

Building Resilient Communities for Sustainable Development

## **INVITATION TO TENDER**

**TENDER NO. RACIDA/BORESHA NABAD-2025-17**

**PROPOSED DRILLING, CASING AND BOREHOLE  
DEVELOPMENT FOR A NEW BOREHOLE IN FARJAN,  
MANDERA COUNTY**

**CLOSING DATE: 27<sup>th</sup> NOVEMBER 2025 AT 1630HRS**



## LETTER OF INVITATION TO TENDER

### TENDER NO. RACIDA/BORESHA NABAD-2025-17

#### **Introduction**

Rural Agency for Community Development and Assistance (RACIDA) is a premier regional not-for-profit organization. Since its founding in 2001, RACIDA has worked to build the resilience of vulnerable communities living in Arid and Semi-Arid Lands (ASALs) of Kenya, Somalia and Ethiopia

#### **Invitation to Tender**

RACIDA invites sealed bids for the proposed **DRILLING, CASING & BOREHOLE DEVELOPMENT FOR A NEW BOREHOLE IN FARJAN, MANDERA COUNTY** whose specifications are detailed in the Tender Documents. Interested and eligible bidders may access the document through RACIDA website at <https://www.racida.org/calls-for-proposals/> to inspect, review and submit their proposal for free of charge. Completed set of documents sealed in a plain envelope and clearly marked as below should be dropped in the Tender box situated at RACIDA Offices, Kinduruma Road, Off Ngong Road Kilimani, Nairobi, KE or RACIDA Offices, Malka-Suftu Road, Mandera town.

#### **PROCUREMENT COMMITTEE**

**TENDER NO.** RACIDA/BORESHA NABAD-2025-17

**TENDER NAME:** DRILLING, CASING AND BOREHOLE DEVELOPMENT FOR A NEW BOREHOLE IN FARJAN, MANDERA COUNTY ENTITY: RURAL AGENCY FOR COMMUNITY DEVELOPMENT AND ASSISTANCE (RACIDA) – KENYA

**MANDERA OFFICE: MALKA-SUFTU ROAD NEXT TO GRANADA HOTEL**

**or**

**NAIROBI OFFICE: KINDURUMA ROAD, TOP PLAZA GROUND FLOOR UNIT 9-12**

#### **Closing Date for Submission of ITT**

No late submissions of ITT will be accepted. Bidders are therefore advised to ensure that they have taken all steps to submit their Tenders in advance of the closing date and time, so that it is received not later than **1630hrs on 27<sup>th</sup> November 2025 (deadline)**

RACIDA may, at its own discretion, extend this closing date for the submission of ITT by notifying all bidders thereof.

***Bid offers submitted via email will not be accepted!***

RACIDA reserves the right to accept or reject any application, tender, or proposal, in whole or in part, and is under no obligation to provide reasons for its decision.

#### **Instructions to Bidders**



In submitting the tender, the bidder accepts in full and without restriction the special and general conditions governing this contract as the sole basis of this ITT procedure, whatever his own conditions of service/sale may be, which hereby waives.

Bidders are expected to examine carefully and comply with all instructions, forms, provisions, and specifications contained in this ITT document.

1. Failure to submit an offer containing all the required information and documentation within the deadline specified will lead to the rejection of the bid.
2. No account can be taken of any reservation in ITT as regards the document; any reservation will result in the immediate rejection of the ITT without further evaluation.
3. Bidders' quotes should be net inclusive of all taxes, must be in KES, and shall remain valid for at least ninety (90) days from the closing date of the tender.
4. 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 thirty (90) days from the date of the tender closing
5. Bidders must submit a proposed Works Program.
6. Please note that the contract period will be Twelve (12) weeks.
7. Bidders MUST comply with "Instructions to Bidders" in the Tender Documents.
8. Bidders MUST fill in all the forms in this Tender Document.
9. Bidders MUST submit detailed technical specifications as requested in the Tender Document.
10. Completed Tender documents are to be enclosed in plain, sealed envelopes marked with the Tender name and Tender Number, in accordance with the Instructions to Tenders in the tender documents and must be deposited in the tender box at RACIDA office(s) on or before the date specified in the advertisement.

