



📍 Lilongwe City Council,
P.O. Box 30396 City Centre
Lilongwe 3
☎ +265 1 773 347
✉ info@lcc.mw

LILONGWE CITY COUNCIL

TERMS OF REFERENCE FOR PROVISION OF LAND SURVEYING SERVICES IN 2020/2021 FISCAL YEAR.

DATE: 26TH OCTOBER 2020

1. BACKGROUND

Lilongwe City Council is a local authority and administers land in high density areas within the City of Lilongwe. The Council is responsible for land that is known as traditional housing areas (THAs). The traditional housing areas include Area 7, 8, 21, 22, 23, 24, 25 (sector 1,3-7), 27 (sector 3), 36 (sectors 1-2), 39 (sector 1), 49 (sectors 3-4, 6-7) and 53 (sectors 2-3). Some of these areas are currently planned while others are unplanned.

Apart from THAs, Lilongwe City Council also owns several pockets of land in some parts of the city

Lilongwe City Council wishes to enter into framework agreement with reputable land surveying firms for provision of land surveying services in 2020/2021 fiscal year for its THAs and other areas.

2. SCOPE OF WORK UNDER THE AGREEMENT

The land surveying firm will be required to undertake the following tasks in its THAs and other land possessed

- a. Land demarcation surveys and beaconing including preparation of layout plans.
- b. Cadastral surveys for plots.
- c. Retracement surveys for plots.
- d. Replacement of beacons for plots.
- e. Demarcation of road reserves, way leaves and other public spaces.

3. EXPECTED DELIVERABLES

Expected deliverables will be stipulated based on nature of work as outlined above.

4. QUALIFICATION FOR THE LAND SURVEYING FIRMS

- a. Interested land surveying firms must be duly registered and well established.
- b. Interested land surveying firms shall have permanently employed, registered, licensed and practicing land surveyors under land surveys regulations.



📍 Lilongwe City Council,
P.O. Box 30396 City Centre
Lilongwe 3
☎ +265 1 773 347
✉ info@lcc.mw

5. DURATION OF CONTRACT OR AGREEMENT

The framework agreement will be for one year.

Interested potential Consultants may obtain further information at the address (1) below during office hours from **7:30 am to 4.30 pm**.

1. Attention: The Principal Procurement Officer
Lilongwe City Council
Robert Mugabe Street,
Civic Offices, City Centre,
P.O. Box 30396
Lilongwe 3
E-mail: andrew.ngalande@lcc.mw

Expressions of interest clearly labeled "Provision of land Surveying Services" must be delivered to the address (2) below in sealed envelopes in the Tender Box at the Reception by **16th November 2020 not later than 10:00hrs**.

2. The Chairperson, Internal Procurement and Disposal Committee
Lilongwe City Council
Robert Mugabe Street,
Civic Offices, City Centre,
P.O. Box 30396
Lilongwe 3

JOHN CHOME
CHIEF EXECUTIVE OFFICER