

BANK OF SIERRA LEONE

EXPRESSION OF INTEREST

**LEASE OF THE BANK'S RESOURCE
CENTER (LAND AND FACILITIES)
LOCATED AT TOKEH VILLAGE,
WESTERN AREA RURAL DISTRICT**

ISSUE DATE: JANUARY 7, 2025

Procurement Number: BSL/GSD/ICB/2024/0002



BANK OF SIERRA LEONE

REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR THE LEASE OF THE BANK'S RESOURCE CENTER (LAND AND FACILITIES) LOCATED AT TOKEH VILLAGE, WESTERN AREA RURAL DISTRICT

Date of Issue – January 7, 2025

Procurement Number: BSL/GSD/ICB/2024/0002

The Bank of Sierra Leone intends to lease its Resource Center (land and facilities) located at Tokeh Village, Western Area Rural District for a period not less than **Ten (10) years** and now invites interested individuals, institutions, and companies (National as well as International) to indicate their interest to lease the said property.

The Tokeh Complex is located on one of the most spectacular white sand beaches around the Freetown Peninsular with a pleasant and panoramic view of the Atlantic Ocean.

The property which is fenced is on a rectangular piece of land of 3.7158 acres and consists of a mixture of the following:

1. Multipurpose Hall/Training Centre/Conference Hall
2. A Complex housing the following:
 - i) Reception/Waiting Lounge
 - ii) Restaurant
 - iii) Kitchen
 - iv) Medical Unit and overnight staff Quarters
 - v) A battery of toilets
3. Entertainment/Recreational Centre adjacent to Bar/Patio
4. Squash Courts and Gym/Fitness Centre
5. Duplex-Flats
 - i) 4 (four) - self-contained bedroom duplex, living/dining, and kitchen (2 Buildings x 2 floors)
 - ii) 2 (two) - self-contained bedroom duplex buildings (3 Buildings x 2 floors).
6. Generator and Pump House
7. A Boat House with Caretaker living Quarters
8. Gazebo (Huts) – 3 (three).
9. Security Post etc.

At the front of the Complex, there is a paved car park, an elevated water tank and a security entrance gate. The property is easily accessible by both private and public transport.

A detailed description of the Complex, including architectural drawings, floor plans, status and description of each building are attached to this document.

The said property shall be leased on an “AS IS, WHERE IS” basis.

All bids must be accompanied by:

- ✓ A valid **Business registration Certificate**
- ✓ A valid **Municipal Council Registration Certificate for local bidders**
- ✓ A valid **NRA Tax Clearance Certificate/Evidence of Tax Payment**
- ✓ A valid **NASSIT Clearance Certificate for local bidders**
- ✓ **Evidence of similar work performed.**
- ✓ **Work Plan**

Further information can be obtained, and the detailed Request for Expression of Interest can be inspected at the address below from Monday to Friday from 11:00 a.m. to 2:00 p.m. Please also note that the detailed Request for Expression of Interest is available at the Bank of Sierra Leone website: www.bsl.gov.sl

Interested individuals, institutions, and companies (National as well as International) must deliver their Expressions of Interest (EOIs) by hand or courier to the Procurement Unit, 8th Floor, Main Bank Building, Siaka Stevens Street, Freetown, Sierra Leone on or before February 18, 2025, at 12:00 noon.

THE BANK RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL EXPRESSIONS OF INTEREST

Prior to submission of Expressions of Interest, **prospective lessees are strongly advised to visit and inspect the site.** All requests for visitation to the site must be sent to the Procurement Unit, 48 hours prior to the visit to facilitate security clearance.

Please send all enquiries and correspondences to:

**The Officer-in-Charge, Procurement Unit
8th Floor, Main Bank Building
Bank of Sierra Leone
Siaka Stevens Street
Freetown
Sierra Leone
Tel: +232 80 186 101/ +232 75 156 971
Email: procurement@bsl.gov.sl**

QUALIFICATIONS AND REQUIREMENTS OF BIDDERS FOR THE LEASE OF THE TOKEH RESOURCE CENTRE

1. Eligibility Criteria

- i. **Legal Entity:** Bidders should be legally registered entities, including companies or individuals, and must provide proof of incorporation or valid identification.
- ii. **Financial Stability:** Bidders should demonstrate financial capability by providing recent financial statements, bank references, or guarantees. Proof of liquidity or assets that can cover the lease expenses is also required.
- iii. **Past Experience:** preference would be given to bidders with relevant experience in managing similar properties or operating within the appropriate industry.

