



**TENDER No. RACIDA/USAIDBHA- MDR2021/2022-007**

**PROPOSED REHABILITATION OF THREE UNDERGROUND WATER  
TANKS (400M3): MANDERA NORTH ( BARWAQO) & BANISSA  
(BIRKAN & QOROBALAKOLE) SUB-COUNTIES  
IN MANDERA COUNTY.**

***CLOSING DATE: – 18<sup>th</sup> February, 2022 AT 4.30 PM***

**LETTER OF INVITATION TO TENDER**  
**NO. RACIDA/USAIDBHA- MDR2021/2022-007**

Rural Agency for community development and assistance (RACIDA) invites sealed tenders for the proposed rehabilitation of three underground water tanks (400m3) in Mandera North (Barwaqo) and Banisa (Birkan and Qoroba Lakole) Sub-Counties in Mandera County whose specifications are detailed in the tender documents. Interested and eligible bidders are requested to submit their proposal of the same free of charge. Bidders who choose to bid should submit their applications to the procurement department.

*Please note that:-*

1. Bidders quotes should be net inclusive of all taxes, must be in Kenya Shillings and Shall remain valid for at least ninety (90) days from the closing date of the tender.
2. Bids must be accompanied by a bid security in the form and amount specified in the Tender Documents. The bid security must be valid for at least a period of ninety (90) days from the date of the tender opening.
3. Bidders must submit a proposed Works Programme, failure to which the tender will be non-responsive. Please note that the contract period will be Twelve (12) weeks.
4. Bidders MUST comply with Section A (Instructions to Tenderers) of the Tender Documents.
5. Bidders MUST fill all the forms in Section of the Tender Document Failure To Fill The Forms Comprehensively Will Render The Bid Non- Responsive.
6. Bidders MUST submit with their offer detailed technical specification technical data for the products they intend to supply as requested in the Tender Document.
7. Completed Tender documents are to be enclosed in plain sealed envelopes marked with the Tender name: **proposed rehabilitation of three (3) underground water tanks (400m3) in Mandera North ( Barwaqo) & Banisa (Birkan & Qoroba Lakole) sub-counties in Mandera county.** In accordance with the Instructions to Bidders in the tender documents must be deposited in the tender box in the RACIDA Mandera office on or before the date specified in the advertisement.

Bids must be addressed to:

**THE PROCUREMENT OFFICER,  
RURAL AGENCY FOR COMMUNITY DEVELOPMENT AND ASSISTANCE – RACIDA-  
Mandera Office: Behine Greenview Building  
MANDERA**

So as to be received on or before **18<sup>th</sup> February ,2022 at 4.30PM**

|   | <b>DATE</b>                          | <b>TIME*</b>   |
|---|--------------------------------------|----------------|
| Deadline for request for any clarifications from RACIDA               | 13 <sup>th</sup> February 2022       | Before 4:30pm  |
| Last date on which clarifications are issued by RACIDA                | 15 <sup>th</sup> February ,2022      | Before 4 :30pm |
| Deadline for submission of tenders (receiving date, not sending date) | 18 <sup>th</sup> February,2022       | At 4:30 pm     |
| Tender opening session by RACIDA                                      | <b>22<sup>st</sup> February,2022</b> |                |
| Notification of award to the successful tenderer                      | <b>TBC</b>                           |                |
| Signature of the contract   | <b>TBC</b>                           |                |

8. Tenders will be opened on the date specified in the advertisement thereafter in the presence of the candidates or their representatives who choose to attend at the above address.

9. Rural Agency for Community Development and assistance (RACIDA) reserves the right to accept or reject in part or in whole any tender without giving reasons.

## FORM OF TENDERER

To: THE PROCUREMENT OFFICER,

Rural Agency for Community Development and Assistance – RACIDA

Email Address: [admin@racida.org](mailto:admin@racida.org) , [procurement@racida.org](mailto:procurement@racida.org)

Mandera Office: Behine Greenview Building

**TENDER No. RACIDA/USAIDBHA- MDR2021/2022-007- PROPOSED REHABILITATION OF THREE UNDERGROUND WATER TANKS (400M3) MANDERA NORTH ( BARWAQO) & BANISSA (BIRKAN & QOROBA LAKOLE ) SUB-COUNTIES IN MANDERA COUNTY**

In accordance with the Instructions to Tenderers, Conditions of Contract, Specifications and Bills of Quantities for the execution of the above named Works, we, the undersigned offer to construct, install , and complete such works and remedy any defects therein for the sum of:

Kshs..... *[Amount in figures]*

Kenya Shillings.....

..... *[Amount in words]*

We undertake, if our tender is accepted, to commence the works as soon as is reasonably possible after the receipt of the management's notice to commence, and to complete the whole of the works comprised in the Contract within the time stated in the Appendix to Conditions of Contract.

1. We agree to abide by this tender for a period of 90 days from the date of tender opening, and shall remain binding upon us and may be accepted at any time before the expiry of that period.
2. Unless and until a formal Agreement is prepared and executed this tender together with your written acceptance thereof, shall constitute a binding Contract between us.
3. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this ..... day of .....20.....

Signature .....in the capacity of .....

duly authorized to sign tenders for and on behalf of:

..... *[Name of Tenderer]*

of.....*[Address of Tenderer]*

PIN No. ....

VAT CERTIFICATE No . ....

**Witness:**      Name .....

                 Address .....

                 Signature .....

## FORM OF TENDER SECURITY

WHEREAS.....

