



**REQUEST FOR PROPOSALS**

**FOR**

**DRILLING AND CASING TWO BOREHOLES.**

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- A. ONE BOREHOLE AT DIWADANE FARMERS COOPERATIVE SOCIETY PROJECT PARCEL OF LAND IN MLUGHI VILLAGE, BURA WARD, MWATATE CONSTITUENCY, TAITA TAVETA COUNTY.**

**PROJECT: COMMUNITY WATER SUPPLY.**

- B. ONE BOREHOLE AT TAITA HILLS WILDLIFE SANCTUARY, MWAKITAU LOCATION, BURA WARD, MWATATE CONSTITUENCY, TAITA TAVETA COUNTY.**

**PROJECT: WILDLIFE WATER SUPPLY.**

## CONDITIONS AND INSTRUCTIONS TO TENDERERS

### **1. Project Background**

African Wildlife Foundation (AWF) is a non-profit international conservation organization that focuses on critically important landscapes in Africa

AWF responded to Notice of Funding Opportunity by the TUI Care Foundation, a Foundation established under the laws of the Netherlands. AWF's proposal to TUI Care Foundation was successful and it received the grant to carry out various project activities one of them being drilling and equipping two solar powered boreholes at different sites within Taita Taveta county for human and wildlife consumption.

AWF is therefore inviting licensed drilling firms to submit their proposals for consideration. The detailed Terms of Reference are attached.

### **2. Submission**

Interested firms are expected to submit their proposals via email to [procurement@awf.org](mailto:procurement@awf.org) with a copy to Kenneth Kimitei, [KKimitei@awf.org](mailto:KKimitei@awf.org) and Nathan Gichohi, [ngichohi@awf.org](mailto:ngichohi@awf.org) no later than **14<sup>th</sup> July 2023**.

### **3. Description of works**

The works will involve the Drilling and casing two boreholes.

### **4. Project Duration**

The project is expected to be implemented within 1 month.

## TENDER EVALUATION CRITERIA

The tenders will be evaluated in 3 stages as below:

1. Preliminary Evaluation and determination of responsiveness
2. Technical Evaluation
3. Financial Evaluation
4. Determination of the most responsive Bidder
5. Recommendation and Contract Award

### **1. PRELIMINARY EVALUATION AND DETERMINATION OF RESPONSIVENESS**

This stage of evaluation shall involve examination of the pre-qualification conditions as set out herein.

#### **The conditions will include:**

- a. Certificate of incorporation,
- b. Certified copy of VALID Registration Certificate with the National Construction Authority
- c. VAT and PIN registration,
- d. A copy of VALID Tax Compliance Certificate from Kenya Revenue Authority (KRA),

- e. Certified copy of RECENT CR12 FORM from registrar of companies.
- f. Site Visit- Bidder or representative shall attend a site visit scheduled **for 10.a.m EAT on 12<sup>th</sup> July 2023.**
- g. Bidder shall quote the tender sum and Validity period
- h. The code of Ethics to be properly completed
- i. A bill of quantities shall be prepared.

**2. TECHNICAL EVALUATION**

The bidder shall provide such evidence of their continued eligibility satisfactory to the client as the client shall reasonably request.

**a. The company Must have been in operation for at least 5 years**

**b. Key Personnel**

<b>Project Manager</b>	At least a diploma in Civil Engineering, Building Economics, Quantity Surveyor or Architectural Engineering, 3 years specific works experience at projects of similar nature and scope	CV describing the person, education background, years of experience, key experience, copies of Education/Qualification Certificates
<b>Site Agent</b>	At least a diploma in Civil Engineering, 3 years specific works experience and held the position of Site Agent in at least three projects of similar nature and scope	CV describing the person, education background, years of experience, key experience, copies of Education/Qualification Certificates
<b>Water Engineer</b>	At least (1) Diploma in Water Engineering; (2)3 years specific works experience as an electrical engineer in at least three projects of similar nature and scope	CV describing the person, education background, years of experience, key experience, copies of Education/Qualification Certificates
<b>Electrical Engineer</b>	At least (1) Diploma in Electrical Engineering; (2)3 years specific works experience as an electrical engineer in at least three projects of similar nature and scope	CV describing the person, education background, years of experience, key experience, copies of Education/Qualification Certificates

**C. Key Equipment**

<b>Drilling Equipment</b>	Schedule of contractor's drilling equipment (Attach proof or evidence of ownership/lease
<b>Dump Truck</b>	Schedule of contractor's drilling equipment (Attach proof or evidence of ownership/lease
<b>Pick-Up Truck</b>	Schedule of contractor's drilling equipment (Attach proof or evidence of ownership/lease

**D. FINANCIAL EVALUATION**

All tenders that shall qualify from technical evaluation shall be considered for financial evaluation. All bids shall be compared and ranked according to their bid sums from the lowest bid sum to the highest.

**Schedule I. Schedule of Similar Works**

Tenderers must insert in the space below and submit with the Tender the following schedule listing works of similar nature they have successfully carried out within the last three (3) years. The contractor should attach herein, the completion certificate from the client for these works.

Name of Client, contact details and Address	Location of the project	Contract Amount	Year	Was the contract completed on time

**Schedule II. Ongoing Similar Contracts**

Give full information about all your on-going contracts, whether prime or sub-contracts, whether in progress or awarded but yet to commence, or if you have tendered and contract has not been awarded.

Name of Client, contact details and Address	Location of the project	Contract Amount	Date of start and Completion

**Schedule III. Staff Proposed for the execution of works**

Sector	Name	Years of Experience	Education	Proposed Designation
Administration				
Technical Management				
Site Supervision				
Site Engineer				
Others				

**NB: Attach CVs and academic Certificates**

**DECLARATION**



We underscore the importance of a free, fair and competitive procurement process that precludes fraudulent use. In this respect we have neither offered nor granted, directly or indirectly, any inadmissible advantages to any AWF employees or other persons in connection with our bid, nor will we offer or be awarded the contract, in the subsequent execution of the contract.

We also underscore the importance of adhering to minimum social standards ("Core Labour Standards") in the implementation of the project. We undertake to comply with the Core Labour Standards ratified by the Country of Kenya.

We will inform our staff about their respective obligations and about their obligation to fulfill this declaration of undertaking and to obey the laws of the country of Kenya.

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**Signature of Contractor**

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**Date**

**QUOTATION**

1. Each and every item in the Bill of Quantities should be priced. The cost of any item left un-priced shall be deemed recovered by the rates of prices included for other items.
2. Unit rates or prices shall be stated in figures. In cases of discrepancy between the amount derived from the multiplication of the unit rate and the quantity for any item, the unit rate stated shall be binding. Apparent errors in the total, extended amount or addition shall be amended accordingly.

Item	Item Description	Amount
1.	Geophysical/ Hydrological Survey and report	Already done by AWF
2.	Water resources Management Authority Fee	AWF to facilitate
3.	Environmental Impact assessment Reports	AWF to facilitate
4.	Any other Preliminary Costs not include in 1-3 Above	
5.	Drilling and Casing Works-Bidder to provide Cost Breakdown	
<b>6.</b>	<b>TOTAL</b>	