2. Bid Submission Documents

- i. **Bid Proposal:** a formal bid proposal outlining the offered lease amount (rent), proposed terms of the lease, and the intended use of the property.
- ii. **Deposit /Performance Bond:** Bidders may be required to provide a deposit or security bond to secure their commitment, 5% of the total lease value from a Commercial Bank located in Sierra Leone.
- iii. **Business Plan:** A detailed business plan explaining how the bidder intends to utilize the estate and ensure its profitability, if applicable.
- iv. **Compliance with Local Laws:** Bidders must ensure that the intended use of the estate complies with environmental laws and other applicable laws.

3. Due Diligence

- i. **Property Inspection:** The Bank may arrange pre-bid inspections of the estate property to allow bidders to assess its condition and potential.
- ii. **Legal and Financial Background Check:** The Bank may conduct background checks on bidders to ensure their legal standing and financial stability.

4. Lease Agreement Terms

- i. **Lease Term and Rent:** The lease term will be set for at least 10 years and may be renewed by mutual agreement. Provisions for rent adjustments based on inflation or market conditions may be included.
- ii. **Property Maintenance:** Lessees will be responsible for maintaining the property and ensuring compliance with relevant health, safety, and building regulations.
- iii. **Security Deposits:** A refundable security will be required to cover potential damages to the property.
- iv. **Insurance:** Bidders must carry property and liability insurance, with the Bank named as an additional insured party.
- v. **Lease Agreement:** the Bank and Lessee will execute a Lease Agreement outlining details of the parties' obligations.

5. Compliance and Regulations

- i. **Regulatory Approvals:** Bidders are required to secure all necessary licences and permits for their intended operations on the estate.
Any additional work should have the approval from the lessor.

- ii. **Anti -Money Laundering and Combating of Financing of Terrorism Act, 2024 (AMLCFT) and Regulations Requirements:** Bidders must comply with AMLCFT Act and Regulations where applicable and provide appropriate documentation proving the legitimacy of the funds being used for the lease.

6. Bank Specific Requirements

The Bank may impose additional requirements based on its internal policies. These may include specific financial ratios, creditworthiness criteria, and disclosures related to potential conflicts of interest.

LEGAL DESCRIPTION AND OWNERSHIP OF THE PROPERTY

The property is about one kilometre away from the town of Tokeh on Tokeh Beach in the Western Rural Area of the Republic of Sierra Leone. The registered owner is the Bank of Sierra Leone a body Corporate having perpetual succession and capable of acquiring, holding, and disposing of property, whether movable or immovable, of entering into contracts and suing and being sued in its corporate name. The Bank was established by an Act of Parliament on the 4th August 1964 to serve as Government adviser on Monetary and financial issues. It also supervises Commercial Banks and Other Financial Institutions. The Bank of Sierra Leone acquired title by a conveyance dated 29th May 1979 and registered as Nr.570/79 at page 131 in Volume 309 in the Book of Conveyances kept in the office of the Registrar General at Freetown. The transaction is expressed to be made between Bankole Thomas Shola Pratt of the one part and the Bank of Sierra Leone of the other part. No mortgage or other indebtedness is registered against the property. For the purposes of the valuation the Bank of Sierra Leone's interest in the property is regarded as freehold. There are no known or observed encumbrances.

GENERAL DESCRIPTION OF PREMISES

The Tokeh Complex is located on one of the most spectacular white sand beaches around the Peninsular. It has a most pleasing view of the Atlantic Ocean and the surrounding area from almost anywhere within the Complex. The property is in an exclusive beach enclave on the Tokeh Beach on a rectangular piece of land 608.75ft x 160ft, enclosing 2.1454 Acre acres in the Western Rural Area of the Republic of Sierra Leone. The property consists of a mixture of single and multiple storey structures (Conference/Training Centre/Multipurpose Hall, Residential Blocks, medical Unit and Overnight Staff Quarters, an Entertainment Block, Recreational Centre and Reception, 3 Huts (Gazebos) etc. nine buildings in all in a vast expanse of land. The Tokeh Property is freehold located on the beach front on Tokeh Beach. It is enclosed on three sides by a concrete fence minimum 8ft high. At the front there is the entrance to the complex, a paved car park and a security entrance gate. It is easily accessible by private or public transport.