(hereinafter called "the Tenderer")

has  
submitted his tender dated.....for the construction of  
.....  
..... (Name of Contract)

KNOW ALL PEOPLE by these presents that WE.....

having

our  
registered office at .....

(hereinafter called "the Bank"), are bound

and  
unto .....

(hereinafter called "the Employer") in

the  
sum of KShs.....

for which payment well and truly to be made

ade

to the said Employer, the Bank bind itself, its successors and assigns by these presents sealed with

the Common Seal of the said Bank this.....Day of  
..... 20.....

THE CONDITIONS of this obligation are:

1. If after tender opening the tenderer withdraws his tender during the period of tender  
Validity specified in the instructions to tenderers  
Or

2. If the tenderer, having been notified of the acceptance of this tender by the Employer during  
the period of tender validity:

- a. Fails or refuses to execute the form of Agreement in accordance with the Instructions  
to Tenderers, if required; or
- b. Fails or refuses to furnish the Performance Security, in accordance with the  
Instructions to Tenderers; or
- c. Rejects a correction of an arithmetic error in the tender

We undertake to pay to the Employer up to the above amount upon receipt of his first written

demand, without the Employer having to substantiate his demand, provided that in his demand  
the

Employer will note that the amount claimed by him is due to him, owing to the occurrence of one  
or

both of the five conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of tender validity, and any demand in respect thereof should reach the Bank not later than the said date.

---

*[Date]*

---

*[Signature of the Bank]*

---

*[Witness]*

---

*[Seal]*

## **REHABILITATION OF UNDERGROUND TANKS**

### **PROJECT:**

#### **Introduction**

RACIDA has worked in Mandera County for more than 17 years and has focused on building the resilience of rural pastoralists' communities in the County. This is in line with the organization's core mandate of enhancing self-reliance and prosperity amongst vulnerable pastoralist communities through the promotion of better livelihood systems and sustainable use of natural resources. In this project, RACIDA is working toward achieving a lasting impact on the social and economic development of the targeted communities in Mandera County by implementing activities in WASH; agriculture and food security; and nutrition.

To address the vulnerability of pastoralist populations in Mandera County, it is important to focus more on improving agricultural production with a focus on livestock, water, and crop production as critical sectors forming the foundation of addressing disaster risk reduction in the County and supporting recovery. To this end, it is important that the Project focus on building the capacity of the affected communities including community institutions such as Water User Associations/Water committees and Solar Operators. This project will focus on rehabilitating existing water infrastructure, undertaking livestock disease control, and Hygiene promotion campaigns "To mitigate the effects of the drought and support community-led early recovery efforts for targeted communities in Mandera County through improved access to water, household purchasing power, and improved livestock health. RACIDA will work closely with local stakeholders including the County government of Mandera through the Ministry of Water, Livestock, and Agriculture.

#### **REHABILITATION OF THREE UNDERGROUND WATER TANKS IN MANDERA NORTH & BANISSA SUB-COUNTIES, MANDERA COUNTY**

Communities in Mandera County, Kenya, have faced significant economic and social crises due to recurrent conflict and climatic shocks. Since 2019, the County has been exposed consecutively to drought, conflict, multiple locust invasions, and more recently, in 2020, COVID-19. The failure of sequential rains through 2020 across Mandera has negatively impacted livestock productivity and household purchasing power for these communities whose primary livelihood is pastoralism. Responses to recurrent shocks have been slow, and communities have exhausted their local coping strategies, pushing them to rely on humanitarian aid. There are currently an estimated 216,864 people in need of humanitarian assistance including, access to water, food, Nutrition, WASH NFIs, fodder for livestock, and livestock vaccinations.

To address the pre-identified community needs, RACIDA is implement an integrated response to the triple crisis of drought, desert locusts, and COVID-19 (IETC) by leveraging complementary interventions across WASH, nutrition, and agriculture sectors. The IETC project activities will improve livestock livelihoods by improving livestock disease surveillance, vaccinations, and access to fodder and water. Simultaneously, RACIDA is



supporting improved access to water supply and hygiene services by rehabilitating water points, providing key hygiene messages and WASH NFIs. Water supply rehabilitation will also support health facilities that IETC is supporting with integrated WASH and nutrition activities.

To mitigate the effects of droughts and to protect the communities in Mandera North and Banissa from impacts of future droughts. Through this project, underground water tanks of 400 cubic meters will be rehabilitated in remote water-stressed locations where the only water source for drinking water is water pans. Communities use other sources of water such as earth pans throughout the normal period until they've been exhausted. Currently, when pans dry up, communities rely on water trucking. Therefore, the proposed underground tanks will act as reservoirs to be used only during critical times of drought, so communities do not rely on expensive water trucking. The existing Water User Associations (WUAs) in the target communities usually oversee the use of the underground tanks during the drought period which is the only time they become accessible. This practice has been ongoing in our target communities. The underground tanks in this project are expected to serve 1500HHs (9000 individuals) with safe drinking water (about 7.5 litres/persons/day) for an extended period of at least 40 days.

