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Ministry of Tourism and
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28B Kingharman Road
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GOVERNMENT OF SIERRA LEONE

MINISTRY OF TOURISM AND CULTURAL AFFAIRS

**CALL FOR EXPRESSIONS OF INTEREST FOR THE LEASING
AND OPERATING OF THE INNOVATION CENTER AND
ANCILLARY FACILITIES/SERVICES ADJACENT TO
TACUGAMA CHIMPANZEE SANCTUARY**

DATE OF ISSUE: 20th May, 2025

FIRM SELECTION



1.0 LETTER OF INVITATION

Call for Expressions of Interest

Date: 20th May, 2025

Dear Sir/Madam

RE: Tender NO: MTCA-EOI-1-2025: TO LEASE THE TOURISM INNOVATION CENTER AND ITS ANCILLARY FACILITIES/SERVICES

The Government of Sierra Leone, through the Ministry of Tourism and Cultural Affairs (MTCA) and the Ministry of Finance invites eligible and qualified Applicants to manage its state-of-the-art tourism facilities which include an Innovation Center, an Amphitheater, Botanical Gardens, Hiking trails, Adventure Playground and a Car Park with parking for 40 cars and 4 busses.

The Government of Sierra Leone, through the Ministry of Finance and the Ministry of Tourism and Cultural Affairs, wishes to invite interested and eligible candidates to submit Expressions of Interest (EOIs) for leasing the Innovation Center and ancillary facilities/services. A short list of Applicants will be invited to submit formal proposals for leasing of the facilities.

It is the intention of the Government of Sierra Leone that the facilities will be managed subject to a Lease Agreement with the successful Applicant.

ITEM	TENDER REF. NO.	TENDER NAME	CLOSING DATE
1.	GOSL/MTCA-EOI-2-2025	Leasing of Tourism and conservation facilities, including a state-of-the-art Innovation Center	20 th June, 2025

Communication with regards to the EOI must be in writing and sent to the following email: kamarammartha123@gmail.com and copy sleconomicdiversification@gmail.com and osmantommy@sledp.info and/or send hard copies to the Ministry's Head Office at 28B Kingharman Road, Freetown.

All clarifications and/or amendments will be published in MTCA website (tourism.gov.sl.) and Tenderers are required to check for any addendums or amendments in the course of the bidding period prior to the closing date indicated above.

MTCA will conduct an information session on the tourism facilities at Tacugama. Additionally, visit to the facilities will be facilitated by the Ministry for those applicants that meet the initial threshold specified in this EOI.

Submission of EOI

The completed EOIs in plain sealed envelope marked with tender reference number and tender name, shall be deposited into the EOI Box located at the Head Office of MTCA located at 28B Kingharman Road, Freetown, on or before **20th June, 2025**.

1.1 BACKGROUND

The Government of Sierra Leone in its Medium Term National Development Plan 2019-2023, made a commitment to diversify the country's economy away from the mining sector. To this end, tourism was identified as one of the key growth sectors that will underpin the diversification agenda of Government.

With support from World Bank, the Government of Sierra Leone, through the Ministry of Tourism and Cultural Affairs, has designed and implemented several tourism development activities under its Sierra Leone Economic Diversification Project. A key tangible output of the Sierra Leone Economic Diversification Project is the development of tourism sites in three locations in Western Region of Sierra Leone. One of the most outstanding tourism sites under this project is the Innovation Center.

Located within the Western Area Peninsula National Park, the Tourism site is already Sierra Leone's premier tourism destination, renowned for conservation, wildlife and bird watching. The overall objective of this current tourism project is to further enhance visitor experience through improvement of access to the facilities, and establishment of additional facilities including an Innovation Center for education, innovation and conversation; a Botanical Garden to explore the diverse specie of flora in the National Park; an Amphitheater to showcase culture and wildlife conservation; hiking trails, playground for children and car park to accommodate 40 cars and 4 tour busses. The Innovation Center is equipped with commercial spaces which include cinema, exhibition space, library, media studio, a roof top cafeteria/event space, a visitor center, and handicraft/gift shop. The Center is connected by a walking trail through a botanical garden to a 40 hectares forested property, the Tacugama Chimpanzee Sanctuary, the top visitor attraction in Sierra Leone.