Property Boundaries

Left Boundary Wall from Entrance

The Left Boundary Wall from Entrance is 608.75 ft long and runs on an approximately north to south axis from the beach front. The fence height varies from 6ft to 8ft and is built on the property line.

Right Boundary Wall from Entrance

The Right Boundary Wall from Entrance is on the property line. It is 583.25 ft long and is 8ft high minimum along its length.

Beach Front Boundary

The Beach Front boundary which is also fenced on the property line to a height of between 6 to 8ft also runs almost parallel to the beach with two gates and is 160 ft long.

Entrance Boundary

The Entrance boundary is also on the property line. It is a 6ft high wall and defines the frontage of the property bordering on the Access Road to the beach. There are two driveways, one being the entrance and the other the exit.

There are no businesses adjacent and impacting on the Property.

SCHEDULE OF PROPERTIES

The property contains the following ten buildings with the security entrance gate as described below.

BUILDING 1

This is a multi-purpose hall that can be used as a conference or a training hall.

BUILDING 2

Building two houses the Reception Lounge, Medical Unit overnight Staff Quarters, the kitchen stores and public toilets

BUILDING 3

This is the entertainment block and houses the restaurant and bar.

BUILDING 4

Building four is the fitness centre.

BUILDING 5

Building five consists of three number two storey duplexes with two number master bedrooms on each floor.

BUILDING 6

Building six consists of two; two storey buildings with four number master bedroom units on each floor.

BUILDING 7

Houses the security post and drivers' room.

BUILDING 8

Building eight is the boat house and the caretaker's apartments.

BUILDING 9

This building is the Generator and Pump House

BUILDING 10

Building ten consists of three number patios.

The buildings are generally of reinforced concrete framed structure with sandcrete block in fills, reinforced concrete suspended floor slabs and a mixture of timber and steel framed roof structure covered with aluminium roofing sheets. All internal partitions are of sandcrete block work rendered both sides with cement sand plaster and painted.

The buildings have suffered from some physical wear and tear and need repair. The services i.e. plumbing, electrical and sewage systems though in working order have also suffered from some physical wear and tear.

FINISHES

The walls are plastered both sides and painted with ceramic wall tiles in the wet areas.

FLOORS

These are generally covered with ceramic floor tiles except for the squash courts boat house and fitness centre which are all granolithic.

CEILING

The ceilings are a mixture of concrete in the hardboard in the residential buildings and PVC strips in the multipurpose hall.

ROOF STRUCTURE AND COVERINGS

Again, this is a mixture of concrete; timber to all the buildings and steel to the multipurpose hall. The roofing sheets are long span aluminium sheets.

DOORS AND WINDOWS

These are generally panelled timber and flush doors apart from the generator house which has a steel door.

The windows are aluminium sliding windows with mosquito netting and steel guard bars.

EXTERNAL WORKS

The drains are operational but seem to have perished in some areas. The fence has also perished in some areas along the sea front.

There is an elevated concrete water tank tower housing some six 5000 litre tanks.

