

## **NOTICE OF EXPRESSION OF INTEREST**

(Authorised under Section 7 (1) (a) of the CTB Act 2000)

### **PROVISION OF SERVICES FOR THE ESTABLISHMENT OF A LAND ADMINISTRATION, VALUATION AND INFORMATION MANAGEMENT SYSTEM (LAVIMS) IN MAURITIUS**

#### **EXPRESSION OF INTEREST**

1. The Government of Mauritius (GOM) is seeking Expressions of Interest (EOI) for a proposed Land Administration, Valuation and Information Management System (LAVIMS) to be established for the island of Mauritius. The EOI is expected to lead to a call by the GOM for a Request for Proposal (RFP) for the LAVIMS Project Consultancy from interested parties.
2. **OBJECTIVE**  
The main objective is to hire firms to establish a modern cost efficient land administration, valuation and information management system for the Island of Mauritius.
3. **ELIGIBILITY**  
The "Invitation to submit Expression of Interest" applies to all firms interested in land administration, valuation and information management system and which have the capabilities and competencies to undertake such an assignment. Proven track record in establishing such a system will be an advantage.
4. **SCOPE OF SERVICES**  
The Scope of Services is described in the Expression of Interest Documents.
5. **COLLECTION OF EXPRESSION OF INTEREST**  
Other details of the requirements and conditions are contained in the Expression of Interest Documents which can be downloaded from the Ministry's website at <http://www.gov.mu/portal/site/housing>.

Kindly note that a downloadable Registration Form (**Annex 3**) is available together with the downloadable Expression of Interest Documents. Once the Documents have been downloaded, this form has to be completed and submitted (by mail or fax) to:

***The Permanent Secretary  
Ministry of Housing and Lands  
Fax: + (230) 213 1331  
E-mail: [bkissoon-luckputtya@mail.gov.mu](mailto:bkissoon-luckputtya@mail.gov.mu)***

Alternatively, the Expression of Interest Documents can also be obtained by calling at the Ministry of Housing and Lands, 2<sup>nd</sup> Floor, Moorgate House, Sir William Newton Street, Port Louis between 09 30 hrs to 11 30 hrs and 12 30 hrs to 15 30 hrs on weekdays.

6. **SUPPLEMENTARY INFORMATION**  
All correspondence related to this exercise shall be made in English. Any clarification sought by any firm in respect of the service shall be addressed, at least fifteen (15) days before the deadline for submission of Expression of Interest in

writing or by Fax or e-mail to the Permanent Secretary, Ministry of Housing and Lands. The reply thereto shall be sent as an addendum to all prospective firms without identifying the source of the clarifications.

7. **SUBMISSION OF EXPRESSION OF INTEREST**

Interested firms may apply in writing, submitting therewith documents supporting their capabilities, experience and testimonials and financial standing, including the forms at **Annex 1** and **Annex 2** to:

**The Secretary  
Central Tender Board  
1<sup>st</sup> floor, Social Security House  
Julius Nyerere Avenue  
Rose Hill  
Mauritius**

***by Wednesday 27 June 2007 up to 13.30 hours.*** No late submissions of the EOI will be considered. The envelope should be clearly marked "**Land Administration, Valuation and Information Management System- Expression of Interest**".

Ministry of Housing & Lands  
2<sup>nd</sup> & 3<sup>rd</sup> Floor,  
Moorgate House  
Sir William Newton Street  
Port Louis  
MAURITIUS

**EXPRESSIONS OF INTEREST**  
**for a proposed**  
**LAND ADMINISTRATION, VALUATION**  
**and**  
**INFORMATION MANAGEMENT SYSTEM**  
**(Authorised under Section 7(1) (a), of the CTB Act 2000)**

**1. Introduction**

The Government of Mauritius (GOM) is seeking Expressions of Interest (EOI) for a proposed Land Administration, Valuation and Information Management System (LAVIMS) to be established for the island of Mauritius. The EOI is expected to lead to a call by the GOM for a Request for Proposal (RFP) for the LAVIMS Project Consultancy from interested parties.