**Call for Tenders Schedule:**

ACTIVITY	DATE/Details	TIME
Tender Issue Date	14 <sup>th</sup> November, 2025	N/A
Deadline for request for any clarifications from RACIDA procurement	21 <sup>st</sup> November, 2025	Before 1630hrs
Channel for request for clarification	procurement@racida.org	Email
Last date on which clarifications are issued by RACIDA	24 <sup>th</sup> November, 2025	By 1630hrs
Deadline for submission of tenders (receiving date, not sending date)	27 <sup>th</sup> November, 2025	By 1630hrs
Tender opening session by RACIDA	TBA	
Notification of award to the successful tenderer	TBA	

**Scope of Works**

The work includes drilling, casing and borehole development for a new borehole in Farjan,



Mandera county. Full details are provided in the tender documents and BOQ (listed below”)

### Required Bid Components

Each bid must include:

- A completed Form of Tender.
- A comprehensive Works Program (12-week timeline).
- Filled BOQ
- All required forms as per forms specified.
- Detailed technical proposal as per evaluation criteria.
- Any other specified requirement(s)

### Evaluation Criteria

There are three levels of evaluation criteria subjected to bids for the Proposed Drilling, Casing & Borehole Development for a new Borehole In Farjan, Mandera County

- 1.) Mandatory Requirements – Non-Graded
- 2.) Technical evaluation – Max Score 80
- 3.) Financial Evaluation – Max score 20

### MANDATORY REQUIREMENT

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

S/NO	REQUIRED DOCUMENTS	YES	NO
1	Copy of Certificate of incorporation		
2	Copy of Valid Tax Compliance certificate (will be verified via I Tax)		
3	Current and valid Business Permit		
4	2 % Bid Bond		
5	NCA 7 – Specific to Water works or Civil Works		
7	Proof of Financial Health to Fund the works (Copies of Audited Financial Reports for last two years or stamped latest bank statement or Valid letter of credit from a reputable bank)		
8	RACIDA Declaration of compliance		
9.	Duly Completed Tender Document		
10	CR12 & IDs of directors		
11	CV’s and Certificates of Key Personnel		
12	Provision of duplicate copy of submitted tender document		
	<b>VERDICT (ACCEPT/REJECT)</b>		

### 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.	Evaluation Criteria	Max Score
1	Technical experience: Proof of at least 3-similar works executed on water works and or borehole works in the last 3-5 yrs. Provide at least 3-contracts/award/completion certificates of similar nature. Provide evidence of at least 3-similar value of works as scope. Provide evidence of at least 3-similar works in same terrain and complexity (mandera & other ASAL counties referred)	20
2	CVs of Key personnel: Project Manager -Have at least a Bsc. Civil/Water Engineering, at least 8-yrs experience and registered with EBK Hydrogeologist - Have Bachelor's degree in Geology/Hydrogeology/Geosciences/Hydrology/Environmental Science. Registered with Geological Society of Kenya (GSK)/Geologists Registration Board (GRB)/Water Resources Authority (WRA) or relevant ministry/body. Has at least 5-yrs experience. Electrical Technician - Have at least a degree/diploma in electrical engineering, Registered with EPRA and having at least 3-yrs experience. Mason/Construction Technician - Have at least a degree/diploma in building and construction/civil works/water works, and having at least 3-yrs experience	18
3	Show evidence of availability and ownership/lease for essential construction machinery and equipments. Provision of logbooks of lease agreements documents is required. Equipments & plants include; 10-ton tipper lorries, 1-ton pick up, button fusion machine, Drilling rig, crane, etc.	10
4	Methodology/Work Plan & Technical Proposal. Provide understanding write up, risk mitigation approach, environmental and safety protocols, quality assurance, sequencing, milestone durations etc.	27
5	Financial Responsiveness Assessment. Evidence of credit access or financial ability to finance project. Provide certified bank statements/audited financial reports/verifiable bank letter of credit.	5
	<b>Grand Total Scores</b>	<b>80</b>

**Note:** Only bidders who score a minimum of 65 marks proceed to financial evaluation

### Financial Evaluation

No.	Criteria	Score Rate Max	Score
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1	Financial Evaluation Criteria: (Lowest quoted bidder/Bid quoted amount) *20 $\{(F=LQA/BQA)*20\}$	20	
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## **PROPOSED DRILLING, CASING AND BOREHOLE DEVELOPMENT FOR A NEW BOREHOLE IN FARJAN, MANDERA COUNTY**

