension Fund (GIPF), invites suitably qualified and registered professionals to submit proposals for the appointment of service providers.

The panel will support the implementation of the Pension-Backed Home Loan (PBHL) Scheme, which enables GIPF members to finance:

- 1.1 Construction of residential dwellings.
- 1.2 Purchase of residential property or land.
- 1.3 Renovation, extension, and improvement of homes.

2. OBJECTIVE

The objective is to appoint a panel of:

- 2.1 House Plan Drafters / Building Design Practitioners.
- 2.2 Quantity Surveyors.

to provide professional services that ensure:

- 2.3 Compliance with Architects’ and Quantity Surveyors’ Act, 1979
- 2.4 Accurate costing and budgeting

3. SCOPE OF SERVICES

3.1 House Plan Drafting Services

Service providers will be required to:

- 3.1.1 Design and prepare residential building plans.
- 3.1.2 Ensure compliance with:
 - 3.1.2.1 Local authority regulations
 - 3.1.2.2 Building standards

3.2 Quantity Surveying Services (Quantification)

Service providers will be required to:

- 3.2.1 Prepare detailed:
 - 3.2.1.1 Bills of Quantities (BOQs)

- 3.2.1.2 Cost estimates and budgets
- 3.2.1.3 Material and labour quantifications
- 3.2.2 Verify that costs are:
 - 3.2.2.1 Market-related
 - 3.2.2.2 Realistic
- 3.2.3 Support:
 - 3.2.3.1 Cost control during construction
 - 3.2.3.2 Certification of work for staged payments

4. ELIGIBILITY REQUIREMENTS

4.1 Qualifications and experience

- 4.1.1 Diploma/Qualification in Architectural Drafting / Civil Design / Building Design.
- 4.1.2 Minimum five (5) years' experience in residential housing design and planning, supported by a portfolio and three (3) client testimonials.
- 4.1.3 Registration with NCAQS or an equivalent recognised professional body, supported by proof of registration, will be an added advantage.
- 4.1.4 Proficiency in AutoCAD or similar drafting software.
- 4.1.5 Strong understanding of:
 - 4.1.5.1 Residential construction practices.
 - 4.1.5.2 Building regulations and submission processes.
 - 4.1.5.3 Qualification in Quantity Surveying / Construction Economics.
- 4.1.6 Experience in:
 - 4.1.6.1 Cost estimation.
 - 4.1.6.2 BOQs for residential projects.
- 4.1.7 Ability to produce drawings aligned with construction stages and inspections.
- 4.1.8 Show understanding of housing development in:
 - 4.1.8.1 Proclaimed areas
 - 4.1.8.2 Unproclaimed areas

5. VALIDITY PERIOD

Proposals shall remain valid for **90 days** from the closing date.

6. ENQUIRIES

All queries must be directed to:

Home Loan Manager

Kuleni Financial Services (Pty) Ltd

Email: PSimasiku@kuleni.com.na

Tel: +264 819506828

7. DISCLAIMER

Kuleni Financial Services (Pty) Ltd reserves the right to:

- 7.1 Accept or reject any proposal.
- 7.2 Appoint one or multiple service providers
- 7.3 Cancel or amend the RFP at any stage