The intended process for the LAVIMS RFP is:

- Pre-Procurement Announcement (PPA – this Expression of Interest), including a period for any questions to be lodged by interested parties;  
At the close of the PPA, the Government of Mauritius will respond to questions submitted during the PPA, or refer the questions to the RFP documentation. GOM will maintain the anonymity of the source of all questions. Answers will be provided to all the parties who lodged an EOI.
- Call for a Request for Proposal (RFP) is expected to be released shortly after close of the PPA;  
Interested parties who lodged an EOI will be provided with a copy of the RFP documentation;
- Question period for RFP;  
Question lodged during the RFP will be answered weekly, GOM will maintain the anonymity of the source of the questions. Answers to be provided to all the parties who lodge an EOI, and to all parties who lodge questions under the RFP.
- Opportunity for a site visit during the RFP, to be undertaken within a prescribed timeframe;
- Close of RFP and evaluation of submissions;
- At the sole discretion of the GOM, contract negotiations with selected bidders, if applicable and if required.

The RFP will have two major objectives, namely fulfilling the requirements for the establishment of:

1. an efficient and cost-effective land administration and information system, and
2. a General Valuation Roll of all properties, State or privately owned, on the island of Mauritius.

This will require implementation of a land administration system for the island of Mauritius that includes:

- compiling a cadastre (or undertaking a cadastral survey to achieve the same purpose);
- linking the cadastre to the land owners as identified through their title deeds;
- undertaking a valuation of all properties;

- information is to be accessed through the land information system.

The full Terms of Reference (TOR) and all requirements for submitting a RFP will be provided or will be available to all interested parties at the time of release of the documentation for the RFP.

The entire PPA and RFP process, and all documentation, including all appendices and any other supporting material shall be submitted in the English language.

Consultancy Firms may associate for purposes of submitting a PPA, or for the RFP and the Project under conditions that will be specified in the RFP documentation.

## **2. Indicative Scope of the Cadastral and Land Information Component (in conjunction with the valuation component)**

In considering the PPA and RFP, interested parties may, and at their own risk, assess for themselves the institutional and operational land administration environment in Mauritius as reported in the December 2005 "*Land Management Scrutiny Mission Final Report*" published on the GOM / MHL website at:

[http://www.gov.mu/portal/site/housing?content\\_id=2ed0675ffa058010VgnVCM10000ca6a12acRCRD](http://www.gov.mu/portal/site/housing?content_id=2ed0675ffa058010VgnVCM10000ca6a12acRCRD)

GOM does not accept any responsibility for any assumptions or decisions that any or all prospective or actual bidder or bidders might make based on the contents of that report.

At the highest level, it is the objective of the authorities to establish a beneficial LAVIMS that will lead to, amongst others:

- helping improve access to ownership and tenure details;
- support for equitable land and property taxation;
- improve and simplify land as security for credit;
- help develop and monitor land markets;
- help protect State lands;
- assist in reducing land disputes;
- facilitate land reform;
- improve urban planning and infrastructure development;
- support environmental management;
- assist in producing and improving statistical data.

Interested parties may consider how to address the following series of operations for the introduction of a new LAVIMS:

- the determination of user needs;
- the creation of new administrative arrangements;
- the preparation of new legislation;
- the determination of what land and property rights already exist on the ground;
- the demarcation and survey of new plots of land;
- the establishment of new registers and procedures for storing and retrieving land data;
- provision of a new General Valuation Roll;
- the setting in place of new financial management procedures;
- the development of public awareness as to how the system works.

After the EOI and during the RFP process, interested parties may offer their methodology for compiling a current, complete and comprehensive cadastre of all State and private land on the island of Mauritius. It is estimated that there are approximately 300,000 land parcels on

the island but this number is not known with certainty. The broad requirements of the cadastre and ownership databases and LIS are:

- that the cadastre and ownership system being undertaken fully supports the needs of the valuation component whilst it is being conducted;
- to identify and digitally map every land parcel (LOT) on the island, each lot to be uniquely identified in the cadastre relative to the surrounding lots, any abuttal, its street address, administrative boundary, ward or district;
- that all cadastral lots be held in a fully functional and secure digital cadastral database (DCDB);
- that the cadastre has an overall geo-spatial accuracy of the cadastre of better than 3 metres, expressed in terms of WGS 84 and / or UTM as is planned for Mauritius;
- that the cadastre is able to be maintained on an ongoing land transaction basis (amalgamation, subdivision etc). Maintenance to be in a Geographic Information System (GIS) environment, capable of supporting migration to a web-enabled land information system (LIS);
- that the cadastre is able to be spatially improved over time by introducing survey accurate and coordinated cadastral surveys into the cadastral system;
- searchers are able to access the survey extent (dimension and area) for each land parcel;
- that each land parcel be linked to the owners deed for the parcel;
- that tracking of land transactions (sales, subdivisions, mortgaging (transcriptions) is enabled by the system;
- that sales evidence from deeds is able to be provided by automated processes;
- that the deeds lodgements and searching processes to be automated;
- that searching is able to be conducted on the Owners Name, Street Address (where applicable), Deed number, State land identifier number, the Land Survey (LS) Number, and via a lot shown on the digital cadastral database;
- that the LIS must have secure logon ID and user access reporting capabilities;
- that the LIS must have complete backup and disaster recovery capabilities;
- that the LIS technology must be capable of supporting 100 concurrent users for online enquiry and data update;
- handover of LAVIMS systems and data to GOM; At the end of the project the entire system will be migrated to GOM in such a way as to provide the capacity for the GOM to run and maintain the system in an ongoing and sustainable way. The Consultant must ensure that the GOM has the necessary capacity and skills to keep running the system after the contract expires.