The Government of Sierra Leone, through the Ministry of Tourism and Cultural Affairs, wishes to invite prospective investors to manage this high value tourism Innovation Center.

1.1 DETAILED DESCRIPTION OF THE SITE

The site is one of a kind in Sierra Leone. The successful applicant will manage a world class tourism facility that offers everything from conservation education, entertainment, to adventure and culture. Below is a detailed description of the various tourism facilities at the Innovation Center site:

Access Road

The road leading to the Innovation Center has been upgraded significantly. The approximately 1,800m road has been paved with asphalt, and drainages and culverts along the road have been constructed to meet high quality standards. The road is equipped with guardrails and public lighting.

Car Park

Landscaping of 3 "green parking" areas for visitors on the northern entrance of the botanical garden and the Innovation Center has been completed. The car park can accommodate 40 cars and 4 busses including parking for people with disabilities. An additional parking area for visitors close to the entrance of Tacugama Chimpanzee Sanctuary has also been completed to provide 12 parking bays. This secondary parking area is close to the botanical garden on the south side of the site.

Tourism Innovation Center (TIC)

The TIC is a multi-purpose complex that will serve as a hub for education, creativity, innovation, leisure and entertainment. With a total floor space of 615sqm, the complex comprises a cinema (140sqm) with the capacity of 120 patrons; a boardroom and space for workshops (80sqm) with the capacity of 60 guests; a library (90sqm) with the capacity of 20 seats; a roof top cafeteria with 65sqm (closed) and 192sqm (open) dining area; a 32sqm kitchen and storage (fitout to be provided by the Applicant), and a viewing platform (155sqm). The center has a lift system to access facilities on the upper levels.

Botanical Garden

The botanical garden will extend on approximately 5ha, from the visitors parking area to the entrance of the Tacugama Chimpanzee Sanctuary. The garden is equipped with varieties of plant species and will serve as a showpiece of the Sierra Leone's unique flora offerings. The garden will also be used for educational purposes, and will attract students and flora enthusiasts from all over the country and beyond to experience and savor the unique features of the garden.

The garden is equipped with an open-air amphitheater, an adventure playground, a greenhouse for medicinal plants, bird hides/bird-watching towers, and open area for relaxation.

Hiking Trail

A hiking trail of approximately 1,500m has been constructed which connects all the major facilities, from the car park, through the adventure playground, to the botanical garden, open-air amphitheater, the innovation center, and terminates at the edge of the Tacugama Chimpanzee Sanctuary. It provides visitors with easy and safe access to all the facilities.

The matrix below presents a summary of facilities/services provided at Tacugama:

Type of facility	Site	Location	Site Status
<ul style="list-style-type: none"> • Rooftop cafeteria • Visitor center • Cinema • Library • Exhibition space • Media studio • Botanical gardens • Amphitheater • Children's Playground 	Tacugama	Adjacent to Tacugama Chimpanzee Sanctuary	75% Complete

2.0 GENERAL CONDITIONS FOR THE LEASING OF THE SITE

It is the intention of the GOSL to enter a Lease Agreement with a private operator with the needed additional investment capital, and the requisite competence to effectively operate, manage and maintain the Tourism Innovation Center in a manner that will generate revenue for the Government of Sierra Leone, and the local community, as well as providing reasonable returns for the operator.