### **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.

Through BORESHA-NABAD program the proposed integrated interventions are Nutrition, WASH, agriculture and livestock and food security. Through this program, RACIDA's project plans is to increased access to safe water for households and livestock, reduced morbidity and mortality as a result of malnutrition and improved food security at the household level in Mandera east, Mandera North, Banisa and Kiliweheri sub-counties. Proposed activities will include improvement of access to safe drinking water through rehabilitation of key strategic Boreholes, Earth pans, Environmental and Hygiene promotion, and nutrition aspect as well as food security interventions. The proposed interventions will reduce walking distance and time taken to fetch water by mothers and girls. The action will also reduce congestion in the main water points and reduce livestock pasture and water distance during drought period. Earth pans at dry grazing zones will serve livestock with water near the grazing areas to avoid long distance trekking to main water points. Existing water committees in main water points will be trained on best practice of managing water as a scarce resource.

### **Proposed Drilling, Casing and Borehole Development for a new Borehole in Farjan, Mandera County**

Forage and water availability in the Country have significantly improved following the above-average 2023 short rains season, supporting the recovery of livestock production. The livestock body condition is fair to good across all livelihood zones, the livestock values are above average, and household incomes are improving, however, milk production remains below average as livestock gradually recover. The predicted above-average March to May 2025 long rains are expected to further drive improvements as livestock birth rates are expected to increase and therefore milk production and good livestock body conditions are also expected to increase incomes from the sale of livestock. These favorable conditions are expected to improve household food access and reduce the reliance on coping strategies; however, households that lost most or



lost their entire herds remain vulnerable and need support as they build back their livelihoods. Access to essential health and nutrition services remains a challenge for most of the communities in the Country. Currently, there are 102 operational health facilities spread across the county making service provision difficult for the sparsely settled pastoralist communities. A rapid assessment conducted by RACIDA in February 2024 showed that the average distance to the health facility was 12 km. The provision of outreach services in the hard-to-reach areas and for the mobile communities will remain a critical strategy for the county to increase access to services and improve the performance of key health and nutrition indicators that are essential for child survival. Global Acute Malnutrition (GAM) rates based on the July 2023 SMART survey were critical at 21.2% and way above the emergency threshold as per WHO standards and projected to remain the same in the period up to June 2025 requiring sustained nutrition treatment and prevention interventions to prevent further deterioration and reverse the trends. On childcare practices, the recent SMART survey shows that 40% of the children 6-23 months had acceptable Minimum Meal Frequency and only 15% had the Minimum Acceptable Diet. In addition, only 62% of the children were breastfed beyond 1 year compared to the WHO recommendation of continued breastfeeding up to 2 years of age.

The July 2023 SMART survey reported sub-optimal hygiene outcomes in the county. According to the findings, knowledge of handwashing was high (79%) but the practice of hand washing at critical times was low at 39%. The same survey also established that about 23% of the population practice open defecation which increases the risk of diseases in the communities involved. These findings show a slight improvement compared to the previous year where handwashing at critical times was 19% and the proportion of those practicing open defecation was 30%.

This calls for sustained community-level knowledge and skills awareness campaigns with practical interventions to change the behavior of the communities and lead them towards adopting optimal hygiene practices.

With the above situation in the country, there is a need to sustain the humanitarian response in the country targeting the most vulnerable households and communities while strengthening the capacity of community systems and infrastructures to mitigate and respond to crisis. This approach will assist vulnerable households to access immediate services while protecting and building their remaining livelihoods.

## **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 taxes 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. PROPOSED BOREHOLE DRILLING, CONSTRUCTION, AND DEVELOPMENT WORKS IN FARJAN, MANDERA COUNTY**