### **3. Indicative Scope of the Valuation Component (in conjunction with the cadastral and land information component)**

The Government of Mauritius requires the making of a revaluation and the compilation of a Valuation List of all land on the Island of Mauritius that is currently the subject of general rating or could become the subject of a rate or tax in the foreseeable future.

The revaluation is a component of an integrated valuation/cadastre/registration reform project. The field work of the valuation project is expected to complement the data collection requirements of the other project components.

It is estimated that there are approximately 300,000 values required to be made of which approximately half are currently valued for rating purposes.

The current rating values that comprise the existing five Valuation Lists were made in 1980 on a rental value basis. The lists are in hardcopy and are held and maintained in the

Valuation Department, MOFED. Copies of the lists are maintained in the respective municipalities.

The revaluation is to be made on a capital (or market) value basis. The definition of the value to be assessed requires confirmation by legislation. A draft definition is expected to be available to allow the revaluation to proceed. The statutory definition of the value to be determined is essentially based on the concept of open market value at the date of valuation.

The revaluation will have a date of valuation of 1 July 2007 however it may be a later date if the commencement date of the revaluation is significantly delayed.

The revaluation is required to be completed by 1 January 2009 and to come into force from 1 July 2009.

The existing property data currently held by the Valuation Department will be made available to the contractor. This information is all paper based and is available only for those properties currently subject to rating. Only one of the five municipalities has been the subject of a house to house resurvey of records since 1990. That survey showed a significant error rate, highlighting the need to resurvey the other four municipalities. There are no records of substance for the other currently non valued properties.

In undertaking the revaluation the contractor is expected to create and provide the following in terms of systems and functionality.

- Provide both the necessary software and hardware and develop a fully integrated digital database of land, property and value records;
- Populate the database and develop procedures to ensure the database is maintained;
- The system, the Valuation System (VS) must be capable of recording the effective date of amendments and contain appropriate security and audit functionality to protect the data;
- The VS must have secure logon ID and user access reporting capabilities;
- The VS must have complete backup and disaster recovery capabilities;
- The VS technology must be capable of supporting 100 concurrent users for online enquiry and data update;
- The revaluation project is expected to require the application of a Computer Assisted Mass Appraisal (CAMA) system and methodologies. It is expected that an appropriate CAMA package will be integrated with the VS;
- A CAMA system with value assessing functionality will be developed and be capable of both re-producing those revaluation values determined on that system and producing supplementary values based on changed data;
- Develop an online Valuation List and provide Valuation Lists and discrete supplementary lists in digital and hardcopy format;
- Provide querying and reporting capabilities to meet standard and ad hoc requirements
- Integrate the valuation system with the developing digital cadastral database to facilitate the overlaying and displaying of valuation information;
- Provide for the storage and linkage of scanned images, photos and other digital material to individual properties.

In undertaking the project the contractor will be required to

- Ensure the valuations are undertaken by professionally qualified persons;
- Employ generally accepted mass appraisal regulatory procedures to ensure the values produced meet international standards of accuracy;
- Develop and implement data collection processes that are capable of audit and monitoring;

- Collect data as specified for various classes of property for the purpose of valuation and for other reporting and statistical purposes;
- Compile and provide summary reports that record the sales, market analysis and provide the basis for benchmark levels of value for the revaluation as determined for property sectors and geographical areas.

The contractor may be requested to assist with the development of legislative or regulatory provisions that provide for acceptable levels of accuracy of the values in the Valuation List.