To reduce the possibility of contamination, the surface runoff will be channeled into an inlet and then to a silt-trap before flowing into the tank. Also, the Barkads will be roofed to reduce contamination and evaporation of water in the tank. RACIDA will put up a fence around the tank to restrict animals and for safety purposes, especially for children. Piping will be done from the Barkads to the village water collection points. Most Barkads are constructed a distance away from the settlement. A small solar power pump will be installed in each of the Barkads, through 10,000 liters elevated PVC water tank located near the Barkads and will also be installed with four taps for ease of fetching water and under the taps a small slab will be constructed. Water will be treated at the PVC tank by trained water user association members. One 10,000 liter PVC tank will be treated with a total of 10 aqua tabs (86.8gms). One aqua tab is 8.68gms and can disinfect 1000-1,250 liters of water. Water users will be trained on how to read a comparator and measure chlorine residual levels that will determine re-chlorination. According to WHO's water safety standards, when chlorine levels reach 0.2 to 0.5mg/l, water users will need to re'-chlorinate. This will ensure community members are able to access safe water for household use.

## BILLS OF QUANTITIES

### NOTE:

1. All Prices quoted shall include **VAT**

1. Statement of Compliance

- a) I confirm compliance of all clauses of the General Conditions, General Specifications and Particular Specifications in this tender.
- b) I confirm I have not made and will not make any payment to any person, who can be perceived as an inducement to win this tender.

Signed: .....*for and on behalf of the Tenderer*

Date: .....

Official Rubber Stamp: .....

## **PRICE SCHEDULE**

The rates and prices inserted in the Bills of Quantities/Price Schedule are to be the full inclusive costs of the works, described under the items, complete in place and in accordance with the specifications, including costs, expenses, and profits which may be required in and for the construction of the works described, together with any temporary works and installations which may be necessary and all general risks, liabilities, and obligations set forth or implied in the documents.

### **1. RACIDA/USAIDBHA-MDR2021/2022-007 – 01 BARWAQO UNDERGROUND TANK**

| S NO. | ITEM DESCRIPTION  | UNIT                         | QTY       | UNIT PRICE | TOTAL (KSH) |
|-------|---|------------------------------|-----------|------------|-------------|
| 1     | Cement [bags]   | bags                         | 370       |            |             |
| 2     | R6  | fts                          | 120       |            |             |
| 3     | Y12   | fts                          | 270       |            |             |
| 4     | Coffee Wire   | pcs                          | 1         |            |             |
| 5     | Iron sheet GI 28  | pcs                          | 60        |            |             |
| 6     | Angle bar 1.5 width 6mm   | pcs                          | 14        |            |             |
| 7     | Angle bar 1.5 Width 3mm   | pcs                          | 10        |            |             |
| 8     | 1.5 Square Tubing   | pcs                          | 6         |            |             |
| 9     | 1 Square Tubing   | pcs                          | 12        |            |             |
| 10    | GI Flat sheet   | pcs                          | 1         |            |             |
| 11    | 12 MM round bar   | pcs                          | 36        |            |             |
| 12    | Wire Mesh   | pcs                          | 40        |            |             |
| 13    | Red oxide   | kgs                          | 10        |            |             |
| 14    | Brush   | pcs                          | 3         |            |             |
| 15    | Welding rod   | pcs                          | 2         |            |             |
| 16    | Turpentine  | ltrs                         | 8         |            |             |
| 17    | Maroon bondex   | tins                         | 3         |            |             |
| 18    | Binding Wire  | kgs                          | 70        |            |             |
| 19    | J Bolts   | kgs                          | 30        |            |             |
| 20    | Assorted nails  | kgs                          | 20        |            |             |
| 21    | Hedges  | pcs                          | 2         |            |             |
| 22    | Lock  | pcs                          | 2         |            |             |
| 23    | Hack saw  | pcs                          | 7         |            |             |
| 24    | Timber 4x2  | fts                          | 150       |            |             |
| 25    | Timber 3x2  | fts                          | 150       |            |             |
| 26    | Sand  | Wheelbarrow of sand          | 180       |            |             |
| 27    | Gravel and Blast  | Wheelbarrow of blast& Gravel | 600       |            |             |
| 28    | water   | Donkey carts                 | 600 drums |            |             |
| 29    | Rehabilitation of underground tank and solar Installation labour          | Lump sum                     | 1         |            |             |
| 30    | 10m3 PVC tanks  | pcs                          | 1         |            |             |
| 31    | Chain link mesh wire panel 64 M <sup>2</sup> for fencing round the berkad | Mtrs                         | 64        |            |             |