<b>FARJAN WATER SUPPLY PROJECT</b>					
<b><u>TENDER No. RACIDA/BORESHA NABAD-2025-17</u></b>					
<b><u>BILL No. 1</u></b>					
<b><u>BOREHOLE DRILLING, CONSTRUCTION, AND DEVELOPMENT WORKS</u></b>					
<b>ITEM No.</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QUANTITY</b>	<b>RATE Kshs</b>	<b>AMOUNT Kshs</b>
1.0	<b><u>PRELIMINARIES AND GENERAL</u></b>				
1.1	Allow for provision of Insurance of Works and Contractor's Equipment in accordance with the General Conditions, Bidding Document	Item	L/S		
1.2	Allow for provision of WIBA Insurance against Accident to Workmen in accordance with the General Conditions, Bidding Document	Item	L/S		
1.3	Allow for training of the water committee and operators during Construction, Testing and Commissioning of the Works	Item	L/S		
1.4	Allow for provision, erection and maintenance of Project Sign Boards at the sites indicated by RACIDAs Engineer, within the Project Area and in accordance with the Conditions of Contract. The rate quoted by the Contractor to include for payment of all statutory charges to the relevant Authority and removal after completion of the Project. Details of the sign Board are shown on the Drawings provided	Nr	1		
	<b>TOTAL CARRIED TO BILL COLLECTION PAGE</b>				
2.0	<b>Mobilization and Demobilization</b>				
2.1	Mobilization of Drilling rig, all other plants, materials and equipment to the project site (s).Rate shall be inclusive of Demobilization and site clearance after completion of the works	Item	L/S		
	<b>TOTAL CARRIED TO BILL COLLECTION PAGE</b>				

<b>3.0</b>	<b>Borehole Drilling</b>				
3.1	The drilling operation will consist of drilling through all types of strata including disposal of excavated materials; taking any remedial measures to overcome caving- in , or over drilling to accommodate sloughed material and keeping drilling records as specified; (ii) Drilling Fluid, Bentonite for sealing/grouting, 50 kg Bags each; (iii) Fuel for drilling operation; and (iv) Water for drilling operation (water tanker )				
3.1.1	Drilling to 100 meter depth b.g.l	m	100		
3.1.2	Ditto between 100 & 200 meter depth b.g.l	m	100		
3.1.3	Ditto between 200 & 300 meter depth b.g.l	m	100		
	<b>TOTAL CARRIED TO BILL COLLECTION PAGE</b>				
<b>4.0</b>	<b>Borehole Construction</b>				
4.1	Supply and installation of 154mm diameter plain casing	m	242		
4.2	Supply and installation of 154mm diameter perforated stainless screen	m	60		
4.3	Installation of a 3/4" observation pipe in the borehole, for water level measures, maximum length 210m, material; PVC with a locked cap	m	300		
4.4	Supply and installation of bottom plug(wooden or pvc)	Nr	1		
4.5	Allow for taking of drilling cutting samples at 2m intervals	Item	L/S		
4.6	Supply & installation of gravel pack (rounded 2-4mm diameter)	Ton	8		
4.7	Supply and installation of grout between casings and the Borehole for the top 5m ( the borehole shall be grouted using cement slurry of 1.85-2.15kg cement/l including the steel standpipe for stabilization purposes	m	5		
	<b>TOTAL CARRIED TO BILL COLLECTION PAGE</b>				
<b>5.0</b>	<b>Borehole Development</b>				
	Physical and chemical development of the Borehole including inserting & removal of development equipment				
5.1	Physical Development of Borehole	Hours	2		
5.2	Chemical Development of Borehole	Hours	2		
5.3	Undertake constant discharge test as specified	Hours	24		
5.4	Undertake water level observation & record recovery	Hours	8		
5.5	Carry out Borehole Sterilization	Item	L/S		
	<b>TOTAL CARRIED TO BILL COLLECTION PAGE</b>				
<b>6.0</b>	<b>Borehole Completion</b>				

6.1	Install Well head, Well Cap, Serial Number & cement with slab of dimensions 1x1x1m around well head	Item	L/S		
6.2	Supply and install approved Borehole Gantry	Item	L/S		
6.3	Allow for sampling and water quality tests (Both Biological & Physiochemical Analysis from Recognized Accredited Institution ie WRA	Item	L/S		
6.4	Allow for Test Pumping for 72 Hrs (Fill in the provided Templet -RACIDA's_WASH_Test Pumping SOP Report- in Annexes)	Item	L/S		
<b>TOTAL CARRIED TO BILL COLLECTION PAGE</b>					

**GRAND SUMMARY OF PROPOSED WORKS**

SECTION	DESCRIPTION	TOTAL AMOUNT
		(Kshs.)
1	Preliminaries and Generals (Bill No. 1)	
2	Mobilization and Demobilization (Bill No. 2)	
3	Borehole Drilling (Bill No. 3)	
4	Borehole Construction (Bill No. 4)	
5	Borehole Development (Bill No. 5)	
6	Borehole Completion (Bill No. 6)	
<b>Grand Total (16% VAT Inclusive)</b>		

