



TERMS OF REFERENCE

**Construction Consultant for
Feasibility Study of the Relocation of the
German European School Manila**

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BACKGROUND

The German European School Manila (GESM) is an official German School abroad and at the same time an international school in the Philippines for all nationalities. It was founded in 1981 and relocated to the “Eurocampus” in Paranaque (Bicutan) in the early 1990s. The “Eurocampus” is shared with the French School in Manila.

In 2004, the German European School was accredited as an International Baccalaureate (IB) World School, offering the IB Diploma Program. The IB Diploma Program is a two-year course ideally suited to prepare ambitious and inquiring young people for university studies anywhere around the globe. Currently, there are 18 students enrolled in GESM’s IB Program.

The GESM has also been building up its “International Section” across all levels. The International Section, for which the primary mode of instruction is English, opened in August 2007 as an additional section to the German School. It offers a full educational program in English from Kindergarten to Grade 10. In the Primary school (ages 3-11) children follow the International Baccalaureate Primary Years Programme (IB PYP) and in the Secondary school (ages 11-16) children prepare for the International General Certificate of Secondary Education (IGCSE) examinations.

BACKGROUND (Cont.)

Primarily as a result of these new sections, the GESM has been expanding in size. The total school size has grown from 154 students in 2006 to currently 253 students (see table 1) and the current campus which is shared with another 290 students from the French School is reaching the limits of its current capacity.

Table 1: Development of Student Numbers German European School Manila (GESM)

	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12
GESM Total	154	154	167	189	203	253
<i>German Section</i>	138	139	133	141	126	124
<i>Intern. Section</i>	4	5	20	31	56	111
<i>IB Section</i>	12	10	14	17	21	18

Regarding the current location, a review of the responsible German government agency (Bundesverwaltungsamt, “BVA”) has recommended for the GESM to move to a more attractive location, given certain disadvantages of the current location (Further details can be provided upon request).

BACKGROUND (Cont.)

The Board of the German School Association in Manila, a registered association under German law, which acts as the key governing council of the GESM, therefore initiated a project to study options to relocate the School. The responsible project manager prepared a detailed assessment of possible relocation options and their financial feasibility, and presented the results of the study, together with a specific proposal, to the members of the Association. A ballot was taken by the Association members, and a majority voted in favor of the proposal. The Board decided to seek the advice of an independent consultant firm (the “Financial Consultant”) to assess the financial feasibility of the project and review and validate certain key conclusions of the current proposal. The Consultant will need the input of the Construction Consultant to determine the indicative costs for the new construction.



Scope of Work

The Construction Consultant is to provide an indicative total cost estimate for the construction of the school, develop a high-level timeframe, and provide an opinion on the general suitability of the proposed site.



Detailed Tasks

The Consultant is expected to conduct the following detailed tasks:

1 Develop a Preliminary Cost Estimate

- a) Prepare a Preliminary Cost Estimate derived from conceptual drawings and sketches and based on indicative Philippine Peso per square meter rates applied to the measurement of the overall construction floor area of the project.
- b) Prepare a Preliminary Cost Estimate of the interior fittings based on indications and drawings provided by School management and the project manager.

2 Develop a High-Level Approximate Timeframe

Prepare a high-level approximate timeframe for the preparation of the lot, the structural construction work of the envisioned school building, the exterior and interior finishing, then the preparation of the surrounding areas with sports facilities and general clean up until the project is key ready.

Detailed Tasks (Cont.)

3 Provide an Opinion on the Suitability of the Proposed Site

Visit the site and provide an opinion on the site in terms of suitability for School construction from a civil engineering point of view, vulnerability to natural disasters such as flooding, overall environment (e.g. no dumpsite) and other environmental factors, if any (e.g. pollution).



Inputs and Duration of Assignment:

The consultancy period is expected to begin in early January and shall be completed by 31 January 2012. The service delivery location is at the GESM, Manila.

The services will be based on a fixed sum contract, mutually agreed upon.



Selection Criteria:

The proposals will be evaluated on:

- a. Comprehensiveness of framework and methodology (40%);**
- b. Indicated time frame of the review (10%);**
- c. Price (30%) and;**
- d. Consultant's and team's experience and capabilities (20%).**



Submission of Proposal:

To enable GESM to select a consultant, a combined technical-financial proposal and information on the consultants' experience and competence relevant to the assignment should be submitted.

We expect your feedback by 16 December 2011, 3:00 PM Manila time to be delivered at the School Administration Office.

The most appropriate firm will be selected by the Board of the School and invited to negotiate the contract. Should negotiations fail, GESM will start negotiations with the next ranked firm until an agreement is reached.

Note: GESM reserves the right to discontinue the Request for Proposal (RFP) process without the need to provide justifications.