|    |   |       |    |  |  |
|----|---|-------|----|--|--|
| 32 | Treated post for fencing                        | posts | 29 |  |  |
| 33 | 200W Dayliff solar panels                       | pcs   | 17 |  |  |
| 34 | Grundfos SP 5A-25 C/W<br>1.5Kw Motor            | pcs   | 1  |  |  |
| 35 | Grundfos RS13000 solar<br>controller            | PCS   | 1  |  |  |
| 36 | 4mm submersible drop cable                      | M     | 10 |  |  |
| 37 | U/G   | pc    | 30 |  |  |
| 38 | o.75mm 2 core cable for<br>sensor               | m     | 10 |  |  |
| 39 | Dayliff 1.5" Adopter set                        | Pc    | 1  |  |  |
| 40 | Adopter box                                     | Pc    | 1  |  |  |
| 41 | Splicing kit                                    | Pc    | 1  |  |  |
| 42 | Lorentz well probe sensor                       | Pc    | 1  |  |  |
| 43 | Surge protector                                 | Pc    | 1  |  |  |
| 44 | PV Disconnect switch<br>1000VAC-40A             | Pc    | 1  |  |  |
| 45 | PV protect                                      | Pc    | 1  |  |  |
| 46 | controller Enclosure                            | Pc    | 1  |  |  |
| 47 | 1.5mm 2 core UG Armoured<br>cable(probe)        | m     | 30 |  |  |
| 48 | 1.5mm 2 core UG Armoured<br>cable(float switch) | m     | 40 |  |  |
| 49 | 10mm Twin flat cable with<br>earth              | m     | 25 |  |  |
| 50 | Cooling sleeve                                  | Pc    | 1  |  |  |
| 51 | Pump support bracket                            | Pc    | 2  |  |  |
| 52 | 4mm <sup>2</sup> UG Cable                       | m     | 30 |  |  |
| 53 | 10mm <sup>2</sup> earth cable                   | m     | 10 |  |  |
| 54 | Installation sundries                           | Pc    | 1  |  |  |
| 55 | Earth rob and clamp                             | Pc    | 1  |  |  |
| 56 | Panel support structure                         | Pc    | 1  |  |  |
| 57 | Support structure concrete                      | pc    | 1  |  |  |
| 58 | Lighting arrestor                               | pc    | 1  |  |  |
| 59 | Transportation of equipment<br>to site          | lot   | 1  |  |  |
|    | <b>SUB TOTAL</b>                                |       |    |  |  |
|    | <b>VAT</b>                                      |       |    |  |  |
|    | <b>Net total</b>                                |       |    |  |  |

**2. RACIDA/USAIDBHA – MDR2021/2022-007- 02 QOROBO LAKOLE UNDERGROUND TANK**

| S NO. | ITEM DESCRIPTION | UNIT | QTY | UNIT PRICE | TOTAL (KSH) |
|-------|------------------|------|-----|------------|-------------|
| 1     | Cement [bags]    | bags | 350 |            |             |
| 2     | R6               | fts  | 120 |            |             |

|    |   |                               |     |  |  |
|----|---|-------------------------------|-----|--|--|
| 3  | Y12   | fts                           | 300 |  |  |
| 4  | Coffee Wire   | pcs                           | 3   |  |  |
| 5  | Iron sheet GI 28  | pcs                           | 120 |  |  |
| 6  | Angle bar 1.5 width 6mm   | pcs                           | 15  |  |  |
| 7  | Angle bar 1.5 Width 3mm   | pcs                           | 15  |  |  |
| 8  | 1.5 Square Tubing   | pcs                           | 15  |  |  |
| 9  | 1 Square Tubing   | pcs                           | 10  |  |  |
| 10 | GI Flat sheet   | pcs                           | 1   |  |  |
| 11 | 12 MM round bar   | pcs                           | 24  |  |  |
| 12 | Wire Mesh   | pcs                           | 15  |  |  |
| 13 | Red oxide   | kgs                           | 20  |  |  |
| 14 | Brush   | pcs                           | 3   |  |  |
| 15 | Welding rod   | pcs                           | 5   |  |  |
| 16 | Turpentine  | ltrs                          | 5   |  |  |
| 17 | Maroon bondex   | tins                          | 3   |  |  |
| 18 | Binding Wire  | kgs                           | 70  |  |  |
| 19 | J Bolts   | kgs                           | 40  |  |  |
| 20 | Assorted nails  | kgs                           | 10  |  |  |
| 21 | Hedges  | pcs                           | 2   |  |  |
| 22 | Lock  | pcs                           | 3   |  |  |
| 23 | Hack saw  | pcs                           | 6   |  |  |
| 24 | Timber 4x2  | fts                           | 60  |  |  |
| 25 | Timber 3x2  | fts                           | 60  |  |  |
| 26 | Sand  | Wheelbarrow of sand           | 180 |  |  |
| 27 | Gravel and Blast  | Wheelbarrow of blast & Gravel | 600 |  |  |
| 28 | water   | Donkey carts                  | 800 |  |  |
| 29 | Rehabilitation of underground tank and solar Installation labour          | days                          | 1   |  |  |
| 30 | 10m3 PVC tanks  | pcs                           | 1   |  |  |
| 31 | Chain link mesh wire panel 60 M <sup>2</sup> for fencing round the berkad | Mtrs                          | 64  |  |  |
| 32 | Treated post for fencing  | posts                         | 29  |  |  |
| 33 | 200W Dayliff solar panels   | pcs                           | 17  |  |  |
| 34 | Grundfos SP 5A-25 C/W 1.5Kw Motor   | pcs                           | 1   |  |  |
| 35 | Grundfos RS13000 solar controller   | PCS                           | 1   |  |  |
| 36 | 4mm submersible drop cable  | M                             | 10  |  |  |
| 37 | U/G   | pc                            | 30  |  |  |
| 38 | o.75mm 2 core cable for sensor  | m                             | 10  |  |  |
| 39 | Dayliff 1.5" Adopter set  | Pc                            | 1   |  |  |
| 40 | Adopter box   | Pc                            | 1   |  |  |
| 41 | Splicing kit  | Pc                            | 1   |  |  |

