

COUNTY GOVERNMENT OF BUNGOMA



DEPARTMENT OF WATER AND NATURAL RESOURCES

INVITATION FOR PREQUALIFICATION

FOR

**FRAMEWORK PROVISION AGREEMENT FOR CONSULTANCY SERVICES FOR
GROUNDWATER MAPPING, ENVIRONMENTAL IMPACT ASSESSMENT AND
HYDROGEOLOGICAL INVESTIGATIONS IN BUNGOMA COUNTY, KENYA**

TENDER No/Negotiation No: 1167538-2022-2023

JANUARY 2023

**THE COUNTY EXECUTIVE COMMITTEE
MEMBER (C.E.C.M)
WATER, ENVIRONMENT, TOURISM, NATURAL
RESOURCES AND CLIMATE CHANGE
COUNTY GOVERNMENT OF BUNGOMA
P.O BOX 437 – 50200
BUNGOMA**

**THE CHIEF OFFICER (C.O)
WATER AND NATURAL RESOURCES
COUNTY GOVERNMENT OF
BUNGOMA
P.O BOX 634 – 50200
BUNGOMA**

Invitation for Prequalification in Procurement of Consultancy

Date: January 26th, 2023

1. The County Government of Bungoma invites prospective bidders for the Competitive Bidding of the ‘**Framework Provision Agreement for Consultancy Services for Groundwater Mapping, Environmental Impact Assessment and Hydrogeological Investigations in Bungoma County, Kenya**’. The project is being conducted through the grant aid program of the Government of the Republic of Korea.

2. Brief of Bid

Bid Title	Framework Provision Agreement for Consultancy Services for Groundwater Mapping, Environmental Impact Assessment and Hydrogeological Investigations in Bungoma County, Kenya
Summary of Work Scope	<ol style="list-style-type: none">1) Evaluating the groundwater situation based on compilation of existing relevant data (e.g. drilling logs) with additional classical hydrogeological field data collection (e.g. survey of water points, water levels, water quality) leading to the identification of favourable exploration zones2) Carrying out groundwater exploratory field geophysical investigations to identify exact drilling locations3) Supervising the drilling process and on the spot reporting on the progress Updating and Developing Geological data for The County Government of Bungoma and any other works as it will be in the Request for Proposal’s Terms of References (ToR)
Location	Bungoma County, Kenya
Contract Period	24 months from the contract date including call of contracts
Budget	Framework Provision (Indefinite Delivery)-Pay “As Need Arises”

[Place of Submission of PQ Application Form/Inquiry]

THE COUNTY EXECUTIVE COMMITTEE MEMBER (C.E.C.M) WATER, ENVIRONMENT, TOURISM, NATURAL RESOURCES AND CLIMATE CHANGE COUNTY GOVERNMENT OF BUNGOMA P.O BOX 437 – 50200 BUNGOMA Email Address: water.naturalresources@bungoma.go.ke	THE CHIEF OFFICER (C.O) WATER AND NATURAL RESOURCES COUNTY GOVERNMENT OF BUNGOMA P.O BOX 634 – 50200 BUNGOMA Telephone: 0712638217 Email: bungomawater.naturalresources@gmail.com
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[Time Table for Bidding]

Activity	Description	Deadline	Remarks
Submission of Prequalification (PQ) Application	· Location: Bungoma County Water Headquarter (HQ) Offices · Applicants shall submit PQ Applications in person.	Feb. 02, 2023	Applicant
Notice of PQ Evaluation Result	· The notice will be done by E-mail. · The Bid Documents including Terms of References, explanation materials, etc. will be distributed to the Applicants who passed the Prequalification.	Feb. 9, 2023	COUNTY GOVERNMENT OF BUNGOMA
Pre-bid Meeting	· The Pre-bid Meeting won't be held	N/A	COUNTY GOVERNMENT OF BUNGOMA
Site Visit	· The site visit may be conducted at the discretion of the Bidders.	N/A	Bidder
Submission of Inquiries	· The inquiries shall be submitted by E-mail.	Feb. 16, 2023	Bidder
Clarification	· The clarification about bidder's inquiries shall be distributed to all bidders.	Feb. 17, 2023	COUNTY GOVERNMENT OF BUNGOMA
Submission of EoI, Bid Documents	· Bidders shall submit EoI, Bid Documents in person. · Location: Bungoma County Water Headquarter (HQ) Offices	Feb,23 rd , 2023	Bidder
Bid Price Opening	· Price Proposal opening	Feb,24 th , 2023	COUNTY GOVERNMENT OF BUNGOMA
Notification of the Successful Bidder	· Issuing Letter of Acceptance	Feb,27 th , 2023	COUNTY GOVERNMENT OF BUNGOMA

