



UDENRIGSMINISTERIET
*Ministry of Foreign Affairs
of Denmark*

INVITATION FOR PREQUALIFICATION OF CONTRACTORS (Building, Electrical and Plumbing Works)

Reference No.: 2026-OPAD01

Date of Issue: 05/05/2026

Deadline for Submission: 17/05/2026

1. Background

The Royal Danish Embassy in Dar es Salaam, Tanzania invites applications from qualified and experienced contractors for prequalification to provide Building, Electrical, and Plumbing works across its Office and Residential properties.

The purpose of this prequalification is to establish a list of approved contractors who will be invited to submit quotations for works on an as-needed basis during the validity period.

The facilities include: Office building (approx. 30 staff), Two (2) owned residential houses, Two (2) rented residential houses.

The scope will include both: Routine and corrective maintenance, Minor and major works (including renovations such as rewiring and re-piping)

2. Scope of Assignment

Contractors are invited to apply under one or more of the following categories:

Lot 1 – Building Works

- Structural repairs (cracks, roofing, carpentry, doors, windows)
- Masonry, plastering, tiling, painting
- Minor renovations and general building works

Lot 2 – Electrical Works

- Electrical maintenance and fault repairs
- Distribution boards, wiring, lighting systems
- Electrical inspections and upgrades
- Major works (e.g., rewiring projects)

Lot 3 – Plumbing Works

- Water supply systems, pipe repairs and replacements
- Drainage and sewage systems
- Tank cleaning and pump systems
- Major works (e.g., re-piping projects)

Procurement Approach

This is a **prequalification exercise only**. Successful applicants will be included in an Approved Contractor List. Prequalification does not guarantee award of any contract.

The Embassy will invite at least three 2-3 prequalified contractors to quote for specific works. Work will be awarded based on competitive quotations per assignment.

3. Eligibility

Interested contractors must meet the following minimum requirements:

3.1 Legal Requirements

- Valid Business Registration Certificate
- Valid Business License
- Valid TIN and VAT Registration
- CRB Registration (relevant category, class 6 and above)

3.2 Financial Capacity

- Audited financial statements (last 2–3 years) OR
- Bank reference letter confirming financial capability
- Proof of ongoing business operations

3.3 Experience

- Minimum of **3 similar projects** in the last 5 years
- Experience in institutional, residential, or commercial buildings
- Provide reference contacts for completed projects

3.4 Key Personnel

Applicants must provide details of key technical staff, including:

- Electrical Engineer, Two Electrical Technicians and QS (for Electrical category)
- Plumbing/MEP Engineer, Two plumbing technicians (for Plumbing Category)

- Civil Engineer, 2 Civil Technicians and QS/Architect (for Building category)

Include:

- CVs of key personnel
- Academic and professional qualifications
- Years of experience
- Role in the company

3.5 Technical Capacity

- List of tools and equipment
- Ability to respond to emergency works
- Availability of transport/logistics

4. Submission

Interested contractors shall submit the following:

1. Company profile
2. All legal registration documents
3. CRB registration certificate
4. Financial documents
5. List of completed projects
6. Key personnel CVs and qualifications
7. Equipment/tools list
8. References (with contact details)

5. Deadline

Submissions must be received in English in soft copy (PDF) by 17/05/2026, 2359 hours via email to juisso@um.dk cc michol@um.dk and daramb@um.dk , Late Expression of Interest shall not be accepted for evaluation irrespective of the circumstances.

6. Shortlisting

Applications will be evaluated based on the following:

Criteria	Weight
Legal Compliance	Pass/Fail

Financial Capacity	20%
Relevant Experience	30%
Key Personnel	30%
Technical Capacity (tools, response ability)	20%

Only applicants meeting the minimum requirements will be shortlisted.

Number of Contractors to be Prequalified

The Organisation intends to shortlist approximately:

- Three to Five (3-5) Building contractors
- Three to Five (3-5) Electrical contractors
- Three to Five (3-5) Plumbing contractors

Validity of Prequalification

The prequalification shall be valid for a period of **twelve (12) months**, after which a new exercise may be conducted.

7. Contact for Enquiries

Operation and Administration

Julieth Germin

Email: juisso@um.dk cc michol@um.dk and daramb@um.dk

Note: This procurement will be conducted under the organization's internal procedures aligned with EU best practices. The procurement procedure is subject to the laws of Denmark and the rules applicable.

The Embassy reserves the right to: Accept or reject any application; Cancel the process at any time; Request additional information from applicants