|    |   |     |    |  |  |
|----|---|-----|----|--|--|
| 42 | Lorentz well probe sensor                       | Pc  | 1  |  |  |
| 43 | Surge protector                                 | Pc  | 1  |  |  |
| 44 | PV Disconnect switch<br>1000VAC-40A             | Pc  | 1  |  |  |
| 45 | PV protect                                      | Pc  | 1  |  |  |
| 46 | controller Enclosure                            | Pc  | 1  |  |  |
| 47 | 1.5mm 2 core UG Armoured<br>cable(probe)        | m   | 30 |  |  |
| 48 | 1.5mm 2 core UG Armoured<br>cable(float switch) | m   | 40 |  |  |
| 49 | 10mm Twin flat cable with<br>earth              | m   | 25 |  |  |
| 50 | Cooling sleeve                                  | Pc  | 1  |  |  |
| 51 | Pump support bracket                            | Pc  | 2  |  |  |
| 52 | 4mm <sup>2</sup> UG Cable                       | m   | 30 |  |  |
| 53 | 10mm <sup>2</sup> earth cable                   | m   | 10 |  |  |
| 54 | Installation sundries                           | Pc  | 1  |  |  |
| 55 | Earth rob and clamp                             | Pc  | 1  |  |  |
| 56 | Panel support structure                         | Pc  | 1  |  |  |
| 57 | Support structure concrete                      | pc  | 1  |  |  |
| 58 | Lighting arrestor                               | pc  | 1  |  |  |
| 59 | Transportation of equipment<br>to site          | lot | 1  |  |  |
|    | <b>SUB TOTAL</b>                                |     |    |  |  |

### 3. RACIDA/USAIDBHA- MDR2021/2022-007- 03 BIRKAN UNDERGROUND TANK

| S NO. | ITEM DESCRIPTION        | UNIT | QTY | UNIT PRICE | TOTAL (KSH) |
|-------|-------------------------|------|-----|------------|-------------|
| 1     | Cement [bags]           | bags | 360 |            |             |
| 2     | R6                      | fts  | 120 |            |             |
| 3     | Y12                     | fts  | 260 |            |             |
| 4     | Coffee Wire             | pcs  | 3   |            |             |
| 5     | Iron sheet GI 28        | pcs  | 120 |            |             |
| 6     | Angle bar 1.5 width 6mm | pcs  | 10  |            |             |
| 7     | Angle bar 1.5 Width 3mm | pcs  | 10  |            |             |
| 8     | 1.5 Square Tubing       | pcs  | 10  |            |             |
| 9     | 1 Square Tubing         | pcs  | 10  |            |             |
| 10    | GI Flat sheet           | pcs  | 1   |            |             |
| 11    | 12 MM round bar         | pcs  | 24  |            |             |
| 12    | Wire Mesh               | pcs  | 10  |            |             |
| 13    | Red oxide               | kgs  | 15  |            |             |
| 14    | Brush                   | pcs  | 3   |            |             |
| 15    | Welding rod             | pcs  | 5   |            |             |
| 16    | Turpentine              | ltrs | 5   |            |             |

|    |   |                               |     |  |  |
|----|---|-------------------------------|-----|--|--|
| 17 | Maroon bondex   | tins                          | 3   |  |  |
| 18 | Binding Wire  | kgs                           | 70  |  |  |
| 19 | J Bolts   | kgs                           | 40  |  |  |
| 20 | Assorted nails  | kgs                           | 10  |  |  |
| 21 | Hedges  | pcs                           | 2   |  |  |
| 22 | Lock  | pcs                           | 3   |  |  |
| 23 | Hack saw  | pcs                           | 6   |  |  |
| 24 | Timber 4x2  | fts                           | 60  |  |  |
| 25 | Timber 3x2  | fts                           | 60  |  |  |
| 26 | Sand  | Wheelbarrow of sand           | 200 |  |  |
| 27 | Gravel and Blast  | Wheelbarrow of blast & Gravel | 550 |  |  |
| 28 | water   | Donkey carts                  | 500 |  |  |
| 29 | Rehabilitation of underground tank and solar Installation labour          | days                          | 1   |  |  |
| 30 | 10m3 PVC tanks  | pcs                           | 1   |  |  |
| 31 | Chain link mesh wire panel 60 M <sup>2</sup> for fencing round the berkad | Mtrs                          | 64  |  |  |
| 32 | Treated post for fencing  | posts                         | 29  |  |  |
| 33 | 200W Dayliff solar panels   | pcs                           | 17  |  |  |
| 34 | Grundfos SP 5A-25 C/W 1.5Kw Motor   | pcs                           | 1   |  |  |
| 35 | Grundfos RS13000 solar controller   | PCS                           | 1   |  |  |
| 36 | 4mm submersible drop cable  | M                             | 10  |  |  |
| 37 | U/G   | pc                            | 30  |  |  |
| 38 | o.75mm 2 core cable for sensor  | m                             | 10  |  |  |
| 39 | Dayliff 1.5" Adopter set  | Pc                            | 1   |  |  |
| 40 | Adopter box   | Pc                            | 1   |  |  |
| 41 | Splicing kit  | Pc                            | 1   |  |  |
| 42 | Lorentz well probe sensor   | Pc                            | 1   |  |  |
| 43 | Surge protector   | Pc                            | 1   |  |  |
| 44 | PV Disconnect switch 1000VAC-40A  | Pc                            | 1   |  |  |
| 45 | PV protect  | Pc                            | 1   |  |  |
| 46 | controller Enclosure  | Pc                            | 1   |  |  |
| 47 | 1.5mm 2 core UG Armoured cable(probe)                                     | m                             | 30  |  |  |
| 48 | 1.5mm 2 core UG Armoured cable(float switch)                              | m                             | 40  |  |  |
| 49 | 10mm Twin flat cable with earth   | m                             | 25  |  |  |
| 50 | Cooling sleeve  | Pc                            | 1   |  |  |
| 51 | Pump support bracket  | Pc                            | 2   |  |  |
| 52 | 4mm <sup>2</sup> UG Cable   | m                             | 30  |  |  |

|    |                                     |     |    |  |  |
|----|-------------------------------------|-----|----|--|--|
| 53 | 10mm <sup>2</sup> earth cable       | m   | 10 |  |  |
| 54 | Installation sundries               | Pc  | 1  |  |  |
| 55 | Earth rob and clamp                 | Pc  | 1  |  |  |
| 56 | Panel support structure             | Pc  | 1  |  |  |
| 57 | Support structure concrete          | pc  | 1  |  |  |
| 58 | Lighting arrestor                   | pc  | 1  |  |  |
| 59 | Transportation of equipment to site | lot | 1  |  |  |
|    | <b>SUB TOTAL</b>                    |     |    |  |  |