**Summary price for the site.**

SITE	AMOUNT (KES)
<b>RACIDA/BORESHA NABAD-2025-17</b> PROPOSED BOREHOLE DRILLING, CONSTRUCTION, AND DEVELOPMENT WORKS IN FARJAN, MANDERA COUNTY	

**Note:** All Prices quoted shall include VAT

**NOTE:**

The site can be accessed through several all-weather roads within Banisa Constituency

**DECLARATION FORM**



To

Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

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

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

\_\_\_\_\_  
Title

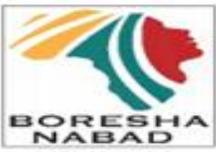
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

(To be signed by authorized representative and officially stamped)

**FORM OF TENDERER**

**TENDER NO. RACIDA/BORESHA NABAD-2025-17**



The Procurement Committee,  
 Rural Agency for Community Development and Assistance – RACIDA  
 Email Address: [procurement@racida.org](mailto:procurement@racida.org)  
 Mandera Office: Malka-suftu Road Next to Granada Hotel  
 or  
 Nairobi Office : Kinduruma Road, Top Plaza Ground Floor unit 9-12

**TENDER: PROPOSED DRILLING, CASING & DEVELOPMENT FOR A NEW BOREHOLE IN FARJAN, 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 rehabilitate and complete such Works and remedy any defects therein for the sum of:

KES..... **[Amount in figures]**  
 KES..... **[Amount in words]**

1. 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 Conditions of Contract.
2. We agree to abide by this tender for a period of 90 days from the date of the tender opening and shall remain binding upon us and may be accepted at any time before the expiry of that period.
3. 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.
4. We understand that you are not bound to accept the lowest evaluated cost Tender, the Most Advantageous Tender or any other Tender that you may receive;
5. We have examined and have no reservations to the tender document, including any Addenda that can be issued in accordance with this ITT
6. We have not been suspended nor declared ineligible by any Procuring Entity based on performance or any fraudulent or prohibited activity(s)
7. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.
8. We hereby certify and confirm that the tender is genuine, non-collusive and made with the intention of accepting the contract if awarded.

Dated this ..... day of .....20.....  
 Signature .....in the capacity of .....



duly authorized to sign tenders for and on behalf of:

.....[Name of Tenderer]

.....[Address of Tenderer]

**PIN No.** .....

VAT CERTIFICATE No . .....

**Witness:**

**Name** .....

**Address** .....

**Signature** .....



## FORM OF TENDER SECURITY (Bank Guarantee)

Beneficiary: \_\_\_\_\_

Request for Tender No: \_\_\_\_\_

Tender

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Tender Guarantee No: \_\_\_\_\_

Guarantor: \_\_\_\_\_

We have been informed that \_\_\_\_\_ (here in after called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here in after called" the Tender") for the execution of \_\_\_\_\_ under Request for Tender No. \_\_\_\_\_ ("the ITT").

Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.

At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ ( \_\_\_\_\_ ) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:

- b) Has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Applicant; or
- c) Having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension there to provided by the Applicant,
  - i. Has failed to execute the contract agreement, or



ii. Has failed to furnish the Performance.

This guarantee will expire:

- a) If the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or
- b) If the Applicant is not the successful Tenderer, upon the earlier of
  - i. Our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or
  - ii. Thirty days after the end of the Tender Validity Period.

Consequently, any demand for payment under this guarantee must be received by us at the office indicated below on or before that date.

\_\_\_\_\_  
\_\_\_\_\_

Signature(s) \_\_\_\_\_

Seal \_\_\_\_\_



## TENDER QUESTIONNAIRE

***Please fill in block letters.***

Full names of Tenderer:.....

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

Telephone number (s) of Tenderer.....

Email Address of Tenderer:.....

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

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***\_\_\_\_\_



**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 KES. ....

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)**

NO.	POSITION	NAME	QUALIFICATION	YEARS OF EXPERIENCE
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

I certify that the above information is correct.

.....  
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).**

PROJECT NAME	NAME OF CLIENT	CONTRACT SUM	% COMPLETED	COMPLETION DATE

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

Title..... Signature..... Date.....

**\*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.***



## ANNEXES

 <p>Farjan - Tender BoQ Excel.ods</p>	 <p>RACIDA's_WASH_Test Pumping_SOP_Rep</p>
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