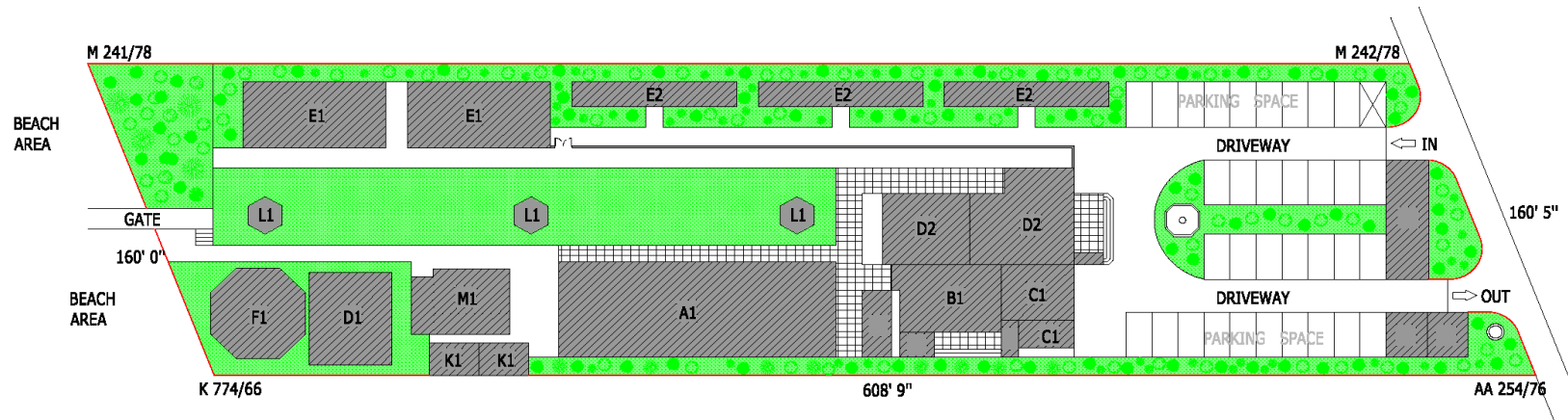
The open grounds are a mixture of grassed and concrete paved sections.

There are three standpipes within the complex.

SALES HISTORY

The property was built in 2000 and has never changed hands.

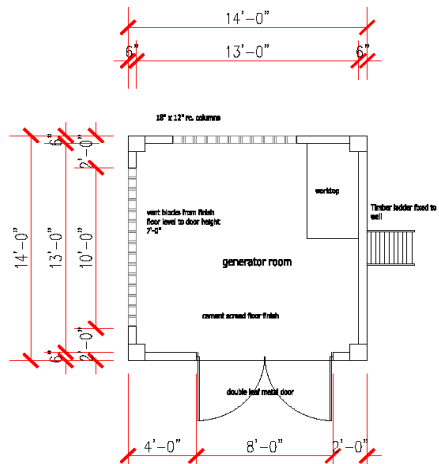
DRAWINGS



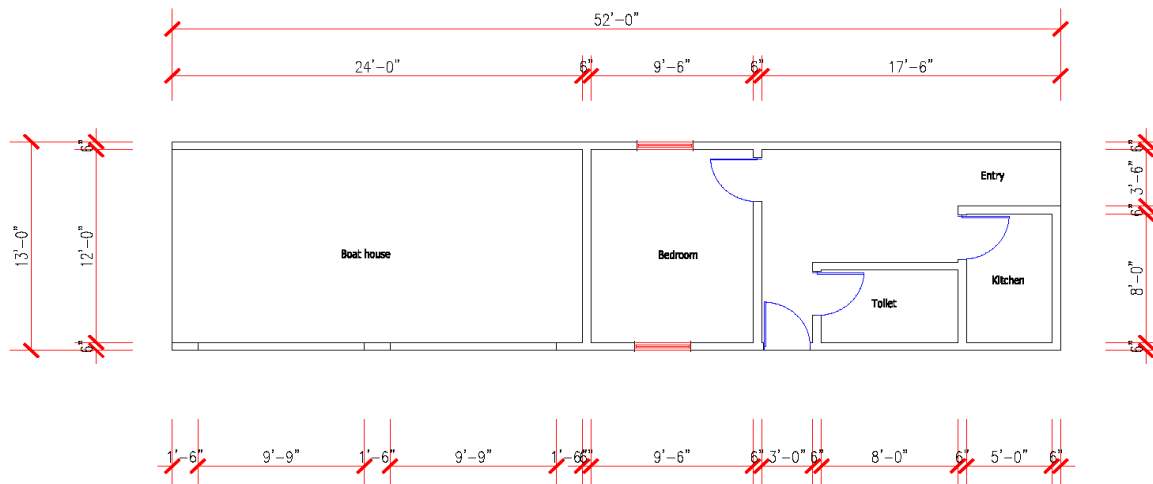
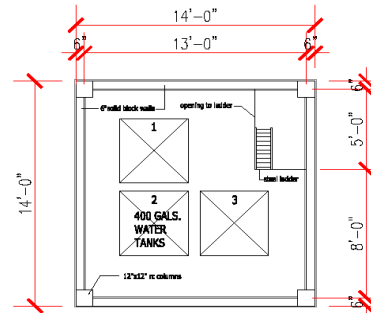
LEGEND

