KCAA/CONF/1010/3 VOL 59 (045)   **17th OCTOBER 2024**

TO ALL INTERESTED BIDDERS

REF: THIRD RESPONSE TO REQUEST FOR CLARIFICATIONS ON TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING AND COMMISSIONING OF AN INTEGRATED ASSR OVERSIGHT MANAGEMENT SYSTEM RECEIVED AS AT 16th OCTOBER, 2024. TENDER NUMBER KCAA/002/2024-2025.

Reference is made to the above mentioned tender (volume 1 and 2) issued on 3rd September 2024, the first and second response to request for clarifications/ addendum issued on 17th September and 3rd October 2024 respectively.

The Authority has received additional requests for clarification of the above stated tender from some interested candidates.
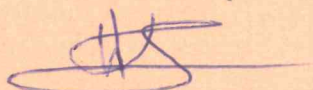
In accordance with the provisions of Instructions to Tenderers (ITT) section 9 and 10 and the tender Data Sheet ITT 9.1 of the tender document which was issued or obtained from KCAA website, the Authority has prepared a response to the requests for clarification received by 16th October 2024.

Attached herein is the response to the clarifications which will also be uploaded on KCAA website and PPIP tender portals.

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

Bidders are reminded that the tender closing / submission date remains **31st October 2024** at 1100 hours East African Time.

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

William Kitum
FOR: DIRECTOR GENERAL
Encl.

THIRD RESPONSE TO REQUEST FOR CLARIFICATIONS ON TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING AND COMMISSIONING OF AN INTEGRATED ASSR OVERSIGHT MANAGEMENT SYSTEM (TENDER NUMBER KCAA/002/20

No.	BIDDERS' REQUEST FOR CLARIFICATION	KCAA RESPONSE
1.	SMS gateway—Is KCAA going to provide the SMS gateway, or does the bidder have to propose it in the response? Since SMS is a variable cost, how are we going to cater to this requirement?	KCAA has an existing SMS gateway. KCAA will cater for the SMS system operational cost.
2.	Which ERP is used at KCAA?	Microsoft Dynamics Navision 2018.
3.	Is the ERP integration required as a one-off integration or real-time 24/7	This is a real time 24/7 requirement.
4.	Which modules or function needs ERP integration.	All the modules of the proposed system.
5.	Prospective ATO Pre-assessment Statement (PATOPS), 2.PATOPS Evaluation Checklist	Bidders are required to demonstrate how they will meet this requirement by providing a sample form and checklist as implemented in the proposed system.
6.	The following checklist are not provided • Management Personnel ATC Training • Management Personnel AMEL Training • Management Personnel Flight Crew Training • Management Personnel Flight Operations Officer (FOO) Training • Approval ATO Procedures Manual for pilots • Approval ATO Procedures Manual for other than pilots • Approval ATO Training Manual Other than for pilots • Approval ATO Training Manual for pilots • Approved Training Organization Certification Checklist and Schedule of Events • Management Personnel Evaluation Checklist • Quality Manual Checklist For ATOS	Bidders are required to demonstrate how they will meet this requirement by providing sample checklists as implemented in the proposed system.
7.	The following checklists are not provided • Check List for Approval or Renewal of an Approved Training Organization – Flight Crew Training • Check List for Approval or Renewal of an Approved Training Organization – Flight Operations Officers Training • Check List for Approval or Renewal of an Approved Training Organization – Aircraft Maintenance Engineer's Training	Bidders are required to demonstrate how they will meet this requirement by providing sample checklists as implemented in the proposed system.

	• Check List for Approval or Renewal of an Approved Training Organization – Aircraft Traffic Control Officer's Training • Service Provider's Routine SMS Assessment Checklist • Management Personnel Evaluation Checklist Observation of Classroom Based Training Checklist	
8.	The following checklist information is not provided • AVSEC screener document evaluation checklist has not been explained • Aviation Security Supervisors - AVS05 Criteria for AVSEC supervisor certification checklist has not been explained • Aviation Security Instructors- AVS06 Criteria for AVSEC instructor checklist and National instructor performance evaluation form has not been explained • Aviation Security Inspectors / Quality Control Officers - AVS07 Criteria/Checklist for AVSEC inspector's certification has not been explained Validations of Foreign Stations - AVS08 Foreign Station Validation/Inspection Checklist not been explained	Bidders are required to demonstrate how they will meet this requirement by providing sample checklists as implemented in the proposed system.
9.	For training and other activities, we should provide conference cost and subsistence cost. For example, if the conference is 3 days, we should pay 3 conferencing costs only. If the conference is outside NBO, we should pay 3 days conferencing fee plus 5 days of subsistence cost or only 5 Days of subsistence cost only?	The requirements on this issue are clearly stipulated in the tender document on page 284 to 293. The bidder will pay both the conference and the subsistence costs for the participants. The bidder will be required to pay for the actual days of the conference as per the tender document. Note: For activities outside Nairobi, delegates will arrive one day before and leave one day after. DSA will be applicable for every night out during this period
10.	What is included in the conference and subsistence cost? Hotel, meal?	The conference cost will cater for the conference facilities which includes, the venue, Stationery, meals and refreshments (10:00 o'clock tea, lunch and 4:00 o'clock tea). Subsistence allowance is payable to the officers to cater for their

		personal expenses as indicated in the tender document.
11.	Are the conferencing costs and subsistence cost inclusive or exclusive?	The bidder will pay the conferencing costs directly to the hotel / facility. The subsistence cost will be payable by the bidder to participants based on absolute figures as provided in the tender document.
12.	Then, we see rate vary wildly about the same category, conferencing cost is 25 or 30USD. Subsistence cost from 140 to 450USD. May you explain the cost, (what is included in that cost) and the defined the appropriate rate?	The estimated conferencing cost per person per day is USD 30. The subsistence allowance is in two categories: i. Within Kenya USD 140. ii. Outside Kenya USD 450.
13.	Request for extension of the tender submission date.	Bidders are reminded that the deadline for tender submission remains **31st October 2024 at 1100 hours East African Time.**

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