* The above schedule may be adjusted as the case may be.

3. Bid Type: Open Competitive Bidding with Prequalification

* Only bidders who passed Prequalification evaluation can participate in this bidding.

4. Estimated Price: The Bidders' Proposals shall not exceed the Estimated Price, which will be decided by calculation in accordance with PPRA regulations from Basic Amount, which will open to the qualified Applicants.

5. Selection of the Successful Bidder: The duly eligible bidder who proposed lowest price and gets 95 points or more in the bid evaluation will be selected as a Successful Bidder

* Bid evaluation: Consultancy Capability (30%) + Price Proposal (70%)

6. Prequalification Requirements:

A bidder should meet **all of the requirements listed in below.** Please refer to the Prequalification Document for detail information.

A. Legal Requirement. The Applicant must meet the following requirement.

Criteria	Requirement	Submission
Certificate of Incorporation / registration	<ul style="list-style-type: none"> The certified copy should be attached to show that the applicant is a registered company and legally authorized to do business in Kenya <p>The copy is invalid if it is not certified by Commissioner of Oaths by the legitimate issuing authority</p>	Form PQ-4 Attach the Certificate
Sanctions or Restriction	<ul style="list-style-type: none"> An Applicant shall not be under any suspension or restriction from the participation of public procurement in Kenya by the public authorities of Kenya, international aid organizations as of the official date of bid public notice. 	Form PQ-4
CR 12 Form	<ul style="list-style-type: none"> The certified copy is attached. Recent (Within last 12 Months) <p>The copy is invalid if it is not certified by a commissioner for oaths</p>	Form PQ-4 Attach recent CR12 form
Nationality Eligibility (copy of ID)	<ul style="list-style-type: none"> The copy of the proof of citizenship (National ID card, passport) is attached as per the list of directors in the CR12 document 	Form PQ-4 Attach necessary ID Cards/Passport
Tax Compliance Certificate	<ul style="list-style-type: none"> Produce current tax clearance certificate or tax exemption certificate issued by the Kenya Revenue Authority The copy is attached <p>The certificate is valid and issued by KRA</p>	Form PQ-4 Attach Tax Compliance Certificate
KRA PIN	Attach certified valid copy of KRA PIN or VAT certificate issued by KRA	Form PQ-4 Attach KRA Pin certificate
Single business permit	Attach valid certified copy from any County Government	Form PQ-4 Attach single business permit

B. Capability of Contract Execution. The Applicant must meet the following requirement.

History of the Contract Non-fulfillment	<ul style="list-style-type: none"> An Applicant shall not have any non-compliance with The County Government of Bungoma or The Government of Kenya by not fulfilling its obligation in the last 3 years from the official date of bid public notice. 	Form PQ-5
Criteria	Requirement	Submission
Financial Liability Lawsuit	<ul style="list-style-type: none"> An Applicant shall not be in the progress of litigations or filing lawsuits which claimed to pay more than 50% of the Applicant's capital as of the official date of bid public notice. 	Form PQ-5
Personnel	<ul style="list-style-type: none"> An Applicant shall assign field manager (site agent) with the 	Form PQ-5

Capabilities	<p>following requirements to the site.</p> <ul style="list-style-type: none"> - The field manager shall be an employee of the Applicant as of the official date of bid public notice. - Minimum academic background for the field manager shall be bachelor's degree of Environmental Science, Geological Studies, Hydrology or Hydro-geological Studies. - The field manager shall have experience as a field manager for 5 years at least. - The field manager shall have experience to perform Ground water surveys with standard technologies using Resistivity equipment like the Terrameter 	Form PQ-6
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C. Financial Position. The Applicant must meet the following requirement.