- | | |
|--|--------------------------------------|
| A1 - Conference/Training Centre/Multi purpose Hall | J1 - Swimming pool |
| B1 - Toilet Blocks | K1 - Boat house and caretaker |
| B2 - Kitchen and Stores | L1 - Gazebo |
| C1 - Medical unit and Overnight staff quarter | M1 - Volley ball court |
| D1 - Entertainment Block | M2 - Squash court and Fitness centre |
| D2 - Recreational centre and reception | |
| E1 - Two bedroom Suites (duplex) | |
| E2 - One bedroom suites (duplex) | |
| F1 - Patio | |
| G1 - Security post | |
| H1 - Generator house and Pump house | |

client:	
BSL	
drg title:	
SITE DEVELOPMENT PLAN	
job title:	
RESOURCE CENTRE AT TOKEH BEACH, FREETOWN	
checked	
drawn	R. Greene
date	August, 2011
scale	nts
drg.no: BSL - August 2011 - 006	



**GENERATOR AND PUMP HOUSE
FLOOR PLAN**



client:
BSL

drg title:
**BOAT HOUSE, GENERATOR
HOUSE & PUMP HOUSE**

job title:
**RESOURCE CENTRE AT TOKEH
BEACH, FREETOWN**

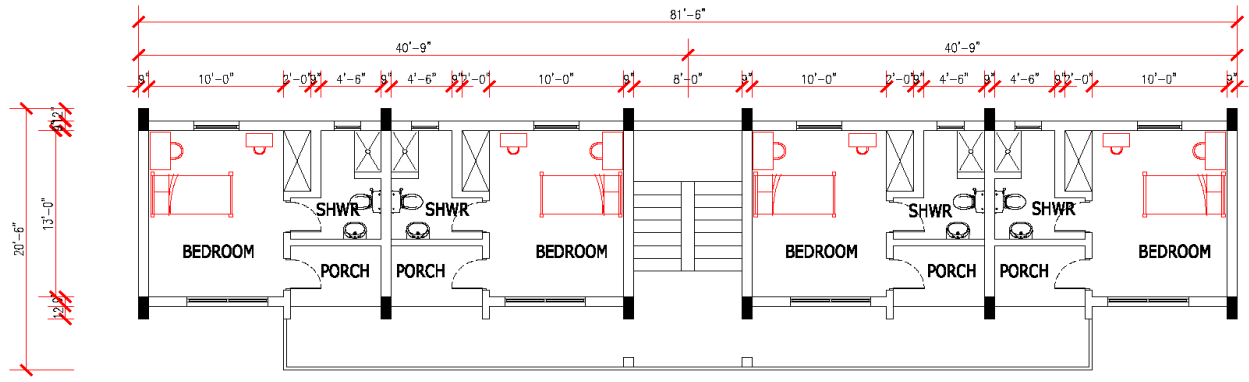
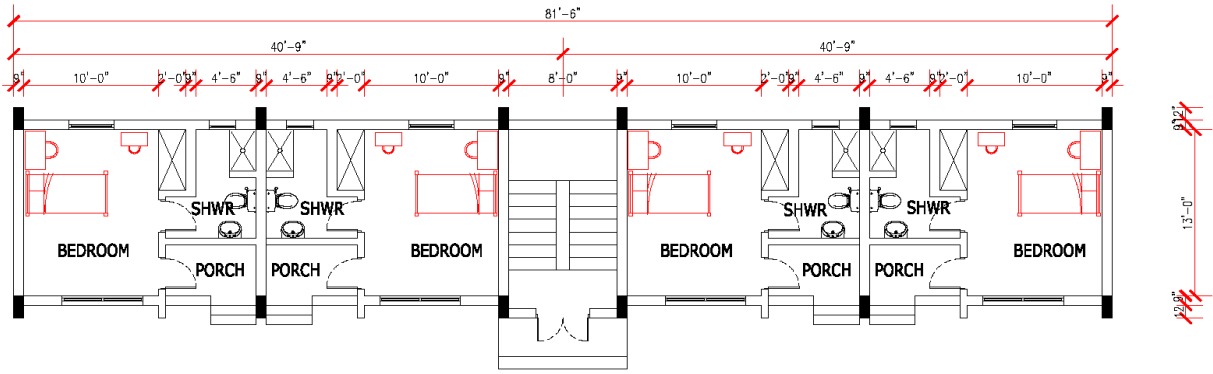
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drawn **D. Peters**

