



GOVERNOR

Gov-2/2025/439

LETTER OF INVITATION (LOI)

1. In accordance with BCTL CONTRACTING REGULATIONS No. 6/2022, the Banco Central de Timor-Leste is inviting interested consulting firms to provide the following consulting services (hereinafter referred to as "Services"):

Site Development and Detailed Engineering Design for a New Office Building at Avenida Xavier do Amaral No. 9, Bairro Formosa, **Dili - Timor-Leste.**

The Request for Proposal (RFP) provides more details on the Services.

2. Funding for these Services will be made from "The Bank Central de Timor-Leste budget expenditure".
3. The Project is located in Dili Municipality, **Timor-Leste.**
4. The maximum lump sum budget for the assignment is **US\$1,900,000.00 (One million nine hundred thousand United States Dollars only)**, inclusive of all applicable taxes. The Bank will disqualify any evaluated financial proposal that exceeds the maximum budget. The Consultant shall justify when presenting an abnormally low financial proposal, defined as a proposal with a price of less than 15% of the maximum budget value.
5. The estimated person-months for the assignment are 16, including both International and National Key Experts. **The total duration of the contract is 8 months, and the proposal is valid for 90 days after its submission.**
6. A firm will be selected using the **Quality and Cost Based Selection (QCBS)** Method, with weights assigned to Technical and Financial Proposals at 80:20. Other selection criteria include the Firm's Experience, Experts' Experience, Approach and Methodology, Work Program, and Personnel Schedule as described in this RFP. The minimum technical score required to pass is 75%. The Client will award the contract to the Consultant with the highest combined score, evaluated according to the procedures outlined in the Terms of Reference of the RFP, provided that the Consultant is deemed qualified to perform the Contract satisfactorily.
7. The procurement shall be conducted using single-stage, two-envelope procedures, wherein the Technical and Financial Proposals shall be submitted together in separately sealed envelopes.
8. Interested Consulting firms may obtain further information from:

BCTL Adhoc Procurement Committee,
Avenida Xavier do Amaral No. 9, Bairro Formosa, Dili
Timor-Leste
Email: procurement.bctl@bancocentral.tl
Phone: +670 3313 718
9. Participation in this selection process is open to all interested international and national consultants. Interested consultants are reminded to review the qualification requirements detailed in the RFP.

10. RFP and the Proposal Submission Forms are available free of charge to any interested consultants, whether local or international consulting firms, upon request via email. Following this, a PDF copy of the RFP will be sent by email.
11. A pre-proposal conference will be held at 09:00 am local time on 18 July 2025 and site visit will be held 18 July 2025 at 10:00 am local time at the same address specified above.
12. Proposals and all supporting documents must be submitted by email to procurement.bctl@bancocentral.tl by the close of business on Friday, August 1, 2025. Additionally, three hard copies of the proposal must be couriered to the BCTL office at the same address, arriving no later than 5:00 PM local time on August 1, 2025.
13. Technical Proposal and financial proposal will be opened on 4 August 2025, at 10:00 AM local time, following the proposal submission deadline.
14. Any Proposal or its modification received by the Bank after the deadline shall be declared late, rejected, and promptly returned.

Dili, 23 June 2025



Hélder Lopes