**Total Tender Value:**

**PERFORMANCE BANK GUARANTEE (UNCONDITIONAL)**

**To: THE PROCUREMENT OFFICER,  
RURAL AGENCY FOR COMMUNITY DEVELOPMENT AND ASSISTANCE  
P. O. BOX 82-70300  
Mandera**

Dear Sir,

WHEREAS .....(hereinafter called “the Contractor”) has undertaken, in pursuance of Contract No. .... dated ..... to execute ..... (hereinafter called “the Works”);

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of: Kshs. .... (*amount of Guarantee in figures*) Kenya Shillings ..... (*amount* of



*Guarantee in words*), and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of Kenya Shillings .....  
..... (*amount of Guarantee in words*) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change, addition or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this Guarantee, and we hereby waive notice of any change, addition, or modification.

This guarantee shall be valid until the date of issue of the Certificate of Completion.

SIGNATURE AND SEAL OF THE GUARANTOR .....

Name of Bank .....

Address .....

Date .....

## **TENDER QUESTIONNAIRE**

Please fill in block letters.

1. Full names of Tenderer:

.....

2. Full address of Tenderer to which tender correspondence is to be sent  
(unless an agent has  
been appointed below):

.....

3. Telephone number (s) of Tenderer:

.....

4. Telex/Fax Address of Tenderer:

.....

5. Name of Tenderer's representative to be contacted on matters of the tender during the tender period:

.....

6. Details of Tenderer's nominated agent (if any) to receive tender notices.  
This is essential if  
the Tenderer does not have his registered address in Kenya (name, address,  
telephone, telex):

.....

.....

\_\_\_\_\_  
Signature of Tenderer

Make copy and deliver to:  
The Procurement Officer,  
Rural Agency for Community Development and Assistance – RACIDA  
Mandera office- Behine Greenview Building

## **CONFIDENTIAL BUSINESS QUESTIONNAIRE**

You are requested to give the particulars indicated in Part 1 and either Part 2 (a), 2 (b) or 2(c) and (2d) whichever applies to your type of business.

You are advised that it is a serious offence to give false information on this Form.

### ***Part 1 – General***

Business Name .....

Location of business premises:      Country/Town.....

Plot No..... Street/Road .....

Postal Address..... Tel No.....

Nature of Business.....

Current Trade Licence No..... Expiring date.....

Maximum value of business which you can handle at any time:  
Kenya Shillings.....

Name of your bankers.....

Branch.....

### ***Part 2 (a) – Sole Proprietor***

Your name in full..... Age.....

Nationality..... Country of Origin.....

Citizenship details .....

### ***Part 2 (b) – Partnership***

*Give details of partners as follows:*

|    | <i>Name in full</i> | <i>Nationality</i> | <i>Citizenship Details</i> | <i>Shares</i> |
|----|---------------------|--------------------|----------------------------|---------------|
| 1. | .....               | .....              | .....                      | .....         |
| 2. | .....               | .....              | .....                      | .....         |
| 3. | .....               | .....              | .....                      | .....         |
| 4. | .....               | .....              | .....                      | .....         |

***Part 2(c) – Registered Company***

Private or Public .....

State the nominal and issued capita of the company:

Nominal KShs. ....

Issued KShs. ....

Give details of all directors as follows:

|    | <i>Name in full</i> | <i>Nationality</i> | <i>Citizenship Details*</i> | <i>Shares</i> |
|----|---------------------|--------------------|-----------------------------|---------------|
| 1. | .....               | .....              | .....                       | .....         |
| 2. | .....               | .....              | .....                       | .....         |
| 3. | .....               | .....              | .....                       | .....         |
| 4. | .....               | .....              | .....                       | .....         |

***Part 2(d) Interest in the Firm:***

Is there any person/persons in the employment of Rural Agency for Community Development and Assistance WHO has interest in this firm? Yes/No ..... (Delete as necessary)

I certify that the above information is correct.

.....  
Title

.....  
Signature

.....  
Date

*\* Attach proof of citizenship*

## **KEY PERSONNEL**

Qualifications and experience of key personnel proposed for administration and execution of the Contract. (Signed CVs and copies of certificates **MUST** be attach)

| POSITION | NAME | YEARS OF<br>EXPERIENCE<br>(GENERAL) | YEARS OF<br>EXPERIENCE<br>IN<br>PROPOSED<br>POSITION |
|----------|------|-------------------------------------|--|
| 1.       |      |                                     |  |
| 2.       |      |                                     |  |
| 3.       |      |                                     |  |
| 4.       |      |                                     |  |
| 5.       |      |                                     |  |
| 6.       |      |                                     |  |
| 7.       |      |                                     |  |
| 8.       |      |                                     |  |
| 9.       |      |                                     |  |
| 10.      |      |                                     |  |
| 11.      |      |                                     |  |
| 12.      |      |                                     |  |
| 13.      |      |                                     |  |
| 14.      |      |                                     |  |
| 15.      |      |                                     |  |

I certify that the above information is correct.