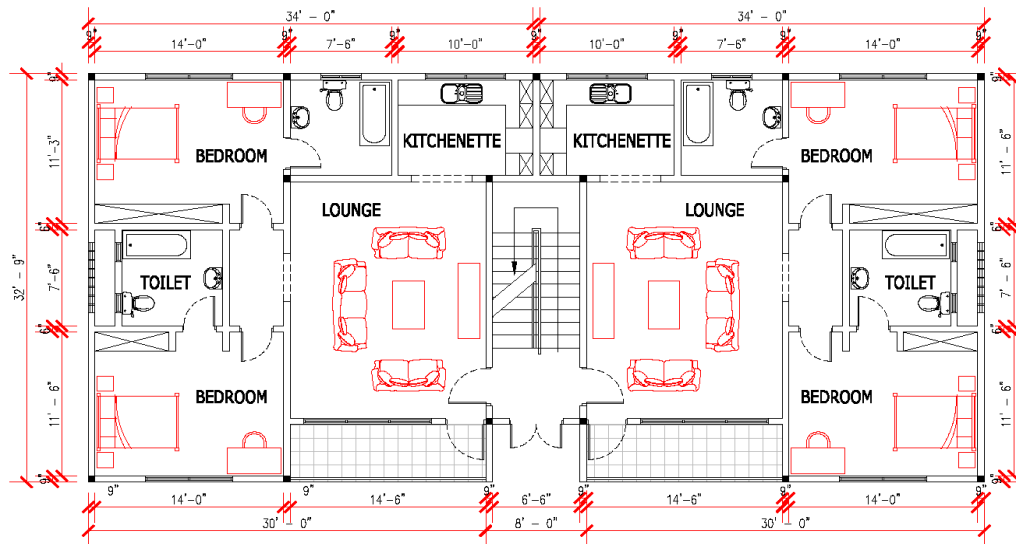
date **August, 2011**

scale **nts**

drg.no:



client:	BSL
drg title:	ONE BEDROOM CHALET
job title:	RESOURCE CENTRE AT TOKEH BEACH, FREETOWN
checked	
drawn	R. Greene
date	August, 2011
scale	nts
drg.no:	