Criteria	Requirement	Submission
Financial State	<ul style="list-style-type: none"> ■ An Applicant shall meet the requirement of financial stability status as follows. <ul style="list-style-type: none"> - The average debt ratio for 3 fiscal years (2020-2022) shall be less than 150%. ■ An Applicant shall clear all taxes of 2022. 	Form PQ-7

D. Consultancy Experience. The Applicant must meet the following requirement.

Criteria	Requirement	Submission
Similar Consultancy Experience	<ul style="list-style-type: none"> ■ An Applicant shall have one or more completed consultancy contracts for water supply system of more than 200,000,000 KES on the basis of the single consultancy in the last 5 years as of the official date of bid public notice. ■ An Applicant shall have one or more completion experience in consultancy contract for water treatment plant with capacity and process as below in the last 5 years as of the official date of bid public notice. <ul style="list-style-type: none"> - The capacity shall be $Q=2,000m^3/day$ or more than - Standard water treatment process including rapid sand filtration shall be adapted in the facility. 	Form PQ-8 Form PQ-9

[Note]

* **In this Bid, Consortium or Joint Venture is not allowed.**

* Only the completed consultancy contract in the given period shall be accepted regarding experiences of personnel, Applicant.

* The completed consultancy works as a sub-contractor shall not be accepted regarding experiences of Applicant.

* In case of Consortium or Joint-Ventured contract, only the actual share or share rate shall be accepted regarding similar consultancy experience.

7. Package for Prequalification:

One (1) package of original copies for following items, three (3) packages of carbon copies shall be submitted, and the attached Application Forms shall be used.

A. Letter of Intent for Prequalification (Application Submission Letter)

B. Applicant Information Form

C. Power of Attorney

D. Legal Requirement including

- CR 12 FORM
- Copy of ID Cards/Passport
- Tax Compliance Certificate from Kenya Revenue Authority (KRA)
- Single Business Permit

E. Capability of Contract Execution

F. Resume of Proposed Field Manager (Site Agent) including

- Degree Certificate
- Employment Certificate
- Evidential Documents

G. Financial Position including

- Financial Balance Sheet (2020-2022)
- Audit Report (2020-2022)
- Tax Clearance Certificate (2023)

H. Similar Consultancy Track Record

I. Details of Consultancy Track Record including

- Evidential Documents

- When the application documents are written by an Applicant, the notes indicated in each provided form shall be carefully referred to.
- The evidential documents shall be issued and authenticated by:
 - Public authorities including government
 - Certified accountant
 - Notary public (in case of documents issued by non-public organizations such as personnel's employment certificate by current or former company, etc.)
 - In principle, documents to be submitted for application shall be written in English, but documents written or issued in other languages shall be submitted with original document after notarization of translation. Subsequently, if the translated document is determined to be intentionally mistranslated, it will be disqualified.
- BUNGOMA COUNTY may verify the evidential documents during this bidding procedure or after deciding successful bidder, if the documents turn out to be false, then qualification of successful bidder may be cancelled.

8. Others

- Only qualified Bidders will be provided with the Bid Documents including evaluation criteria, RFPs, ToRs, etc. and invited in the Bid.
- Language of Bid: English.
- This bid must be accompanied by a Bid Security of not less than 2% amount of the basic amount. It must be delivered on or before the deadline for submission of the bid. The guarantee period covered by the Bid Security shall be more than 30days from the deadline for submission of bid. In case that the successful bidder fails to sign the contract without a convincing reason, the Bid Security shall be confiscated by BUNGOMA COUNTY.
- BUNGOMA COUNTY GOVERNMENT will not be responsible for any costs or expenses incurred by bidders in connection with the preparation or delivery of applications, bids.
- BUNGOMA COUNTY GOVERNMENT has no authority or responsibility for any tax including VAT incurred on the bidding and contracts, and the responsible entity for tax payment or reimbursement issues is Ministry of Treasury in accordance with Kenyan laws and regulations. All the parties under the project will pay all the taxes as per the approved laws in the Kenyan Government