.....  
Title

.....  
Signature

.....  
Date

### SCHEDULE OF CONTRACTS COMPLETED IN THE LAST FIVE (3) YEARS

Work performed on works of a similar nature, complexity and volume over the last 3 years.  
(Copies of Completion Certificates, Handing over Certificates or Final payment MUST be attached as proof).

| PROJECT NAME | NAME OF CLIENT | TYPE OF WORK AND YEAR OF COMPLETION | VALUE OF CONTRACT (Kshs.) |
|--------------|----------------|-------------------------------------|---------------------------|
|              |                |                                     |                           |

I certify that the above works were successfully carried out and completed by ourselves.

.....  
Title

.....  
Signature

.....  
Date

## **SCHEDULE OF ON-GOING PROJECTS**

Details of on-going or committed projects, including expected completion date.  
(Copies of letter of offer **MUST** be attached as proof).

| <b>PROJECT<br/>NAME</b> | <b>NAME OF<br/>CLIENT</b> | <b>CONTRACT<br/>SUM</b> | <b>%<br/>COMPLETED</b> | <b>COMPLETION<br/>DATE</b> |
|-------------------------|---------------------------|-------------------------|------------------------|----------------------------|
|                         |                           |                         |                        |                            |

I certify that the above works are currently being carried out by ourselves.

.....  
Title

.....  
Signature

.....  
Date

**FINANCIAL REPORTS FOR THE PAST THREE YEARS**

(Balance sheets, Profits and Loss Statements, Auditor’s reports, etc.  
List below and attach copies)

- 1. \_\_\_\_\_.
- 2. \_\_\_\_\_.
- 3. \_\_\_\_\_.
- 4. \_\_\_\_\_.
- 5. \_\_\_\_\_.
- 6. \_\_\_\_\_.
- 7. \_\_\_\_\_.
- 8. \_\_\_\_\_.
- 9. \_\_\_\_\_.
- 10 \_\_\_\_\_.

I certify that the above works information is correct.

|       |           |       |
|-------|-----------|-------|
| ..... | .....     | ..... |
| Title | Signature | Date  |



**EVIDENCE OF FINANCIAL RESOURCES TO MEET QUALIFICATION  
REQUIREMENTS**

(Cash in Hand, Lines of credit, etc. List below and attach copies of supportive documents.)

1.     . \_\_\_\_\_.
2.     . \_\_\_\_\_.
3.     . \_\_\_\_\_.
4.     . \_\_\_\_\_.
5.     . \_\_\_\_\_.
6.     . \_\_\_\_\_.
7.     . \_\_\_\_\_.
8.     . \_\_\_\_\_.
9.     . \_\_\_\_\_.
- 10    . \_\_\_\_\_.

I certify that the above works information is correct.

.....  
Title

.....  
Signature

.....  
Date

## DECLARATION FORM

---

To

Date

The Tenderer i.e. \_\_\_\_\_ *(name and address)* Declare the following:

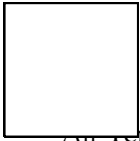
- a) Has not been debarred from participating in the public procurement.
- b) Has not been involved and will not be involved in corruption and fraudulent practices regarding public procurement

Title

Signature

Date

(To be signed by authorized representative and officially stamped)



**CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM**  
**(FOR YOUTH, WOMEN & DISADVANTAGED GROUPS)**

Tenderers are requested to give the particulars indicated in Part 1 and either Part 2 (a), 2 (b) or 2 (c) whichever applies to your type of business. Tenderers are advised that it is a serious offence to give false information on this form.

**Part 1 – General**

**Business Name**.....

**Location of business premises**.....

Plot No. ....Street/ Road .....

Postal Address ..... Postal Code .....

Tel No.....

Facsimile.....

Mobile and CDMA No.....

E-mail:.....

Nature of your business .....

Registration Certificate No.....

Maximum value of business which you can handle at any time KSh.....

Name of your Bankers .....Branch... ..

\*Names of Tenderer's contact person(s) .....

Designation/ capacity of the Tenderer's contact person(s) .....

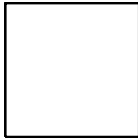
Address, Tel, Fax and E-mail of the Tenderer's contact person(s) .....

.....

**Part 2 (a) Sole Proprietor**

Your name in full .....

Age..... Nationality .....Country of origin .....



### Partnership

Details of partners as follows: -

|        | Nationality | Age | Shares (%) |
|--------|-------------|-----|------------|
| 1..... |             |     |            |
| 2..... |             |     |            |
| 3..... |             |     |            |
| 4..... |             |     |            |
| 5..... |             |     |            |

### Part 2 (c) Registered Groups

Give details of members as follows: -

| Names  | Nationality | Age | Gender | Shares (%) |
|--------|-------------|-----|--------|------------|
| 1..... |             |     |        |            |
| 2..... |             |     |        |            |
| 3..... |             |     |        |            |
| 4..... |             |     |        |            |
| 5..... |             |     |        |            |

### Part 2 (d) Registered Company

Private or Public .....

State the nominal and issued capital of company-

\*Nominal in KSh. ....

\*Total Issued KSh. ....