client:
BSL

drg title:
TWO BEDROOM DUPLEX

job title:
**RESOURCE CENTRE AT TOKEH
BEACH, FREETOWN**

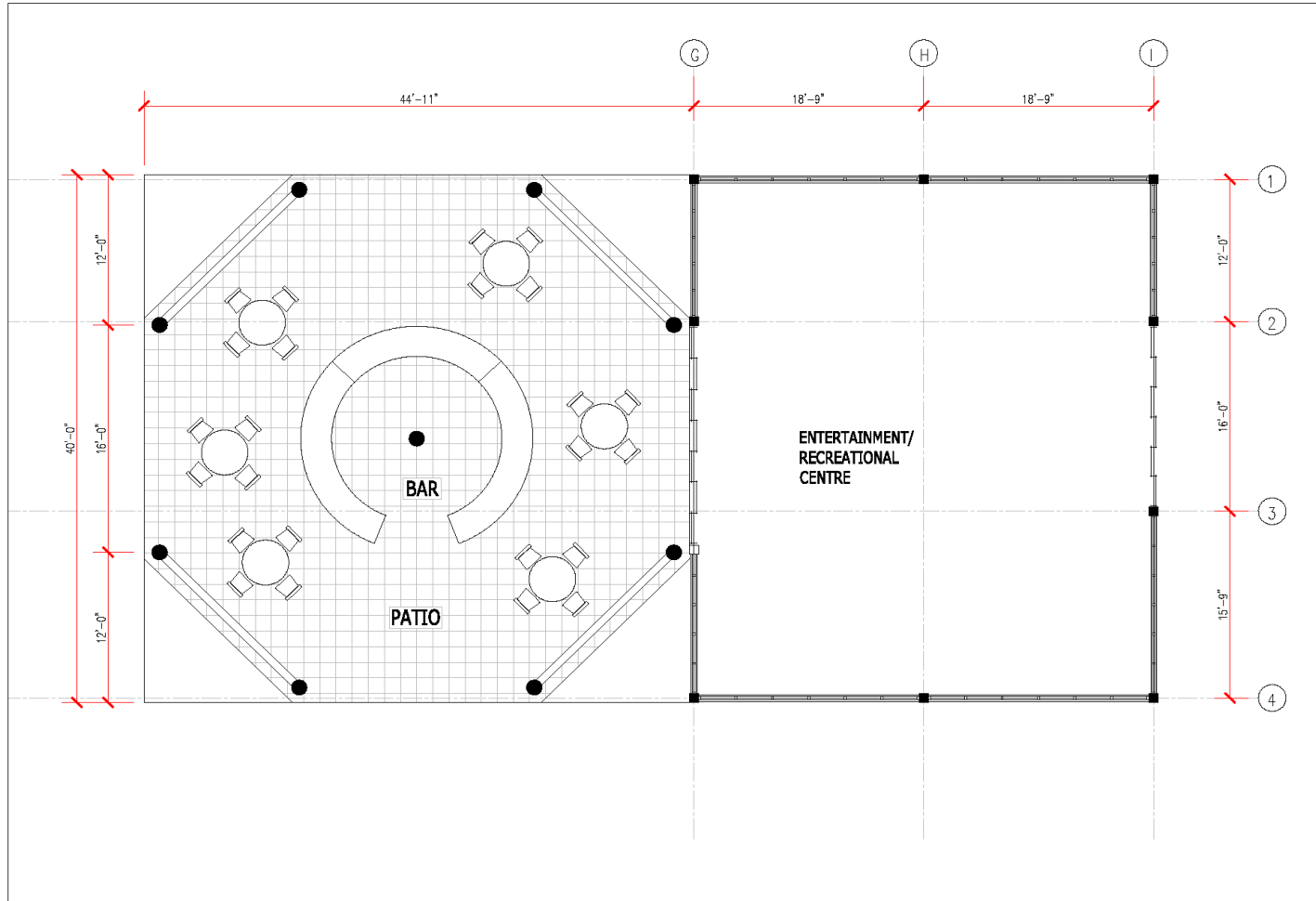
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drawn **R. Greene**

date **August, 2011**

scale **nts**

drg.no:



client:
BSL

drg title:
ENTERTAINMENT CENTER

job title:
**RESOURCE CENTRE AT TOKEH
BEACH, FREETOWN**

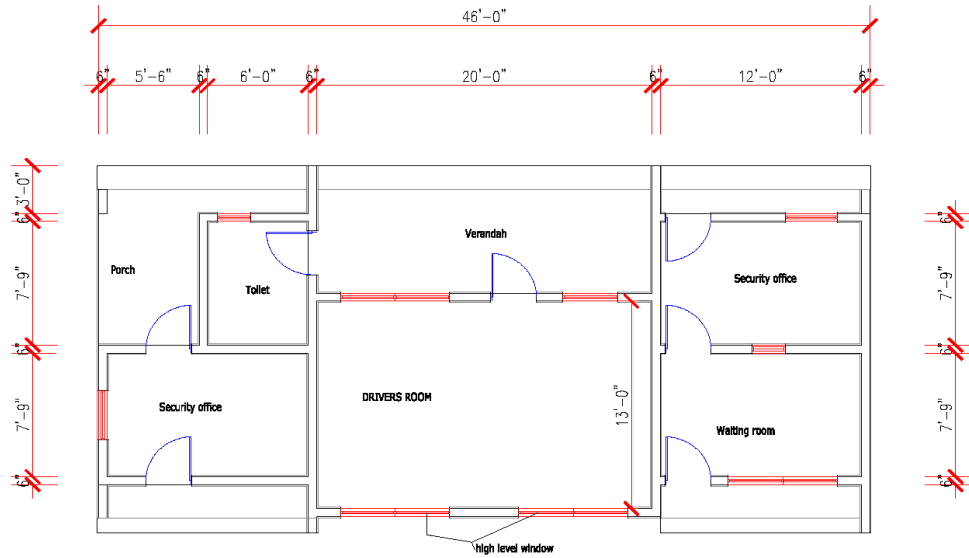
checked

drawn R. Greene

date August, 2011

scale nts

drg.no: BSL - August 2011 - 006



client:

