

KCAA/CONF/1010/3 VOL 59 (059)

1st NOVEMBER 2024

TO ALL INTERESTED BIDDERS

REF: FIRST RESPONSE TO CLARIFICATIONS OF THE REQUEST FOR PROPOSAL FOR THE PROVISION OF CONSULTANCY SERVICES FOR DESIGN, PREPARATION OF BIDDING DOCUMENT AND CONSTRUCTION SUPERVISION OF A WATER TREATMENT AND RETICULATION SYSTEM AT THE EAST AFRICAN SCHOOL OF AVIATION, EMBAKASI AS AT 31st OCTOBER 2024. TENDER NO. KCAA/010/2024-2025.

Reference is made to the above mentioned tender issued on 22nd October 2024 and the pre-bid meeting and site survey held on 31st November 2024.

The Authority has received various requests for clarification of the above stated tender from some interested candidates.

In accordance with the provisions of Instructions to Consultants (ITC) section 14 and the tender Data Sheet ITT 14.1 of the tender document which was issued or obtained from KCAA website, the Authority has prepared a response to the requests for clarification received by 31st October 2024.

Attached herein is the response to the clarifications and the template for preparing tender security.

Please note that this clarification shall be read and construed as part of the bidding document issued to you earlier.

To enable the bidders adequate time to prepare their bids, the tender closing / submission date is hereby extended from **7th to 12th November 2024 at 11:00am.**

We wish you the best as you prepare to submit your tenders.

A handwritten signature in blue ink, appearing to be 'William Kitum', written over a white background.

William Kitum
FOR: DIRECTOR GENERAL
Encl.



FIRST RESPONSE TO REQUEST FOR CLARIFICATIONS OF THE REQUEST FOR PROPOSAL FOR THE PROVISION OF CONSULTANCY SERVICES FOR DESIGN, PREPARATION OF BIDDING DOCUMENT AND CONSTRUCTION SUPERVISION OF A WATER TREATMENT AND RETICULATION SYSTEM AT THE EAST AFRICAN SCHOOL OF AVIATION, EMBAKASI

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No	BIDDERS' REQUEST FOR CLARIFICATION	KCAA RESPONSE
1.	There is no indication of where the waste water will be drained.	East African School of Aviation is connected to a sewer line.
2.	The request for Tender Security in the Mandatory Requirements is stated to be in the format provided in the tender documents . However, the format hasn't been provided in the shared tender document.	The Tender Security form is herein attached.
3.	For the existing water network, is it mapped?	Yes. It is mapped as we have existing drawings for the distribution network.
4.	The Terms of Reference have proposed for replacement of worn out pipes. Is the consultant at liberty to propose replacement of the whole water network/system? And if yes, is the consultant at liberty to propose a new mapping of the new system?	The consultancy entails proposal for a new distribution network and taking into account the other existing infrastructure. i.e. roads and storm drain.
5.	Is fire hydrants part of the scope and is it connected to the system and the tanks?	Yes. It is connected to our existing storage tanks.
6.	Given the fluorine levels, do you have a specific treatment method or the consultant is at liberty to propose any ideal method?	There is no preferred method. The bidders are encouraged to offer proposal on the best optimal method.
7.	In case it is established that the demand for water is more than the current production, can the consultant propose for more production facilities such as a borehole?	Yes. This study and analysis is welcome.
8.	Mandatory Requirement No. 17 requires the bidder to attach a current and valid Professional Indemnity Policy/ certificate by all the experts. Professional Indemnity Policies (cover) are given for the company and not for specific staff members. What should the bidder provide in the event that the Professional Indemnity Policy doesn't stipulate the specific names of the experts?	Bidders to attach Professional Indemnity Policy for the company. Where the professional have their individual Professional Indemnity Policy, they should also attach them.
9.	On the Professional Indemnity Policy requested, what is the minimum cover and is such cover for an individual expert or the firm?	Bidders to attach Professional Indemnity Policy for the company. Where the professional have their individual

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		Professional Indemnity Policy, they should also attach them. The minimum cover should be Kenya Shillings Fifty Thousand.
10.	Given the clarifications requested for, and to allow time to adjust on the same in the tendering process, is it possible to extend the submission date?	The tender submission date is hereby extended from 7 th November 2024 to Tuesday 12th November 2024 at 11:00AM.