The selected operator will uphold the following conditions for the management of the site:

1. The operator will be responsible for the additional fit-out of the facilities including but not limited to any required furniture, fittings and equipment to operate the exhibition area, library, cafeteria including kitchen equipment.
2. The operator will be responsible for the payment of annual rent to the Ministry of Tourism and Cultural Affairs and fulfill all tax and licenses obligations associated with managing such a facility as the Innovation Center and its ancillary facilities;

3. The operator will procure additional goods and services to enhance the effective management of the Innovation Center and the other facilities at the Tourism Site;
4. The operator will have the primary responsibility of marketing the facilities to local and international markets;
5. The operator will be responsible for recruiting the requisite staff compliment in compliance with the labour laws and policies of Sierra Leone (priority should be given to local candidates with requisite skills, qualification and experience);
6. In line with sustainable and safe tourism practice, the operator will be responsible for ensuring that all environmental and safety standards are strictly adhered to ;
7. The operator will be responsible for maintaining high environmental and safety standards at all the facilities within the Tourism Site (special attention should be paid to conservation, reforestation and biodiversity protection);
8. The operator will be responsible for repairs and maintenance of the facility including replacement of operational items during the period of the Lease Agreement.
9. The operator will provide regular inventory and update on the state of the facility to the Ministry of Tourism and Cultural Affairs (the exact timeframe will be indicated in the Lease Agreement); and
10. The operator will adhere to all provisions and/or obligations outlined in the Lease Agreement.

3.0 REQUIREMENT FOR COMPLETION OF EOI

3.1 Mandatory Documents

NO.	REQUIREMENT
1	Legal Status - State whether the Applicant is a Limited Liability or Sole Proprietorship or Partnership
2.	Valid tax compliance certificate from the National Revenue Authority
3.	Certificate of Incorporation or Business Registration
4.	Identification document (National Identity Card or Passport) of the CEO or Head of the entity sending in the proposal
5.	Duly filled, signed and stamped Self- Declaration letter that the applicant or his/her firm has not been debarred from participating in Public Procurement
6.	Duly filled, signed and stamped Self- Declaration that the investor or his/her firm will not engage in any corrupt or fraudulent practice
7.	Company Profile of the firm indicating the contact details including physical address, telephone number, email and contact person on behalf of the applicant

3.2 Capability to Manage the Site

NO.	EXPECTED INFORMATION	REQUIRED FORMAT
1	Firm Corporate History	Provide a short narrative of origin, development, mission and values of Applicant
2	Capability to manage the site	Provide a statement of the Applicant's capability and experience relevant to the management of the site.
3	Qualifications, technical expertise and experience of the Applicant's key personnel who will be directly involved in the management of the chosen site.	Use simple format to present the CVs for key personnel.

3.3 Proposed Operational and Management Plan

The applicant should provide a brief narrative of their proposed operational and management plan for the selected site including their intended fit-out and capital investment plan. The narrative should indicate innovative business methods that will be employed to guarantee visitor satisfaction, revenue generation and sustainability of the facilities.

3.4 Financial Soundness

The Applicant should demonstrate that the firm has access to or has available liquid assets, unencumbered real assets, lines of credit, and other financial means sufficient to meet the requirement of procuring additional goods and services for the Tourism Site.

In addition, a copy of the Applicant's signed and stamped audited financial statements, balance sheets and computed working capital for the most recent three (3) years should be submitted demonstrating the soundness of the Applicant's financial position and capacity to undertake the investment required to meet the terms of the Lease Agreement.

4.0 EVALUATION CRITERIA

Expression of Interest will be evaluated on their responsiveness to the above requirements based on the following criteria:

NO	CRITERIA	MAXIMUM SCORE/POINTS
1	Mandatory documents	Must be submitted
2	Capability to manage the Site	30
3	Proposed Operational, Management and Capital Investment Plan	40
4	Evidence of financial soundness	30
	TOTAL	100

For additional information, Applicants should contact **Mrs. Martha B. Kamara, the Assistant Director of Procurement, Ministry of Tourism and Cultural Affairs** on +232 76 646 064 or via email kamarammartha123@gmail.com and copy sleconomicdiversification@gmail.com and osmantommy@sledp.info