BSL

drg title:

SECURITY POST

Job title:

**RESOURCE CENTRE AT TOKEH
BEACH, FREETOWN**

checked

drawn

D. Peters

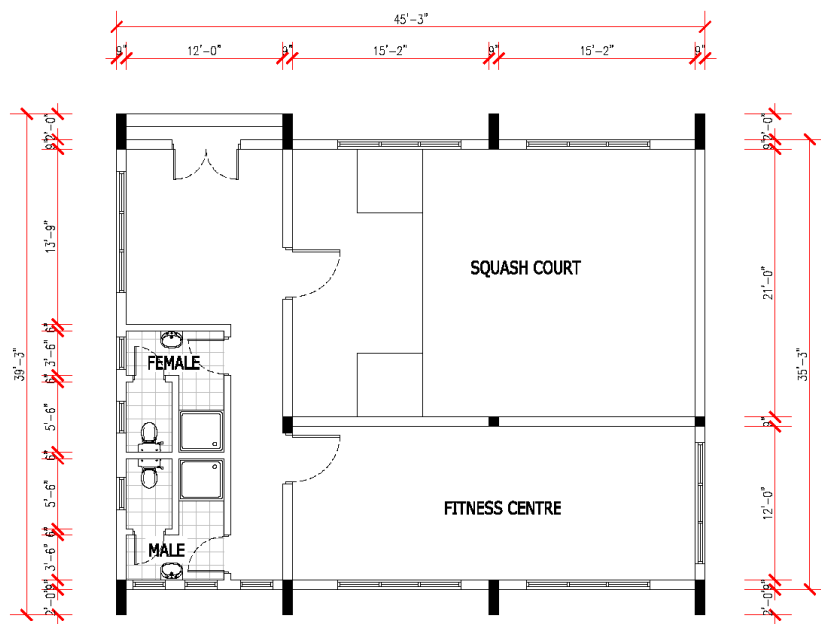
date

August, 2011

scale

nts

drg.no:



client: BSL	
drg title: SQUASH COURT & FITNESS CENTRE	
job title: RESOURCE CENTRE AT TOKEH BEACH, FREETOWN	
checked	
drawn	R. Greene
date	August, 2011
scale	nts
drg.no:	

PHOTOGRAPHS



View showing fence wall along the main road leading to the entrance gate.



Entrance view showing the entrance gate and security post



View of the Exit gate



Views of the Security post



View of the generator house and pump room with the exit gate and part of the security post



Front view of the Recreation centre and Reception building with the Medical unit at the far right



View of the Recreation centre and Reception with drive leading to the carport.



View of the pavilions with the two bedroom – four apartment building on the right and the conference hall, fitness centre and the entertainment buildings on the left.



View of the pavilions with the one bedroom and two bedrooms – four apartment buildings on the right.



View of the Conference/Training centre/Multi-Purpose Hall



View of the conference hall building and patios, and entertainment and Fitness blocks at the rear



Left side view of the Conference/Training centre/Multi-Purpose Hall



Internal view of the conference hall



Views of the Recreation centre and Reception building on the left and the residential Apartment buildings on the left



View showing the corridors in the Recreation centre and Reception building



Left side view of the Recreation centre and Reception building



Front view of the Entertainment centre



Front view of the Squash Court and Fitness Centre



Front view of the Boat house near the Squash court building.



Front view of the one bedroom apartment block



Internal view showing the wardrobe and the door leading to the toilet



Internal view showing the telephone shower spray unit



Internal view showing the shower, water closet and wash hand basin



Front view of the two bedroom apartment block



Views of the two bedrooms and one bedroom apartment blocks



Internal view of the staircase



Internal view showing the lounge and entrance arch way to the bedrooms



View show the balcony at the top floor



View showing the wash hand basin, water heater and bath tub in the toilet



View showing the wardrobe



View showing fence at the left end at back of the 2 bedroom
4-apartment, 2 storey building.



View from inside the compound showing the entrance gate and
Security post



Water well constructed on the left end of the entrance gate.



Stand-by tap supported on concrete post for watering the landscaping.



Timber batten gate leading to the beach



View of the property taken from the beach end