Give details of all directors as follows

| Name   | Nationality | Age | Shares (%) |
|--------|-------------|-----|------------|
| 1..... |             |     |            |
| 2..... |             |     |            |
| 3..... |             |     |            |
| 4..... |             |     |            |
| 5..... |             |     |            |

Name of duly authorized person to sign for and on behalf of the Tenderer

.....

Capacity of the duly authorized person.....

Signature of the duly authorized person.....

**\*NOTES TO THE TENDERERS ON THE QUESTIONNAIRE**

3. *Bidders shall attach their copies of the National Identity Card/ Passport*
2. *The address and contact person of the Tendered provided above shall at all times be used for purposes of this tender.*
3. *The details on this Form are essential and compulsory for all Tenderers. **Failure to provide all the information requested shall lead to the Tenderer's disqualification.***

## **TENDER SECURITY DECLARATION FORM**

**(The Bidder shall complete in this form in accordance with the instructions indicated)**

Date:.....  
( insert date (as day, month, year) of Bid Submission)

Tender No.....  
(Insert number of bidding process)

To:

**Rural AGENCY FOR COMMUNITY DEVELOPMENT AND ASSISTANCE**  
P.O. BOX 82– 70300  
MANDERA

We, the undersigned declare that.

1. We understand that, according to your conditions, bids must be supported by a bid-securing declaration.
2. We accept that we will be automatically be suspended from being eligible for bidding in any contract with the purchaser for the period of the time of (insert the number of months or years) starting on (insert date), if we are in breach of our obligation(s) under the bid conditions, because we-
  - a. Have withdrawn our bid during the period of bid validity specified by us in the bidding data sheet: or
  - b. Having been notified of the acceptance of our bid by the purchaser during the period of bid validity,
    - i. Fail or refuse the contract, if required, or
    - ii. Fail or refuse to finish the performance security, in accordance with the ITT
3. We understand that this bid securing declaration shall expire if we are not the successful bidder, upon the earlier of
  - i. Our receipt of a copy of your notification of the name of the successful bidder;  
or
  - ii. Twenty-eight days after the expiration of our tender.

4. We understand that if we are a joint venture, the bid securing declaration must be in the name of the joint venture that submits the bid, and the joint venture has not been legally constituted at the time of bidding, the bid securing declaration shall be in the names of all future partners as named in the letter of intent.

Signed:.....

(insert signature of person whose name and capacity are shown)

in the capacity of.....

(insert legal capacity of person signing the bid securing declaration)

Name:.....

(insert complete name of person signing the bid securing declaration)

Duly authorized to sign the bid for and on behalf of:

.....

(insert complete name of bidder)

Date on..... Day of.....

(insert date signing)

## EVALUATION CRITERIA

There are three levels of evaluation criteria subjected to Companies that bid for the rehabilitation of Hullo, Derkale and Mandera North Earthpans in Mandera County .

These are: -

1. Mandatory Requirements
2. Technical evaluation
3. Financial Evaluation

### 1. MANDATORY REQUIREMENT

This is a compulsory requirement and if a company fails to meet any of the mandatory requirements, it is deemed non-responsive. The following table shows the mandatory requirements

| S/N<br>O | REQUIRED DOCUMENTS  | YES | NO |
|----------|---|-----|----|
| 1        | <b>Certified copy</b> of Certificate of incorporation                                 |     |    |
| 2        | <b>Certified Copy</b> of Valid Tax Compliance certificate ( will be verified via TCC) |     |    |
| 3        | Current Business Permit   |     |    |
| 4        | 2 % Bid Bond  |     |    |
| 5        | Pagination ( BQ Must be serialized )  |     |    |
| 6        | Financial reports for the last two years  |     |    |
|          | <b>TOAL SCORE</b>   |     |    |
|          | <b>Add VAT</b>  |     |    |
|          | <b>GRAND SUMMARY</b>  |     |    |



## 2. TECHNICAL EVALUATION

This is also a must for a firm or company to have and if a company fails to attain 70% of the technical requirements, it will not proceed to financial evaluation. The following table shows the technical requirements.

| NO | REQUIRED DOCUMENTS   | SCORE RATE | SCORE | RESPONSIVE/N ON-RESPONSIVE |
|----|--|------------|-------|----------------------------|
| 1  | Dully filled business questionnaire  | 5          |       |                            |
| 2  | Original and a copy of the properly filled and bounded BoQ   | 5          |       |                            |
| 3  | Dully filled tender form   | 5          |       |                            |
| 4  | Updated Company Profile  | 0          |       |                            |
| 5  | Detailed work schedule should be Provided  | 15         |       |                            |
| 6  | CVs of Key personnel:<br>a) Have at least a degree   | 15         |       |                            |
| 7  | Work experience:<br>a) Number of completed project in the last three years<br>b) Value of works executed in the last three years | 25         |       |                            |
| 8  | List of Equipment to be used   | 5          |       |                            |
| 9  | Reference list   | 5          |       |                            |
|    | <b>TOAL SCORE</b>  | <b>80</b>  |       |                            |

NB: Only tenderers with 70 score shall proceed to Financial evaluation stage

### 3. FINANCIAL EVALUTION

| NO | REQUIRED DOCUMENTS   | SCORE<br>RATE | SCORE/RA<br>N K |
|----|--|---------------|-----------------|
| 1  | At least two years Audited<br>Financial Report (2019 & 2020<br>) | 20            |                 |

**T+E= ( )**

**Final qualification in terms of marks is 80%**