END



SITE VISIT MEETING MINUTES – EASA

Purpose:	Minutes for Site Visit Meeting – Tender Number: KCAA/010/2024-2025 – Request for Proposal for the provision of consultancy services for design, preparation of bidding document and construction supervision of a water treatment and reticulation system at the East African School of Aviation, Embakasi.
Date:	31 st October, 2024
Time:	10:00AM – 12:30PM
Venue:	East African School of Aviation – Embakasi Campus
Reference:	TENDER NUMBER: KCAA/010/2024-2025
Prepared by:	Darius Kilonzi
Prepared On:	31 st October, 2024
Attendants:	Various bidders were present
Agenda:	Site Visit Meeting – Request for Proposal for the provision of consultancy services for design, preparation of bidding document and construction supervision of a water treatment and reticulation system at the East African School of Aviation, Embakasi

Points of Discussion	Action by	Action Date
01: 31-10-2024 Introduction ❖ The meeting started at 10:00AM and the user welcomed the members to the meeting.	All	N/A
02: 31-10-2024 Opening Remarks ❖ The bidders were informed that the pre-bid meeting presented the interested bidders with an opportunity to seek clarifications on Tender Number: KCAA/010/2024-2025 – Request for Proposal for the provision of consultancy services for design, preparation of bidding document and construction supervision of a water treatment and reticulation	All	Immediate

<p>system at the East African School of Aviation, Embakasi.</p> <ul style="list-style-type: none"> ❖ It was also emphasized that bidders must meet all the requirements as set out in the tender document. ❖ Signed pre-bid form should be returned as part of the bid document. 		
<p>03: 31-10-2024 Site Visit</p> <ul style="list-style-type: none"> ❖ All the interested bidders who visited were taken round all the areas where the project will be carried out as per the scope. This was essentially to appreciate the services to be offered. 	All	N/A
<p>04: 31-10-2024 Clarifications</p> <ul style="list-style-type: none"> ❖ The bidders were given an opportunity to request for all the clarifications that they would wish KCAA to respond or clarify regarding the Request for Proposal for the provision of consultancy services for design, preparation of bidding document and construction supervision of a water treatment and reticulation system at the East African School of Aviation, Embakasi. The written response is herein attached as Annex 2. 	All	Immediate
<p>05: 31-10-2024 Closing Remarks</p> <p>The user thanked the members for attending the meeting and reminded them to submit the bids as per the stipulated date and time. Further, all the bidders who attended were issued with site visit forms.</p>	All	N/A

There being no other business, the meeting ended at 12:30 PM

Signed by:

Romano Muturia(Maintenance Officer) Date..... 31/10/2024
Darius Kilonzi(Procurement) Date..... 31/10/2024

FORM OF TENDER SECURITY (TENDER BOND)

[The Surety shall fill in this Tender Bond Form in accordance with the instructions indicated.]

BOND NO. _____

1. BY THIS BOND *[name of tenderer]* as Principal (hereinafter called “the Principal”), and *[name, legal title, and address of surety]*, **authorized to transact business in** *[name of country of Procuring Entity]*, as Surety
 (hereinafter called “the Surety”), are held and firmly bound unto *[name of Procuring Entity]* as Obligee (hereinafter called “the Procuring Entity”) in the sum of *[amount of Bond][amount in words]*, for the payment of which sum, well and truly to be made, we, the said Principal and Surety, bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.
2. WHEREAS the Principal has submitted or will submit a written Tender to the Procuring Entity dated the day of , 20 , for the supply of *[name of Contract]* (hereinafter called the “Tender”).
3. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Principal:
 - a) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender (“the Tender Validity Period”), or any extension thereto provided by the Principal; or
 - b) having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to tenderers (“ITT”) of the Procuring Entity's Tendering document.

Then the Surety undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity's first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

4. The Surety hereby agrees that its obligation will remain in full force and effect up to and including the date 30 days after the date of expiration of the Tender Validity Period set forth in the Principal's Letter of Tender or any extension thereto provided by the Principal.
5. IN TESTIMONY WHEREOF, the Principal and the Surety have caused these presents to be executed in their respective names this _____ day of 20 _____ .

Principal: _____ Surety

Corporate Seal (where appropriate) :

(Signature)

(Printed name and title)

(Signature)

(Printed name and title)