



# SAMOA HOUSING CORPORATION

P O Box 3699, Apia, Samoa

Email: [info@samoahousing.ws](mailto:info@samoahousing.ws)

APIA Tel: (685) 24615 or 24630

SAVAII Tel: (685) 51888

## **REQUEST FOR PROPOSAL**

### **“Preparation of a Conceptual Design for the proposed SHC New Office Building, Salelologa Savaii”**

The Samoa Housing Corporation (SHC) invites proposals for the above-mentioned services. The detailed scope of services is outlined in the Terms of Reference.

All proposals must be enclosed in a sealed envelope and clearly addressed to:

The Chairperson  
Board of Directors  
Samoa Housing Corporation  
Matafele, Apia, Samoa

The envelope must be separated and marked with the following;

“Proposal for the Preparation of a Conceptual Design for the proposed SHC New Office Building, Salelologa, Savaii.”

All proposals must include full contact details for identification and clarification purposes.

Request for Proposal Documents may be uplifted **Monday to Friday, 9:00am to 4:00pm** from Samoa Housing Corporation Office at Matafele. The document fee of \$50.00 (cash only) for each set is payable at our Cashier. The documentation fee is non-refundable upon payment.

All proposal submission must be deposited in the designated Tender Box at the Samoa Housing Corporation’s office in Matafele on or before **13<sup>rd</sup> February 2026** at **11am**. Any proposals received after the closing date and time will not be considered.

Bidders are invited to attend the Bid Opening in the SHC Board Room on the closing date and at the specified time.

For more information, please contact the undersigned at: Telephone: 7770367. Email: [titimaea.tiotio@samoahousing.ws](mailto:titimaea.tiotio@samoahousing.ws) OR Mr. Siaki Lelevaga at: Telephone: 7778018. Email: [siaki@samoahousing.ws](mailto:siaki@samoahousing.ws)

Yours sincerely,

Sautiamaivasa Titimaea Tiotio  
**CHIEF EXECUTIVE OFFICER**