The contractor will be required to implement a public awareness/communications strategy in relation to data collection and the revaluation process.

The contractor will be required to develop a strategy that provides for the transfer of the VS and the ongoing administration of the Valuation List to the Valuation Department. This plan should address the issue of knowledge transfer and the level and means of capacity building necessary to ensure a seamless and effective transition.

#### **4. Procedures for submission of EOI**

##### **4.1 Experience of the Firm**

Experience of the Firm should be provided for the following information:

- (i) General Experience: The Firm should submit a list of projects undertaken;
- (ii) Specific Experience: The Firm should submit a list of projects undertaken in Land Administration, Valuation and Information Management Systems;
- (iii) Professional and supporting staff of the firm (as per **Annex 2**);
- (iv) Experience in developing countries or countries similar to Mauritius; and
- (v) Any other additional details relevant to the profile of the Firm.

##### **4.2 Cost of EOI**

All costs incurred by Firm for the EOI shall be borne by the Firm and will not be reimbursed.

##### **4.3 Any Questions**

Questions regarding this Expression of Interest shall be sent by Fax or email prior to the closing date for submission to:

Permanent Secretary  
 Ministry of Housing and Lands  
 Fax: +(230) 213 1331  
 E-mail: bkissoon-luckputtya@mail.gov.mu

**5. Submission**

Interested Firms are invited to submit their EOI in writing to:

The Secretary  
Central Tender Board  
1st Floor  
Social Security House  
Julius Nyerere Avenue  
Rose Hill

***by Wednesday 27 June 2007 up to 13.30 hours.*** No late submissions of the EOI will be considered. The envelope should be clearly marked "**Land Administration, Valuation and Information Management System- Expression of Interest**".

**6.** All correspondence inclusive of the EOI should be in English.

Ministry of Housing & Lands  
2<sup>nd</sup> & 3<sup>rd</sup> Floor,  
Moorgate House  
Sir William Newton Street  
Port Louis  
MAURITIUS

MINISTRY OF HOUSING AND LANDS

FIRM'S GENERAL EXPERIENCE IN THE FIELD OF ASSIGNMENT  
MAJOR PROJECTS UNDERTAKEN

The following information should be provided in the format indicated for each reference project for which your company either individually as a corporate entity or as one of the major companies with a consortium has carried out a/or similar project.

- Project Name: .....
- Country: .....
- Project Location within country: .....
- Professional staff provided by  
your company/associates.....:.....
- Name of Client: .....
- Number of Staff: .....
- Name of Associated Firm (s) if any: .....
- Name of Senior Staff (Project  
Director/Coordinator) involved  
and functions performed : .....
- Detailed narrative description of  
Project : .....
- Detailed description of actual  
services provided by your company: .....
- Firm's Name: .....
- Testimonials: .....
- Financial Standing: .....

MINISTRY OF HOUSING AND LANDS

Name: .....

Date of Birth: .....

Profession: .....

Years with firm : .....

Nationality: .....

Proposed position of resource person: .....

Key qualifications: .....

(under this heading give outline of resource person's experience and training most pertinent to the assigned work).

Education: .....

.....

.....

(under this heading summarise college/university and any special education of resource person giving names of schools, dates, attended and degrees obtained including area of specialization)

Experience Record: .....

(Under this heading, list all positions since graduation, giving names of employing organisations, title of positions held, location of assignment, experience in last five years)

Languages: .....

(Speaking, reading and writing. Indicate proficiency by "excellent:", "good", "Fair" or "poor").

Signature of Consultant

(or Authorised person

On his/her behalf):

.....

NOTE: Proposal with UNSIGNED CVs will not be considered

MINISTRY OF HOUSING AND LANDS

PROVISION OF SERVICES FOR THE ESTABLISHMENT OF A LAND  
ADMINISTRATION, VALUATION AND INFORMATION MANAGEMENT SYSTEM

REGISTRATION FORM  
for prospective bidders

Kindly fill in the form after downloading the EOI documents from the Ministry of Housing and Lands website. Mail or fax the completed form on the contact address.

The Permanent Secretary

Ministry of Housing and Lands

Port Louis

Email address: [bkissoon-luckputtya@mail.gov.mu](mailto:bkissoon-luckputtya@mail.gov.mu)

Fax: 213-1331

Your contact address will be used to forward you the tender document.

Name of Contact person

Organisation Name

Address:

Tel No:

Fax No:

Email Address:

Contact Person Signature:

Date: