



**OPEN NATIONAL TENDER DOCUMENT FOR PROVISION OF TELECOMMUNICATIONS
CELLULAR MOBILE NETWORK INFRASTRUCTURE AND SERVICES IN THE UNSERVED AND
UNDERSERVED AREAS OF KENYA- PHASE 4**

TENDER NO: CA/SCM/OT/38/2024-2025

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INVITATION TO TENDER

PROCURING ENTITY:

Communications Authority of Kenya (CA)
CA Centre, Waiyaki Way
P.O. Box 14448 Nairobi 00800
Tel: +254 703-042000
Email: tenders@ca.go.ke

CONTRACT NAME AND DESCRIPTION: PROVISION OF TELECOMMUNICATIONS CELLULAR MOBILE NETWORK INFRASTRUCTURE AND SERVICES IN THE UNSERVED AND UNDERSERVED AREAS OF KENYA- PHASE 4 CA/PROC/OT/38/2024-2025

1. The *Communications Authority of Kenya (CA)* invites sealed tenders for the Provision of Telecommunication Cellular Mobile Network Infrastructure and Services in the unserved and underserved areas of Kenya-Phase 4 .
2. Tendering will be conducted under open national competitive method using a standardized tender document. Tendering is open to all qualified and interested Tenderers. Tenderers are eligible to tender for all lots in the categories as long as one meets the requirements stipulated.
3. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours between 9:00 am to 4:00 pm, Monday to Friday, excluding Public Holidays, at the CA Centre on Waiyaki Way, Supply Chain Management (SCM) Department, 2nd floor – Wing A at the CA Centre. More details on the Services are provided in **PART 2 - Services' Requirements**, Section V - Description of Services of the Tender Document.
4. A complete set of tender documents may be purchased or obtained by interested tenders upon payment of a non-refundable fee of Kshs.1000.00 payable to CA and a receipt obtained from our Accounts office, located in the CA Centre. Tender documents may be obtained electronically from the Website: <https://www.ca.go.ke/open-tenders> or Public Procurement Information Portal (PIIP) supplier portal : <https://tenders.go.ke/OpenTenders>. Tender documents obtained electronically will be free of charge.
5. Tender documents may be viewed and downloaded for free from the website: <https://www.ca.go.ke/open-tenders> or Public Procurement Information Portal (PIIP) supplier portal : <https://tenders.go.ke/OpenTenders>. Tenderers who download the tender document must forward their particulars immediately to tenders@ca.go.ke to facilitate any further clarification or addendum.
6. All Tenders must be accompanied by a Bid Security of **Kshs.10,000,000.00** in form of a guarantee from a bank licensed by the Central Bank of Kenya (CBK) or Insurance Company approved by the Insurance Regulatory Authority (IRA) and valid for 240 days from the tender closing date.
7. The Tenderer shall chronologically serialize all pages of the tender documents submitted. (*E.g in a sequence such as 1, 2, 3.*)
8. Completed tenders in a plain sealed envelope marked. **TENDER FOR PROVISION OF TELECOMMUNICATIONS CELLULAR MOBILE NETWORK INFRASTRUCTURE AND SERVICES IN THE UNSERVED AND UNDERSERVED AREAS OF KENYA- PHASE 4** must be delivered to the address below on or before **9th April 2025 at 10.30 AM (East African Time)**. Electronic Tenders (*will or will not be*) permitted.
9. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.
9. Late tenders will be rejected.
10. The addresses referred to above are:

A. Address for obtaining further information and for purchasing tender documents


Director / Supply Chain Management
Communications Authority of Kenya
Telephone number: 0703042000/310
Email Address: tenders@ca.go.ke
Postal Address: P.O. Box 14448 Nairobi – 00800
Physical Address: CA Centre, Waiyaki Way, 2nd Floor, Wing A

B. Address for Submission of Tenders.

Director / Supply Chain Management
Communications Authority of Kenya
Tender Box located at CA Centre, Waiyaki Way, Ground Floor, at the Atrium Area.
Bulky tenders shall be registered at the Authority's Supply Chain Mangement Department on 2nd floor- Wing A
and an acknowledgement slip issued.

C. Address for Opening of Tenders.

Communications Authority of Kenya
CA Centre, Waiyaki Way, Ground Floor, at the Atrium Area
Tenders will be opened, in the presence of the tenderers representatives who choose to attend



David Mugonyi, EBS
DIRECTOR-GENERAL/CEO

Email : tenders@ca.go.ke

PART 1 - TENDERING PROCEDURES

SECTION I -INSTRUCTIONS TO TENDERERS

A. General

1. Scope of Tender

- 1.1 This tendering document is for the delivery of Non-Consulting Services, as specified in Section V, Procuring Entity's Requirements. The name, identification and number of this tender are specified in the **TDS**.

2. Throughout this tendering document:

2.1 The terms:

- a) The term “in writing” means communicated in written form (e.g., by mail, e-mail, fax, including if specified **in the TDS**, distributed or received through the electronic- procurement system used by the Procuring Entity) with proof of receipt;
- b) if the contexts or esquires, “singular” means “plural” and vice versa; and
- c) “Day” means calendar day, unless otherwise specified as “Business Day”. A Business Day is any day that is an official working day of the Procuring Entity. It excludes the Procuring Entity's official public holidays.

- 2.2 The successful Tenderer will be expected to complete the performance of the Services by the Intended Completion Date provided **in the TDS**.

3. Fraud and Corruption

- 3.1 The Procuring Entity requires compliance with the provisions of the Public Procurement and Asset Disposal Act, 2015 (the Act), Section 62 “Declaration not to engage in corruption”. The tender submitted by a person shall include a declaration that the person shall not engage in any corrupt or fraudulent practice and a declaration that the person or his or her sub-contractors are not debarred from participating in public procurement proceedings.

- 3.2 The Procuring Entity requires compliance with the provisions of the Competition Act 2010, regarding collusive practices in contracting. Any tenderer found to have engaged in collusive conduct shall be disqualified and criminal and/or civil sanctions may be imposed. To this effect, Tenders shall be required to complete and sign the “Certificate of Independent Tender Determination” annexed to the Form of Tender.

- 3.3 **Unfair Competitive Advantage** - Fairness and transparency in the tender process require that the firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender. To that end, the Procuring Entity shall indicate in the **TDS** and make available to all the firms together with this tender document all Information that would in that respect gives such firm any unfair competitive advantage over competing firms.

- 3.4 Unfair Competitive Advantage-Fairness and transparency in the tender process require that the Firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender. The Procuring Entity shall indicate in the **TDS** firms (if any) that provided consulting services for the contract being tendered for. The Procuring Entity shall check whether the owners or controllers of the Tenderer are same as those that provided consulting services. The Procuring Entity shall, upon request, make available to any tenderer information that would give such firm unfair competitive advantage over competing firms.

4 Eligible Tenderers

- 4.1 A Tenderer may be a firm that is a private entity, a state-owned entity or institution subject to ITT 4.6, or any combination of such entities in the form of a Joint Venture (JV) under an existing agreement or with the intent to enter into such an agreement supported by a Form of intent. In the case of a joint venture, all members shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the Tendering process and, in the event the JV is awarded the Contract, during contract execution. Members of a joint venture may not also make an individual tender, be a sub contract or in a separate tender or be part of another joint venture for the purposes of the same Tender. The maximum number of JV members shall be specified in the **TDS**.
- 4.2 Public Officers, of the Procuring Entity, their Spouses, Child, Parent, Brothers or Sister. Child, Parent, Brother or Sister of a Spouse in which they have a substantial or controlling interest shall not be eligible to tender or be awarded contract. Public Officers are also not allowed to participate in any procurement proceedings.
- 4.3 A Tenderer shall not have a conflict of interest. Any Tenderer found to have a conflict of interest shall be disqualified. A Tenderer may be considered to have a conflict of interest for the purpose of this Tendering process, if the Tenderer:
- a Directly or indirectly controls, is controlled by or is under common control with another Tenderer; or
 - b Receives or has received any direct or indirect subsidy from another Tenderer; or
 - c has the same legal representative as another Tenderer; or
 - d has a relationship with another Tenderer, directly or through common third parties, that puts it in a position to influence the Tender of another Tenderer, or influence the decisions of the Procuring Entity regarding this Tendering process; or
 - e or any of its affiliates participated as a consultant in the preparation of the Procuring Entity's Requirements (including Activities Schedules, Performance Specifications and Drawings) for the Non-Consulting Services that are the subject of the Tender; or
 - f or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity or Procuring Entity for the Contract implementation; or
 - g would be providing goods, works, or non-consulting services resulting from or directly related to consulting services for the preparation or implementation of the project specified in the TDS ITT 2. 1 that it provided or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm; or
 - h has a close business or family relationship with a professional staff of the Procuring Entity or of the project implementing agency, who:
 - i. are directly or in directly involved in the preparation of the tendering document or specifications of the contract, and/or the Tender evaluation process of such contract; or
 - ii. Would be involved in the implementation or supervision of such contract unless the conflicts teeming from such relationship has been resolved in a manner acceptable to the Procuring Entity throughout the procurement process and execution of the Contract.
- 4.4 A firm that is a Tenderer (either individually or as a JV member) shall not participate in more than one tender, except for permitted alternative Tenders. This includes participation as a subcontractor. Such participation shall result in the disqualification of all Tenders in which the firm is involved. A firm that is not a Tenderer or a JV member may participate as a sub-contractor in more than one Tender.
- 4.5 A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT 4 .9.
- 4.6 A Tenderer that has been sanctioned by PPRA or are under a temporary suspension or a debarment imposed by any other entity of the Government of Kenya shall be ineligible to be pre-qualified for, initially selected for, tender for, propose for, or be awarded a contract during such period of sanctioning. The list of debarred firms and individuals is available at the PPRA Website www.ppra.go.ke
- 4.7 Tenderers that are state-owned enterprises or institutions in Kenya may be eligible to compete and be awarded a Contract(s) only if they can establish that they: (i) are legally and financially autonomous; (ii) operate under Commercial law; and (iii) are not under supervision of the Procuring Entity.

- 4.8 Firms and individuals may be ineligible if (a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country, or (b) by an act of compliance with a decision of the United Nations Security Council take under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods or contracting of works or services from that country, or any payments to any country, person or entity in that country.
- 4.9 A Tenderer shall be deemed to have the nationality of a country if the Tenderer is constituted, incorporated or registered in and operates in conformity with the provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed subcontractors or sub consultants for any part of the Contract including related Services.
- 4.10 Foreign tenderers are required to source at least forty (40%) percent of their contract inputs (in supplies, subcontracts and labor) from national suppliers and contractors. To this end, a foreign tenderer shall provide in its tender documentary evidence that this requirement is met. Foreign tenderers not meeting this criterion will be automatically disqualified. Information required to enable the Procuring Entity determine if this condition is met shall be provided in for this purpose is be provided in “SECTION III-EVALUATION AND QUALIFICATION CRITERIA, Item 9”.
- 4.11 Pursuant to the eligibility requirements of ITT 4.10, a tender is considered a foreign tenderer, if the tenderer is not registered in Kenya or if the tenderer is registered in Kenya and has less than 51 percent ownership by Kenyan citizens. JVs are considered as foreign tenderers if the individual member firms are not registered in Kenya or if are registered in Kenya and have less than 51 percent ownership by Kenyan citizens. The JV shall not sub contract to foreign firms more than 10 percent of the contract price, excluding provisional sums.
- 4.12 The Competition Act of Kenya requires that firms wishing to tender as Joint Venture undertakings which may prevent, distort or lessen competition in provision of services are prohibited unless they are exempt in accordance with the provisions of Section 25 of the Competition Act, 2010. JVs will be required to seek for exemption from the Competition Authority. Exemption shall not be a condition for tender, but it shall be a condition of contract award and signature. A JV tenderer shall be given opportunity to seek such exemption as a condition of award and signature of contract. Application for exemption from the Competition Authority of Kenya may be accessed from the website www.cak.go.ke
- 4.13 A Tenderer may be considered ineligible if he/she offers goods, works and production processes with characteristics that have been declared by the relevant national environmental protection agency or by other competent authority as harmful to human beings and to the environment shall not be eligible for procurement.
- 4.14 A Kenyan tenderer shall be eligible to tender if it provides evidence of having fulfilled his/her tax obligations by producing a valid tax compliance certificate or tax exemption certificate is sued by the Kenya Revenue Authority.

5 Qualification of the Tenderer

- 5.1 All Tenderers shall provide in Section IV, Tendering Forms, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.
- 5.2 In the event that pre-qualification of Tenderers has been undertaken as stated in ITT 18.3, the provisions on qualifications of the Section III, Evaluation and Qualification Criteria shall not apply.

B. Contents of Tendering Document

6 Sections of Tendering Document

- 6.1 The tendering document consists of Parts 1, 2, and 3, which include all the sections indicated below and should be read in conjunction with any Addenda issued in accordance with ITT 10.

PART 1: Tendering Procedures

- i) Section I - Instructions to Tenderers (ITT)
- ii) Section II - Tender Data Sheet (TDS)
- iii) Section III - Evaluation and Qualification Criteria
- iv) Section IV - Tendering Forms

PART 2: Procuring Entity's Requirements

- v) Section V-Procuring Entity's Requirements

PART 3: Contract

- vi) Section VI - General Conditions of Contract (GCC)
- vii) Section VII - Special Conditions of Contract (SCC)
- viii) Section VIII - Contract Forms

- 6.2 The Invitation to Tender (ITT) notice or the notice to pre-qualify Tenderers, as the case may be, issued by the Procuring Entity is not part of this tendering document.
- 6.3 Unless obtained directly from the Procuring Entity, the Procuring Entity is not responsible for the completeness of the document, responses to requests for clarification, the Minutes of the pre-Tender meeting (if any), or Addenda to the tendering document in accordance with ITT 10. In case of any contradiction, documents obtained directly from the Procuring Entity shall prevail.
- 6.4 The Tenderer is expected to examine all instructions, forms, terms, and specifications in the tendering document and to furnish with its Tender all information or documentation as is required by the tendering document.

7. Site Visit

- 7.1 The Tenderer, at the Tenderer's own responsibility and risk, is encouraged to visit and examine and inspect the Site of the Required Services and its surroundings and obtain all information that may be necessary for preparing the Tender and entering in to a contract for the Services. The costs of visiting the Site shall be the Tenderer's own expense.

8 Pre-Tender Meeting

- 8.1 The Procuring Entity shall specify in the **TDS** if a pre-tender conference will be held, when and where. The Procuring Entity shall also specify in the **TDS** if a pre-arranged pretender site visit will be held and when. The Tenderer's designated representative is invited to attend a pre-arranged pretender visit of the site of the works. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.
- 8.2 The Tenderer is requested to submit any questions in writing, to reach the Procuring Entity not later than the period specified in the **TDS** before the meeting.
- 8.3 Minutes of the pre-Tender meeting and the pre-arranged pre tender visit of the site of the service, if applicable, including the text of the questions asked by Tenderers and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Tenderers who have acquired the Tender Documents in accordance with ITT6.3. Minutes shall not identify the source of the questions asked.
- 8.4 The Procuring Entity shall also promptly publish anonymized (*no names*) Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the service at the web page identified **in the TDS**. Any modification to the Tender Documents that may become necessary as a result of the pre-Tender meeting shall be made by the Procuring Entity exclusively through the issue of an Addendum pursuant to ITT10 and not through the minutes of the pre-Tender meeting. Nonattendance at the pre-Tender meeting will not be a cause for disqualification of a Tenderer.

9 Clarification of Tender Documents

- 9.1 A Tenderer requiring any clarification of the Tender Document shall contact the Procuring Entity in writing at the Procuring Entity's address specified in the TDS or raise its enquiries during the pre-Tender meeting and the pre-arranged pretender visit of the site of the Service if provided for in accordance with ITT 8.4. The Procuring Entity will respond in writing to any request for clarification, provided that such request is received no later than the period specified in the **TDS** prior to the deadline for submission of tenders. The Procuring Entity shall forward copies of its response to all tenderers who have acquired the Tender Documents in accordance with ITT 6.3, including a description of the inquiry but without identifying its source. If so specified in the **TDS**, the Procuring Entity shall also promptly publish its response at the webpage identified in the **TDS**. Should the clarification result in changes to the essential elements of the Tender Documents, the Procuring Entity shall amend the Tender Documents appropriately following the procedure under ITT 8.4.

10 Amendment of Tender Documents

- 10.1 At any time prior to the deadline for submission of Tenders, the Procuring Entity may amend the Tendering

document by issuing addenda.

- 10.2 Any addendum issued shall be part of the tendering document and shall be communicated in writing to all who have obtained the tendering document from the Procuring Entity in accordance with ITT 6.3. The Procuring Entity shall also promptly publish the addendum on the Procuring Entity's web page in accordance with ITT 8.4.
- 10.3 To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their Tenders, the Procuring Entity shall extend, as necessary, the deadline for submission of Tenders, in accordance with ITT 24.2 below.

C. Preparation of Tenders

11 Cost of Tendering

- 11.1 The Tenderer shall bear all costs associated with the preparation and submission of its Tender, and the Procuring Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

12 Language of Tender

- 12.1 The Tender as well as all correspondence and documents relating to the Tender exchanged by the Tenderer and the Procuring Entity shall be written in the English language. Supporting documents and printed literature that are part of the Tender may be in another language provided they are accompanied by an accurate translation of the relevant passages into the English language, in which case, for purposes of interpretation of the Tender, such translation shall govern.

13 Documents Comprising the Tender

- 13.1 The Tender shall comprise the following:
 - a **Form of Tender** prepared in accordance with ITT 14;
 - b **Schedules:** priced Activity Schedule completed in accordance with ITT 14 and ITT 16;
 - c **Tender Security or Tender-Securing Declaration** in accordance with ITT 21.1;
 - d **Alternative Tender:** if permissible in accordance with ITT 15;
 - e **Authorization:** written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT 22.3;
 - f **Qualifications:** documentary evidence in accordance with ITT 19 establishing the Tenderer's qualifications to perform the Contract if its Tender is accepted;
 - g **Tenderer's Eligibility:** documentary evidence in accordance with ITT 19 establishing the Tenderer's eligibility to Tender;
 - h **Conformity:** documentary evidence in accordance with ITT 18, that the Services conform to the tendering document; and
 - i Any other document required in the **TDS**.

The Tenderer shall chronologically serialize pages of all tender documents submitted.

- 13.2 In addition to the requirements under ITT 13.1, Tenders submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a Form of intent to execute a Joint Venture Agreement in the event of a successful Tender shall be signed by all members and submitted with the Tender, together with a copy of the proposed Agreement.
- 13.3 The Tenderer shall furnish in the Form of Tender information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Tender.

14 Form of Tender and Activity Schedule

- 14.1 The Form of Tender and priced Activity Schedule shall be prepared using the relevant forms furnished in Section IV, Tendering Forms. The forms must be completed without any alterations to the text, and no substitutes shall be accepted except as provided under ITT 22.3. All blank spaces shall be filled in with the information requested.

14.2 The Tenderer shall furnish in the Form of Tender information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Tender.

15 Alternative Tenders

15.1 Unless otherwise indicated **in the TDS**, alternative Tenders shall not be considered. If alternatives are permitted, only the technical alternatives, if any, of the Best Evaluated Tender shall be considered by the Procuring Entity.

15.2 When alternative times for completion are explicitly invited, a statement to that effect will be included **in the TDS** and the method of evaluating different time schedules will be described in Section III, Evaluation and Qualification Criteria.

15.3 When specified **in the TDS**, Tenderers are required to submit alternative technical solutions for specified parts of the Services, and such parts will be identified **in the TDS**, as will the method for their evaluating, and described in Section VII, Procuring Entity's Requirements.

16. Tender Prices and Discounts

16.1 The prices and discounts (including any price reduction) quoted by the Tenderer in the Form of Tender and in the Activity Schedule (s) shall conform to the requirements specified below.

16.2 All lots (contracts) and items must be listed and priced separately in the Activity Schedule(s).

16.3 The Contract shall be for the Services, as described in Appendix A to the Contract and in the Specifications (or Terms of Reference), based on the priced Activity Schedule, submitted by the Tenderer.

16.4 The Tenderer shall quote any discounts and indicate the methodology for their application in the Form of Tender in accordance with ITT 16.1.

16.5 The Tenderer shall fill in rates and prices for all items of the Services described in the Specifications (or Terms of Reference), and listed in the Activity Schedule in Section VII, Procuring Entity's Requirements. Items for which no rate or price is entered by the Tenderer will not be paid for by the Procuring Entity when executed and shall be deemed covered by the other rates and prices in the Activity Schedule.

16.6 All duties, taxes, and other levies payable by the Service Provider under the Contract, or for any other cause, as of the date 30 days prior to the deadline for submission of Tenders, shall be included in the total Tender price submitted by the Tenderer.

16.7 If provided for **in the TDS**, the rates and prices quoted by the Tenderer shall be subject to adjustment during the performance of the Contract in accordance with and the provisions of Clause 6.6 of the General Conditions of Contract and / or Special Conditions of Contract. The Tenderer shall submit with the Tender all the information required under the Special Conditions of Contract and of the General Conditions of Contract.

16.8 For the purpose of determining the remuneration due for additional Services, a breakdown of the lump-sum price shall be provided by the Tenderer in the form of Appendices D and E to the Contract.

17 Currencies of Tender and Payment

17.1 The currency of the Tender and the currency of payments shall be Kenya Shillings.

18 Documents Establishing Conformity of Services

18.1 To establish the conformity of the Non-Consulting Services to the tendering document, the Tenderer shall furnish as part of its Tender the documentary evidence that Services provided conform to the technical specifications and standards specified in Section VII, Procuring Entity's Requirements.

- 18.2 Standards for provision of the Non-Consulting Services are intended to be descriptive only and not restrictive. The Tenderer may offer other standards of quality provided that it demonstrates, to the Procuring Entity's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Section VII, Procuring Entity's Requirements.
- 18.3 Tender to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a Service provider or group of service providers, qualifies for a margin of preference. Further the information will enable the Procuring Entity identify any actual or potential conflict of interest in relation to the procurement and/or contract management processes, or a possibility of collusion between tenderers, and thereby help to prevent any corrupt influence in relation to the procurement processor contract management.
- 18.4 The purpose of the information described in ITT 18.3 above, overrides any claims to confidentiality which a tenderer may have. There can be no circumstances in which it would be justified for a tenderer to keep information relating to its ownership and control confidential where it is tendering to undertake public sector work and receive public sector funds. Thus, confidentiality will not be accepted by the Procuring Entity as a justification for a Tenderer's failure to disclose, or failure to provide required information on its ownership and control.
- 18.4 The Tenderer shall provide further documentary proof, information or authorizations that the Procuring Entity may request in relation to ownership and control which information on any changes to the information which was provided by the tenderer under ITT18.3. The obligations to require this information shall continue for the duration of the procurement process and contract performance and after completion of the contract, if any change to the information previously provided may reveal a conflict of interest in relation to the award or management of the contract.
- 18.6 All information provided by the tenderer pursuant to these requirements must be complete, current and accurate as at the date of provision to the Procuring Entity. In submitting the information required pursuant to these requirements, the Tenderer shall warrant that the information submitted is complete, current and accurate as at the date of submission to the Procuring Entity.
- 18.7 If a tenderer fails to submit the information required by these requirements, its tenderer will be rejected. Similarly, if the Procuring Entity is unable, after taking reasonable steps, to verify to a reasonable degree the information submitted by a tenderer pursuant to these requirements, then the tender will be rejected.
- 18.8 If information submitted by a tenderer pursuant to these requirements, or obtained by the Procuring Entity (whether through its own enquiries, through notification by the public or otherwise), shows any conflict of interest which could materially and improperly benefit the tenderer in relation to the procurement or contract management process, then:
- i) If the procurement process is still on going, the tenderer will be disqualified from the procurement process,
 - ii) if the contract has been awarded to that tenderer, the contract award will be set aside, pending the outcome of (iii),
 - iii) The tenderer will be referred to the relevant law enforcement authorities for investigation of whether the tenderer or any other persons have committed any criminal offence.
- 18.9 If a tenderer submits information pursuant to these requirements that is in complete, inaccurate or out-of-date, or attempts to obstruct the verification process, then the consequences ITT 18.9 will ensue unless the tenderer can show to the reasonable satisfaction of the Procuring Entity that any such act was not material, or was due to genuine err or which was not attributable to the intentional act, negligence or recklessness of the tenderer.

19 Documents Establishing the Eligibility and Qualifications of the Tenderer

- 19.1 To establish Tenderer's their eligibility in accordance with ITT4, Tenderers shall complete the Form of Tender, included in Section IV, Tendering Forms.
- 19.2 The documentary evidence of the Tenderer's qualification stopper form the Contract if its Tender is accepted shall establish to the Procuring Entity's satisfaction that the Tenderer meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.
- 19.3 All Tenderers shall provide in Section IV, Tendering Forms, a preliminary description of the proposed methodology, work plan and schedule.

- 19.4 In the event that pre-qualification of Tenderers has been undertaken, only Tenders from prequalified Tenderers shall be considered for award of Contract. These qualified Tenderers should submit with their Tenders any information updating their original pre-qualification applications or, alternatively, confirm in their Tenders that the originally submitted pre-qualification information remains essentially correct as of the date of Tender submission.
- 19.5 If pre-qualification has not taken place before Tendering, the qualification criteria for the Tenderers are specified- in Section III, Evaluation and Qualification Criteria.

20 Period of Validity of Tenders

- 20.1 Tenders shall remain valid for the Tender Validity period specified in the TDS. The Tender Validity period starts from the date fixed for the Tender submission deadline date (as prescribed by the Procuring Entity in accordance with ITT 24.1). A Tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.
- 20.2 In exceptional circumstances, prior to the expiration of the Tender validity period, the Procuring Entity may request Tenderers to extend the period of validity of their Tenders. The request and the responses shall be made in writing. If a Tender Security is requested in accordance with ITT20, it shall also be extended for a corresponding period. A Tenderer may refuse the request without forfeiting its Tender Security. A Tenderer granting the request shall not be required or permitted to modify its Tender.

21 Tender Security

- 21.1 The Tenderer shall furnish as part of its Tender, either a Tender-Securing Declaration or a Tender security, as specified **in the TDS**, in original form and, in the case of a Tender Security, in the amount and currency specified **in the TDS**.
- 21.2 A Tender Securing Declaration shall use the form included in Section IV, Tendering Forms.
- 21.3 If a Tender Security is specified pursuant to ITT 21.1, from a reputable source, and an eligible country and shall be in any of the following forms at the Tenderer's option:
- i) cash;
 - ii) a bank guarantee;
 - iii) a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Authority; or
 - iv) a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya,
- 21.4 If a Tender Security is specified pursuant to ITT 20.1, any Tender not accompanied by a substantially responsive Tender Security shall be rejected by the Procuring Entity as non-responsive.
- 21.5 If a Tender Security is specified pursuant to ITT 21.1, the Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer's signing the contract and furnishing the Performance Security pursuant to ITT 46. The Procuring Entity shall also promptly return the tender security to the tenderers where the procurement proceedings are terminated, all tenders were determined non-responsive or a bidder declines to extend tender validity period.
- 21.6 The Tender Security of the successful Tenderer shall be returned as promptly as possible once the successful Tenderer has signed the Contract and furnished the required Performance Security.
- 21.7 The Tender Security may be forfeited or the Tender-Securing Declaration executed:
- a. If a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer in the Form of Tender, or any extension there to provide by the Tenderer; or
 - b. if the successful Tenderer fails to:
 - c. sign the Contract in accordance with ITT 46; or
 - d. Furnish a performance security in accordance with ITT 47.
- 21.8 Where tender securing declaration is executed, the Procuring Entity shall recommend to the PPRA that PPRA debar the Tenderer from participating in public procurement as provided in the law.
- 21.9 The Tender Security or Tender-Securing Declaration of a JV must be in the name of the JV that submits the

Tender. If the JV has not been legally constituted into a legally enforceable JV at the time of Tendering, the Tender security or Tender-Securing Declaration shall be in the names of all future members as named in the Form of intent referred to in ITT 4.1 and ITT 13.2.

21.10A tenderer shall not issue a tender security to guarantee itself.

22 Format and Signing of Tender

22.1 The Tenderer shall prepare one original of the documents comprising the Tender as described in ITT 13, bound with the volume containing the Form of Tender, and clearly marked “Original. “In addition, the Tenderer shall submit copies of the Tender, in the number specified **in the TDS**, and clearly marked as “Copies. “In the event of discrepancy between them, the original shall prevail.

22.2 Tenderers shall mark as “CONFIDENTIAL “information in their Tenders which is confidential to their business. This may include proprietary information, trade secrets, or commercial or financially sensitive information.

22.3 The original and all copies of the Tender shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the Tenderer. This authorization shall consist of a written confirmation as specified **in the TDS** and shall be attached to the Tender. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Tender where entries or amendments have been made shall be signed or initialed by the person signing the Tender.

22.4 In case the Tenderer is a JV, the Tender shall be signed by an authorized representative of the JV on behalf of the JV, and so as to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

22.5 Any inter-lineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Tender.

D. Submission and Opening of Tenders

23 Sealing and Marking of Tenders

23.1 Depending on the sizes or quantities or weight of the tender documents, a tenderer may use an envelope, package or container. The Tenderer shall deliver the Tender in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the Tender, addressed to the Procuring Entity and a warning not to open before the time and date for Tender opening date. Within the single envelope, package or container, the Tenderer shall place the following separate, sealed envelopes:

- a. in an envelope or package or container marked “ORIGINAL”, all documents comprising the Tender, as described in ITT13; and
- b. in an envelope or package or container marked “COPIES”, all required copies of the Tender; and
- c. if alternative Tenders are permitted in accordance with ITT15, and if relevant:
 - i. in an envelope or package or container marked “ORIGINAL–ALTERNATIVE TENDER”, the alternative Tender; and
 - ii. in the envelope or package or container marked “COPIES- ALTERNATIVE TENDER”, all required copies of the alternative Tender.

The inner envelopes or packages or containers shall:

- a) Bear the name and address of the Procuring Entity.
- b) Bear the name and address of the Tenderer; and
- c) Bear the name and Reference number of the Tender.

23.2 If an envelope or package or container is not sealed and marked as required, the *Procuring Entity* will assume no responsibility for the misplacement or premature opening of the Tender. Tenders misplaced or opened prematurely will not be accepted.

24 Deadline for Submission of Tenders

24.1 Tenders must be received by the Procuring Entity at the address and no later than the date and time specified **in the TDS**. When so specified **in the TDS**, Tenderers shall have the option of submitting their Tenders electronically. Tenderers submitting Tenders electronically shall follow the electronic Tender submission

- 24.2 The Procuring Entity may, at its discretion, extend the deadline for the submission of Tenders by amending the tendering document in accordance with ITT9, in which case all rights and obligations of the Procuring Entity and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

25 Late Tenders

- 25.1 The Procuring Entity shall not consider any Tender that arrives after the dead line for submission of Tenders, in accordance with ITT 24. Any Tender received by the Procuring Entity after the deadline for submission of Tenders shall be declared late, rejected, and returned unopened to the Tenderer.

26 Withdrawal, Substitution and Modification of Tenders

- 26.1 A Tenderer may withdraw, substitute, or modify its Tender after it has been submitted by sending a written notice, duly signed by a n authorized representative, and shall include a copy of the authorization (the power of attorney) in accordance with ITT 21.3, (except that withdrawal notices do not require copies). The corresponding substitution or modification of the Tender must accompany the respective written notice. All notices must be:
- a) Prepared and submitted in accordance with ITT 21 and ITT 22 (except that withdrawal notices do not require copies), and in addition, the respective envelopes shall be clearly marked “WITHDRAWAL,” “SUBSTITUTION,” or “MODIFICATION;” and
 - b) Received by the Procuring Entity prior to the deadline prescribed for submission of Tenders, in accordance with ITT 23.
- 26.2 Tenders requested to be withdrawn in accordance with ITT 25.1 shall be returned unopened to the Tenderers.
- 26.3 No Tender may be withdrawn, substituted, or modified in the interval between the deadline for submission of Tenders and the expiration of the period of Tender validity specified by the Tenderer on the Form of Tender or any extension thereof.

27 Tender Opening

- 27.1 Except as in the cases specified in ITT 23 and ITT 25.2, the Procuring Entity shall, at the Tender opening, publicly open and read out all Tenders received by the deadline at the date, time and place specified **in the TDS** in the presence of Tenderers' designated representatives and anyone who choose to attend. Any specific electronic Tender opening procedures required if electronic tendering is permitted in accordance with ITT 23.1 shall be as specified **in the TDS**.
- 27.2 First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelope with the corresponding Tender shall not be opened, but returned to the Tenderer. If the withdrawal envelope does not contain a copy of the “power of attorney” confirming the signature as a person duly authorized to sign on behalf of the Tenderer, the corresponding Tender will be opened. No Tender withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at Tender opening.
- 27.3 Next, envelopes marked “SUBSTITUTION” shall be opened and read out and exchanged with the corresponding Tender being substituted, and the substituted Tender shall not be opened, but returned to the Tenderer. No Tender substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at Tender opening.
- 27.4 Next, envelopes marked “MODIFICATION” shall be opened and read out with the corresponding Tender. No Tender modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Tender opening.
- 27.5 Next, all remaining envelopes shall be opened one at a time, reading out: the name of the Tenderer and whether there is a modification; the total Tender Prices, per lot (contract) if applicable, including any discounts and alternative Tenders; the presence or absence of a Tender Security or Tender-Securing Declaration, if required; and any other details as the Procuring Entity may consider appropriate.
- 27.6 Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further. The Form of Tender and the priced Activity Schedule are to be initialed by representatives of the Procuring Entity attending Tender opening in the manner specified **in the TDS**.
- 27.7 The Procuring Entity shall neither discuss the merits of any Tender nor reject any Tender (except for late

Tenders, in accordance with ITT25.1).

27.8 The Procuring Entity shall prepare are cord of the Tender opening that shall include, as a minimum:

- a) The name of the Tenderer and whether there is a withdrawal, substitution, or modification;
- b) The Tender Price, per lot (contract) if applicable, including any discounts; and
- c) any alternative Tenders;
- d) The presence or absence of a Tender Security or Tender-Securing Declaration, if one was required.
- e) Number of pages of each tender document submitted

27.9 The Tenderers' representatives who a rep resent shall be requested to sign the record. The omission of a Tenderer's signature on the record shall not invalidate the contents and effect of the record. A copy of the tender opening register shall be distributed to Tenderer upon request.

E. Evaluation and Comparison of Tenders

28 Confidentiality

28.1 Information relating to the evaluation of Tenders and recommendation of contract award, shall not be disclosed to Tenderers or any other persons not officially concerned with the Tendering process until information on the Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT 42.

28.2 Any effort by a Tenderer to influence the Procuring Entity in the evaluation or contract award decisions may result in the rejection of its Tender.

28.3 Notwithstanding ITT 28.2, from the time of Tender opening to the time of Contract Award, if any Tenderer wishes to contact the Procuring Entity on any matter related to the Tendering process, it should do so in writing.

29 Clarification of Tenders

29.1 To assist in the examination, evaluation, and comparison of Tenders, and qualification of the Tenderers, the Procuring Entity may, at the Procuring Entity's discretion, ask any tenderer for clarification of its Tender including break downs of the prices in the Activity Schedule, and other information that the Procuring Entity may require. Any clarification submitted by a Tenderer in respect to its Tender and that is not in response to a request by the Procuring Entity shall not be considered. The Procuring Entity's request for clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the Tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Procuring Entity in the evaluation of the Tenders, in accordance with ITT32.

29.2 If a Tenderer does not provide clarifications of its Tender by the date and time set in the Procuring Entity's request for clarification, its Tender may be rejected.

30 Deviations, Reservations, and Omissions

30.1 During the evaluation of Tenders, the following definitions apply:

- a) "Deviation" is a departure from the requirements specified in the tendering document;
- b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the tendering document; and
- c) "Omission" is the failure to submit part or all of the information or documentation required in the tendering document.

31 Determination of Responsiveness

31.1 The Procuring Entity's determination of a Tender's responsiveness is to be based on the contents of the Tender itself, as defined in ITT 12.

31.2 A substantially responsive Tender is one that meets the requirements of the tendering document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

- a) If accepted, would:
 - i. affect in any substantial way the scope, quality, or performance of the Non-Consulting Services

specified in the Contract; or

ii. limit in any substantial way, inconsistent with the tendering document, the Procuring Entity's rights or the Tenderer's obligations under the Contract; or

b) if rectified, would unfairly affect the competitive position of other Tenderers presenting substantially responsive Tenders.

31.3 The Procuring Entity shall examine the technical aspects of the Tender submitted in accordance with ITT 18 and ITT 19, in particular, to confirm that all requirements of Section VII, Procuring Entity's Requirements have been met without any material deviation or reservation, or omission.

31.4 If a Tender is not substantially responsive to the requirements of tendering document, it shall be rejected by the Procuring Entity and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

31.5 Provided that a Tender is substantially responsive, the Procuring Entity may waive any non-conformity in the Tender.

31.6 Provided that a Tender is substantially responsive, the Procuring Entity may request that the Tenderer submit the necessary information or documentation, within a reasonable period of time, to rectify non-material non-conformities or omissions in the Tender related to documentation requirements. Requesting information or documentation on such non-conformities shall not be related to any aspect of the price of the Tender. Failure of the Tenderer to comply with the request may result in the rejection of its Tender.

31.7 Provided that a Tender is substantially responsive, the Procuring Entity shall rectify quantifiable non-material non-conformities related to the Tender Price. To this effect, the Tender Price shall be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component in the manner specified in the TDS.

32 Arithmetical Errors

32.1 The tender sum as submitted and read out during the tender opening shall be absolute and final and shall not be the subject of correction, adjustment or amendment in any way by any person or entity.

32.2 Provided that the Tender is substantially responsive, the Procuring Entity shall handle errors on the following basis:

- a) Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive.
- b) Any errors in the submitted tender arising from a miscalculation of unit price, quantity, subtotal and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive .and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail

32.3 Tenderers shall be notified of any error detected in their bid during the notification of a ward.

33 Conversion to Single Currency

33.1 For evaluation and comparison purposes, the currency(ies) of the Tender shall be converted into a single currency as specified in the TDS.

34 Margin of Preference and Reservations

34.1 Margin of preference on local service providers may be allowed if it is deemed that the services require participation of foreign tenderers. If so allowed, it will be indicated in the TDS.

34.2 Where it is intended to reserve the contract to specific groups under Small and Medium Enterprises, or enterprise of women, youth and /or persons living with disability, who are appropriately registered as such by the authority to be specified in the TDS, a procuring entity shall ensure that the invitation to tender specifically indicates that only businesses/firms belonging to the specified group are eligible to tender as specified in the TDS. Otherwise, if not so stated, the invitation will be open to all tenderers.

35 Evaluation of Tenders

- 35.1 The Procuring Entity shall use the criteria and methodologies listed in this ITT and Section III, Evaluation and Qualification Criteria. No other evaluation criteria or methodologies shall be permitted. By applying the criteria and methodologies, the Procuring Entity shall determine the Best Evaluated Tender. This is the Tender of the Tenderer that meets the qualification criteria and whose Tender has been determined to be:
- a) Substantially responsive to the tendering document; and
 - b) The lowest evaluated cost.
- 35.2 In evaluating the Tenders, the Procuring Entity will determine for each Tender the evaluated Tender cost by adjusting the Tender price as follows:
- a) Price adjustment due to discounts offered in accordance with ITT 16.4;
 - b) price adjustment due to quantifiable non material non-conformities in accordance with ITT 31.3;
 - c) converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with ITT 33; and
 - d) any additional evaluation factors specified **in the TDS** and Section III, Evaluation and Qualification Criteria.
- 35.3 The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be considered in Tender evaluation.
- 35.4 In the case of multiple contracts or lots, Tenderers are allowed to tender for one or more lots and the methodology to determine the lowest evaluated cost of the lot (contract) and for combinations, including any discounts offered in the Form of Tender, is specified in Section III, Evaluation and Qualification Criteria. For one or more lots (contracts). Each lot or contract will be evaluated in accordance with ITT
- 35.5. The methodology to determine the lowest evaluated tenderer or tenderers based one lot (contract) or based on a combination of lots (contracts), will be specified in Section III, Evaluation and Qualification Criteria. In the case of multiple lots or contracts, tenderer will be will be required to prepare the Eligibility and Qualification Criteria Form for each Lot.

36 Comparison of Tenders

- 36.1 The Procuring Entity shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 35.2 to determine the Tender that has the lowest evaluated cost.

37 Abnormally Low Tenders and Abnormally High

Tenders Abnormally Low Tenders

- 37.1 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer in regards to the Tenderer's ability to perform the Contract for the offered Tender Price.
- 37.2 In the event of identification of a potentially Abnormally Low Tender, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tender document.
- 37.3 After evaluation of the price analyses, in the event that the Procuring Entity determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the offered Tender Price, the Procuring Entity shall reject the Tender.

Abnormally High Tenders

- 37.4 An abnormally high price is one where the tender price, in combination with other constituent elements of the Tender, appears unreasonably too high to the extent that the Procuring Entity is concerned that it (the Procuring Entity) may not be getting value for money or it may be paying too high a price for the contract compared with market prices or that genuine competition between Tenderers is compromised.
- 37.5 In case of an abnormally high price, the Procuring Entity shall make a survey of the market prices, check if the

estimated cost of the contract is correct and review the Tender Documents to check if the specifications, scope of work and conditions of contract are contributory to the abnormally high tenders. The Procuring Entity may also seek written clarification from the tenderer on the reason for the high tender price. The Procuring Entity shall proceed as follows:

- i) If the tender price is abnormally high based on wrong estimated cost of the contract, the Procuring Entity may accept or not accept the tender depending on the Procuring Entity's budget considerations.
- ii) If specifications, scope of work and/or conditions of contract are contributory to the abnormally high tender prices, the Procuring Entity shall reject all tenders and may retender for the contract based on revised estimates, specifications, scope of work and conditions of contract, as the case may be.

37.6 If the Procuring Entity determines that the Tender Price is abnormally too high because genuine competition between tenderers is compromised (*often due to collusion, corruption or other manipulations*), the Procuring Entity shall reject all Tenders and shall institute or cause competent Government Agencies to institute an investigation on the cause of the compromise, before retendering.

38 Unbalanced and/or Front-Loaded Tenders

38.1 If in the Procuring Entity's opinion, the Tender that is evaluated as the lowest evaluated price is seriously unbalanced and/or front loaded, the Procuring Entity may require the Tenderer to provide written clarifications. Clarifications may include detailed price analyses to demonstrate the consistency of the tender prices with the scope of works, proposed methodology, schedule and any other requirements of the Tender document.

38.2 After the evaluation of the information and detailed price analyses presented by the Tenderer, the Procuring Entity may as appropriate:

- a) Accept the Tender; or
- b) require that the total amount of the Performance Security be increased at the expense of the Tenderer to a level not exceeding 10% of the Contract Price; or
- c) agree on a payment mode that eliminates the inherent risk of the Procuring Entity paying too much for undelivered works; or
- d) Reject the Tender.

39 Qualification of the Tenderer

39.1 The Procuring Entity shall determine to its satisfaction whether the Tenderer that is selected as having submitted the lowest evaluated cost and substantially responsive Tender is eligible and meets the qualifying criteria specified in Section III, Evaluation and Qualification Criteria.

39.2 The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 18. The determination shall not take into consideration the qualifications of other firms such as the Tenderer's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Tenderer that submitted the Tender.

39.3 An affirmative determination shall be a prerequisite for award of the Contract to the Tenderer. A negative determination shall result in disqualification of the Tender, in which event the Procuring Entity shall proceed to the Tenderer who offers a substantially responsive Tender with the next lowest evaluated cost to make a similar determination of that Tenderer's qualifications to perform satisfactorily.

40 Procuring Entity's Right to Accept Any Tender, and to Reject Any or All Tenders

40.1 The Procuring Entity reserves the right to accept or reject any Tender, and to annul the Tendering process and reject all Tenders at any time prior to Contract Award, without there by incurring any liability to Tenderers. In case of annulment, all Tenders submitted and specifically, Tender securities, shall be promptly returned to the Tenderers.

F. Award of Contract

43 Award Criteria

43.1 The Procuring Entity shall award the Contract to the successful tenderer whose tender has been determined to be the Lowest Evaluated Tender.

42 Notice of Intention to enter in to a Contract

- 42.1 Upon award of the contract and Prior to the expiry of the Tender Validity Period the Procuring Entity shall issue a Notification of Intention to Enter into a Contract/Notification of a ward to all tenderers which shall contain, at a minimum, the following information:
- a) The name and address of the Tenderer submitting the successful tender;
 - b) The Contract price of the successful tender;
 - c) a statement of the reason(s) the tender of the unsuccessful tenderer to whom the letter is addressed was unsuccessful, unless the price information in(c) above already reveals the reason;
 - d) the expiry date of the Stand still Period; and
 - e) instructions on how to request a debriefing and/or submit a complaint during the stand still period;

43 Stand still Period

- 43.1 The Contract shall not be signed earlier than the expiry of a Standstill Period of 14 days to allow any dissatisfied tender to launch a complaint. Where only one Tender is submitted, the Standstill Period shall not apply.
- 43.2 Where a Standstill Period applies, it shall commence when the Procuring Entity has transmitted to each Tenderer the Notification of Intention to Enter in to a Contract with the successful Tenderer.

44 Debriefing by the Procuring Entity

- 44.1 On receipt of the Procuring Entity's Notification of Intention to Enter into a Contract referred to in ITT 42, an unsuccessful tenderer may make a written request to the Procuring Entity for a debriefing on specific issues or concerns regarding their tender. The Procuring Entity shall provide the debriefing with in five days of receipt of the request.
- 44.2 Debriefings of unsuccessful Tenderers may be done in writing or verbally. The Tenderer shall bear its own costs of attending such a debriefing meeting.

45 Letter of Award

Prior to the expiry of the Tender Validity Period and upon expiry of the Standstill Period specified in ITT 43.1, upon addressing a complaint that has been filed within the Standstill Period, the Procuring Entity shall transmit the Letter of Award to the successful Tenderer. The letter of award shall request the successful tenderer to furnish the Performance Security within 21 days of the date of the letter.

46 Signing of Contract

- 46.1 Upon the expiry of the fourteen days of the Notification of Intention to enter into contract and upon the parties meeting their respective statutory requirements, the Procuring Entity shall send the successful Tenderer the Contract Agreement.
- 46.2 Within fourteen (14) days of receipt of the Contract Agreement, the successful Tenderer shall sign, date, and return it to the Procuring Entity.
- 46.3 The written contract shall be entered into within the period specified in the notification of award and before expiry of the tender validity period

47 Performance Security

- 47.1 Within twenty-one (21) days of the receipt of the Form of Acceptance from the Procuring Entity, the successful Tenderer, if required, shall furnish the Performance Security in accordance with the GCC 3.9, using for that purpose the Performance Security Form included in Section VIII, Contract Forms, or another Form acceptable to the Procuring Entity. If the Performance Security furnished by the successful Tenderer is in the form of a bond, it shall be issued by a bonding or insurance company that has been determined by the successful Tenderer to be acceptable to the Procuring Entity. A foreign institution providing a bond shall have a correspondent financial institution located in Kenya, unless the Procuring Entity has agreed in writing that a correspondent financial institution is not required.
- 47.2 Failure of the successful Tenderer to submit the above-mentioned Performance Security or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security. In that

event the Procuring Entity may award the Contract to the Tenderer offering the next Best Evaluated Tender.

48 Publication of Procurement Contract

- 48.1 Within fourteen days after signing the contract, the Procuring Entity shall publish the awarded contract at its notice boards and websites; and on the Website of the Authority. At the minimum, the notice shall contain the following information:
- a) Name and address of the Procuring Entity;
 - b) Name and reference number of the contract being awarded, a summary of its scope and the selection method used;
 - c) The name of the successful Tenderer, the final total contract price, the contract duration.
 - d) Dates of signature, commencement and completion of contract;
 - e) Names of all Tenderers that submitted Tenders, and their Tender prices as read out at Tender opening.

49 Adjudicator

- 49.1 The Procuring Entity proposes the person named **in the TDS** to be appointed as adjudicator or under the Contract, at an hourly fee specified in **the TDS**, plus reimbursable expenses. If the Tenderer disagrees with this Tender, the Tenderer should so state in the Tender. If, in the Form of Acceptance, the Procuring Entity has not agreed on the appointment of the Adjudicator, the Adjudicator shall be appointed by the Appointing Authority designated in the Special Conditions of Contract at the request of either party.

50 Procurement Related Complaints and Administrative Review

- 50.1 The procedures for making a Procurement-related Complaint are as specified in the **TDS**.
- 50.2 A request for administrative review shall be made in the form provided under contract forms.

SECTION II - TENDER DATA SHEET (TDS)

The following specific data for the Non-Consulting Services to be procured shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT). Whenever there is a conflict, the provisions here in shall prevail over those in ITT.

[Where a new-procurement system is used, modify the relevant parts of the TDS accordingly to reflect the procurement process].

[Instructions for completing the Tender Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITT].

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	A. General
ITT 1.1	<p>The reference number of the Invitation for Tenders is: CA/SCM/OT/38/2024-2025 The Procuring Entity is: COMMUNICATIONS AUTHORITY OF KENYA The ITT is. OPEN NATIONAL TENDER FOR PROVISION OF TELECOMMUNICATIONS CELLULAR MOBILE NETWORK INFRASTRUCTURE AND SERVICES IN THE UNSERVED AND UNDERSERVED AREAS OF KENYA- PHASE 4</p> <p>The number and identification of lots (contracts) comprising this Invitation for Tenders is: As listed in the table under financial evaluation stage</p>
ITT 2.1(a)	<p>Electronic –Procurement System</p> <p>The Procuring Entity shall use the following electronic-procurement system to manage this Tendering process: NOT APPLICABLE</p> <p>The electronic-procurement system shall be used to manage the following aspects of the Tendering process: NOT APPLICABLE</p>
ITT 2.2	The Intended Completion Date is 36 months after the date of contract execution.
ITT 3.3	Information that any unfair competitive advantage over competing firms is as follow: NOT APPLICABLE
ITT 3.4	The firms that provided consulting services NOT APPLICABLE
ITT 4.1	Maximum number of members in the Joint Venture (JV) shall be: 3
	B. Contents of Tendering Document
ITT 8.1	<p>(a) An Online pre-tender conference will be held on March 20th, 2025 at 1000hrs East African Time. The link will be shared online through an addendum to be uploaded on the CA website.</p> <p>(b) A pre-arranged pretender visit of the site of the works visit <u>WILL NOT BE HELD</u></p>
ITT 8.2	The questions in writing, to reach the Procuring Entity not later than SEVEN (7) DAYS PRIOR TO DEADLINE FOR SUBMISSION OF TENDERS
ITT 8.4	Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the works shall be published on the website https://www.ca.go.ke/open-tenders
ITT 9.1	i) The Tenderer will submit any request for clarifications in writing to tenders@ca.go.ke reach the Procuring Entity not later than SEVEN (7) DAYS PRIOR TO DEADLINE FOR SUBMISSION OF TENDERS .

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	ii) The Procuring Entity shall publish its response at the website www.ca.go.ke
	The Procuring Entity shall also promptly publish response at the website www.ca.go.ke
C. Preparation of Tenders	
ITT 13.1 (i)	The Tenderer shall submit the following additional documents in its Tender: <i>[list any additional document not already listed in ITT 13.1 that must be submitted with the Tender]</i> NOT APPLICABLE
	Other documents required are NOT APPLICABLE
ITT 15.1	Alternative Tenders SHALL NOT BE considered. <i>[If alternatives shall be considered, the methodology shall be defined in Section III, Evaluation and Qualification Criteria. See Section III for further details]</i>
ITT 15.2	Alternative times for completion SHALL NOT permitted. If permitted, the range of acceptable completion time is: NOT APPLICABLE If alternative times for completion are permitted, the evaluation method will be as specified in Section III, Evaluation and Qualification Criteria.
ITT 15.3	Alternative technical solutions shall be permitted for the following parts of the Services: NOT APPLICABLE <i>[If alternative technical solutions are permitted, the evaluation method will be as specified in Section III, Evaluation and Qualification Criteria.]</i>
ITT 16.7	The prices quoted by the Tenderer SHALL NOT be subject to adjustment during the performance of the Contract.
ITT 20.1	The Tender validity period shall be 210 DAYS .
ITT 21.1	A Tender Security SHALL BE required. A Tender-Securing Declaration SHALL NOT BE required. If a Tender Security shall be required, the amount and currency of the Tender Security shall be The amount and currency of the Tender Security shall be Kshs.10,000,000.00 which must be in form of a bank Guarantee from a reputable bank/financial institution recognized by the Central Bank of Kenya (CBK) or an insurance Bond from an Insurance Company Registered and Licensed By the Insurance Regulatory Authority (IRA) valid for 240 days from the date of tender opening.
ITT 21.3 (a)	The Contract price shall be adjusted by NOT APPLICABLE .
ITT 22.1	In addition to the original of the Tender, the number of copies is: ONE
ITT 22.3	The written confirmation of authorization to sign on behalf of the Tenderer shall consist of: POWER OF ATTORNEY
D. Submission and Opening of Tenders	

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
ITT 24.1	<p>For Tender submission purposes only, the Procuring Entity’s address is: COMMUNICATIONS AUTHORITY OF KENYA TENDER BOX LOCATED AT THE CA CENTRE, WAIYAKI WAY, GROUND FLOOR RECEPTION AREA The deadline for Tender submission is: Date: 9th April 2025 at 10.30 am East African Time The Authority must receive tenders not later than 9th April 2025 at 10.30 am East African Time. Any tenders received after the closing date shall be returned unopened to the firm, which submitted it.</p> <p>Duly completed tender documents, in a plain sealed envelope marked; OPEN NATIONAL TENDER FOR PROVISION OF TELECOMMUNICATIONS CELLULAR MOBILE NETWORK INFRASTRUCTURE AND SERVICES IN THE UNSERVED AND UNDERSERVED AREAS OF KENYA- PHASE 4 - CA/PROC/OT/38/2024-2025, should be deposited in the CA tender box on the ground floor at the CA Centre RECEPTION AREA on or before 9th April 2025 at 10.30 am East African Time Bulky tenders shall be registered at the Authority’s SUPPLY CHAIN MANAGEMENT DEPARTMENT on 2ND Floor – Wing ‘A’ and an acknowledgement slip issued.</p>
ITT 24.1	<p>The deadline for Tender submission is: Date: 9th April 2025 Time: 10.30 am East African Time Tenderers SHALL NOT have the option of submitting their Tenders electronically. The electronic Tender submission procedures shall be: NOT APPLICABLE</p>
ITT 27.1	<p>The Tender opening shall take place at: Street Address: CA CENTRE, WAIYAKI WAY Floor Number: GROUND FLOOR Room number: THE ATRIUM City: NAIROBI County: NAIROBI COUNTY Country: KENYA DATE AND TIME: 9th April 2025 at 10.30 am East African Time</p>
ITT 27.1	The electronic Tender opening procedures shall be: NOT APPLICABLE
ITT 27.6	<p>The Form of Tender and priced Activity Schedule shall be initialed by ALL TENDER OPENING COMMITTEE MEMBERS representatives of the Procuring Entity conducting Tender opening. <i>Tender shall be initialed by all representatives and shall be numbered, any modification to the unit or total price shall be initialed by the Representative of the Procuring Entity,</i></p>
E. Evaluation and Comparison of Tenders	
ITT 31.7	For comparison purposes only, to reflect the price of a missing or non-conforming item or component in the manner specified as follows: The adjustment shall be based on the HIGHEST price of the item or component as quoted in other substantially responsive Tenders. If the price of the item or component cannot be derived from the price of other substantially responsive Tenders, the Procuring Entity shall use its best estimate.
ITT 33.1	The currency that shall be used for tender evaluation and comparison purposes only to convert at the selling exchange rate all Tender prices expressed in various currencies into a single currency is: KENYA SHILLINGS

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	The source of exchange rate shall be: The Central bank of Kenya (mean rate) The date for the exchange rate shall be: the deadline date for Submission of the Tenders.
ITT 34.1	Margin of preference allowed or not allowed NOT ALLOWED
ITT 34.2	The invitation to tender is extended to the following group that qualify for Reservations OPEN TO ALL
ITT 35.2 (d)	Additional evaluation factors shall be NOT APPLICABLE
ITT 35.4	Tenderers shall be NOT ALLOWED (<i>select one</i>) to quote separate prices for different lots (contracts) and the methodology to determine the lowest tenderer is specified in Section III, Evaluation and Qualification Criteria.
	F. Award of Contract
ITT 49.1	The Adjudicator proposed by the Procuring Entity is <i>TO BE APPOINTED BY NAIROBI CENTRE FOR INTERNATIONAL ARBITRATION.</i> The hourly fee for this proposed Adjudicator shall be <i>AS AGREED BY BOTH PARTIES.</i>
ITT 50.1	<p>The procedures for making a Procurement-related Complaint are available from the PPRA Website www.ppra.go.ke or email complaints@ppra.go.ke.</p> <p>If a Tenderer wishes to make a Procurement-related Complaint, the Tenderer should submit its complaint following these procedures, in writing (by the quickest means available, that is either by hand delivery or email to:</p> <p>For the attention: PATRICK K. WANJIKU</p> <p>Title/position: DIRECTOR- GENERAL</p> <p>Procuring Entity: PUBLIC PROCUREMENT REGULATORY AUTHORITY</p> <p>Email address: info@ppra.go.ke /complaints@ppra.go.ke</p> <p>In summary, a Procurement-related Complaint may challenge any of the following:</p> <p>(i) the terms of the Tender Documents; and</p> <p>(ii) the Procuring Entity’s decision to award the contract</p>

SECTION III – EVALUATION AND QUALIFICATION CRITERIA

1. General Provision

- 1.1 Wherever a Tenderer is required to state a monetary amount, Tenderers should indicate the Kenya Shilling equivalent using the rate of exchange determined as follows:
- For construction turnover or financial data required for each year-Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year are to be converted) was originally established.
 - Value of single contract-Exchange rate prevailing on the date of the contract signature.
 - Exchange rates shall be taken from the publicly available source identified in the ITT. Any error in determining the exchange rates in the Tender may be corrected by the Procuring Entity.
- 1.2 This section contains the criteria that the Employer shall use to evaluate tender and qualify tenderers. No other factors, methods or criteria shall be used other than specified in this tender document. The Tenderer shall provide all the information requested in the forms included in Section IV, Tendering Forms. The Procuring Entity should use **the Standard Tender Evaluation Report for Goods and Works** for evaluating Tenders.

1.3 Evaluation and contract award Criteria

The Procuring Entity shall use the criteria and methodologies listed in this Section to evaluate tenders and arrive at the Lowest Evaluated Tender. The tender that (i) meets the qualification criteria,(ii)has been determined to be substantially responsive to the Tender Documents, and(iii) is determined to have the Lowest Evaluated Tender price shall be selected for award of contract.

2 Preliminary examination for Determination of Responsiveness

The Procuring Entity will start by examining all tenders to ensure they meet in all respects the eligibility criteria and other mandatory requirements in the ITT, and that the tender is complete in all aspects in meeting the requirements provided for in the preliminary evaluation criteria outlined below. The Standard Tender Evaluation Report Document for Goods and Works for evaluating Tenders provides very clear guide on how to deal with review of these requirements. Tenders that do not pass the Preliminary Examination will be considered non- responsive and will not be considered further.

The tender evaluation will be undertaken through a three-stage process namely: -

- Mandatory/Preliminary Evaluation - Pass or Fail basis
- Technical Compliance Evaluation - Pass /Fail
- Financial Evaluation. - Lowest Cost Evaluated Bidder Per Lot

A) MANDATORY/PRELIMINARY EVALUATION STAGE

MR/NO.	ITEM DESCRIPTION	PASS/FAIL
1.	The bid MUST be submitted in book style, perfectly bound and should not have any loose pages. Bids with Spiral binding or files (<i>spring and box</i>) shall be disqualified.	
2.	Submit a Copy of Certificate of Business Registration/Incorporation or its equivalent	
3.	Submit a Copy of Tax Compliance Certificate or Tax Clearance Certificate issued by the Kenya Revenue Authority valid for at least up to the Tender Closing date	
4.	Must attach a valid NFP-T1 License booklet, or a valid NFP compliance certificate issued by Communications Authority of Kenya (CA)	
5.	Bid Security of Kshs 10,000,000.00 which must be in form of a bank Guarantee from a reputable bank/financial institution recognized by the	

MR/NO.	ITEM DESCRIPTION	PASS/FAIL
	Central Bank of Kenya (CBK) or an insurance Bond from an Insurance Company Registered and Licensed by the Insurance Regulatory Authority (IRA) valid for 240 days from the date of tender opening	
6.	In the case of a joint venture /Consortium Bid, the Bidder must provide a joint venture agreement signed by both parties and certified by a Commissioner for Oaths or Notary Public. The joint venture agreement must be between an NFP-T1 and NFP-T2 showing the NFP-T1 as the Lead/Prime partner. The joint venture should define the roles and responsibilities of each party in the assignment. The NFP-T2 License booklet or NFP-T2 Compliance certificate should be attached	
7.	Duly filled and signed Form of Tender in the format provided in section IV	
8.	Duly filled and signed Confidential Business Questionnaire in the format provided in section IV	
9.	Duly filled and signed Form SD1 Self declaration confirming that the person/tenderer is not debarred in the matter of the public procurement and asset disposal act 2015 in the format provided in section IV	
10.	Duly filled and signed Form SD2 Self Declaration confirming that the person/tenderer will not engage in any corrupt or fraudulent practice in the format provided in section IV	
11.	Dully filled and signed certificate of independent proposal determination in the format provided in section IV	
12.	Dully filled and signed declaration and commitment to the code of ethics.	
13.	Submit audited accounts for the years; 2021, 2022 and 2023. The audited accounts MUST be duly signed, stamped and dated.	

KEY: ✓ PASS X FAIL

Bid evaluation shall be on the basis of **PASS/FAIL** and any bid failing in any of the (mandatory requirements) will not proceed to the Technical Compliance evaluation stage.

B: TECHNICAL COMPLIANCE EVALUATION STAGE

The bidders that will qualify at the mandatory evaluation stage shall be subjected to the technical Compliance evaluation criteria. The Procuring Entity shall evaluate the Technical aspects of the Tender to determine compliance with the Procuring Entity's requirements and whether the Tenders are substantially responsive to the Technical Specifications and other Requirements. The tenders that fail technical compliance evaluation will not be considered for financial evaluation. Bidders must indicate '**complied**' as proof or evidence that they comply with the technical and operational requirement indicated below;

I. Technical and Operational Compliance for Small Cell Sites Solutions for Rural Connectivity

	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
1.	General Network and Service requirements	Provide details of the existing coverage reach within a sub-location polygon and show the cells providing the coverage with their current configuration (spectrum, TRXs and sector) and geographical coordinates of the Sites. Provide a map showing the current coverage and the percentage (%) land mass covered.		
		Detail the proposed cell solution and or site upgrades. its location, number and size/type of base transmitter stations, base station controllers, transmission systems, diagram(s) showing interconnection to the backbone and switching systems of other networks bearing in mind future expansion requirements and needs for network reliability and quality of service standards.		
		Information describing the radio spectrum to be deployed indicating the bandwidth and other incidental spectrum planning considerations.		
		Indicate the choice of BTS small sites configuration that shall ensure maximum coverage of the population and landmass within the set quality of service standards.		
		A simulation of the coverage indicating the signal strengths for each Lot it responds to. The minimum signal strength as required under the quality-of-service standards should be -95 dBm or more. as required in the Technical Specification		
		<p>The network used to expand and improve the quality of mobile Service must meet the following minimum criteria:</p> <ul style="list-style-type: none"> a) Network components based on approved and recognized international standards and accepted for use in Kenya. b) Solutions proposed must have had successful deployment cases for rural network projects in Kenya and/or other African countries. c) In areas with potential for growth consider three (3) sector solutions to provide the required capacity. d) The network configuration and supporting facilities that meet the set network Redundancy, Reliability and Diversity guidelines. e) Appropriate physical security such as fencing and guarding. 		
		Provide a description of your strategy for accommodating future customer and traffic		

	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
		growth, technological evolution and new technical standards (e.g., evolution to 5G). Proposed solutions should have capacity to support three (3) sector installations).		
2.	Delivery/ Payment Schedule	The tenderer shall be required to complete the construction of the small cell sites solution network facilities and commissioning of the services in all Mandatory Areas (i.e., the Lots awarded) within thirty-six (36) months of contract signature.		
3.	Technical Service Quality	The Quality of Service (QoS) for voice connections in all Lots for which the contract is awarded shall meet the minimum standards set out in Annex 2 of the NFP Tier 1 License, which are as follows:		
		a) The Basic Voice Communications Service - must be supplied with the probability of network call connection exceeding ninety-five percent (95%); that is a five percent (5%) Grade of Service using normal traffic planning criteria, within the coverage area required in the accepted administrative boundaries of each sub-location.		
		b) The tenderer shall confirm that the QoS standards as defined in the framework for Quality of Service.		
		c) Population centers shall be served with a minimum -95 dBm signal level (indoor) for each sub-location in each Lot: The main sub-location headquarters (if previously uncovered), as well as other settlements with a population of more than 500 persons.		
		d) A minimum Outdoor signal level coverage shall be provided in eighty percent (80%) of the geographic area and ninety percent (90%) population of each sub-location in the Lot.		
	Technical Specifications	The passive infrastructure supplied shall meet the following minimum specifications: a) Adequate power supply to ensure 24x7 mobile service provision with remote management. Sufficient solar and Diesel Generator and storage providing 8-12hrs Autonomy – Areas with national grid presence within a radius of 300m should be connected to the Grid. b) Appropriate provision of adequate cooling (either by using air conditioning or by passive air flow design).		

	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
		<ul style="list-style-type: none"> c) Provision of mobile phone charging facilities for at least 10 phones simultaneously. d) Installation of appropriate aviation warning lights in full compliance with the Civil Aviation Regulations. e) The perimeter wall (Masonry or palisade) is accessorized with razor wire and/or electric fencing. f) Tower Insurance and adequate grounding/Earthing of the tower and power sources. g) Tower of approved height with adequate mechanical strength to withstand possible wind loading. Tower must achieve sufficient antenna height to enhance existing coverage to 80% of the sub location polygon. h) Installed tower must be painted accordingly i) Install signage and branding to show the Site is USF funded and supported, the signage for use will be approved by the Authority 		

II. Technical and Operational Compliance for Macro sites

	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
1.	General Network and Service requirements	Details of the proposed network infrastructure include base transmitter stations, base station controllers, transmission systems, diagram(s) showing interconnection to the other network's backbone and switching systems, capacity to provide a minimum of voice and data services (the Mandatory Services) and future expansion with eventual outcome that meets the set national reliability and quality of service standards.		
		Information describing the radio spectrum to be deployed indicating the bandwidth and other incidental spectrum planning considerations.		
		Indicate the choice of BTS sites and configuration that shall ensure maximum coverage of the population and landmass within the set quality of service standards.		
		A simulation of the coverage indicating the signal strengths for each Lot it responds to. The		

	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
		minimum signal strength as required under the quality-of-service standards should be -95 dBm or more. as required in the Technical Specification in Section 6		
		<p>The network used to provide the Basic Voice Communications Service must meet the following minimum criteria:</p> <ul style="list-style-type: none"> a) Network components based on approved and recognized international standards and accepted for use in Kenya. b) The network configuration and supporting facilities that meet the network Redundancy, Reliability and Diversity guidelines to always ensure maintenance of the highest service quality. Appropriate considerations in this regard include uninterrupted power source design (configuration of Main supply, backup generator, backup batteries and solar. c) The network element must demonstrate provision of appropriate physical security such as fencing and guarding. d) The tenderer must demonstrate the proposed Towers provide extra capacity for sharing with other providers and that they meet the environmental and civil aviation requirements both in terms of design and location. 		
		BTS towers must be constructed in an appropriate manner (including allowance for infrastructure sharing of passive network infrastructure as required in Section (IX) to provide the Mandatory Services and in accordance with the Laws and Regulations of Kenya.		
		Provide a description of your strategy for accommodating future customer and traffic growth, technology evolution and new technical standards (e.g., evolution to 5G).		
		Business Plan (including a Financial Model) for years 1 through 5 (depending on the Service Provider's model) for providing the proposed services on a per-lot, average or total basis. This must show expected revenues, capital and operating costs, to demonstrate the approximate size of subsidy required for each lot to be viable with subsidy.		
2.	Delivery/ Payment	The Tenderer shall be required to complete the construction of network facilities and commissioning of the services in all Mandatory		

	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
	Schedule	Areas (i.e., the Lots awarded) within thirty-six (36) months of contract signature.		
		The tender shall provide a workflow chart showing the program of activities from contract signature to system commissioning, including (for example): <ul style="list-style-type: none"> a) Post-award site survey, planning & design b) Site acquisition c) Equipment ordering d) Civil work starts and completion e) Power systems installation f) TRX Equipment delivery to site g) RF Installation and commissioning h) Site Integration & testing i) Site ready for acceptance 		
		The schedule should indicate how the company will organize the activities within the regional make-up of the Lot proposals made, to meet the required schedule and stage Schedule of Subsidy Payment Schedule (Section X).		
3.	Technical Service Quality	The Quality of Service (QoS) for voice connections in all Lots for which the contract is awarded shall meet the minimum standards set out in Annex 2 of the NFP Tier 1 License, which are as follows: <ul style="list-style-type: none"> a) The Basic Voice Communications Service - must be supplied with the probability of network call connection exceeding ninety-five percent (95%); that is a five percent (5%) Grade of Service using normal traffic planning criteria, within the coverage area required in the accepted administrative boundaries of each sub-location 		
		b) The Tenderer shall confirm that the QoS standards as defined in the framework for Quality of Service.		
		e) Population centers shall be served with a minimum -95 dBm signal level (indoor) for each sub-location in each Lot: The main sub-location headquarters (if previously uncovered), as well as other settlements with a population of more than 500 persons.		
		f) A minimum Outdoor signal level coverage shall be provided in eighty percent (80%) of the geographic area of each sub-location in the Lot, unless indicated otherwise (for some specific very low-density sub-locations) in the Bid Document.		

	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
	Technical Specifications	<p>The passive infrastructure supplied shall meet the following minimum specifications:</p> <ul style="list-style-type: none"> a) Adequate ground and antenna space to host at least three (3) mobile network operators. Not less than 12m length and width ground space and should accommodate a PV generator installation. b) Adequate power supply to ensure 24x7 operation for all the operators on site. At least 18kW of solar, 1000Ah of storage and 20kVA Diesel Generator. c) Sites located within a radius of 1km to national Grid presence must be connected to the National grid and provision for back up power designed. d) Also, appropriate provision of adequate cooling (either by using air conditioning or by passive air flow design). e) Provision of mobile phone charging facilities for at least 10 phones simultaneously. f) Installation of Aviation light and a canopy for Active components. g) Perimeter wall (Masonry wall) is accessorized with razor wire and or electric fencing. h) Tower Insurance and adequate grounding/Earthing of the tower lattice and power sources. i) Tower of approved height with adequate mechanical strength to withstand possible wind loading. Tower must achieve antenna height sufficient for at least 90% population coverage and a minimum of 80% geographic coverage. j) Install signage and branding to show the Site is USF funded and supported, the signage for use will be approved by the Authority 		

III. TECHNICAL AND OPERATIONAL COMPLIANCE FOR SITES TO BE RECONSTRUCTED AND PROVIDED WITH ENHANCED SECURITY FEATURES

No	Category	Minimum Specifications	Complied/ Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
1	Ownership	Provide proof of ownership and coordinates of the destroyed sites i.e duly executed lease		

No	Category	Minimum Specifications	Complied/Not Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
		agreements, contracts to show that you are the owner of the destroyed/ force majeure		
2	Re-construction	Re-construction of Towers in original or better state.		
3	Enhanced Security Features	<p>Institute physical security measures (including technology integration): This approach requires protection to be multi-layered with different measures. The underlying principle is that the loss of any single layer does not significantly impair the security of the infrastructure. A multi-layered approach includes the following:</p> <ul style="list-style-type: none"> i. Patrols and sufficient surveillance, including the use of various technologies around the areas of influence of the BTSs locations. ii. Delineation of BTS area perimeters and protection by physical barriers (trench, walls, drop-down barriers) to the access. Better still, BTSs and, where near, to be co-located within security installations (health considerations to be considered) and these security installations' securities enhanced. Physical and active barriers to be able to deny or delay the progress of the adversaries. iii. Within the inner security layer and the BTS station, considerations to be made for access control and locking systems with additional security features to increase protection performance (such as a barbed wire topping, a perimeter intrusion detection system with an alarm, lighting, or a closed-circuit television system, compartmentalizing of the facility spaces, hardened entrances). iv. Measures to assist in detecting, tracking, and monitoring intruders and other threats and including manually activated alarms or sirens. v. Measures to protect people or assets from the effect of a gun, blast attacks and the collateral damage of the falling damaged Mast. vi. Use technology such as screening methods or techniques for those entering the facilities (e.g., explosive 		

No	Category	Minimum Specifications	Complied/N ot Complied	If complied, Bidders MUST provide explanation of compliance with reference to datasheet or bill of materials with the specific page number and section of the reference
		<p>detection, manual searches, hand-held metal detectors, explosives trace detection and screening). In addition, physical security measures should be enhanced by adequately trained personnel, sound and comprehensive contingency planning, and concise, well-written security plans and orders.</p>		

C. FINANCIAL EVALUATION STAGE

Tenderers who pass the technical compliance evaluation will be at the financial evaluation stage. The lowest evaluated bidder per lot will be considered for award of the tender. The total undertaking of the fund in the provision of the services in a lot will form the basis for the evaluation. Where there is a tie, the Authority will invite the respective bidders for negotiation in line with Section 131 of the PPAD Act 2015.

Notes under financial submission:


- All cost quoted shall be inclusive of all taxes and 0.03% levy order
- Bids with arithmetic errors should be avoided at the financial evaluation stage.
- Bidders MUST ensure that their bids are arithmetic error free
- Bidders MUST ensure that all calculations are estimated to two decimal places.
- The lowest evaluated bidder per Lot will be considered for award
- The cost of sites survey will be borne by the winning bidder

The financial proposals should be submitted in the following format:

ANNEX 1; LIST OF IDENTIFIED SUBLOCATIONS THAT REQUIRE NETWORK COVERAGE INTERVENTIONS THROUGH SMALL CELLS AND SITE UPGRADES FOR RURAL CONNECTIVITY (*Bids Reserved for MNOs Only*)

No.	County	Ward	Sublocation	Est. No. of Uncovered Population	Lot	Total Subsidy(Kshs.)	Bidders quoted subsidy (Kshs.)
1	Baringo	Bartabwa	Bartabwa	1,111	1	12,719,088.98	
2	Baringo	Bartabwa	Kesumet	1,023			
3	Baringo	Bartabwa	Tuluk	718			
4	Baringo	Bartabwa	Kapturo	792	2	16,001,640.67	
5	Baringo	Bartabwa	Terik	1,065			
6	Baringo	Bartabwa	Atiar	562			
7	Baringo	Saimo/ Kipsaram	Kapkoiwu	1,146	3	15,324,164.06	

8	Baringo	Saimo/ Kipsaram	Issas	609			
9	Baringo	Tirioko	Angoritiang	696			
10	Baringo	Ribkwo	Seretion	1,223			
11	Baringo	Silale	Nakoko	1,132			
12	Baringo	Silale	Losikiriamoi	845			
13	Baringo	Silale	Nasorot	521	4	18,592,721.36	
14	Baringo	Tangulbei/ Korossi	Chemoigut	518			
15	Baringo	Churo/Amaya	Churo	1,229			
16	Baringo	Churo/Amaya	Chepelow	842	5	15,529,676.52	
17	Bomet	Embomos	Embomos	547			
18	Bomet	Chemaner	Lelkatet	872	6	9,988,574.74	
19	Elgeyo-Marakwet	Sambirir	Chesoi	610			
20	Elgeyo-Marakwet	Sambirir	Chemworor	726			
21	Elgeyo-Marakwet	Sambirir	Chesiyio	556	7	16,242,394.94	
22	Elgeyo-Marakwet	Kapyego	Kararia	1,071			
23	Elgeyo-Marakwet	Kapyego	Kessom	760	8	13,059,239.66	
24	Garissa	Danyere	Dagoob	2,234	9	9,792,817.94	
25	Garissa	Abakaile	Abakaile	2,733			
26	Garissa	Liboi	Harehare	785	10	19,661,927.30	
27	Garissa	Ijara	Jalish	3,454			
28	Garissa	Ijara	Sangole	1,655			
29	Garissa	Ijara	Ruqa	1,216	11	34,270,809.51	
30	Garissa	Masalani	Hara	1,978			
31	Garissa	Sabena	Garufa	1,542	12	25,195,197.58	
32	Homa Bay	Gwasssi North	Kitawa	618			
33	Homa Bay	West Kasipul	Kabarach	721			
34	Migori	Bukira Central/ Ikerege	Ikerege	635			
35	Siaya	East Ugenya	Kathieno C	710	13	22,242,091.04	

36	Isiolo	Sericho	Eldera	2,249	14	3,992,443.07	
37	Kajiado	Oloodokilan	Toroka	656	15	18,789,357.62	
38	Kajiado	Kenyewa-Poka	Sultan Hamud	1,303			
39	Kajiado	Ewuaso Kedong	Saikeri	577			
40	Kajiado	Keekonyokie	Esonorua West	1,103	16	18,003,514.32	
41	Kajiado	Magadi	Olkeri-Magadi	1,062			
42	Kajiado	Magadi	Olkiramatian	674			
43	Kajiado	Matapato South	Meto	2,710	17	11,239,706.71	
44	Kajiado	Matapato North	Emotoroki	944			
45	Kajiado	Matapato South	Oldonyorok	1,753			
46	Kajiado	Imbirikani/ Esselengei	Esselengei	1,859	18	2,886,237.74	
47	Kiambu	Githobokoni	Kieni	1,506	19	3,592,008.90	
48	Kilifi	Adu	Kamale	1,026	20	14,389,497.73	
49	Kilifi	Adu	Ramada	1,606			
50	Kitui	Miambani	Nzaaya	1,101	21	14,191,734.43	
51	Kitui	Miambani	Usiani	677			
52	Kitui	Voo/Kyamatu	Kyamatu	784			
53	Kitui	Zombe/Mwitika	Kavingo	799	22	15,564,281.73	
54	Kitui	Endau/Malalani	Syou	1,108			
55	Kitui	Zombe/Mwitika	Malatani	882			
56	Kitui	Voo/Kyamatu	Nzunguni	1,231	23	15,502,993.29	
57	Kitui	Voo/Kyamatu	Imale	713			
58	Kitui	Voo/Kyamatu	Kasasi	637			
59	Kitui	Mutitu/Kaliku	Musukini	694	24	22,004,108.53	
60	Kitui	Mutitu/Kaliku	Kawala	622			
61	Kitui	Mutitu/Kaliku	Kyaimu	771			
62	Kitui	Mutitu/Kaliku	Manyoeni	1,314			
63	Kitui	Mutomo	Kibwea	1,475	25	22,806,389.68	
64	Kitui	Mutomo	Uae	534			
65	Kitui	Ikanga/Kyatune	Ngwani	825			

66	Kitui	Ikanga/Kyatune	Yongela	988			
67	Kitui	Voo/Kyamatu	Kyangini	610			
68	Kitui	Mutha	Kengo	564	26	29,312,826.36	
69	Kitui	Mutha	Kiimani	811			
70	Kitui	Mutha	Kiatu	578			
71	Kitui	Kanziko	Ndilili	533			
72	Kitui	Kanziko	Mwanianga	634			
73	Kitui	Kanziko	Ilamba	668			
74	Kitui	Ikutha	Kasaala	600	27	15,804,337.72	
75	Kitui	Ikutha	Uiini	1,631			
76	Kitui	Athi	Kituti	1,900			
77	Kitui	Kivou	Enziu	882			
78	Kitui	Nguni	Mwalali	671	28	17,801,687.21	
79	Kitui	Nuu	Ngieni	523			
80	Kitui	Nuu	Nyaani	1,089			
81	Kitui	Nuu	Mwambiu	930	29	18,078,146.61	
82	Kitui	Nuu	Ngaani	1,055			
83	Kitui	Mui	Ngiluni	776			
84	Kitui	Kyuso	Gai	773			
85	Kitui	Kyuso	Itiva-Nzou	1,592	30	23,121,474.39	
86	Kitui	Kyuso	Katuka	693			
87	Kitui	Kyuso	Kiseuni	891			
88	Kitui	Kyuso	Maseki	729			
89	Kitui	Ngomeni	Kamusiliu	539			
90	Kitui	Ngomeni	Kavaani	724	31	31,568,784.70	
91	Kitui	Tseikuru	Kasyathyuni	560			
92	Kitui	Tseikuru	Kaivirya	577			
93	Kitui	Tseikuru	Ngongoni	791			
94	Kitui	Tseikuru	Kathiani	1,389			
95	Kitui	Tseikuru	Kyandani	1,865	32	12,799,199.50	
96	Kitui	Tseikuru	Kaningo	1,106			

97	Kitui	Tseikuru	Ngereni	1,306			
98	Kitui	Tharaka	Kamaindi	1,032			
99	Kitui	Mumoni	Konyu	668			
100	Kitui	Mumoni	Kyandali	778			
101	Kitui	Tharaka	Gacigongo	917	33	20,133,651.99	
102	Kitui	Mumoni	Kaliwa	1,107			
103	Kitui	Mumoni	Musosya	508			
104	Kitui	Mumoni	Katia	1,266	34	12,078,643.80	
105	Laikipia	Mugogodo West	Ilmotiok	1,511			
106	Laikipia	Mugogodo West	Ewaso	676	35	10,531,100.69	
107	Laikipia	Sosian	Magadi	1,252			
108	Laikipia	Sosian	Luoniek	1,370			
109	Laikipia	Sosian	Ndonyo Loip	547	36	16,273,812.68	
110	Lamu	Hongwe	Bomani	1,241	37	2,810,906.58	
111	Makueni	Masongaleni	Ulilinzi	1,889	38	1,331,812.85	
112	Wajir	Benane	Sala	1761			
113	Wajir	Malkagufu	Ingiri	1521	39	21,738,648.46	
114	Mandera	Warankara	Gari	1,768			
115	Mandera	Arabia	Omar-Jillow	1,752	40	20,308,714.85	
116	Marsabit	Karare	Hula_Hula	1,693			
117	Marsabit	Sagante/Jaldesa	Jaldesa	755			
118	Marsabit	Laisamis	Irir	545	41	13,480,885.14	
119	Marsabit	Uran	Golole	530			
120	Marsabit	Uran	Karbururi	1,436	42	7,747,446.80	
121	Meru	Kibirichia	Kimbo	690			
122	Meru	Thangatha	Nkwila	965			
123	Meru	Thangatha	Churiu	592			
124	Meru	Thangatha	Amugaa	601			
125	Meru	Thangatha	Giithu	1,532			
126	Meru	Kiguchwa	Muciimukuru	717	43	26,118,552.18	
127	Nakuru	Nyota	Mawingo	721	44	6,002,471.97	

128	Nakuru	Amalo	Kaplamai	1,492		
129	Nandi	Tinderet	Chebangang	759	45	6,963,358.00
130	Nandi	Kapchorua	Kapkoros	1,318		
131	Narok	Ildamat	Enooseyia	653	46	10,331,604.78
132	Narok	Ildamat	Ildamat	1,045		
133	Narok	Melili	Parkarara	918	47	11,038,656.56
134	Narok	Melili	Olkinyei	846		
135	Narok	Olorropil	Olorropil	885	48	23,658,342.95
136	Narok	Olorropil	Empatipat	653		
137	Narok	Olposimoru	Olmariko	971		
138	Narok	Olposimoru	Kamurar	1,829		
139	Narok	Olposimoru	Ilikiai	786		
140	Narok	Maji Moto/ Naroosura	Ntuka	1,131		
141	Narok	Maji Moto/ Naroosura	Nkimpa	859	49	27,716,390.05
142	Narok	Maji Moto/ Naroosura	Oloirowua	967		
143	Narok	Maji Moto/Naroosura	Olenkuluo	916		
144	Narok	Maji Moto/ Naroosura	Enkiu	2,428		
145	Narok	Naikarra	Leshuta	708		
146	Narok	Naikarra	Osarara	975		
147	Narok	Naikarra	Olderkesi	2,811	50	14,425,423.06
148	Narok	Sagamian	Sagamian	1,417	51	1,407,499.03
149	Narok	Angata Barikoi	Oldonyo-Orok	941	52	3,834,764.41
150	Samburu	Loosuk	Malaso	618	53	23,978,529.42
151	Samburu	Wamba West	Resim	1,266		
152	Samburu	Lodokejek	Mugur	743		
153	Samburu	Suguta Marmar	Nasur	1,676		
154	Samburu	Angata Nanyukie	Lulu	830		
155	Samburu	Angata Nanyukie	Soit Naibor	567		
156	Samburu	Angata Nanyukie	Angata Nanyukie	1,463	54	46,621,363.19
157	Samburu	Baawa	Baawa	1,973		

158	Samburu	Wamba North	Lmarimaroi	1,269			
159	Samburu	Baawa	Mabati	1,393			
160	Samburu	Nyiro	Simale	2,832			
161	Tana River	Madogo	Buwa	3,328			
162	Tana River	Bangale	Boka	2,777			
163	Tana River	Wayu	Dayate	728	55	11,884,568.53	
164	Tana River	Mikinduni	Lenda	607			
165	Tana River	Kinakomba	Hara	1,130	56	10,346,827.51	
166	Tana River	Garsen North	Mikameni	819	57	7,543,806.11	
167	Tana River	Kipini West	Handaraku	1,220			
168	Tana River	Kipini West	Kurawa	873	58	11,311,374.36	
169	Tharaka-Nithi	Marimanti	Rukenya	715			
170	Tharaka-Nithi	Chiakariga	Mwerera	512	59	11,505,839.90	
171	Turkana	Loima	Lochor- Edome	1,157			
172	Turkana	Lokiriama/ Lorengippi	Atala Kamusio	532			
173	Turkana	Turkwel	Turkwel	2,051	60	14,922,556.62	
174	Turkana	Kangatoha	Locher Ekeny	1,353	61	1,908,234.94	
175	Turkana	Lakezone	Katiko	1,239			
176	Turkana	Lakezone	Riakomor	1,312			
177	Turkana	Lakezone	Kokiselei	1,505			
178	Turkana	Lakezone	Nachukui	1,621			
179	Turkana	Lakezone	Lomekwi	1,762	62	29,182,358.03	
180	Turkana	Letea	Katelemot	966			
181	Turkana	Letea	Namor-Kirionok	692			
182	Turkana	Kakuma	Tarach	518	63	22,820,371.55	
183	Turkana	Katilu	Kanaodon	1,424	64	3,927,339.14	
184	Turkana	Lapur	Napeikar	1,461	65	8,132,857.11	
185	Wajir	Habaswein	Meri	2,739			
186	Wajir	Habaswein	Kanjara	2,064	66	27,773,423.26	
187	Wajir	Malkagufu	Malkagufu	1,924	67	16,943,276.73	

188	Wajir	Godoma	Dugo	2,021			
189	Wajir	Ganyure	Ganyure	1,266	68	15,335,602.99	
190	West Pokot	Endugh	Cheptram	605			
191	West Pokot	Endugh	Chewarany	1,922			
192	West Pokot	Endugh	Tamrukwo	500			
193	West Pokot	Endugh	Kesot	1,309			
194	West Pokot	Endugh	Ketiam	805	69	25,788,368.69	
195	West Pokot	Kiwawa	Kamunai	1,279			
196	West Pokot	Kiwawa	Chepropogh	999			
197	West Pokot	Kasei	Sirwach	1,144	70	17,551,892.80	
198	West Pokot	Lelan	Kapsangar	839			
199	West Pokot	Lelan	Kaptabuk	558			
200	West Pokot	Wei Wei	Kokwotondwo	1,537	71	12,457,725.83	
201	West Pokot	Sekerr	Parek	695			
202	West Pokot	Batei	Sebit	1,004			
203	West Pokot	Tapach	Tangasia	734			
204	West Pokot	Lomut	Sukuk	819	72	20,393,933.44	
205	West Pokot	Alale	Lokitonyala	1,794			
206	West Pokot	Kapchok	Kapyen	1,535	73	14,463,462.05	
	Total					1,152,795,473.57	

Annex 2: MACRO CELL SOLUTIONS (FOR MNO AND CONSORTIUMS OF MNO AND NFPT2)

No.	County	Ward	Sublocation	Lot	Population	Total Subsidy(Kshs.)	Bidders quoted subsidy (Kshs.)
1	BARINGO	MARIGAT	TULUONGOI				
2	BARINGO	MARIGAT	TEBEI	1	4,201	62,465,826.67	
3	BARINGO	MARIGAT	BEKIBON				
4	BARINGO	KABARNET	SIRONOI				
5	BARINGO	KABARNET	KIBOINO	2	3,899	44,618,447.62	
6	BARINGO	KABARNET	KIMOSO				

No.	County	Ward	Sublocation	Lot	Population	Total Subsidy(Kshs.)	Bidders quoted subsidy (Kshs.)
7	BARINGO	KABARNET	SALAWA	3	5,718	26,771,068.57	
8	BARINGO	KABARNET	KAPYEMIT				
9	BARINGO	KABARNET	LELMEN				
10	BARINGO	EWALEL/CHAPCHAP	MOROP	4	4,234	44,618,447.62	
11	BARINGO	EWALEL/CHAPCHAP	KAPTOROKWO/KITUMBEI				
12	BARINGO	ILCHAMUS	MEISORI	5	5,701	89,236,895.24	
13	BARINGO	MOCHONGOI	KASIELA				
14	BARINGO	TANGULBEI/KOROSSI	KOROSSI				
15	BARINGO	BARWESSA	MAREGUT	6	3,500	71,389,516.19	
16	BARINGO	BARTABWA	KALABATA				
17	BARINGO	KABARTONJO	KASAKA	7	8,902	80,313,205.71	
18	BARINGO	KABARTONJO	TIRIONDONIN				
19	BARINGO	KABARTONJO	KAIMUGUL				
20	BARINGO	KABARTONJO	TILOI				
21	BARINGO	TANGULBEI/KOROSSI	ORUS	8	6,336	80,313,205.71	
22	BARINGO	TANGULBEI/KOROSSI	MAKANY				
23	BARINGO	CHURO/AMAYA	TEBELEKWO				
24	ELGEYO MARAKWET	EMSOO	CHEGILET	9	6,311	49,080,292.38	
25	ELGEYO MARAKWET	KOKWAO	NYALIL				
26	ELGEYO MARAKWET	EMSOO	KOMOIGON				
27	ELGEYO MARAKWET	EPKE	EPKE	10	11,433	17,847,379.05	
28	ELGEYO MARAKWET	KAPTARAKWA	KITANY				
30	ELGEYO MARAKWET	KAPTARAKWA	KIPTULOS	11	7,165	53,542,137.14	
31	ELGEYO MARAKWET	CHEPKORIO	CHEPKORIO				
32	ELGEYO MARAKWET	SOY SOUTH	KAPSOKOM				
33	ELGEYO MARAKWET	SOY SOUTH	SEGO				
34	ELGEYO MARAKWET	METKEI	KAPTENGWER	12	3,721	35,694,758.10	
35	ELGEYO	SOY SOUTH	ENEGO				

No.	County	Ward	Sublocation	Lot	Population	Total Subsidy(Kshs.)	Bidders quoted subsidy (Kshs.)
	MARAKWET						
29	ELGEYO MARAKWET	METKEI	KABIRSUS(WEREP)				
36	ELGEYO MARAKWET	SOY SOUTH	KOIMUR	13	4,750	44,618,447.62	
37	ELGEYO MARAKWET	SOY SOUTH	TUMEIYO				
38	NAROK	NKARETA	NKARETA	14	10,839	35,694,758.10	
39	NAROK	UPPER MELILI	ENABOR AJIJK				
40	NAROK	MARA	AITONG	15	10,872	53,542,137.14	
41	NAROK	ILDAMAT	OLETUKAT/ ENARAMATISHOREKI				
42	BARINGO	KISANANA	KIRIBOT	16	3,472	44,618,447.62	
43	BARINGO	KISANANA	WASEGES				
44	BARINGO	KISANANA	CHEBIREBEI				
45	BARINGO	KISANANA	KABUSWO				
46	BARINGO	KISANANA	KAMAR	17	6,238	66,927,671.43	
47	BARINGO	EMINING	KOITUIMET				
48	BARINGO	KISANANA	MOLOS				
49	BARINGO	KISANANA	KIBOMOI				
50	BARINGO	MOGOTIO	SIRWA	18	2,116	17,847,379.05	
51	BARINGO	MOGOTIO	KIMNGOROM				
52	BARINGO	KOIBATEK	SOLIAN	19	3,935	17,847,379.05	
53	BARINGO	KOIBATEK	KIPLOMBE				
54	BARINGO	MOGOTIO	OLBAT	20	3,805	35,694,758.10	
55	BARINGO	MOGOTIO	NDANAI				
56	BARINGO	MOGOTIO	SAGASAGIK				
57	NAKURU	MARIASHONI	KIPTUNGA	21	20,449	71,389,516.19	
58	NAKURU	MARIASHONI	NDOSWA				
59	NAKURU	ELBURGON	MUTAMAIYU				
60	NAKURU	MOLO	SACHANGWAN				
61	NAKURU	KURESOI SOUTH	TINET	22	31,005	58,003,981.90	
62	NAKURU	KIPTORORO	ARORWET				
63	NAKURU	MARIASHONI	SINENDET				
64	NAKURU	KURESOI SOUTH	CHEBARA				

No.	County	Ward	Sublocation	Lot	Population	Total Subsidy(Kshs.)	Bidders quoted subsidy (Kshs.)
65	ISIOLO	CHERAB	Korbesa	23	16,072	53,542,137.14	
66	ISIOLO	KINNA	KINNA				
67	ISIOLO	CHERAB	DUMA	24	4,535	107,084,274.29	
68	ISIOLO	CHERAB	URURA				
69	ISIOLO	CHERAB	BURTO BONSA				
70	ISIOLO	OLDONYIRO	OLDONYIRO (RUMATE)	25	28,871	160,626,411.43	
71	ISIOLO	BURAT	ISIOLO WEST				
72	ISIOLO	BURAT	BURAT				
73	ISIOLO	NGARE MARA	NGARE MARA (CHUMVIYARE, SAABA)				
74	ISIOLO	GARBATULLA	GARBATULA NORTH (BOJI)	26	11,951	142,779,032.38	
75	ISIOLO	KINNA	MODOYAKA				
76	ISIOLO	SERICHO	QURI				
77	WAJIR	SERMAN	SARMAN	27	29,540	124,931,657.33	
78	WAJIR	ARBAJAHAN	GARSE GOFTU				
79	WAJIR	ELBEN	ELBEN				
80	WAJIR	WARGADUD	HUNGAI	28	8,694	124,931,653.33	
81	WAJIR	WARGADUD	KOTULO				
82	WAJIR	WARGADUD	AUSMUDULE				
83	WAJIR	WARGADUD	EL KUTULO				
84	SAMBURU	LOOSUK	PURRA	29	5,317	53,542,137.14	
85	SAMBURU	NDOTO	ARSIM				
86	WEST POKOT	SEKERR	SARMACH	30	3,430	26,771,068.57	
87	WEST POKOT	MASOOL	AMOLEM				
88	WEST POKOT	MASOOL	TIKIT	31	11,150	53,542,137.14	
89	WEST POKOT	MASOOL	NYANGAITA				
90	WEST POKOT	WEI WEI	KARAPOGH (TAMKAL)	32	14,049	44,618,447.62	
91	WEST POKOT	WEI WEI	PTALAM				
92	WEST POKOT	WEI WEI	SOLION				
93	WEST POKOT	ENDUGH	PTOYO	33	8,088	40,156,602.86	
94	WEST POKOT	CHEPARERIA	TAMPALAL				
95	WEST POKOT	SUAM	KANYERUS				
96	TURKANA	KIBISH	KOYASA	34	10,793	58,896,350.86	

No.	County	Ward	Sublocation	Lot	Population	Total Subsidy(Kshs.)	Bidders quoted subsidy (Kshs.)
97	TURKANA	KIBISH	KAITEDE				
98	MARSABIT	KARGI/SOUTH HERR	ARGE	35	4,016	39,041,141.67	
99	MARSABIT	KARGI/SOUTH HERR	KURKUM				
Total						2,132,538,707.96	

Annex 3: RE-CONSTRUCTION AFTER DESTRUCTION & PROVISION OF EXTRA SECURITY ARRANGEMENTS

No.	County	Sub Location	Provision for Enhanced Site Security Measures (Ksh.)	Provision for Reconstruction and Securing (Maximum Subsidy)		Bidders quoted subsidy (Kshs.)
				subsidy	Total	
1	Garissa	Handaro	5,000,000	25,000,000	30,000,000	
2	Mandera	Dabacity	5,000,000	15,000,000	20,000,000	
3	Mandera	Garsesala	5,000,000	15,000,000	20,000,000	
4	Mandera	Burabor	5,000,000	15,000,000	20,000,000	
5	Mandera	Garbagoley	5,000,000	15,000,000	20,000,000	
6	Mandera	Mado	5,000,000	15,000,000	20,000,000	
7	Mandera	Shir Shir	5,000,000	15,000,000	20,000,000	
8	Mandera	Sarman	5,000,000	15,000,000	20,000,000	
9	Mandera	Boji Garse	5,000,000	15,000,000	20,000,000	
10	Mandera	Kutayo	5,000,000	15,000,000	20,000,000	
11	Mandera	Bore Hole Ii	5,000,000	15,000,000	20,000,000	
Total			50,000,000	160,000,000.00	210,000,000.00	

3 Tender Evaluation (ITT 35)

Price evaluation: in addition to the criteria listed in ITT 35.2 (a)–(d) the following criteria shall apply:

- i) **Alternative Completion Times**, if permitted under ITT 15.2, will be evaluated as follows:
.....
- ii) **Alternative Technical Solutions** for specified parts of the Works, if permitted under ITT 15.3, will be evaluated as follows:.....
- iii) **Other Criteria**; if permitted under ITT 35.2 (e):

4 Multiple Contracts

Multiple contracts will be permitted in accordance with ITT 35.4. Tenderers are evaluated on basis of Lots and the lowest evaluated tenderer identified for each Lot. The Procuring Entity will select one Option of the two Options listed below for award of Contracts.

OPTION 1

- i) If a tenderer wins only one Lot, the tenderer will be awarded a contract for that Lot, provided the tenderer meets the Eligibility and Qualification Criteria for that Lot.
- ii) If a tenderer wins more than one Lot, the tenderer will be awarded contracts for all won Lots, provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the Lots. The tenderer will be awarded the combination of Lots for which the tenderer qualifies and the others will be considered for award to second lowest the tenderers.

OPTION 2

The Procuring Entity will consider all possible combinations of won Lots [contract(s)] and determine the combinations with the lowest evaluated price. Tenders will then be awarded to the Tenderer or Tenderers in the combinations provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the won Lots.

5 Alternative Tenders (ITT 15.1)

An alternative if permitted under ITT 13.1, will be evaluated as follows:

The Procuring Entity shall consider Tenders offered for alternatives as specified in Part 2- Procuring Entity's requirements. Only the technical alternatives, if any, of the Tenderer with the Best Evaluated Tender conforming to the basic technical requirements shall be considered by the Procuring Entity.

6 MARGIN OF PREFERENCE

Apply Margin of Preference, if so allowed to all evaluated and accepted tender as follows.

- 6.1 If the TDS so specifies, the Procuring Entity will grant a margin of preference of fifteen percent (15%) to be loaded on evaluated prices of foreign tenderers, where the percentage of shareholding of Kenyan citizens is less than fifty-one percent (51%).
- 6.2 Contractors applying for such preference shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a particular contractor or group of contractor's qualifies for a margin of preference.
- 6.3 After Tenders have been received and reviewed by the Procuring Entity, responsive Tenders shall be assessed to ascertain their percentage of shareholding of Kenyan citizens. Responsive tenders shall be classified into the following groups:
 - i) Group A: tenders offered by Kenyan Contractors and other Tenderers where Kenyan citizens hold shares of over fifty one percent (51%).

- ii) Group B: tenders offered by foreign Contractors and other Tenderers where Kenyan citizens hold shares of less than fifty one percent (51%).
- 6.4 All evaluated tenders in each group shall, as a first evaluation step, be compared to determine the lowest tender, and the lowest evaluated tender in each group shall be further compared with each other. If, as a result of this comparison, a tender from Group A is the lowest, it shall be selected for the award. If a tender from Group B is the lowest, an amount equal to the percentage indicated in Item 3.1 of the respective tender price, including unconditional discounts and excluding provisional sums and the cost of day works, if any, shall be added to the evaluated price offered in each tender from Group B. All tenders shall then be compared using new prices with added prices to Group B and the lowest evaluated tender from Group A. If the tender from Group A is still the lowest tender, it shall be selected for award. If not, the lowest evaluated tender from Group B based on the first evaluation price shall be selected.
- 7 **Post qualification and Contract award (ITT 39), more specifically,**
- a) In case the tender was subject to post-qualification, the contract shall be awarded to the lowest evaluated tenderer, subject to confirmation of pre-qualification data, if so required.
 - b) In case the tender was not subject to post-qualification, the tender that has been determined to be the lowest evaluated tenderer shall be considered for contract award, subject to meeting each of the following conditions.

POST QUALIFICATION DUE DILIGENCE MAY BE CONDUCTED ON THE LOWEST EVALUATED BIDDERS. DURING THE DUE DILIGENCE THE PROCURING ENTITY WILL ASSESS THE AUTHENTICITY OF THE SUBMITTED DOCUMENTATIONS/INFORMATION AND REFERENCES GIVEN. IF FROM THE ASSESSMENT IT IS ESTABLISHED THAT ANY OF THE INFORMATION/DOCUMENTATION PROVIDED IS FALSE THEN THE BIDDER SHALL BE DISQUALIFIED

- i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow of Kenya Shillings_____.

- ii) Minimum average annual construction turnover of Kenya Shillings _____ [*insert amount*], equivalent calculated as total certified payments received for contracts in progress and/or completed within the last _____ [*insert of year*] years.
- iii) At least _____ (*insert number*) of contract(s) of a similar nature executed within Kenya, or the East African Community or abroad, that have been satisfactorily and substantially completed as a prime contractor, or joint venture member or sub-contractor each of minimum value Kenya shillings _____ equivalent.
- iv) Contractor's Representative and Key Personnel, which are specified as _____

- v) Contractors key equipment listed on the table "Contractor's Equipment" below and more specifically listed as [*specify requirements for each lot as applicable*] _____

- vi) Other conditions depending on their seriousness.

a) **History of non-performing contracts:**

Tenderer and each member of JV in case the Tenderer is a JV, shall demonstrate that Non-performance of a contract did not occur because of the default of the Tenderer, or the member of a JV in the last _____ (*specify years*). The required information shall be furnished in the appropriate form.

b) **Pending Litigation**

Financial position and prospective long-term profitability of the Single Tenderer, and in the case the Tenderer is a JV, of each member of the JV, shall remain sound according to criteria established with respect to Financial Capability under Paragraph (i) above if all pending litigation will be resolved against the Tenderer. Tenderer shall provide information on pending litigations in the appropriate form.

c) **Litigation History**

There shall be no consistent history of court/arbitral award decisions against the Tenderer, in the last _____ (*Specify years*). All parties to the contract shall furnish the information in the appropriate form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the year's specified. A consistent history of awards against the Tenderer or any member of a JV may result in rejection of the tender.

SECTION IV - TENDERING FORMS

1. FORM OF TENDER

(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)

INSTRUCTIONS TO TENDERERS

- i) *All italicized text is to help the Tenderer in preparing this form.*
- ii) *The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address. Tenderers are reminded that this is a mandatory requirement.*
- iii) *Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION FORMS OF THE TENDERER as listed under (s) below.*

Date of this Tender submission:.....[insert date (as day, month and year) of Tender submission] **Tender**

Name **and** **Identification:**.....[insert *identification*] **Alternative**

No.:.....[insert identification No if this is a Tender for an alternative]

To: [Insert complete name of Procuring Entity]

- a) **No reservations:** We have examined and have no reservations to the tendering document, including Addenda issued in accordance with ITT9;
- b) **Eligibility:** We meet the eligibility requirements and have no conflict of interest in accordance with ITT4;
- c) **Tender-Securing Declaration:** We have not been suspended nor declared ineligible by the Procuring Entity based on execution of a Tender-Securing Declaration or Proposal-Securing Declaration in Kenya in accordance with ITT21;
- d) **Conformity:** We offer to provide the Non-Consulting Services inconformity with the tendering document of the following:[insert a brief description of the Non-Consulting Services];
- e) **Tender Price:** The total price of our Tender, excluding any discounts offered in item(f) below is: [Insert one of the options below as appropriate]

Option1,in case of one lot: Total price is:[insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies];

Or

Option 2, in case of multiple lots:(a)Total price of each lot[insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies]; and (b) Total price of all lots (sum of all lots) [insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies];

- f) **Discounts:** The discounts offered and the methodology for their application are:
- i) The discounts offered are: [Specify in detail each discount offered.]
- ii) The exact method of calculations to determine the net price after application of discounts is shown below: [Specify in detail the method that shall be used to apply the discounts];
- g) **Tender Validity Period:** Our Tender shall be valid for the period specified in TDS 19.1 (as amended if applicable) from the date fixed for the Tender submission deadline (specified in TDS 23.1(as amended if applicable),and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

- h) **Performance Security:** If our Tender is accepted, we commit to obtain a Performance Security in accordance with the tendering document;
- i) **One Tender Per Tenderer:** We are not submitting any other Tender(s) as an individual Tenderer, and we are not participating in any other Tender(s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT4.3, other than alternative Tenders submitted in accordance with ITT14;
- j) **Suspension and Debarment:** We, along with any of our subcontractors, suppliers, consultants, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the PPRA. Further, we are not ineligible under Kenya's official regulations or pursuant to a decision of the United Nations Security Council;
- k) **State-owned enterprise or institution:** *[select the appropriate option and delete the other] [We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution but meet the requirements of ITT 4.6];*
- l) **Commissions, gratuities and fees:** We have paid, or will pay the following commissions, gratuities, or fees with respect to the Tendering process or execution of the Contract: *[insert complete name of each Recipient, its full address, r gratuity].*

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate “none.”)

- a) *[Delete if not appropriate, or amend to suit]* We confirm that we understand the provisions relating to Standstill Period as described in this tendering document and the Procurement Regulations.
- m) **Binding Contract:** We understand that this Tender, together with your written acceptance thereof included in your Form of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- n) **Not Bound to Accept:** We understand that you are not bound to accept the lowest evaluated cost Tender, the Best Evaluated Tender or any other Tender that you may receive; and
- o) **Fraud and Corruption:** 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.
- p) **Collusive practices:** We hereby certify and confirm that the tender is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the “Certificate of Independent tender Determination” attached below.
- q) **Code of Ethical Conduct:** We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from _____ *(specify website)* during the procurement process and the execution of any resulting contract.
- r) We, the Tenderer, have completed fully and signed the following Forms as part of our Tender:
 - i) Tenderer's Eligibility; Confidential Business Questionnaire—to establish we are not in any conflict to interest.
 - ii) Certificate of Independent Tender Determination—to declare that we completed the tender without colluding with other tenderers.
 - iii) Self-Declaration of the Tenderer—to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.

- iv) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal.

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in “**Appendix 1- Fraud and Corruption**” attached to the Form of Tender.

Name of the Tenderer:..... **[insert complete name of person signing the Tender]*

Name of the person duly authorized to sign the Tender on behalf of the Tenderer:.....***[insert complete name of person duly authorized to sign the Tender]*

Title of the person signing the Tender:..... *[insert complete title of the person signing the Tender]*

Signature of the person named above:*[insert signature of person whose name and capacity are shown above]*

Date signed..... *[insert date of signing]* **day of***[insert month], [insert year]*

i) TENDERER'S ELIGIBILITY - CONFIDENTIAL BUSINESS QUESTIONNAIRE

Instruction to Tenderer

Tender is instructed to complete the particulars required in this Form, *one form for each entity if Tender is a JV*. Tenderer is further reminded that it is an offence to give false information on this Form.

a) Tenderer's details

NO.	ITEM	DESCRIPTION
1	Name of the Procuring Entity	
2	Reference Number of the Tender	
3	Date and Time of Tender Opening	
4	Name of the Tenderer	
5	Full Address and Contact Details of the Tenderer.	1. Country 2. City 3. Location 4. Building 5. Floor 6. Postal Address 7. Name and email of contact person.
6	Current Trade License Registration Number and Expiring date	
7	Name, country and full address (<i>postal and physical addresses, email, and telephone number</i>) of Registering Body/Agency	
8	Description of Nature of Business	
9	Maximum value of business which the Tenderer handles.	
10	State if Tenders Company is listed in stock exchange, give name and full address (<i>postal and physical addresses, email, and telephone number</i>) of state which stock exchange	

General and Specific Details

b) **Sole Proprietor**, provide the following details.

Name in full _____ Age _____
 Nationality _____ Country of Origin _____
 Citizenship _____

c) **Partnership**, provide the following details.

No.	Names of Partners	Nationality	Citizenship	% Shares owned
1				
2				
3				

d) **Registered Company**, provide the following details.

i) Private or public Company _____

ii) State the nominal and issued capital of the Company-

Nominal Kenya Shillings (Equivalent)

Issued Kenya Shillings (Equivalent)

iii) Give details of Directors as follows.

No.	Names of Director	Nationality	Citizenship	% Shares owned
1				
2				
3				

e) **DISCLOSURE OF INTEREST-Interest of the Firm in the Procuring Entity.**

i) Are there any person/persons in..... (*Name of Procuring Entity*) who has/have an interest or relationship in this firm? Yes/No.....

If yes, provide details as follows.

No.	Names of Person	Designation in the Procuring Entity	Interest or Relationship with Tenderer
1			
2			
3			

ii) **Conflict of interest disclosure**

No.	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Tenderer has a relationship with another tenderer, directly or through common third parties that puts it in a position to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering process.		
5	Any of the Tenderer's affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Tender Document.		
7	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract, and/or the Tender evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a		

No.	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
	professional staff of the Procuring Entity who would be involved in the implementation or supervision of the Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to the Procuring Entity throughout the tendering process and execution of the Contract?		

f) Certification

On behalf of the Tenderer, I certify that the information given above is complete, current and accurate as at the date of submission.

Full Name _____

Title or Designation _____

(Signature)

(Date)

ii) CERTIFICATE OF INDEPENDENT TENDER DETERMINATION

I, the undersigned, in submitting the accompanying Letter of Tender to the _____
_____ [Name of Procuring Entity] for: _____
_____ [Name and number of tender] in response to the request for tenders made
by: _____ [Name of Tenderer] do hereby make the following statements that I
certify to be true and complete in every respect:

I certify, on behalf of _____ [Name of Tenderer] that:

1. I have read and I understand the contents of this Certificate;
2. I understand that the Tender will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am the authorized representative of the Tenderer with authority to sign this Certificate, and to submit the Tender on behalf of the Tenderer;
4. For the purposes of this Certificate and the Tender, I understand that the word “competitor” shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:
 - a) Has been requested to submit a Tender in response to this request for tenders;
 - b) could potentially submit a tender in response to this request for tenders, based on their qualifications, abilities or experience;
5. The Tenderer discloses that [check one of the following, as applicable]:
 - a) The Tenderer has arrived at the Tender independently from, and without consultation, communication, agreement or arrangement with, any competitor;
 - b) the Tenderer has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this request for tenders, and the Tenderer discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
6. In particular, without limiting the generality of paragraphs(5)(a) or (5)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - a) prices;
 - b) methods, factors or formulas used to calculate prices;
 - c) the intention or decision to submit, or not to submit, a tender; or
 - d) the submission of a tender which does not meet the specifications of the request for Tenders; except as specifically disclosed pursuant to paragraph (5) (b) above;
7. In addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the works or services to which this request for tenders relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph (5)(b) above;
8. The terms of the Tender have not been, and will not be, knowingly disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening, or of the awarding of the Contract, which ever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (5) (b) above.

Name _____

Title _____

Date _____

[Name, title and signature of authorized agent of Tenderer and Date]

iii) SELF-DECLARATION FORMS

FORM SD1

SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015

I, of Post Office Box being a resident of.....
..... in the Republic of do hereby make a statement as follows:-

1. THAT I am the Company Secretary/ Chief Executive/ Managing Director /Principal Officer/Director of
..... (*insert name of the Company*) who is a Bidder in respect of **Tender No.** for.....(*insert tender title/description*) for(*insert name of the Procuring entity*) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.
3. THAT what is deponed to herein above is true to the best of my knowledge, information and belief.

.....
(Title)

.....
(Signature)

.....
(Date)

Bidder Official Stamp

FORM SD2

SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE

I,of P. O. Box.....being a resident of
..... in the Republic of do hereby make a statement as follows:-

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of
..... (*insert name of the Company*) who is a Bidder in respect of Tender No.....
..... for(*insert tender title/description*) for(*insert name of the Procuring entity*) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its servants and/or agents /subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of..... (*insert name of the Procuring entity*) which is the procuring entity.
3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of..... (*name of the procuring entity*)
4. THAT the aforesaid Bidder will not engage /has not engaged in any corrosive practice with other bidders participating in the subject tender
5. THAT what is deponed to here in above is true to the best of my knowledge information and belief.

.....
(Title) (Signature) (Date)

Bidder's Official Stamp

DECLARATION AND COMMITMENT TO THE CODE OF ETHICS

I, (person) on behalf of (*Name of the Business/ Company/Firm*) declare that I have read and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the Code.

I do hereby commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement and Asset Disposal.

Name of Authorized signatory.....

Sign.....

Position.....

Office address..... Telephone.....

E-mail.....

Name of the Firm/Company.....

Date.....

(Company Seal/ Rubber Stamp where applicable)

Witness

Name.....

Sign.....

Date.....

iv) APPENDIX1-FRAUDANDCORRUPTION

(Appendix 1 shall not be modified)

1. Purpose

1.1 The Government of Kenya's Anti-Corruption and Economic Crime laws and their sanction's policies and procedures, Public Procurement and Asset Disposal Act (*no. 33 of 2015*) and its Regulation, and any other Kenya's Acts or Regulations related to Fraud and Corruption, and similar offences, shall apply with respect to Public Procurement Processes and Contracts that are governed by the laws of Kenya.

2. Requirements

2.1 The Government of Kenya requires that all parties including Procuring Entities, Tenderers, (applicants/proposers), Consultants, Contractors and Suppliers; any Sub-contractors, Sub-consultants, Service providers or Suppliers; any Agents (whether declared or not); and any of their Personnel, involved and engaged in procurement under Kenya's Laws and Regulation, observe the highest standard of ethics during the procurement process, selection and contract execution of all contracts, and refrain from Fraud and Corruption and fully comply with Kenya's laws and Regulations as per paragraphs 1.1 above.

2.2 Kenya's public procurement and asset disposal act (*no. 33 of 2015*) under Section 66 describes rules to be followed and actions to be taken in dealing with Corrupt, Coercive, Obstructive, Collusive or Fraudulent practices, and Conflicts of Interest in procurement including consequences for offences committed. A few of the provisions noted below highlight Kenya's policy of no tolerance for such practices and behavior:

- 1) A person to whom this Act applies shall not be involved in any corrupt, coercive, obstructive, collusive or fraudulent practice; or conflicts of interest in any procurement or asset disposal proceeding;
- 2) A person referred to under sub section (1) who contravenes the provisions of that sub-section commits an offence;
- 3) Without limiting the generality of the subsection (1) and (2), the person shall be: -
 - a) disqualified from entering into a contract for a procurement or asset disposal proceeding; or
 - b) if a contract has already been entered into with the person, the contract shall be voidable;
- 4) The voiding of a contract by the procuring entity under subsection (7) does not limit any legal remedy the procuring entity may have;

3. An employee or agent of the procuring entity or a member of the Board or committee of the procuring entity who has a conflict of interest with respect to a procurement: -

- a) Shall not take part in the procurement proceedings;
- b) shall not, after a procurement contract has been entered into, take part in any decision relating to the procurement or contract; and
- c) Shall not be a subcontractor for the tender to whom was awarded contract, or a member of the group of tenders to whom the contract was awarded, but the subcontractor appointed shall meet all the requirements of this Act.

4. An employee, agent or member described in subsection (1) who refrains from doing anything prohibited under that subsection, but for that subsection, would have been within his or her duties shall disclose the conflict of interest to the procuring entity;

4.1 If a person contravenes subsection (1) with respect to a conflict of interest described in subsection (5) (a) and the contract is awarded to the person or his relative or to another person in whom one of them had a direct or indirect pecuniary interest, the contract shall be terminated and all costs incurred by the public entity shall be made good by the a warding officer. etc.

In compliance with Kenya's laws, regulations and policies mentioned above, the Procuring Entity:

- a) Defines broadly, for the purposes of the above provisions, the terms set forth below as follows:
 - i) "corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;

- ii) “fraudulent practice” is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;
- iii) “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
- iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
- v) “obstructive practice” is:
 - a) deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede investigation by Public Procurement Regulatory Authority (PPRA) or any other appropriate authority appointed by Government of Kenya into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
 - b) acts intended to materially impede the exercise of the PPRA's or the appointed authority's inspection and audit rights provided for under paragraph 2.3e. below.
 - c) Defines more specifically, in accordance with the above procurement Act provisions set forth for fraudulent and collusive practices as follows:
 "fraudulent practice" includes a misrepresentation of fact in order to influence a procurement or disposal process or the exercise of a contract to the detriment of the procuring entity or the tenderer or the contractor, and includes collusive practices amongst tenderers prior to or after tender submission designed to establish tender prices at artificial non-competitive levels and to deprive the procuring entity of the benefits of free and open competition.
 - c) Rejects a proposal for award¹ of a contract if PPRA determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
 - d) Pursuant to the Kenya's above stated Acts and Regulations, may sanction or recommend to appropriate authority(ies) for sanctioning and debarment of a firm or individual, as applicable under the Act and Regulations;
 - e) Requires that a clause be included in Tender documents and Request for Proposal documents requiring (i) Tenderers (applicants/proposers), Consultants, Contractors, and Suppliers, and their Sub-contractors, Sub-consultants, Service providers, Suppliers, Agents personnel, permit the PPRA or any other appropriate authority appointed by Government of Kenya to inspect² all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the PPRA or any other appropriate authority appointed by Government of Kenya; and
 - f) Pursuant to Section 62 of the above Act, requires Applicants/Tenderers to submit along with their Applications/Tenders/Proposals a “Self-Declaration Form” as included in the procurement document declaring that they and all parties involved in the procurement process and contract execution have not engaged/will not engage in any corrupt or fraudulent practices.

¹ For the avoidance of doubt, a party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in

A consultancy, and rendering, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

² Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Investigating Authority or persons appointed by the Procuring Entity to address specific matters related to investigations/ audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/ audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.

2. TENDERER INFORMATION FORM

[The Tenderer shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date:.....*[insert date (as day, month and year) of Tender submission]*

ITT No.:..... *[insert number of Tendering process]*

Alternative No:..... *[insert identification No if this is a Tender for an alternative]*

1. Tenderer's Name:*[insert Tenderer's legal name]*
2. In case of JV, legal name of each member:*[insert legal name of each member in JV]*
3. Tenderer's actual or intended country of registration:*[insert actual or intended country of registration]*
4. Tenderer's year of registration:*[insert Tenderer's year of registration]*
5. Tenderer's Address in country of registration:*[insert Tenderer's legal address in country of registration]*
6. Tenderer's Authorized Representative Information
Name:*[insert Authorized Representative's name]*
Address.....*[insert Authorized Representative's Address]*
Telephone:.....*[insert Authorized Representative's telephone/fax numbers]*
Email Address:.....*[insert Authorized Representative's email address]*
7. Attached are copies of original documents of..... *[check the box(es) of the attached original documents]*
 Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITT 4.4.
 In case of JV, Form of intent to form JV or JV agreement, in accordance with ITT 4.1.
In case of state-owned enterprise or institution, in accordance with ITT4.6 documents establishing:
i) Legal and financial autonomy
ii) Operation under commercial law
iii) Establishing that the Tenderer is not under the supervision of the agency of the Procuring Entity
 A current tax clearance certificate or tax exemption certificate in case of Kenyan tenderers issued by the Kenya Revenue Authority in accordance with ITT 4.14.
8. Included are the organizational chart, a list of Board of Directors, and the beneficial ownership.

OTHER FORMS

3. TENDERER'S JV MEMBERS INFORMATION FORM

[The Tenderers shall fill in this Form in accordance with the instructions indicated below. The following table shall be filled in for the Tenderer and for each member of a Joint Venture]].

Date:*[insert date (as day, month and year) of Tender submission]*

ITT No.: *[insert number of Tendering process]*

Alternative No.: *[insert identification No if this is a Tender for an alternative]*

1. Tenderer's Name: <i>[insert Tenderer's legal name]</i>
2. Tenderer's JV Member's name: <i>[insert JV's Member legal name]</i>
3. Tenderer's JV Member's country of registration: <i>[insert JV's Member country of registration]</i>
4. Tenderer's JV Member's year of registration: <i>[insert JV's Member year of registration]</i>
5. Tenderer's JV Member's legal address in country of registration: <i>[insert JV's Member legal address in country of registration]</i>
6. Tenderer's JV Member's authorized representative information Name: <i>[insert name of JV's Member authorized representative]</i> Address: <i>[insert address of JV's Member authorized representative]</i> Telephone/Fax numbers: <i>[insert telephone/fax numbers of JV's Member authorized representative]</i> Email Address: <i>[insert email address of JV's Member authorized representative]</i>
7. Attached are copies of original documents of <i>[check the box(es) of the attached original documents]</i> <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITT 4.4. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Procuring Entity, in accordance with ITT 4.6.
8. Included are the organizational chart and a list of Board of Directors.

FORM OF TENDER SECURITY-[Option 1–Demand Bank Guarantee]

Beneficiary: _____

Request for Tenders No:

Date: _____

TENDER GUARANTEE No.: _____

Guarantor: _____

1. We have been informed that _____ (here inafter called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here inafter called" the Tender") for the execution of _____ under Request for Tenders No. _____ ("the ITT").
2. Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.
3. 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:
 - (a) 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
 - b) 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.
4. 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.
5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

[signature(s)]

Note: All italicized text is for use in preparing this form and shall be deleted from the final product.

FORMAT OF TENDER SECURITY [Option 2–Insurance Guarantee]

TENDER GUARANTEE No.: _____

1. Whereas [*Name of the tenderer*] (hereinafter called “the tenderer”) has submitted its tender dated [*Date of submission of tender*] for the [*Name and/or description of the tender*] (hereinafter called “the Tender”) for the execution of _____ under Request for Tenders No. _____ (“the ITT”).
2. KNOW ALL PEOPLE by these presents that WE of [**Name of Insurance Company**] having our registered office at (hereinafter called “the Guarantor”), are bound unto [*Name of Procuring Entity*] (hereinafter called “the Procuring Entity”) in the sum of (Currency and guarantee amount) for which payment well and truly to be made to the said Procuring Entity, the Guarantor binds itself, its successors and assigns, jointly and severally, firmly by these presents.

Sealed with the Common Seal of the said Guarantor this ___ day of _____ 20 __.

3. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Applicant:
 - a) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender (“the Tender Validity Period”), or any extension thereto provided by the Principal; or
 - b) having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to tenderers (“ITT”) of the Procuring Entity's Tendering document.

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

4. 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) twenty-eight days after the end of the Tender Validity Period.
5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

[Date]

[Signature of the Guarantor]

[Witness]

[Seal]

Note: All italicized text is for use in preparing this form and shall be deleted from the final product.

TENDER-SECURING DECLARATION FORM

[The Bidder shall complete this Form in accordance with the instructions indicated]

Date:.....[insert date(as day, month and year) of Tender Submission]

Tender No.:.....[insert number of tendering process]

To:.....[insert complete name of

Purchaser] I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Tender-Securing Declaration.
2. I/We accept that I / we will automatically be suspended from being eligible for tendering in any contract with the Purchaser for the period of time of [insert 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 tender during the period of tender validity specified by us in the Tendering 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 to execute the Contract, if required, or(ii) fail or refuse to furnish he Performance Security, in accordance with the instructions to tenders.
3. I/We understand that this Tender Securing Declaration shall expire if we are not the successful Tenderer(s), upon the earlier of:
 - a) Our receipt of a copy of your notification of the name of the successful Tenderer; or
 - b) thirty days after the expiration of our Tender.
4. I / We understand that if I am / we are / in a Joint Venture, the Tender 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 Tender Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed:.....

Capacity / title (director or partner or sole proprietor, etc.)

Name:

Duly authorized to sign the bid for and on behalf of:[insert complete name of Tenderer]

Dated on day of..... [Insert date of signing]

Seal or stamp

QUALIFICATION FORMS

6 FOREIGN TENDERERS 40% RULE

Pursuant to ITT 4.10, a foreign tenderer must complete this form to demonstrate that the tender fulfils this condition.

Item	Description of Work Item	Describe location of Source	COST in K. shillings	Comments, if any
A	Local Labor			
1				
2				
3				
4				
5				
B	Sub contracts from Local sources			
1				
2				
3				
4				
5				
C	Local materials			
1				
2				
3				
4				
5				
D	Use of Local Plant and Equipment			
1				
2				
3				
4				
5				
E	Add any other items			
1				
2				
3				
4				
5				
6				
	TOTAL COST LOCAL CONTENT		XXXXX	
	PERCENTAGE OF CONTRACT PRICE			

7. FORM EQU: EQUIPMENT

The Tenderer shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key equipment listed in Section III, Evaluation and Qualification Criteria. A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Tenderer.

Type of equipment		
Equipment information	Name of manufacturer	Model and power rating
	Capacity	Year of manufacture
Current status	Current location	
	Details of current commitments	
Source	Indicate source of the equipment <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased <input type="checkbox"/> Specially manufactured	

Omit the following information for equipment owned by the Tenderer.

Owner	Name of owner	
	Address of owner	
	Telephone	Contact name and title
	Fax	Telex
Agreements	Details of rental / lease / manufacture agreements specific to the project	

8. FORM PER - 1

Contractor's Representative and Key Personnel Schedule

Tenderers should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

Contractor' Representative and Key Personnel

1.	Title of position: Contractor's Representative	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
2.	Title of position: / _____]	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
3.	Title of position: / _____]	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
4.	Title of position: / _____]	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
5.	Title of position: <i>[insert title]</i>	
	Name of candidate:	
	Duration of appointment:	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	Time commitment for this position:	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	Expected time schedule for this position:	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>

9. FORM PER-2:

Resume and Declaration - Contractor's Representative and Key Personnel.

Name of Tenderer		
Position [#I]: <i>[title of position from Form PER-1]</i>		
Personnel information	Name:	Date of birth:
	Address:	E-mail:
	Professional qualifications:	
	Academic qualifications:	
	Language proficiency: <i>[language and levels of speaking, reading and writing skills]</i>	
Details	Address of Procuring Entity:	
	Telephone:	Contact (manager / personnel officer):
	Fax:	
	Job title:	Years with present Procuring Entity:

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Project	Role	Duration of involvement	Relevant experience
<i>[main project details]</i>	<i>[role and responsibilities on the project]</i>	<i>[time in role]</i>	<i>[describe the experience relevant to this position]</i>

DECLARATION

I, the undersigned.....*[insert either "Contractor's Representative" or "Key Personnel" as applicable]*, certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Tender:-

Commitment	Details
Commitment to duration of contract:	<i>[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]</i>
Time commitment:	<i>[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]</i>

I understand that any misrepresentation or omission in this Form may:

- a) be taken into consideration during Tender evaluation;
- b) result in my disqualification from participating in the Tender;
- c) result in my dismissal from the contract.

Name of Contractor's Representative or Key Personnel: _____ *[insert name]*

Signature: _____

Date: (day month year): _____

Countersignature of authorized representative of the Tenderer:

Signature: _____

Date: (day month year): _____

TENDERERS QUALIFICATION WITHOUT PRE-QUALIFICATION

To establish its qualifications to perform the contract in accordance with Section III, Evaluation and Qualification Criteria the Tenderer shall provide the information requested in the corresponding Information Sheets included hereunder.

10 FORM ELI -1.1

Tenderer Information

Form

Date: _____

ITT No. and title: _____

Tenderer's name
In case of Joint Venture (JV), name of each member:
Tenderer's actual or intended country of registration: <i>[indicate country of Constitution]</i>
Tenderer's actual or intended year of incorporation:
Tenderer's legal address [in country of registration]:
Tenderer's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITT 4.4 <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITT 4.1 <input type="checkbox"/> In case of state-owned enterprise or institution, in accordance with ITT 4.6, documents establishing: <ul style="list-style-type: none">• Legal and financial autonomy• Operation under commercial law• Establishing that the Tenderer is not under the supervision of the Procuring Entity
2. Included are the organizational chart and a list of Board of Directors.

11. FORM ELI -1.2

Tenderer's JV Information Form
(to be completed for each member of Tenderer's JV)

Date: _____

ITT No. and title: _____

Tenderer's JV name:
JV member's name:
JV member's country of registration:
JV member's year of constitution:
JV member's legal address in country of constitution:
JV member's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITT 4.4. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Procuring Entity, in accordance with ITT 4.6.
2. Included are the organizational chart and a list of Board of Directors.

12. FORM CON –2

Historical Contract Non-Performance, Pending Litigation and Litigation History

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

Non-Performed Contracts in accordance with Section III, Evaluation and Qualification Criteria			
<input type="checkbox"/> Contract non-performance did not occur since 1 st January [insert year] specified in Section III, Evaluation and Qualification Criteria, Sub-Factor 2.1.			
<input type="checkbox"/> Contract(s) not performed since 1 st January [insert year] specified in Section III, Evaluation and Qualification Criteria, requirement 2.1			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and Kenya Shilling equivalent)
[insert year]	[insert amount and percentage]	Contract Identification: [indicate complete contract name/ number, and any other identification] Name of Procuring Entity: [insert full name] Address of Procuring Entity: [insert street/city/country] Reason(s) for nonperformance: [indicate main reason(s)]	[insert amount]
Pending Litigation, in accordance with Section III, Evaluation and Qualification Criteria			
<input type="checkbox"/> No pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3.			
<input type="checkbox"/> Pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3 as indicated below.			

Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)
		Contract Identification: _____ Name of Procuring Entity: _____ Address of Procuring Entity: _____ Matter in dispute: _____ Party who initiated the dispute: _____ Status of dispute: _____	
		Contract Identification: _____ Name of Procuring Entity: _____ Address of Procuring Entity: _____ Matter in dispute: _____ Party who initiated the dispute: _____ Status of dispute: _____	
Litigation History in accordance with Section III, Evaluation and Qualification Criteria			

Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)
<input type="checkbox"/> No Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4. <input type="checkbox"/> Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4 as indicated below.			
Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, and any other identification]</i> Name of Procuring Entity: <i>[insert full name]</i> Address of Procuring Entity: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Entity" or "Contractor"]</i> Reason(s) for Litigation and award decision <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>

**13. FORM FIN – 3.1:
Financial Situation and Performance**

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. _____ and _____ title: _____

Financial Data

Type of Financial information in _____ (currency)	Historic information for previous _____ years, _____ (amount in currency, currency, exchange rate*, USD equivalent)				
	Year 1	Year 2	Year 3	Year 4	Year 5
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

*Refer to ITT 15 for the exchange rate

Sources of Finance

Specify sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

No.	Source of finance	Amount (Kenya Shilling equivalent)
1		
2		
3		

Financial documents

The Tenderer and its parties shall provide copies of financial statements for _____ years pursuant Section III, Evaluation and Qualifications Criteria, Sub-factor 3.1. The financial statements shall:

- a) reflect the financial situation of the Tenderer or in case of JV member, and not an affiliated entity (such as parent company or group member).
- b) Be independently audited or certified in accordance with local legislation.
- c) Be complete, including all notes to the financial statements.
- d) Correspond to accounting periods already completed and audited.

Attached are copies of financial statements¹ for the _____ years required above ; and complying with the requirements

¹If the most recent set of financial statements is for a period earlier than 12 months from the date of Tender, the reason for this should be justified.

14. FORM FIN – 3.2:

Average Annual Construction Turnover

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

Annual turnover data (construction only)			
Year	Amount Currency	Exchange rate	Kenya Shilling equivalent
<i>[indicate year]</i>	<i>[insert amount and indicate currency]</i>		
Average Annual Construction Turnover *			

* See Section III, Evaluation and Qualification Criteria, Sub-Factor 3.2.

15. FORM FIN–3.3:

Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contractor contracts as specified in Section III, Evaluation and Qualification Criteria.

Financial Resources		
No.	Source of financing	Amount (Kenya Shilling equivalent)
1		
2		
3		

16 FORMFIN-3.4:

Current Contract Commitments / Works in Progress

Tenderers and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

No.	Name of Contract	Procuring Entity's Contact Address, Tel,	Value of Outstanding Work [Current Kenya Shilling /month Equivalent]	Estimated Completion Date	Average Monthly Invoicing Over Last Six Months [Kenya Shilling /month]
1					
2					
3					
4					
5					

17. FORM EXP-4.1

General Construction Experience

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

_____ Page _____ of

_____ pages

Starting Year	Ending Year	Contract Identification	Role of Tenderer
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address: _____	

18 FORM EXP -4.2(a)

Specific Construction and Contract Management Experience

Tenderer's Name: _____

Date: _____

JV Member's Name _____

ITT No. and title: _____

Similar Contract No.	Information			
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount				Kenya Shilling
If member in a JV or sub-contractor, specify participation in total Contract amount				
Procuring Entity's Name:				
Address:				
Telephone/fax number				
E-mail:				
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:				
1. Amount				
2. Physical size of required works items				
3. Complexity				
4. Methods/Technology				
5. Construction rate for key activities				
6. Other Characteristics				

19. FORMEXP-4.2(b)

Construction Experience in Key Activities

Tenderer's Name: _____

Date: _____

Tenderer's JV Member Name: _____

Sub-contractor's Name³ (as per ITT35): _____

ITT No. and title: _____

All Sub-contractors for key activities must complete the information in this form as per ITT 34 and Section III, Evaluation and Qualification Criteria, Sub-Factor 4.2.

1. Key Activity No One: _____

Information				
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount				Kenya Shilling
Quantity (Volume, number or rate of production, as applicable) performed under the contract per year or part of the year	Total quantity in the contract (i)	Percentage participation (ii)		Actual Quantity Performed (i) x (ii)
Year 1				
Year 2				
Year 3				
Year 4				
Procuring Entity's Name:				
Address: Telephone/fax number E-mail:				

³If applicable

	Information
Description of the key activities in accordance with Sub-Factor 4.2(b) of Section III:	
1	
2	
3	
4	
5	

2 Activity No.

Two3.

SCHEDULE FORMS

*[The Tenderer shall fill in these Forms in accordance with the instructions indicated. The list of line items in column 1 of the **Activity Schedules** shall coincide with the List of Non-Consulting Services specified in the Procuring Entity's Requirements.]*

SPECIFICATIONS

I. Technical and Operational Compliance for Small, Micro sites and Network improvement/ site upgrades

	Category	Minimum Specifications
I.	General Network and Service requirements	Provide details of the existing coverage reach within a sub location polygon and show the cells providing the coverage with their current configuration (spectrum, TRXs and sector) and geographical coordinates of the Sites. Provide a map showing the current coverage and the % land mass covered.
		Detail the proposed small cell solution, its location, number and size/type of base transmitter stations, base station controllers, transmission systems, diagram(s) showing interconnection to the backbone and switching systems of other networks bearing in mind future expansion requirements and needs for network reliability and quality of service standards.
		Information describing the radio spectrum to be deployed indicating the bandwidth and other incidental spectrum planning considerations.
		Indicate the choice of BTS small sites and configuration that shall ensure maximum coverage of the population and landmass within the set quality of service standards.
		A simulation of the coverage indicating the signal strengths for each Lot it responds to. The minimum signal strength as required under the quality-of-service standards should be -95 dBm or more. as required in the Technical Specification in Section 6
		The network used to expand and improve the quality of mobile Service must meet the following minimum criteria: <ul style="list-style-type: none"> a) Network components based on approved and recognized international standards and accepted for use in Kenya. b) Solutions proposed must have had successful deployment cases for rural network projects in Kenya and/or other African countries. c) In areas with potential for growth consider 3 sector solutions to provide the required capacity d) The network configuration and supporting facilities that meet the set network Redundancy, Reliability and Diversity guidelines. e) appropriate physical security such as fencing and guarding.
		Provide a description of your strategy for accommodating future customer and traffic growth, technological evolution and new technical standards (e.g., evolution to 5G). Proposed solutions should have capacity to support Three (3) sector installations).
II.	(Delivery/ Payment Schedule)	The Tenderer shall be required to complete the construction of network facilities and commissioning of the services in all Mandatory Areas (i.e., the Lots awarded) within thirty-six 36 months of contract signature.
III.	Technical Service Quality	The Quality of Service (QoS) for voice connections in all Lots for which the contract is awarded shall meet the minimum standards set out in Annex 2 of the NFP Tier 1 License, which are as follows: <ul style="list-style-type: none"> a) The Basic Voice Communications Service - must be supplied with the probability of network call connection exceeding ninety-five percent (95%); that is a five percent (5%) Grade of Service using normal traffic planning criteria, within the coverage area required in the accepted administrative boundaries of each sub-location b) The Tenderer shall confirm that the QoS standards as defined in the framework for Quality of Service.

	Category	Minimum Specifications
		c) Population centers shall be served with a minimum -95 dBm signal level (indoor) for each sub-location in each Lot: The main sub-location headquarters (if previously uncovered), as well as other settlements with a population of more than 500 persons.
		d) A minimum Outdoor signal level coverage shall be provided in eighty percent (80%) of the geographic area and 90% population of each sub-location in the Lot.
	Technical Specifications	<p>The passive infrastructure supplied shall meet the following minimum specifications:</p> <ul style="list-style-type: none"> a) Adequate power supply to ensure 24x7 mobile service provision with remote management. Sufficient solar and Diesel Generator and storage providing 8-12hrs Autonomy – Areas with national grid within a radius of 300m should be connected to Grid b) Appropriate provision of adequate cooling (either by using air conditioning or by passive air flow design); c) Provision of mobile phone charging facilities for at least 10 phones simultaneously d) Installation of Aviation light. e) The perimeter wall (Masonry or palisade) is accessorized with razor wire and/or electric fencing. f) Tower Insurance and adequate grounding/Earthing of the tower and power sources g) Tower of approved height with adequate mechanical strength to withstand possible wind loading. Tower must achieve sufficient antenna height to enhance existing coverage to 80% of the sub location polygon. h) Install signage and branding to show the Site is USF funded and supported, the signage for use will be approved by the Authority

II. Technical and Operational Compliance for Macro sites

	Category	Minimum Specifications
IV.	General Network and Service requirements	<p>Details of the proposed network infrastructure include base transmitter stations, base station controllers, transmission systems, diagram(s) showing interconnection to the other network's backbone and switching systems, capacity to provide a minimum of voice and data services (the Mandatory Services) and future expansion with eventual outcome that meets the set national reliability and quality of service standards.</p>
		Information describing the radio spectrum to be deployed indicating the bandwidth and other incidental spectrum planning considerations.
		Indicate the choice of BTS sites and configuration that shall ensure maximum coverage of the population and landmass within the set quality of service standards.
		A simulation of the coverage indicating the signal strengths for each Lot it responds to. The minimum signal strength as required under the quality-of-service standards should be -95 dBm or more. as required in the Technical Specification in Section 6
		<p>The network used to provide the Basic Voice Communications Service must meet the following minimum criteria:</p> <ul style="list-style-type: none"> f) Network components based on approved and recognized international standards and accepted for use in Kenya, g) The network configuration and supporting facilities that meet the network Redundancy, Reliability and Diversity guidelines to always ensure maintenance of the highest service quality. Appropriate considerations in this regard include uninterrupted power source design (configuration of Main supply, backup generator, backup batteries and solar h) The network element must demonstrate provision of appropriate physical

	Category	Minimum Specifications
		<p>security such as fencing and guarding.</p> <p>i) The Tenderer must demonstrate the proposed Towers provide extra capacity for sharing with other providers and that they meet the environmental and civil aviation requirements both in terms of design and location.;</p>
		BTS towers must be constructed in an appropriate manner (including allowance for infrastructure sharing of passive network infrastructure as required in Section IX) to provide the Mandatory Services and in accordance with the Laws and Regulations of Kenya
		Provide a description of your strategy for accommodating future customer and traffic growth, technology evolution and new technical standards (e.g., evolution to 5G).
		Business Plan (including a Financial Model) for years 1 through 5 (depending on the Service Provider's model) for providing the proposed services on a per-lot, average or total basis. This must show expected revenues, capital and operating costs, to demonstrate the approximate size of subsidy required for each lot to be viable with subsidy
V.	(Delivery/ Payment Schedule)	The Tenderer shall be required to complete the construction of network facilities and commissioning of the services in all Mandatory Areas (i.e., the Lots awarded) within thirty-six (36) months of contract signature
		<p>The tender shall provide a workflow chart showing the program of activities from contract signature to system commissioning, including (for example):</p> <p>a) Post-award site survey, planning & design</p> <p>b) Site acquisition</p> <p>c) Equipment ordering</p> <p>d) Civil work starts and completion</p> <p>e) Power systems installation</p> <p>f) TRX Equipment delivery to site</p> <p>g) RF Installation and commissioning</p> <p>h) Site Integration & testing</p> <p>i) Site ready for acceptance</p>
		The schedule should indicate how the company will organize the activities within the regional make-up of the Lot proposals made, to meet the required schedule and stage Schedule of Subsidy Payment Schedule (Section X).
VI.	Technical Service Quality	<p>The Quality of Service (QoS) for voice connections in all Lots for which the contract is awarded shall meet the minimum standards set out in Annex 2 of the NFP Tier 1 License, which are as follows:</p> <p>e) The Basic Voice Communications Service - must be supplied with the probability of network call connection exceeding ninety-five percent (95%); that is a five percent (5%) Grade of Service using normal traffic planning criteria, within the coverage area required in the accepted administrative boundaries of each sub-location</p>
		f) The Tenderer shall confirm that the QoS standards as defined in the framework for Quality of Service.
		j) Population centers shall be served with a minimum -95 dBm signal level (indoor) for each sub-location in each Lot: The main sub-location headquarters (if previously uncovered), as well as other settlements with a population of more than 500 persons.
		k) A minimum Outdoor signal level coverage shall be provided in eighty percent (80%) of the geographic area of each sub-location in the Lot, unless indicated otherwise (for some specific very low-density sub-locations) in the Bid Document.
	Technical Specifications	The passive infrastructure supplied shall meet the following minimum specifications

Category	Minimum Specifications
	<ul style="list-style-type: none"> a) Adequate ground and antenna space to host at least three (3) mobile network operators. Not less than 12m length and width ground space and provide adequate space to host a PV generator as prescribed. b) Adequate power supply to ensure 24x7 operation for all the operators on site. At least 18kW of solar, 1000Ah of storage and 20kVA Diesel Generator. c) Sites located within a radius of 1 km to national Grid presence must be connected to the National grid and provision for back up power designed. d) Also, appropriate provision of adequate cooling (either by using air conditioning or by passive air flow design) e) Provision of mobile phone charging facilities for at least 10 phones simultaneously f) Installation of appropriate warning lights in full compliance with the Civil Aviation Regulations. g) The perimeter wall (Masonry or palisade) is accessorized with razor wire and/or electric fencing. h) Tower Insurance and adequate grounding/Earthing of the tower and power sources. i) Tower of approved height with adequate mechanical strength to withstand possible wind loading. Tower must achieve sufficient antenna height to enhance existing coverage to 80% of the sub location polygon. j) Installed tower must be painted accordingly and in compliance with any site sharing agreement. k) Install signage and branding to show the Site is USF funded and supported, the signage for use will be approved by the Authority

VII. TECHNICAL AND OPERATIONAL COMPLIANCE FOR SITES TO BE RECONSTRUCTED AND PROVIDED WITH ENHANCED SECURITY FEATURES

Category	Minimum Specifications
Reconstruction	Recontraction of Towers in original or better state.
Enhanced Security Features	<p>Institute physical security measures (including technology integration): This approach requires protection to be multi-layered with different measures. The underlying principle is that the loss of any single layer does not significantly impair the security of the infrastructure. A multi-layered approach includes the following:</p> <ul style="list-style-type: none"> i. Patrols and sufficient surveillance, including the use of various technologies around the areas of influence of the BTSs locations. ii. Delineation of BTS area perimeters and protection by physical barriers (trench, walls, drop-down barriers) to the access. Better still, BTSs and, where near, to be co-located within security installations (health considerations to be considered) and these security installations' securities enhanced. Physical and active barriers to be able to deny or delay the progress of the adversaries. iii. Within the inner security layer and the BTS station, considerations to be made for access control and locking systems with additional security features to increase protection performance (such as a barbed wire topping, a perimeter intrusion detection system with an alarm, lighting, or a closed-circuit television system, compartmentalizing of the facility spaces, hardened entrances). iv. Measures to assist in detecting, tracking, and monitoring intruders and other threats and including manually activated alarms or sirens. v. Measures to protect people or assets from the effect of a gun, blast attacks and the collateral damage of the falling damaged Mast.

Category	Minimum Specifications
	<p>vi. Use technology such as screening methods or techniques for those entering the facilities (e.g., explosive detection, manual searches, hand-held metal detectors, explosives trace detection and screening). In addition, physical security measures should be enhanced by adequately trained personnel, sound and comprehensive contingency planning, and concise, well-written security plans and orders.</p> <p>vii. Install signage and branding to show the Site is USF funded and supported, the signage for use will be approved by the Authority</p>

VIII. PAYMENT SCHEDULE

Milestone No.	Target calendar Month	Requirement	Percentage Payment	Tranche amount payable (expressed as percentage of subsidy)
1	2 months	Delivery of project design, sites design at target location(s), power dimensioning, mobile coverage - RAN and final technical plan for all the sub locations awarded	10%	10%
2	8 months	Complete construction and provision of mandatory services in 30% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	30%	40%
3	12 months	Complete construction and provision of mandatory services in 60% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	30%	70%
4	24 months	Complete construction and provision of mandatory services in 90% of the awarded sub locations. Contractor will be paid 20% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	20%	90%
	30 months	Complete construction and provision of mandatory services in 100% of the awarded sub locations. Contractor will be paid 10% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	10%	100%
5	36 months	Continuous and ongoing provision to end of contractual period of services in all the mandatory services in all the mandatory areas (lots) in accordance with the contract, including, but not limited to , the service availability and quality specifications.	Release of performance security	

1. The Specifications and Priced Activity Schedules

Date: _____, ITT No: _____, Alternative No: _____ Page N° _____ of _____						
1	2	3	4	5	6	7
Service N°	Description of Services	Unit	Delivery Date	Quantity and physical unit	Unit price	Total Price per Service (Col. 5*6)
<i>[insert number of the Service Line]</i>	<i>[insert name of Services]</i>		<i>[insert delivery date at place of final destination per Service]</i>	<i>[insert number of units]</i>	<i>[insert unit price per unit]</i>	<i>[insert total price per unit]</i>
Service Line No 1	Clearing and forwarding services of farm equipment from Mombasa Port to Headquarters of various Counties. The assignment involves clearing the items from the port, storing and transporting them to the Counties	100 tractors, 47 Combine Harvesters and 47,000 wheelbarrows.	To reach each County by June 30, 2018.	(i) 100 tractors at least 2 to each county. (ii) 47 Combine Harvesters; ditto (iii) 47,000 wheelbarrows; 10 to each County.		
No 2						
No 3						
Service Package No 1	(a) Service Line 1					
	(b) Service Line 2					
	(c) Service Line 3					
					Total Tender Price	

Name of Tenderer *[insert complete name of Tenderer]* Signature of Tenderer *[signature of person signing the Tender]* Date *[insert date]*

Name of Tenderer*[insert complete name of Tenderer]* Signature of Tenderer *[signature of person signing the Tender]* Date *[insert date]*

2. Method Statement

[Procuring Entity shall provide main features of the expected method of carrying out the contract, including indicating the material, personnel and equipment in puts].

3. Work Plan

[Procuring Entity shall provide main features of the work plan that the Tenderer should provide in the tender for carrying out the contract, from beginning to the end].

4. Other Time Schedule

(to be used by Tenderer when alternative Time for Completion is invited in ITT14.2)

1 NOTIFICATION OF INTENTION TO AWARD

[This Notification of Intention to Award shall be sent to each Tenderer that submitted a Tender.] [Send this Notification to the Tenderer's Authorized Representative named in the Tenderer Information Form] For the attention of Tenderer's Authorized Representative

Name:*[insert Authorized Representative's name]*
 Address:*[insert Authorized Representative's Address]*
 Telephone numbers:*[insert Authorized Representative's telephone/fax numbers]*
 Email Address:..... *[insert Authorized Representative's email address]*

[IMPORTANT: insert the date that this Notification is transmitted to Tenderers. The Notification must be sent to all Tenderers simultaneously. This means on the same date and as close to the same time as possible.]

DATE OF TRANSMISSION:..... This Notification is sent by: *[email/fax]* on *[date]* (local time)

Procuring Entity:*[insert the name of the Procuring Entity]*

Contract title:..... *[insert the name of the contract]*

ITT No:*[insert ITT reference number from Procurement Plan]*

This Notification of Intention to Award (Notification) notifies you of our decision to award the above contract. The transmission of this Notification begins the Standstill Period. During the Standstill Period you may:

- a) Request a debriefing in relation to the evaluation of your Tender, and/or
- b) Submit a Procurement-related Complaint in relation to the decision to award the contract.

D). The successful Tenderer

Name:	<i>[insert name of successful Tenderer]</i>
Address:	<i>[insert address of the successful Tenderer]</i>
Contract price:	<i>[insert contract price of the successful Tender]</i>

ii). Other Tenderers *[INSTRUCTIONS: insert names of all Tenderers that submitted a Tender. If the Tender's price was evaluated include the evaluated price as well as the Tender price as read out.]*

Name of Tenderer	Tender price	Evaluated Tender price (if applicable)
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated price]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated price]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated price]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated price]</i>
<i>[insert name]</i>	<i>[insert Tender price]</i>	<i>[insert evaluated price]</i>

iii). How to request a debriefing

DEADLINE: The deadline to request a debriefing expires at midnight on [insert date] (local time).

You may request a debriefing in relation to the results of the evaluation of your Tender. If you decide to request a debriefing your written request must be made within three (3) Business Days of receipt of this Notification of Intention to Award.

Provide the contract name, reference number, name of the Tenderer, contact details; and address the request for debriefing as follows:

Attention:[insert full name of person, if applicable]

Title/position:[insert title/position]

Agency:[insert name of Procuring Entity]

Email address:..... [insert email address]

If your request for a debriefing is received within the 3 Business Days deadline, we will provide the debriefing within five (5) Business Days of receipt of your request. If we are unable to provide the debriefing within this period, the Standstill Period shall be extended by five (5) Business Days after the date that the debriefing is provided. If this happens, we will notify you and confirm the date that the extended Standstill Period will end.

The debriefing may be in writing, by phone, video conference call or in person. We shall promptly advise you in writing how the debriefing will take place and confirm the date and time.

If the deadline to request a debriefing has expired, you may still request a debriefing. In this case, we will provide the debriefing as soon as practicable, and normally no later than fifteen (15) Business Days from the date of publication of the Contract Award Notice.

iv. How to make a complaint

Period: Procurement-related Complaint challenging the decision to award shall be submitted by [insert date and time].

Provide the contract name, reference number, name of the Tenderer, contact details; and address the Procurement-related Complaint as follows:

Attention:.....[insert full name of person, if applicable]

Title/position:..... [insert title/position]

Agency:[insert name of Procuring Entity]

Email address:..... [insert email address]

At this point in the procurement process, you may submit a Procurement-related Complaint challenging the decision to award the contract. You do not need to have requested, or received, a debriefing before making this complaint. Your complaint must be submitted within the Stand still Period and received by us before the Stand still Period ends. In summary, there are four essential requirements:

1. You must be an 'interested party'. In this case, that means a Tenderer who submitted a Tender in this tendering process, and is the recipient of a Notification of Intention to Award.
2. The complaint can only challenge the decision to award the contract.
3. You must submit the complaint within the period stated above.
4. You must include, in your complaint, all of the information required to support the complaint.
5. The application must be accompanied by the fees set out in the Procurement Regulations, which shall not be refundable (information available from the Public Procurement Authority at info@ppra.go.ke or complaints@ppra.go.ke)

v). Standstill Period

DEADLINE: The Standstill Period is due to end at midnight on [insert date] (local time).

The Standstill Period lasts ten (10) Business Days after the date of transmission of this Notification of Intention to Award.

The Standstill Period may be extended as stated in Section 4 above.
If you have any questions regarding this Notification please do not hesitate to contact us.

On behalf of the Procuring Entity:

Signature: _____

Name: _____

Title/position: _____

Telephone: _____

Email: _____

2. REQUEST FOR REVIEW

FORM FOR REVIEW(r.203(1))

PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

APPLICATION NO.....OF.....20.....

BETWEEN

.....**APPLICANT**

AND

.....**RESPONDENT (Procuring Entity)**

Request for review of the decision of the..... (Name of the Procuring Entity ofdated the...day of20.....in the matter of Tender No.....of20..... for(Tender description).

REQUEST FOR REVIEW

I/We.....,the above named Applicant(s), of address: Physical address.....P. O. Box No..... Tel. No.....Email, hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds , namely:

- 1.
- 2.

By this memorandum, the Applicant requests the Board for an order/orders that:

- 1.
- 2.

SIGNED(Applicant) Dated on.....day of/...20.....

FOR OFFICIAL USE ONLY Lodged with the Secretary Public Procurement Administrative Review Board on.....day of20.....

SIGNED

Board Secretary

3. LETTER OF AWARD

[Form head paper of the Procuring Entity]

.....*[date]*

To:.....*[name and address of the Service Provider]*

This is to notify you that your Tender dated*[date]*forexecutionofthe*[nameoftheContractandidentificationnumber, as given in the Special Conditions of Contract]* for the Contract Price of the equivalent of *[amount in numbers and words] [name of currency]*, as corrected and modified in accordance with the Instructions to Tenderers is hereby accepted by us (Procuring Entity).

You are requested to furnish the Performance Security within 28days in accordance with the Conditions of Contract, using, for that purpose, one of the Performance Security Forms included in Section VIII, Contract Forms, of the tender document.

Please return the attached Contract dully signed

AuthorizedSignature:.....

Name and Title of Signatory:.....

Name of Agency:.....

Attachment: Contract

4. FORM OF CONTRACT

[Form head paper of the Procuring

Entity] LUMP SUM REMUNERATION

This CONTRACT (herein after called the “Contract”) is made the *[day]* day of the month of *[month]*, *[year]*, between, on the one hand, *[name of Procuring Entity]* (herein after called the “Procuring Entity”) and, on the other hand, *[name of Service Provider]* (hereinafter called the “Service Provider”).

[Note: In the text below text in brackets is optional; all notes should be deleted in final text. If the Service Provider consist of more than one entity, the above should be partially amended to read as follows: “... (herein after called the “Procuring Entity”) and, on the other hand, a joint venture consisting of the following entities, each of which will be jointly and severally liable to the Procuring Entity for all the Service Provider's obligations under this Contract, namely, [name of Service Provider] and [name of Service Provider] (herein after called the “Service Provider”).]

WHEREAS

- a) The Procuring Entity has requested the Service Provider to provide certain Services as defined in the General Conditions of Contract attached to this Contract (herein after called the “Services”);
- b) the Service Provider, having represented to the Procuring Entity that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract at a contract price of.....;

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents shall be deemed to form and be read and construed as part of this Agreement, and the priority of the documents shall be as follows:
 - a) The Form of Acceptance;
 - b) The Service Provider's Tender
 - c) The Special Conditions of Contract;
 - d) The General Conditions of Contract;
 - e) The Specifications;
 - f) The Priced Activity Schedule; and
 - g) The following Appendices: *[Note: If any of these Appendices are not used, the words “Not Used” should be inserted below next to the title of the Appendix and on the sheet attached hereto carrying the title of that Appendix.]*

- Appendix A: Description of the Services
- Appendix B: Schedule of Payments
- Appendix C: Subcontractors
- Appendix D: Breakdown of Contract Price
- Appendix E: Services and Facilities Provided by the Procuring Entity

2. The mutual rights and obligations of the Procuring Entity and the Service Provider shall be as set forth in the Contract, in particular:
 - a) The Service Provider shall carry out the Services in accordance with the provisions of the Contract; and
 - b) The Procuring Entity shall make payments to the Service Provider in accordance with the provisions of the Contract.

IN WITNESS WHERE OF, the Parties here to have caused this Contract to be signed in their respective names as of the day and year first above written.

For and on behalf of _____ *[name of Procuring Entity]*

_____ *[Authorized Representative]*

For and on behalf of *[name of Service Provider]*

_____ *[Authorized Representative]*

[Note : *If the Service Provider consists of more than one entity, all these entities should appear as signatories, e.g., in the following manner:*]

For and on behalf of each of the Members of the Service Provider

..... *[name of member]*

..... *[Authorized Representative]*

..... *[name of member]*

..... *[Authorized Representative]*

4 FORM OF TENDER SECURITY (Bank Guarantee) *[The bank shall fill in this*

Bank Guarantee Form in accordance with the instructions indicated.] [Guarantor Form head or SWIFT identifier code]

Beneficiary:.....*[Procuring Entity to insert its name and address]*
ITT No.:.....*[Procuring Entity to insert reference number for the Request for Tenders]*
Alternative No.:*[Insert identification No if this is a Tender for an alternative]* **Date:***[Insert date of issue]*

TENDER GUARANTEE No.:.....*[Insert guarantee reference number]*

Guarantor:*[Insert name and address of place of issue, unless indicated in the Form head]*

We have been informed that _____*[insert name of the Tenderer, which in the case of a joint venture shall be the name of the joint venture (whether legally constituted or prospective) or the names of all members thereof]* (hereinafter called "the Applicant") has submitted or will submit to the Beneficiary its Tender (hereinafter called "the Tender") for the execution of _____*under Request for Tenders 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:

- (a) Has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Form of Tender ("the Tender Validity Period"), or any extension there to provide by the Applicant; or
- (b) Having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension thereto provided by the Applicant, (i) has failed to sign the contract agreement, or (ii) has failed to furnish the performance security, in accordance with the Instructions to Tenderers ("ITT") of the Beneficiary's tendering document.

This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the Contract agreementsignedbytheApplicantandtheperformancesecurityissuedtothe Beneficiary in relation to such Contract agreement; 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) twenty-eight 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 above on or before that date.

This guarantee is subject to the Uniform Rules for Demand Guarantees (URDG) 2010 Revision, ICC Publication No. 758.

[Signature(s)]

Note: *All italicized text is for use in preparing this form and shall be deleted from the final product.*

5 FORM OF TENDER SECURITY (TENDER BOND) *[The Surety shall fill*

in this Tender Bond Form in accordance with the instructions indicated.] BOND NO. ____

BY THIS BOND *[name of Tenderer]* as Principal (herein after called “the Principal”), and *[name, legal title, and address of surety]*, **authorized to transact business in Kenya**, as Surety (hereinafter called “the Surety”), are held and firmly bound unto *[name of Procuring Entity]* as Obligee (hereinafter called “the Procuring Entity”) in the sum of *[amount of Bond]**[amount in words]*, for the payment of which sum, well and truly to be made, we, the said Principal and Surety, bind ourselves, our successors and assigns, jointly and severally, firmly by these presents.

WHERE AS the Principal has submitted or will submit a written Tender to the Procuring Entity dated the _____ day of _____, 20____, for the supply of *[name of Contract]*(herein after called the “Tender”).

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Principal:

- c) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Form of Tender (“the Tender Validity Period”), or any extension thereto provided by the Principal; or
- d) having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension there to provide by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to Tenderers (“ITT”) of the Procuring Entity's tendering document.

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

The Surety hereby agrees that its obligation will remain in full force and effect up to and including the date 28 days after the date of expiration of the Tender Validity Period set forth in the Principal's Form of Tender or any extension thereto provided by the Principal.

IN TESTIMONY WHERE OF, the Principal and the Surety have caused these presents to be executed in the irrespctive names this _____ day of _____ 20_____.

Principal: _____
Corporate Seal (where appropriate)

Surety: _____

(Signature)

(Signature)

(Printed name and title)

(Printed name and title)

6 FORM OF TENDER-SECURING DECLARATION

[The Tenderer shall fill in this Form in accordance with the instructions indicated.]

Date:.....*[date (as day, month and year)]*

ITT No.:*[number of Tendering process]*

Alternative No:..... *[insert identification No if this is a Tender for an alternative]*

To:..... *[complete name of Procuring Entity]* We, the undersigned, declare

that: We understand that, according to your conditions, Tenders must be supported by a Tender-Securing

Declaration.

We accept that we will automatically be suspended from being eligible for Tendering or submitting proposals in any contract with the Procuring Entity for the period of time of *[number of months or years]* starting on *[date]*, if we are in breach four obligation(s) under the Tender conditions, because we:

- a) Have withdrawn our Tender during the period of Tender validity specified in the Form of Tender; or
- b) having been notified of the acceptance of our Tender by the Procuring Entity during the period of Tender validity, (i) fail to sign the Contract agreement; or (ii) fail or refuse to furnish the Performance Security, if required, in accordance with the ITT.

We understand this Tender Securing Declaration shall expire if we are not the successful Tenderer, upon the earlier of (i) our receipt of your notification to us of the name of the successful Tenderer; or (ii) twenty-eight days after the expiration of our Tender.

Name of the Tenderer* _____

Name of the person duly authorized to sign the Tender on behalf of the Tenderer** _____

Title of the person signing the Tender _____

Signature of the person named above _____

Date signed _____ day of _____, _____

*: In the case of the Tender submitted by joint venture specify the name of the Joint Venture as Tenderer

** : Person signing the Tender shall have the power of attorney given by the Tenderer attached to the Tender

[Note: In case of a Joint Venture, the Tender-Securing Declaration must be in the name of all members to the Joint Venture that submits the Tender.

PART II – PROCURING ENTITY'S REQUIREMENTS

SECTION V - ACTIVITY SCHEDULE

I. Background

The need to speedily attain universal access to communication services across the country for the benefit of all citizens is rooted in the increasing reliance on ICT services in the daily lives of everyone especially in the context of the digital transformation of our socioeconomic environment coupled with the Constitutional imperative as provided for under Article 27 on the need for equality & freedom from discrimination, Article 46 on the right for every Kenyan to services of reasonable quality, and Article 21(3) on the special needs of the vulnerable citizens.

Sections 23 and 84K of the Kenya Information and Communications Act, 1998 (KICA), requires the Communications Authority of Kenya (CA) to ensure sufficient provision of communication services throughout the country while the National ICT Policy, 2019, under Sections 6.1.3 & 6.1.4, emphasizes the need to avail ICT services to all and in particular for PwDs & other disadvantaged Persons.

Courtesy of the policy reforms undertaken within the ICT sector effected from 1997 that led to the liberalization of the market, introduction of new players hence competition and coupled with the issuance of network/service rollout and quality of service obligations placed upon all major players, all had a significant positive development towards the goal of universal access.

However, in recognition of the fact that the above stated reforms would not alone be sufficient and noting that there would still be demographic and geographic coverage gaps on account of commercial non-viability considerations by the players, the Kenya Information and Communication Act (KICA) of 1998 did establish the Universal Service Fund (USF) managed and administered by the Communications Authority of Kenya (CA).

The object and purpose for USF, as set out under Section 84J of KICA 1998, is to support widespread access to ICT Services, capacity building and to promote innovation within the ICT sector. A further elaboration of these objectives was set out under the Kenya Information and Communications, Universal Access and Service, Regulations 2010, as follows:

- a) Promote communications infrastructure and services rollout in rural, remote and under-served areas,
- b) Ensure availability of communication services to Persons with Disabilities, women and other vulnerable groups,
- c) Support the development of capacity building in ICTs and technological innovation;
- d) Support expansion of communication services to schools, health facilities and other organizations serving public needs, and
- e) Facilitate development of and access to a wide range of local and relevant content.

Considering that the ICT sector in Kenya is fully liberalized, the USF is therefore mainly used to incentivize the relevant players in the market with a view to achieving faster infrastructure and service rollout in unserved and underserved areas and in otherwise non-viable areas or demographics. The USF is also used to address the specific needs of disadvantaged communities, speed up the process of bridging the digital divide as well as promoting equitable access to essential

communication services for all citizens.

Through a combination of the above interventions, Kenya was able to enhance its cellular mobile network coverage from 78% of the population in the year 2016 to 96.4% in the year 2021 leaving an outstanding network coverage gap estimated at about 3.6% of the population (i.e., approximately 1.7million) and about 40% of the landmass.

It is to be noted that in the continuing endeavour towards establishing the status of ICT network coverage within the country, the Authority periodically undertakes baseline studies to identify prevailing ICT access gaps that then form the basis of the identification and implementation of appropriate regulatory interventions towards closing such gaps.

These studies also involve the development of high-level project designs as well as the undertaking of economic/financial modelling, which help in the estimation of Capital Expenses (CAPEX), Operating Expenses (OPEX), and projected revenues. Based on this analysis appropriate level of subsidy are derived for purposes of incentivizing the players to provide the required level of coverage.

To date, three baseline studies dubbed “Access Gap studies” have been conducted with respect to telecommunications, namely; in 2011, 2016 and 2021. The outcomes have these studies have progressively inform the incentivization programs including that for the provision of cellular mobile network and services in unserved and underserved areas of the country, which is currently in its 3rd Phase.

Phase I of the programme involved offers for bids for subsidy towards provision of network coverage in 202 sub-locations. This process led to award of subsidies for 78 sub locations of which 76 sub locations were fully completed with two sublocations, namely; Handaro and Lopet having to be suspended on account of Force Majeure.

Phase II of the programme, where there was a split and separate bidding for the Active and Passive network components, involved offers for bids for subsidy towards provision of network coverage in 101 sub locations. To date 80 sub locations under this phase have been completed and. Phase 3 of the programme, which used the same model as phase 2, involved offers for bids for subsidy for passive components in 68 sub-locations and active components for 97 sub locations. All the offers for both passive and active components were successfully bided for and awards granted. So far six (6) sub locations under this phase have been complete and on air while the others are progressing albeit constrained by various challenges, key being insecurity. In all, subsidies have so far been awarded for establishment of infrastructure and services in a total of 247 sublocations under phase I, II & III of the Cellular Mobile Network Infrastructure.

It is however to be noted that despite these initiatives, network coverage gaps still persist in unserved and underserved areas. It is for this reason that the Authority intends to initiate phase 4 of the provision of cellular mobile network and services in unserved and underserved areas as well as other future phases.

To this end, the Authority has been engaged a process of identification of areas that still required targeted USF interventions as part of a project design for Phase IV of the Cellular Mobile Network Infrastructure and Services programme as detailed in the subsequent sections.

The Authority wishes to embark on the implementation of Phase 4 of the Voice infrastructure and services Project focusing

on installation of Base Transceiver Stations (BTS) to address the identified voice and data gaps.

The project involves construction of communication towers that host Base Transceiver Station (BTS) equipment and establishment of backhaul transmission links to operators' Base Station Controllers (BSCs) and the core networks. The tendering for the project shall invite bids from Mobile Network Operators or Joint Ventures between MNO and TowerCo (NFPT2) for construction and installation of Telecommunications Mobile Passive Infrastructure, deployment of Telecommunications Mobile Active Infrastructure and provision of mobile services of prescribed quality in the identified areas of Kenya. The financials shall be based on a reverse auction where bidders are invited to indicate the lowest subsidy they need to establish and operate the infrastructure

II. Scope

The total sub locations earmarked for intervention under phase 4 of the project on provision of cellular mobile infrastructure and services in unserved and underserved areas is 313 divided into 3 categories as follows:

- i. 203 Sublocations spread across the country of Kenya that will be addressed through small scale solutions -small and micro cells of less than 6km radius and will be reserved for the Mobile Network Operators (MNOs,
- ii. 99 Sublocations spread across the country that will be addressed through the establishment of full scale BTS sites and shall be open for bidding by the MNOs and Joint Ventures/Consortia between MNO's and other Network Facilities Providers (NFP-T2)).
- iii. Sites in 11 sublocations that require reconstruction after destruction & provision of extra security arrangements and shall be reserved for the owners of the destroyed sites.

III. Tender Eligibility

In addition to the above, simultaneous bidding for subsidies of the projects may be done by duly licensed Network Facilities Providers Tier 1 (NFP T1) or through a consortium with NFP T2.

IX. General Network and Service Requirements

- 1) The project requires the bidders to extend network coverage to the identified sub locations as shown in Annex 1, 2 & 3 and provide mobile broadband, Voice, SMS and other services based on universality and on a non-discriminatory basis.
- 2) Provide details of the proposed network infrastructure including base transmitter stations, base station controllers, transmission, diagram(s) showing interconnection to the tenderer's national network backbone and switching systems, plus expansion capacity to provide a minimum of voice and broadband data services (the Mandatory Services) in accordance with the terms, conditions and quality of service standards set out in its Network Facilities Service Provider Tier 1 License as amended in 2015.
- 3) The bidder shall demonstrate the choice of BTS sites and configuration that shall ensure maximum coverage of the population and landmass within the set quality of service standards.
- 4) The bidder shall provide information describing the radio spectrum to be used in the proposed systems, indicating the bandwidth capacity to be used and any resulting expansion required to the existing network capacity to facilitate the new USF system deployments.
- 5) The bidder shall provide a signal strength coverage map or set of maps illustrating the intended service reach for each Lot for which it submits a proposal. The coverage map(s) must show predicted service coverage to -95 dBm required in the QoS Section.
- 6) Bidders are expected to make submissions that demonstrate compliance with the following:

- a) Network components based on approved and recognized international standards and accepted for use in Kenya,
 - b) The network configuration and supporting facilities that meet the set network Redundancy, Reliability and Diversity guidelines to ensure maintenance of the highest service quality at all times. Appropriate considerations in this regard include uninterrupted power source design (configuration of Main supply, backup generator, backup batteries and solar). Also appropriate provision of adequate cooling (either by using air conditioning or by passive air flow design);
 - c) Bidders must demonstrate provision of appropriate physical security such as fencing and guarding;
 - d) Bidders must demonstrate the proposed Towers provide for extra capacity for sharing with other providers and that they meet the environmental and civil aviation requirements both in terms of design and location.
- 7) Bidders shall provide for and demonstrate provision for future growth and other changes including technological evolution and service demand changes.
- 8) Bidder shall provide for and demonstrate how it intends to make available facilities for charging end user devices in at least one in each sub-location. The equipment shall support charging of at least ten mobile phones simultaneously and will be available on 24x7 basis.

X. Requirements for Telecommunications Mobile Passive Infrastructure-Macro sites

The passive infrastructure supplied shall meet the following minimum specifications

1. The bidder shall ensure the site has adequate ground and antenna space to host at least 3 mobile network operators
2. The bidder shall ensure adequate power supply to ensure 24x7 basis operation for all the operators on site. Minimum of 18kw solar, 1000Ah Storage and 20kVA Diesel Generator
3. Provision of mobile phone charging facilities for at least 10 phones simultaneously
4. Installation of Aviation light and a canopy shelter for active components
5. Perimeter wall accessorized with razor wire and or electric fencing.
6. Tower insurance and adequate grounding/earthing of the tower lattice and power supply sources.
7. Tower of approved height with adequate mechanical strength to withstand possible wind loading. Tower must achieve antenna height sufficient for maximum population coverage and a minimum of 60% geographic coverage.

XI. Technical Service Quality (QoS)

The Quality of Service (QoS) for mobile services in all Lots for which the contract is awarded shall meet the minimum standards set in the Framework for the Assessment of service Quality of Telecommunication Systems and Services

- a) The quality targets for Voice, SMS and data Services shall be met in all the Lots for which proposals are submitted.
- b) The mobile telephony service - must be supplied with the probability of network call connection exceeding ninety-five per cent (95%); that is a 5% Grade of Service using normal traffic planning criteria, within the coverage area required in the accepted administrative boundaries of each sub-location.

Requirements for Quality of Service (QoS)

Service	Sub KPI	Parameter	Target
Mobile Telephony (Voice)	Network Coverage information i.e. Coverage per (Pop. & Geographic)	Received Signal Level	$\geq -95\text{dBm}$
		Network Availability	$\geq -95\text{dBm}$
	Network Accessibility	Unsuccessful Calls	$\leq 5\%$
	Service Integrity	Call Set-up Time	$\leq 12\text{s}$ (4G) $\leq 8\text{s}$ (Others)
		Voice Quality	≥ 3.4 (SWB)
	Service Retainability	Handover Success Rate	$\geq 96\%$
Dropped Calls		$\leq 2\%$	
SMS	Network Accessibility	Successful SMS Ratio	$\geq 95\%$
	Service Availability	Completion Rate for SMS	$\geq 95\%$
	Service Integrity	End-to-End delivery time for SMS	$\geq 95\%$ in less than 30s
Data transfer/ Internet access	Network Accessibility	Latency	$\leq 100\text{ms}$
		Jitter	$\leq 50\text{ms}$
	Service Availability	Data transfer failure ratio	≤ 10 for upload $\leq 10\%$ for download
		Throughput of successful data transfer	$\geq 85\%$ of contractual throughput
	Service Integrity	Ratio of Packet Loss	1/1000
	Network Accessibility	Internet Accessibility	$\geq 98\%$
	Service Availability	HTTP set-up failure ratio	$\leq 2\%$
		HTTP set-up time	$\geq 95\%$ in less than 20s
		HTTP Completion failure ratio	$\leq 90\%$
		HTTP Completion Time	$\geq 95\%$ in less than 20s
HTTP generic scenario availability	$\geq 85\%$		

- c) The parameters and targets may be changed from time to time as may be determined and prescribed by the Authority. Specifically the QoS, Quality of Experience (QoE) and customer satisfaction requirements. This may inform the auditing and approval of services in this tender
- d) The following population centres shall be served with minimum -95 dBm signal level (indoor) in each sub-location within each Lot: the main sub-location headquarters (if previously uncovered), as well as ensuring coverage of 100% of the villages in the target sub location.
- e) Provide a minimum Outdoor signal level coverage of sixty per cent (60%) of the geographic area of each sub-location in the Lot.
- f) Quality of Experience as observed at village level will be used for acceptance of telecommunication mobile voice. The area sub location chief will be queried for this response. Bidders are required to secure 90% of the villages report good voice quality

XII. Network Redundancies, Resilience and Diversity.

1. The contractor is required to ensure critical, major and minor network elements serving the cells built will adhere to the NRRD guidelines as published by the Authority.
2. The bidders shall abide by section 4 of NRRD Guidelines for Mobile Network Operators (MNO), which ensure 99.9 % availability of minor network elements.

XIII. Passive infrastructure sharing and leasing

- a) All BTS sites constructed for the provision of the subsidized services shall be available for leasing of tower and site space after 12 months of operation from the date of completion. Prices shall be based on normal subsidized rates for USF sites applicable elsewhere in the country. The service provider shall provide infrastructure sharing on a non-discriminatory first-come, first served basis.
- b) Each BTS tower shall be designed with the mechanical strength (i.e., weight and wind loading) and other passive infrastructure facilities (building space and power supply) to accommodate at least three operators, in accordance with the Draft Infrastructure Sharing Regulation¹.
- c) Following successful site acceptance by the Authority the Service Provider shall be mandated to respond positively within agreed timeframe to all reasonable requests for leased accommodation in accordance with the provisions of the regulation. The Service Provider shall accommodate the antennas, transmission lines and site space and power requirements of other operators if requested to do so, in accordance with the rates in a) above.

XIV. Bidding Lots and Maximum Subsidy Offers

The total sublocations earmarked for intervention under phase 4 is 316 divided into the following 3 categories:

- i. **Annex 1** is a list of 206 Sublocations that will be addressed through small scale solutions & site upgrades and network improvement, and which will be reserved for the Mobile Network Operators (NFP T1s),
- ii. **Annex 2** is a list of 99 Sublocations that will be addressed through establishment of full scale BTS sites and shall be open for bidding by the MNO's or a consortia of MNO and NFP T2
- iii. **Annex 3** is a list of 11 Sublocations that require reconstruction after destruction & provision of extra security arrangements and shall be reserved to the owners of the destroyed sites.

PART III – CONDITIONS OF CONTRACT AND CONTRACT FORMS

SECTION VI - GENERAL CONDITIONS OF CONTRACT

A. General

Provisions Definitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

- a) The Adjudicator is the person appointed jointly by the Procuring Entity and the Service Provider to resolve disputes in the first instance, as provided for in Sub-Clause 8.2 hereunder.
- b) "Activity Schedule" is the priced and completed list of items of Services to be performed by the Service Provider forming part of his Tender;
- c) "Completion Date" means the date of completion of the Services by the Service Provider as certified by the Procuring Entity
- d) "Contract" means the Contract signed by the Parties, to which these General Conditions of Contract (GCC) are attached, together with all the documents listed in Clause 1 of such signed Contract;
- e) "Contract Price" means the price to be paid for the performance of the Services, in accordance with Clause 6;
- f) "Day works" means varied work inputs subject to payment on a time basis for the Service Provider's employees and equipment, in addition to payments for associated materials and administration.
- g) "Procuring Entity" means the Procuring Entity or party who employs the Service Provider
- h) "Foreign Currency" means any currency other than the currency of Kenya;
- i) "GCC" means these General Conditions of Contract;
- j) "Government" means the Government of Kenya;
- k) "Local Currency" means Kenya shilling;
- l) "Member," in case the Service Provider consist of a joint venture of more than one entity, means any of these entities; "Members" means all these entities, and "Member in Charge" means the entity specified in the SC to act on their behalf in exercising all the Service Provider' rights and obligations towards the Procuring Entity under this Contract;
- m) "Party" means the Procuring Entity or the Service Provider, as the case maybe, and "Parties" means both of them;
- n) "Personnel" means persons hired by the Service Provider or by any Subcontractor as employees and assigned to the performance of the Services or any part thereof;
- o) "Service Provider" is a person or corporate body whose Tender to provide the Services has been accepted by the Procuring Entity;
- p) "Service Provider's Tender" means the completed Tendering Document submitted by the Service Provider to the Procuring Entity
- q) "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
- r) "Specifications" means the specifications of the service included in the Tendering Document submitted by the Service Provider to the Procuring Entity
- s) "Services" means the work to be performed by the Service Provider pursuant to this Contract, as described in Appendix A; and in the Specifications and Schedule of Activities included in the Service Provider's Tender.
- t) "Subcontractor" means any entity to which the Service Provider subcontracts any part of the Services in accordance with the provisions of Sub-Clauses 3.5 and 4;
- u) "Public Procurement Regulatory Authority (PPRA)" shall mean the Government Agency responsible for oversight of public procurement.
- v) "Project Manager" shall the person appointed by the Procuring Entity to act as the Project Manager for the purposes of the Contract and named in the Particular Conditions of Contract, or other person appointed from time to time by the Procuring Entity and notified to the Contractor.

w) “Notice of Dissatisfaction” means the notice given by either Party to the other indicating its dissatisfaction and intention to commence arbitration.

1.2 Applicable Law

The Contract shall be interpreted in accordance with the laws of Kenya.

1.3 Language

This Contract has been executed in the English language, which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

1.4 Notices

Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, hand delivery, or email to such Party at the address **specified in the SCC**.

1.5 Location

The Services shall be performed at such locations as a respecified in Appendix A, in the specifications and, where the location of a particular task is not so specified, at such locations, whether in Kenya or elsewhere, as the Procuring Entity may approve.

1.6 Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Entity or the Service Provider may be taken or executed by the officials **specified in the SCC**.

1.7 Inspection and Audit by the PPRA

Pursuant to paragraph 2.2 e. of Attachment 1 to the General Conditions, the Service Provider shall permit and shall cause its sub contract or sand sub-consultants to permit, PPRA and/or persons appointed by PPRA to inspect the Site and/or the accounts and records relating to the procurement process, selection and/or contract execution, and to have such accounts and records audited by auditors appointed by PPRA. The Service Provider's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 3.10 which provides, inter alia, that acts intended to materially impede the exercise of PPRA's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to PPRA's prevailing sanctions procedures).

1.8 Taxes and Duties

The Service Provider, Subcontractors, and their Personnel shall pay such taxes, duties, fees, and other impositions as may be levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.

2 Commencement, Completion, Modification, and Termination of Contract

2.1 Effectiveness of Contract

This Contract shall come into effect on the date the Contract is signed by both parties or such other later date as maybe **stated in the SCC**.

2.2 Commencement of Services

2.2.1 Program

Before commencement of the Services, the Service Provider shall submit to the Procuring Entity for approval a Program showing the general methods, arrangements order and timing for all activities. The Services shall be carried out in accordance with the approved Program as updated.

2.2.2 Starting Date

The Service Provider shall start carrying out the Services thirty (30) days after the date the Contract becomes effective, or at such other date as may be **specified in the SCC**.

2.3 Intended Completion Date

Unless terminated earlier pursuant to Sub-Clause 2.6, the Service Provider shall complete the activities by the Intended Completion Date, as is **specified in the SCC**. If the Service Provider does not complete the activities by the Intended Completion Date, it shall be liable to pay liquidated damage as per Sub-Clause 3.8. In this case, the Completion Date will be the date of completion of all activities.

2.4 Modification

Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties.

2.4.1 Value Engineering

The Service Provider may prepare, at its own cost, a value engineering proposal at any time during the performance of the contract. The value engineering proposal shall, at a minimum, include the following:

- a) The proposed change(s), and a description of the difference to the existing contract requirements;
- b) A full cost/benefit analysis of the proposed change(s) including a description and estimate of costs (including life cycle costs, if applicable) the Procuring Entity may incur in implementing the value engineering proposal; and
- c) A description of any effect(s) of the change on performance/functionality.

The Procuring Entity may accept the value engineering proposal if the proposal demonstrates benefits that:

- a) accelerates the delivery period; or
- b) reduces the Contract Price or the lifecycle costs to the Procuring Entity; or
- c) improves the quality, efficiency, safety or sustainability of the services; or
- d) yields any other benefits to the Procuring Entity, without compromising the necessary functions of the Facilities.

If the value engineering proposal is approved by the Procuring Entity and results in:

- a) a reduction of the Contract Price; the amount to be paid to the Service Provider shall be the percentage specified in the **SCC** of the reduction in the Contract Price; or
- b) an increase in the Contract Price; but results in a reduction in lifecycle costs due to any benefit described in (a) to (d) above, the amount to be paid to the Service Provider shall be the full increase in the Contract Price.

2.5 Force Majeure

2.5.1 Definition

For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

2.5.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

2.5.3 Extension of Time

Any period with in which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.5.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Service Provider shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

2.6 Termination

2.6.1 By the Procuring Entity

The Procuring Entity may terminate this Contract, by not less than thirty(30) days' written notice of termination to the Service Provider, to be given after the occurrence of any of the events specified in paragraphs(a)through (d) of this Sub-Clause 2.6.1:

- a) If the Service Provider does not remedy a failure in the performance of its obligations under the Contract, within thirty (30) days after being notified or within any further period as the Procuring Entity may have subsequently approved in writing;
- b) if the Service Provider become insolvent or bankrupt;
- c) if, as the result of Force Majeure, the Service Provider is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or
- d) if the Service Provider, in the judgment of the Procuring Entity has engaged in Fraud and Corruption, as defined in paragraph2.2a. of Attachment1 to the GCC, in competing for or in executing the Contract

2.6.2 By the Service Provider

The Service Provider may terminate this Contract, by not less than thirty (30) days' written notice to the Procuring Entity, such notice to be given after the occurrence of any of the events specified in paragraphs (a) and (b) of this Sub-Clause 2.6.2:

- a) If the Procuring Entity fails to pay any monies due to the Service Provider pursuant to this Contract and not subject to dispute pursuant to Clause 7 within forty-five (45) days after receiving written notice from the Service Provider that such payment is overdue; or
- b) if, as the result of Force Majeure, the Service Provider is unable to perform a material portion of the Services for a period of not less than sixty (60) days.

2.6.3 Payment up on Termination

Upon termination of this Contract pursuant to Sub-Clauses 2.6.1 or 2.6.2, the Procuring Entity shall make the following payments to the Service Provider:

- a) remuneration pursuant to Clause 6 for Services satisfactorily performed prior to the effective date of termination;
- b) except in the case of termination pursuant to paragraphs (a), (b), (d) of Sub-Clause 2.6.1, reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract, including the cost of the return travel of the Personnel.

3 Obligations of the Service Provider

3.1 General

The Service Provider shall perform the Services in accordance with the Specifications and the Activity Schedule, and carry out its obligations with all due diligence, efficiency, and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe methods. The Service Provider shall always act, in respect

of any matter relating to this Contractor to the Services, as faithful adviser to the Procuring Entity, and shall at all times support and safeguard the Procuring Entity's legitimate interests in any dealings with Subcontractors or third parties.

3.2 Conflict of Interests

3.2.1 Service Provider Not to Benefit from Commissions and Discounts.

The remuneration of the Service Provider pursuant to Clause 6 shall constitute the Service Provider's sole remuneration in connection with this Contractor to the Services, and the Service Provider shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contractor to the Services or in the discharge of their obligations under the Contract, and the Service Provider shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

3.2.2 Service Provider and Affiliates Not to be Otherwise Interested in Project

The Service Provider agree that, during the term of this Contract and after its termination, the Service Provider and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing goods, works, or Services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.

3.2.3 Prohibition of Conflicting Activities

Neither the Service Provider nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

- a) During the term of this Contract, any business or professional activities in Kenya which would conflict with the activities assigned to them under this Contract;
- b) during the term of this Contract, neither the Service Provider nor their Subcontractors shall hire public employees' inactive duty or on any type of leave, to perform any activity under this Contract;
- c) After the termination of this Contract, such other activities as may be **specified in the SCC**.

3.3 Confidentiality

The Service Provider, its Subcontractors, and the Personnel of either of them shall not, either during the term or within two (2) years after the expiration of this Contract, disclose any proprietary or confidential information relating to the Project, the Services, this Contract, or the Procuring Entity's business or operations without the prior written consent of the Procuring Entity.

- 3.4 **The Service Provider** (a) shall take out and maintain, and shall cause any Subcontractors to take out and maintain, at its (or the Subcontractors', as the case may be) own cost but on terms and conditions approved by the Procuring Entity, insurance against the risks, and for the coverage, as shall be **specified in the SCC**; and (b) at the Procuring Entity's request, shall provide evidence to the Procuring Entity showing that such insurance has been taken out and maintained and that the current premiums have been paid.

3.5 Service Provider's Actions Requiring Procuring Entity's Prior Approval

The Service Provider shall obtain the Procuring Entity's prior approval in writing before taking any of the following actions:

- a) Entering into a subcontract for the performance of any part of the Services,
- b) appointing such members of the Personnel not listed by name in Appendix C ("Key Personnel and Subcontractors"),
- c) changing the Program of activities; and
- d) Any other action that may be **specified in the SCC**.

3.6 Reporting Obligations

The Service Provider shall submit to the Procuring Entity the reports and documents specified in Appendix B in the form, in the numbers, and within the periods set forth in the said Appendix.

3.7 Documents Prepared by the Service Provider to Be the Property of the Procuring Entity

All plans, drawings, specifications, designs, reports, and other documents and software submitted by the Service Provider in accordance with Sub-Clause 3.6 shall become and remain the property of the Procuring Entity, and the Service Provider shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to the Procuring Entity, together with a detailed inventory thereof. The Service Provider may retain a copy of such documents and software. Restrictions about the future use of these documents, if any, shall be **specified in the SCC**.

3.8 Liquidated Damages

3.8.1 Payments of Liquidated Damages

The Service Provider shall pay liquidated damages to the Procuring Entity at the rate per day **stated in the SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount **defined in the SCC**. The Procuring Entity may deduct liquidated damages from payments due to the Service Provider. Payment of liquidated damages shall not affect the Service Provider's liabilities.

3.8.2 Correction for Over-payment

If the Intended Completion Date is extended after liquidated damages have been paid, the Procuring Entity shall correct any overpayment of liquidated damages by the Service Provider by adjusting the next payment certificate. The Service Provider shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in Sub-Clause 6.5.

3.8.3 Lack of performance penalty

If the Service Provider has not corrected a Defect within the time specified in the Procuring Entity's notice, a penalty for Lack of performance will be paid by the Service Provider. The amount to be paid will be calculated as a percentage of the cost of having the Defect corrected, assessed as described in Sub-Clause 7.2 and **specified in the SCC**.

3.9 Performance Security

The Service Provider shall provide the Performance Security to the Procuring Entity no later than the date specified in the Form of acceptance. The Performance Security shall be issued in an amount and form and by a bank or surety acceptable to the Procuring Entity, and denominated in the types and proportions of the currencies in which the Contract Price is payable. The performance Security shall be valid until a date 28 day from the Completion Date of the Contract in case of a bank guarantee, and until one year from the Completion Date of the Contract in the case of a Performance Bond.

3.10 Fraud and Corruption

The Procuring Entity requires compliance with the Government's Anti-Corruption laws and its prevailing sanctions. The Procuring Entity requires the Service Provider to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the tendering process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

3.11 Sustainable Procurement

The Service Provider shall conform to the sustainable procurement contractual provisions, if and as specified in the SCC.

4 Service Provider's Personnel

4.1 Description of Personnel

The titles, agreed job descriptions, minimum qualifications, and estimated periods of engagement in the carrying out of the Services of the Service Provider's Key Personnel are described in Appendix C. The Key Personnel and Subcontractors listed by title as well as by name in Appendix C are hereby approved by the Procuring Entity.

4.2 Removal and/or Replacement of Personnel

- a) Except as the Procuring Entity may otherwise agree, no changes shall be made in the Key Personnel. If, for any reason beyond the reasonable control of the Service Provider, it becomes necessary to replace any of the Key Personnel, the Service Provider shall provide as a replacement a person of equivalent or better qualifications.
- b) If the Procuring Entity finds that any of the Personnel have (i) committed serious misconduct or have been charged with having committed a criminal action, or (ii) have reasonable cause to be dissatisfied with the performance of any of the Personnel, then the Service Provider shall, at the Procuring Entity's written request specifying the grounds thereof, provide as a replacement a person with qualifications and experience acceptable to the Procuring Entity.
- c) The Service Provider shall have no claim for additional costs arising out of or incidental to any removal and/or replacement of Personnel.

5 Obligations of the Procuring Entity

5.1 Assistance and Exemptions

The Procuring Entity shall use its best efforts to ensure that the Government shall provide the Service Provider such assistance and exemptions as **specified in the SCC**.

5.2 Change in the Applicable Law

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Service Provider, then the remuneration and reimbursable expenses otherwise payable to the Service Provider under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred to in Sub-Clauses 6.2(a) or (b), as the case may be.

5.3 Services and Facilities

The Procuring Entity shall make available to the Service Provider the Services and Facilities listed under Appendix F.

6 Payments to the Service Provider

6.1 Lump-Sum Remuneration

The Service Provider's remuneration shall not exceed the Contract Price and shall be a fixed lump-sum including all Subcontractors' costs, and all other costs incurred by the Service Provider in carrying out the Services described in Appendix A. Except as provided in Sub-Clause 5.2, the Contract Price may only be increased above the amounts stated in Sub-Clause 6.2 if the Parties have agreed to additional payments in accordance with Sub-Clauses 2.4 and 6.3.

6.2 Contract Price

- a) The price payable is **set forth in the SCC**.
- b) Price may be payable in foreign currency, if so allowed in this document.

6.3 Payment for Additional Services, and Performance Incentive Compensation

- 6.3.1 For the purpose of determining the remuneration due for additional Services as may be agreed under Sub-Clause 2.4, a breakdown of the lump-sum price is provided in Appendices D and E.

6.3.2 **If the SCC so specify**, the service provider shall be paid performance incentive compensation asset out in the Performance Incentive Compensation appendix.

6.3.3 Where the contract price is different from the corrected tender price, in order to ensure the contractor is not paid less or more relative to the contract price (*which would be the tender price*), payment valuation certificates and variation orders on omissions and additions valued based on rates in the schedule of rates in the Tender, will be adjusted by a plus or minus percentage. The percentage already worked out during tender evaluation is worked out as follows: $(\text{corrected tender price} - \text{tender price}) / \text{tender price} \times 100$.

6.4 Terms and Conditions of Payment

Payments will be made to the Service Provider according to the payment schedule **stated in the SCC**. **Unless otherwise stated in the SCC**, the advance payment (Advance for Mobilization, Materials and Supplies) shall be made against the provision by the Service Provider of a bank guarantee for the same amount, and shall be valid for the period **stated in the SCC**. Any other payment shall be made after the conditions **listed in the SCC** for such payment have been met, and the Service Provider have submitted an invoice to the Procuring Entity specifying the amount due.

6.5 Interest on Delayed Payments

If the Procuring Entity has delayed payments beyond thirty (30) days after the due date stated in the **SCC**, interest shall be paid to the Service Provider foreach day of delay at the rate stated in **the SCC**.

6.6 Price Adjustment

6.6.1 Prices shall be adjusted for fluctuations in the cost of inputs only if **provided for in the SCC**. If so provided, the amounts certified in each payment certificate, after deducting for Advance Payment, shall be adjusted by applying the respective price adjustment fact or to the payment amounts due in each currency. A separate formula of the type indicated below applies to each Contract currency:

$$P_c = A_c + B_c L_{mc} / L_{oc} + C_c I_{mc} / I_{oc}$$

Where:

P_c is the adjustment factor for the portion of the Contract Price payable in a specific currency “c”.

A_c , B_c and C_c are coefficients specified in the **SCC**, representing: A_c the non-adjustable portion; B_c the adjustable portion relative to labor costs and C_c the adjustable portion for other inputs, of the Contract Price payable in that specific currency “c”; and

L_{mc} is the index prevailing at the first day of the month of the corresponding invoiced ate and L_{oc} is the index prevailing 28 days before Tender opening for labor; both in the specific currency “c”.

I_{mc} is the index prevailing at the first day of the month of the corresponding invoice date and I_{oc} is the index prevailing 28 days before Tender opening for other inputs payable; both in the specific currency “c”.

If a price adjustment factor is applied to payments made in a currency other than the currency of the source of the index for a particular indexed input, a correction factor Z_o/Z_n will be applied to the respective component factor of p_n for the formula of the relevant currency. Z_o is the number of units of Kenya Shillings of the index, equivalent to one unit of the currency payment on the date of the base index, and Z_n is the corresponding number of such currency units on the date of the current index.

6.6.2 If the value of the index is changed after it has been used in a calculation, the calculation shall be corrected and an adjustment made in the next payment certificate. The index value shall be deemed to take account to fall changes in cost due to fluctuations in costs.

6.7 Day works

6.7.1 If applicable, the Day work rates in the Service Provider's Tender shall be used for small additional amounts of Services only when the Procuring Entity has given written instructions in advance for additional services to be paid in that way.

6.7.2 All work to be paid for as Day works shall be recorded by the Service Provider on forms approved by the Procuring Entity. Each completed form shall be verified and signed by the Procuring Entity representative as indicated in Sub-Clause 1.6 within two days of the Services being performed.

6.7.3 The Service Provider shall be paid for Day works subject to obtaining signed Day works forms as indicated in Sub-Clause 6.7.2

7 Quality Control

7.1 Identifying Defects

The principle and modalities of Inspection of the Services by the Procuring Entity shall be as **indicated in the SCC**. The Procuring Entity shall check the Service Provider's performance and notify him of any Defects that are found. Such checking shall not affect the Service Provider's responsibilities. The Procuring Entity may instruct the Service Provider to search for a Defect and to uncover and test any service that the Procuring Entity considers may have a Defect. Defect Liability Period is as **defined in the SCC**.

Correction of Defects, and Lack of Performance Penalty

- a) The Procuring Entity shall give notice to the Service Provider of any Defects before the end of the Contract. The Defects liability period shall be extended for as long as Defects remain to be corrected.
- b) Every time notice a Defect is given, the Service Provider shall correct the notified Defect within the length of time specified by the Procuring Entity's notice.
- c) If the Service Provider has not corrected a Defect within the time specified in the Procuring Entity's notice, the Procuring Entity will assess the cost of having the Defect corrected, the Service Provider will pay this amount and a Penalty for Lack of Performance calculated as described in Sub-Clause 3.8.

8 Settlement of Disputes

8.1 Contractor's Claims

8.1.1 If the Contractor considers himself to be entitled to any extension of the Time for Completion and/or any additional payment, under any Clause of these Conditions or otherwise in connection with the Contract, the Contractor shall give notice to the Project Manager, describing the event or circumstance giving rise to the claim. The notice shall be given as soon as practicable, and not later than 28 days after the Contractor became aware, or should have become aware, of the event or circumstance.

8.1.2 If the Contractor fails to give notice of a claim within such period of 28 days, the Time for Completion shall not be extended, the Contractor shall not be entitled to additional payment, and the Procuring Entity shall be discharged from all liability in connection with the claim. Otherwise, the following provisions of this Sub-Clause shall apply.

8.1.3 The Contractor shall also submit any other notices which are required by the Contract, and supporting particulars for the claim, all relevant to such event or circumstance.

8.1.4 The Contractor shall keep such contemporary records as may be necessary to substantiate any claim, either on the Site or at another location acceptable to the Project Manager. Without admitting the Procuring Entity's liability, the Project Manager may, after receiving any notice under this Sub-Clause, monitor the record-keeping and /or instruct the Contractor to keep further contemporary records. The Contractor shall permit the Project Manager to inspect all these records, and shall (if instructed) submit copies to the Project Manager.

8.1.5 Within 42 days after the Contractor became aware (or should have become aware) of the event or circumstance giving rise to the claim, or within such other period as may be proposed by the Contractor and approved by the Project Manager, the Contractor shall send to the Project Manager a fully detailed claim which includes full supporting particulars of the basis of the claim and of the extension of time and /or additional payment claimed. If the event or circumstance giving rise to the claim has a continuing effect:

8.1.5.1 This fully detailed claim shall be considered as interim;

- a) The Contractor shall send further interim claims at monthly intervals, giving the accumulated delay and /or amount claimed, and such further particulars as the Project Manager may reasonably require; and

- b) The Contractor shall send a final claim within 28 days after the end of the effects resulting from the event or circumstance, or within such other period as may be proposed by the Contractor and approved by the Project Manager.
- 8.1.6 Within 42 days after receiving a claim or any further particulars supporting a previous claim, or within such other period as may be proposed by the Project Manager and approved by the Contractor, the Project Manager shall respond with approval, or with disapproval and detailed comments. He may also request any necessary further particulars, but shall nevertheless give his response on the principles of the claim within the above defined time period.
- 8.1.7 Within the above defined period of 42 days, the Project Manager shall proceed in accordance with Sub-Clause 3.5[Determinations] to agree or determine (i) the extension (if any) of the Time for Completion (before or after its expiry) in accordance with Sub-Clause 8.4 [Extension of Time for Completion], and/or (ii) the additional payment (if any) to which the Contractor is entitled under the Contract.
- 8.1.8 Each Payment Certificate shall include such additional payment for any claim as has been reasonably substantiated as due under the relevant provision of the Contract. Unless and until the particulars supplied are sufficient to substantiate the whole of the claim, the Contractor shall only be entitled to payment for such part of the claim as he has been able to substantiate.
- 8.1.9 If the Project Manager does not respond within the time framed in this Clause, either Party may consider that the claim is rejected by the Project Manager and any of the Parties may refer to Arbitration in accordance with Sub-Clause 8.2 [Matters that may be referred to arbitration].
- 8.1.10 The requirements of this Sub-Clause are in addition to those of any other Sub-Clause which may apply to a claim. If the Contractor fails to comply with this or another Sub-Clause in relation to any claim, any extension of time and/or additional payment shall take account of the extent (if any) to which the failure has prevented or prejudiced proper investigation of the claim, unless the claim is excluded under the second paragraph of this Sub-Clause.

8.2 Matters that may be referred to arbitration

- 8.2.1 Notwithstanding anything stated herein the following matters may be referred to arbitration before the practical completion of the Services or abandonment of the Services or termination of the Contract by either party:
 - a) The appointment of a replacement Project Manager upon the said person ceasing to act.
 - b) Whether or not the issue of an instruction by the Project Manager is empowered by these Conditions
 - c) Whether or not a certificate has been improperly withheld or is not in accordance with these Conditions.
 - e) Any dispute arising in respect of war risks or war damage.
 - f) All other matters shall only be referred to arbitration after the completion or alleged completion of the Services or termination or alleged termination of the Contract, unless the Procuring Entity and the Contractor agree otherwise in writing.

8.3 Amicable Settlement

- 8.3.1 Where a Notice of Dissatisfaction has been given, both Parties shall attempt to settle the dispute amicably before the commencement of arbitration. However, unless both Parties agree otherwise, the Party giving a Notice of Dissatisfaction in accordance with Sub-Clause 8.1 above should move to commence arbitration after the fifty-sixth day from the day on which a Notice of Dissatisfaction was given, even if no attempt at an amicable settlement has been made.

8.4 Arbitration

- 8.4.1 Any claim or dispute between the Parties arising out of or in connection with the Contract not settled amicably in accordance with Sub-Clause 8.3 shall be finally settled by arbitration. Arbitration shall be conducted in accordance with the Arbitration Laws of Kenya.
- 8.4.2 The arbitrators shall have full power to open up, review and revise any certificate, determination, instruction, opinion or valuation of the Project Manager, relevant to the dispute. Nothing shall disqualify representatives of the Parties and the Project Manager from being called as a witness and giving evidence before the arbitrators on any matter whatsoever relevant to the dispute.

- 8.4.3 Neither Party shall be limited in the proceedings before the arbitrators to the evidence, or to the reasons for dissatisfaction given in its Notice of Dissatisfaction.
- 8.4.4 Arbitration may be commenced prior to or after completion of the services. The obligations of the Parties, and the Project Manager shall not be altered by reason of any arbitration being conducted during the progress of the services.
- 8.4.5 The terms of the remuneration of each or all the members of Arbitration shall be mutually agreed upon by the Parties when agreeing the terms of appointment. Each Party shall be responsible for paying one-half of this remuneration.

8.5 Arbitration with proceedings

- 8.5.1 In case of any claim or dispute, such claim or dispute shall be notified in writing by either party to the other with a request to submit to arbitration and to concur in the appointment of an Arbitrator within thirty days of the notice. The dispute shall be referred to the arbitration and final decision of a person to be agreed between the parties. Failing agreement to concur in the appointment of an Arbitrator, the Arbitrator shall be appointed, on the request of the applying party, by the Chairman or Vice Chairman of any of the following professional institutions;
- a) Law Society of Kenya or
 - b) Chartered Institute of Arbitrators (Kenya Branch)
- 8.5.2 The institution written to first by the aggrieved party shall take precedence over all other institutions.
- 8.5.3 The arbitration may be on the construction of this Contractor on any matter or thing of what so ever nature arising there under or in connection there with, including any matter or thing left by this Contract to the discretion of the Project Manager, or the withholding by the Project Manager of any certificate to which the Contractor may claim to be entitled to or the measurement and valuation referred to in clause 23.0 of these conditions, or the rights and liabilities of the parties subsequent to the termination of Contract.
- 8.5.4 Provided that no arbitration proceedings shall be commenced on any claim or dispute where notice of a claim or dispute has not been given by the applying party within ninety days of the occurrence or discovery of the matter or issue giving rise to the dispute.
- 8.5.5 Notwithstanding the issue of a notice as stated above, the arbitration of such a claim or dispute shall not commence unless an attempt has in the first instance been made by the parties to settle such claim or dispute amicably with or without the assistance of third parties. Proof of such attempt shall be required.
- 8.5.6 The Arbitrator shall, without prejudice to the generality of his powers, have powers to direct such measurements, computations, tests or valuations as may in his opinion be desirable in order to determine the rights of the parties and assess and award any sums which ought to have been the subject of or included in any certificate.
- 8.5.7 The Arbitrator shall, without prejudice to the generality of his powers, have powers to open up, review and revise any certificate, opinion, decision, requirement or notice and to determine all matters in dispute which shall be submitted to him in the same manner as if no such certificate, opinion, decision requirement or notice had been given.
- 8.5.8 The award of such Arbitrator shall be final and binding upon the parties.

8.6 Failure to Comply with Arbitrator's Decision

- 8.6.1 In the event that a Party fails to comply with a final and binding Arbitrator's decision, then the other Party may, without prejudice to any other rights it may have, refer the matter to a competent court of law.

9.1 The Adjudicator

- 9.1.1 Should the Adjudicator resign or die, or should the Procuring Entity and the Service Provider agree that the Adjudicator is not functioning in accordance with the provisions of the Contract; a new Adjudicator will be jointly appointed by the Procuring Entity and the Service Provider. In case of disagreement between the Procuring Entity and the Service Provider, within 30 days, the Adjudicator shall be designated by the Appointing Authority **designated in the SCC** at the request of either party, within 14 days of receipt of such request.

9.2 The Adjudicator shall be paid by the hour at the rate **specified in the TDS and SCC**, together with reimbursable expenses of the type's **specified in the SCC**, and the cost shall be divided equally between the Procuring Entity and the Service Provider, whatever decision is reached by the Adjudicator. Either party may refer a decision of the Adjudicator to an Arbitrator within 28 days of the Adjudicator's written decision. If neither party refers the dispute to arbitration within the above 28 days, the Adjudicator's decision will be final and binding.

B. SPECIAL CONDITIONS OF CONTRACT

SECTION VII - SPECIAL CONDITIONS OF CONTRACT

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
1.1(a)	The Adjudicator is <i>TO BE APPOINTED BY NAIROBI CENTRE FOR INTERNATIONAL ARBITRATION</i>
1.1(v)	Project Manager is <i>DIRECTOR/UNIVERSAL SERVICE FUND(D/USF)</i>
1.1(d)	The contract name is <i>TENDER FOR PROVISION OF TELECOMMUNICATIONS CELLULAR MOBILE NETWORK INFRASTRUCTURE AND SERVICES IN THE UNSERVED AND UNDERSERVED AREAS OF KENYA- PHASE 4</i>
1.1(g)	The Procuring Entity is COMMUNICATIONS AUTHORITY OF KENYA
1.1(l)	The Member in Charge is <i>NOT APPLICABLE</i>
1.1(o)	The Service Provider is <i>THE LOWEST EVALAUTED FIRM PER LOT</i>
1.4	The addresses are: Procuring entity: <i>COMMUNICATIONS AUTHORITY OF KENYA</i> <i>P.O BOX 14448- NAIROBI-0080</i> Attention; <i>DIRECTOR GENERAL</i> Service provider is <i>AS PROVIDED FOR IN THE BID DOCUMENT</i> <i>ATTENTION: AS PROVIDED FOR IN THE BID DOCUMENT</i>
1.6	The Authorized Representatives are: For the Procuring Entity: DIRECTOR/USF For the Service Provider: <i>AS PROVIDED FOR IN THE BID DOCUMENT</i>
2.1	The date on which this Contract shall come into effect is DATE OF CONTRACT EXECUTION
2.2.2	The Starting Date for the commencement of Services is WITHIN 14 DAYS FROM CONTRACT EXECUTION DATE
2.3	The Intended Completion Date is 36 MONTHS FROM DATE OF COMMENCEMENT
2.4.1	If the value-engineering proposal is approved by the Procuring Entity the amount to be paid to the Service Provider shall be NOT APPLICABLE % (insert appropriate percentage. The percentage is normally up to 50%) of the reduction in the Contract Price.
3.2.3	Activities prohibited after termination of this Contract are: N/A
3.4	The risks and coverage by insurance shall be: COVERERD BY CONTRACTED SUPPLIERS (i) Third Party motor vehicle: (ii) Third Party liability: (iii) Procuring Entity's liability and workers' compensation:

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>(iv) Professional liability :</p> <p>(v) Loss or damage to equipment and property :</p>
3.5(d)	The other actions are NOT APPLICABLE
3.7	Restrictions on the use of documents prepared by the Service Provider are: ANY USE OF THE DOCUMENTS TO BE SUBJECT TO APPROVAL BY CA
3.8.1	<p>The liquidated damages rate is 0.5% per day</p> <p>The maximum amount of liquidated damages for the whole contract is 10% percent of the final Contract Price.</p>
3.8.3	The percentage to be used for the calculation of Lack of performance Penalty (ies) is 0.5% of the assessed cost of the defects.
3.9	<p>A Performance Security SHALL BE required</p> <p><i>The amount of the Performance Security shall be:</i></p> <p>The Performance bond shall be structured as follows:</p> <p>(a) For the services rendered pursuant to services under provision of telecommunications cellular mobile network infrastructure and service for the unserved /underserved areas, the successful tenderers shall provide a performance bond/security amounting to 10% of the cost for provision of infrastructure. The performance bond to remain valid for thirty (30) days beyond the supply, delivery, installation and commissioning of the services. However, if the period of installation is extended, the successful tenderer shall provide an extension of the performance bond.</p> <p>THE PERFORMANCE SECURITY SHALL BE IN FORM OF A BANK GUARANTEE AND BE FROM A FINANCIAL INSTITUTION RECOGNIZED BY THE CENTRAL BANK OF KENYA. PERFORMANCE SECURITY FROM INSURANCE COMPANIES NOT ALLOWED.</p> <p>The Performance security shall be denominated in IN KENYA SHILLINGS (KES)</p> <p>Discharge of the Performance Security shall take place: NOT LATER THAN THIRTY (30) DAYS FOLLOWING THE DATE OF COMPLETION OF THE SUPPLIERS OBLIGATION UNDER THE CONTRACT.</p>
5.1	The assistance and exemptions provided to the Service Provider are: NOT APPLICABLE
6.2(a)	The amount in Kenya Shillings AS PER THE CONTRACT PRICE
6.3.2	The performance incentive paid to the Service Provider shall be: NOT APPLICABLE
6.4	<p>GCC 16.1—The method and conditions of payment to be made to the Supplier under this Contract shall be as follows:</p> <p>As provided in ITT 14, all payments shall be made in Kenya Shillings, within thirty (30) days of receipt of an undisputed Invoice for the amount claimed and/or expended after inspection and acceptance. The Authority shall promptly raise any dispute to an invoice not more than seven (7) calendar days from receipt of the invoice. Parties shall clarify and agree on the disputed amount within seven (7)</p>

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract																							
	<p>calendar days from the raising of the dispute to invoice.</p> <p>The Service Provider and its personnel shall pay such taxes, duties, fees and other impositions as may be levied under the Laws of Kenya, the amount of which is deemed to have been included in the bid price.</p> <p>If after the date of Contract, there is any change in the Laws of Kenya with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Service Providers, then the remuneration and reimbursable expenses payable shall be increased or decreased accordingly by agreement between the Parties, provided any such change can only be done if permitted under Section 139 of the Public Procurement and Asset Disposal Act, 2015 and Regulation 132 of the Public Procurement and Asset Disposal Regulations, 2020.</p> <p>The Authority shall pay the lead Supplier based on the milestones as follows:-</p> <table border="1" data-bbox="344 707 1270 2083"> <thead> <tr> <th data-bbox="344 707 475 913">Milestone No.</th> <th data-bbox="475 707 608 913">Target calendar Month</th> <th data-bbox="608 707 951 913">Requirement</th> <th data-bbox="951 707 1066 913">Percentage Payment</th> <th data-bbox="1066 707 1270 913">Tranche amount payable (expressed as percentage of subsidy)</th> </tr> </thead> <tbody> <tr> <td data-bbox="344 913 475 1149">1</td> <td data-bbox="475 913 608 1149">2 months</td> <td data-bbox="608 913 951 1149">Delivery of project design, sites design at target location(s), power dimensioning, mobile coverage -RAN and final technical plan for all the sub locations awarded</td> <td data-bbox="951 913 1066 1149">10%</td> <td data-bbox="1066 913 1270 1149">10%</td> </tr> <tr> <td data-bbox="344 1149 475 1621">2</td> <td data-bbox="475 1149 608 1621">8 months</td> <td data-bbox="608 1149 951 1621">Complete construction and provision of mandatory services in 30% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan</td> <td data-bbox="951 1149 1066 1621">30%</td> <td data-bbox="1066 1149 1270 1621">40%</td> </tr> <tr> <td data-bbox="344 1621 475 2083">3</td> <td data-bbox="475 1621 608 2083">12 months</td> <td data-bbox="608 1621 951 2083">Complete construction and provision of mandatory services in 60% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan</td> <td data-bbox="951 1621 1066 2083">30%</td> <td data-bbox="1066 1621 1270 2083">70%</td> </tr> </tbody> </table>				Milestone No.	Target calendar Month	Requirement	Percentage Payment	Tranche amount payable (expressed as percentage of subsidy)	1	2 months	Delivery of project design, sites design at target location(s), power dimensioning, mobile coverage -RAN and final technical plan for all the sub locations awarded	10%	10%	2	8 months	Complete construction and provision of mandatory services in 30% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	30%	40%	3	12 months	Complete construction and provision of mandatory services in 60% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	30%	70%
Milestone No.	Target calendar Month	Requirement	Percentage Payment	Tranche amount payable (expressed as percentage of subsidy)																				
1	2 months	Delivery of project design, sites design at target location(s), power dimensioning, mobile coverage -RAN and final technical plan for all the sub locations awarded	10%	10%																				
2	8 months	Complete construction and provision of mandatory services in 30% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	30%	40%																				
3	12 months	Complete construction and provision of mandatory services in 60% of the awarded sub locations. Contractor will be paid 30% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	30%	70%																				

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract				
	4	24 months	Complete construction and provision of mandatory services in 90% of the awarded sub locations. Contractor will be paid 20% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	20%	90%
		30 months	Complete construction and provision of mandatory services in 100% of the awarded sub locations. Contractor will be paid 10% subsidy amount against receipt of an acceptable invoice and certification by CA that the provision of services and infrastructure have been successfully completed as per the technical plan	10%	100%
	5	36 months	Continuous and ongoing provision to end of contractual period of services in all the mandatory services in all the mandatory areas (lots) in accordance with the contract, including, but not limited to , the service availability and quality specifications.	Release of performance security	
<i>No advance payment</i>					
6.5	Payment shall be made within 30 DAYS of receipt of the invoice and the relevant documents specified in Sub-Clause 6.4, and within 30 DAYS in the case of the final payment. The interest rate is AS PER THE PUBLIC FINANCE MANAGEMENT ACT				
6.6.1	Price adjustment is NOT APPLICABLE in accordance with Sub-Clause 6.6. The coefficients for adjustment of prices are _____: THE PRICES QUOTED BY TENDERER SHALL NOT BE SUBJECT TO ADJUSTMENTS DURING THE PERFORMANCE OF THE CONTRACT, EXCEPT WERE NECESSARY PROVIDED BUT SUCH AS ADJUSTMNETS FALLS WITHIN THE REQUIREMENT OF THE PPADA ,2015 (a) For local currency: A _L is _____ B _L is _____				

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>C_L is _____</p> <p>L_{mc} and L_{oc} are the index for Labor from _____</p> <p>I_{mc} and I_{oc} are the index for _____ from _____</p> <p>(b) For foreign currency</p> <p>A_F is _____</p> <p>B_F is _____</p> <p>C_F is _____</p> <p>L_{mc} and L_{oc} are the index for Labor from _____</p> <p>I_{mc} and I_{oc} are the index for _____ from _____</p>
7.1	<p>The principle and modalities of inspection of the Services by the Procuring Entity are as follows: TO BE UNDERTAKEN BY INSPECTION AND ACCEPTANCE COMMITTEE</p> <p>The Defects Liability Period is 6 MONTHS</p>
9.1	<p>The designated Appointing Authority for a new Adjudicator is <i>THE ADJUDICATOR, SHALL BE APPOINTED BY NAIROBI CENTRE FOR INTERNATIONAL ARBITRATION</i></p>
9.2	<p>The Adjudicator is <i>THE ADJUDICATOR, SHALL BE APPOINTED BY NAIROBI CENTRE FOR INTERNATIONAL ARBITRATION</i>. Who will be paid a rate of <i>AS AGREED BY BOTH PARTIES</i> per hour of work? The following reimbursable expenses are recognized: _____</p>

C. APPENDICES

Appendix A - Description of the Services

Give detailed descriptions of the Services to be provided, dates for completion of various tasks, place of performance for different tasks, specific tasks to be approved by Procuring Entity, etc.

Appendix B - Schedule of Payments and Reporting Requirements

List all milestones for payments and list the format, frequency, and contents of reports or products to be delivered; persons to receive them; dates of submission; etc. If no reports are to be submitted, state here “Not applicable.”

Appendix C - Breakdown of Contract Price

List here the elements of cost used to arrive at the breakdown of the lump-sum price:

- 1. Rates for Equipment Usage or Rental or for Personnel (Key Personnel and other Personnel).*
- 2. Reimbursable expenditures.*

This appendix will exclusively be used for determining remuneration for additional Services.

Appendix D - Services and Facilities Provided by the Procuring Entity

D. FORMS

SECTION VIII -CONTRACT FORMS

FORM NO. 1 - PERFORMANCE SECURITY – (Unconditional Demand Bank Guarantee)

[Guarantor letterhead or SWIFT identifier code]

Beneficiary: _____ *[insert name and Address of Procuring Entity]*

Date: _____ *[Insert date of issue]*

PERFORMANCE GUARANTEE No.: _____

Guarantor:..... *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that _____ (hereinafter called "the Applicant") has entered into Contract No. _____ dated _____ with the Beneficiary, for the execution of _____ (herein after called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.
3. At the request of the Applicant, we as Guarantor, hereby irrevocably under take to pay the Beneficiary any sum or sums not exceeding in total an amount of _____(),¹ such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.
4. This guarantee shall expire, no later than the....Day of....., 2...², and any demand for payment under it must be received by us at this office indicated above on or before that date.
5. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.” _____

[Name of Authorized Official, signature(s) and seals/stamps]

Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.

¹The Guarantor shall insert an amount representing the percentage of the Accepted Contract Amount specified in the Letter of Acceptance, less provisional sums, if any, and denominated either in the currency(ies) of the Contract or a freely convertible currency acceptable to the Beneficiary.

²Insert the date twenty-eight days after the expected completion date as described in GC Clause 11.9. The Procuring Entity should note that in the event of an extension of this date for completion of the Contract, the Procuring Entity would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the Procuring Entity might consider adding the following text to the form, at the end of the pen ultimate paragraph: “The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.”

FORM No. 2 - PERFORMANCE SECURITY OPTION 2 – (Performance Bond)

[Note: Procuring Entities are advised to use Performance Security–Unconditional Demand Bank Guarantee instead of Performance Bond due to difficulties involved in calling Bond holder to action]

[Guarantor letterhead or SWIFT identifier code]

Beneficiary: *[insert name and Address of Procuring Entity]* **Date:** _____ *[Insert date of issue]*

PERFORMANCE BOND No.: _____

Guarantor: *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. By this Bond _____ as Principal (hereinafter called “the Contractor”) and _____] as Surety (herein after called “the Surety”), are held and firmly bound unto _____] as Obligee (herein after called “the Procuring Entity”) in the amount of _____ for the payment of which sum well and truly to be made in the types and proportions of currencies in which the Contract Price is payable, the Contractor and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.
2. WHEREAS the Contractor has entered into a written Agreement with the Procuring Entity dated the _____ day of _____, 20_____, for _____ in accordance with the documents, plans, specifications, and amendments thereto, which to the extent herein provided for, are by reference made part hereof and are herein after referred to as the Contract.
3. NOW, THEREFORE, the Condition of this Obligation is such that, if the Contractor shall promptly and faithfully perform the said Contract (including any amendments thereto), then this obligation shall be null and void; otherwise, it shall remain in full force and effect. Whenever the Contractor shall be, and declared by the Procuring Entity to be, in default under the Contract, the Procuring Entity having performed the Procuring Entity's obligations there under, the Surety may promptly remedy the default, or shall promptly:
 - 1) Complete the Contract in accordance with its terms and conditions; or
 - 2) Obtain a tender or tenders from qualified tenderers for submission to the Procuring Entity for completing the Contract in accordance with its terms and conditions, and upon determination by the Procuring Entity and the Surety of the lowest responsive Tenderers, arrange for a Contract between such Tenderer, and Procuring Entity and make available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the Balance of the Contract Price; but not exceeding, including other costs and damages for which the Surety may be liable here under, the amount set forth in the first paragraph hereof. The term “Balance of the Contract Price,” as used in this paragraph, shall mean the total amount payable by Procuring Entity to Contractor under the Contract, less the amount properly paid by Procuring Entity to Contractor; or
 - 3) pay the Procuring Entity the amount required by Procuring Entity to complete the Contract in accordance with its terms and conditions up to a total not exceeding the amount of this Bond.
4. The Surety shall not be liable for a greater sum than the specified penalty of this Bond.
5. Any suit under this Bond must be instituted before the expiration of one year from the date of the issuing of the Taking-Over Certificate. No right of action shall accrue on this Bond to or for the use of any person or corporation other than the Procuring Entity named herein or the heirs, executors, administrators, successors, and assigns of the Procuring Entity.
6. In testimony whereof, the Contractor has hereunto set his hand and affixed his seal, and the Surety has caused these presents to be sealed with his corporate seal duly attested by the signature of his legal representative, this day _____ of _____ 20_____.

SIGNED ON _____ on behalf of
by _____ in the capacity
of In the presence of

SIGNED ON _____ on behalf of
By _____ in the capacity
of In the presence of

FORM NO. 3 - ADVANCE PAYMENT SECURITY [Demand Bank Guarantee]

[Guarantor letter head or SWIFT identifier code] [Guarantor letter head or SWIFT identifier code]

Beneficiary: _____ [Insert name and Address of Procuring Entity]

Date: _____ [Insert date of issue]

ADVANCE PAYMENT GUARANTEE No.: _____ [Insert guarantee reference

number] **Guarantor:** [Insert name and address of place of issue, unless indicated in the letterhead]

1. We have been informed that _____ (hereinafter called "the Applicant") has entered into Contract No. _____ dated _____ with the Beneficiary, for the execution of _____ (herein after called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum _____ () is to be made against an advance payment guarantee.
3. 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 in a separate signed document accompanying or identifying the demand, stating either that the Applicant:
 - a) Has used the advance payment for purposes other than the costs of mobilization in respect of the Works; or
 - b) has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Applicant has failed to repay.
4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the advance payment referred to above has been credited to the Applicant on its account number _____ at _____
5. The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Applicant as specified in copies of interim statements or payment certificates which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of a copy of the interim payment certificate indicating that ninety (90) percent of the Accepted Contract Amount, less provisional sums, has been certified for payment, or on the day of , 2,² whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.
6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months] [one year], in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

.....
[Name of Authorized Official, signature(s) and seals/stamps]

Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.

¹The Guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency(ies) of the advance payment as specified in the Contract, or in a freely convertible currency acceptable to the Procuring Entity.

²Insert the expected expiration date of the Time for Completion. The Procuring Entity should note that in the event of an extension of the time for completion of the Contract, the Procuring Entity would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee. In preparing this guarantee, the Procuring Entity might consider adding the following ext. to the form, at the end of the penultimate paragraph: "The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed [six months] [one year], in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee."

FORM NO. 4 BENEFICIAL OWNERSHIP DISCLOSURE FORM

(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)

INSTRUCTIONS TO TENDERERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE FORM

This Beneficial Ownership Disclosure Form (“Form”) is to be completed by the successful tenderer pursuant to Regulation 13 (2A) and 13 (6) of the Companies (Beneficial Ownership Information) Regulations, 2020. In case of joint venture, the tenderer must submit a separate Form for each member. The beneficial ownership information to be submitted in this Form shall be current as of the date of its submission.

For the purposes of this Form, a Beneficial Owner of a Tenderer is any natural person who ultimately owns or controls the legal person (tenderer) or arrangements or a natural person on whose behalf a transaction is conducted, and includes those persons who exercise ultimate effective control over a legal person (Tenderer) or arrangement.

Tender Reference No.: _____ [insert identification no]
 Name of the Tender Title/Description: _____ [insert name of the assignment] to: _____ [insert complete name of Procuring Entity]

In response to the requirement in your notification of award dated ___ [insert date of notification of award] to furnish additional information on beneficial ownership: _____ [select one option as applicable and delete the options that are not applicable]

I) We here by provide the following beneficial ownership information.

Details of beneficial ownership

Details of all Beneficial Owners		% of shares a person holds in the company Directly or indirectly	% of voting rights a person holds in the company	Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer (Yes / No)	Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)
1.	Full Name	Directly----- ----- % of shares	Directly.....% of voting rights	1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes -----No---- 2. Is this right held directly or indirectly?: Direct..... Indirect.....	1. Exercises significant influence or control over the Company body of the Company (tenderer) Yes -----No-- -- 2. Is this influence or control exercised directly or indirectly? Direct.....
	National identity card number or Passport number				
	Personal Identification Number (where applicable)	Indirectly---- ----- % of shares	Indirectly----- % of voting rights		
	Nationality				
	Date of birth [dd/mm/yyyy]				
	Postal address				
	Residential address				
	Telephone number				
	Email address				
	Occupation or				

Details of all Beneficial Owners		% of shares a person holds in the company Directly or indirectly	% of voting rights a person holds in the company	Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer (Yes / No)	Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)
profession					Indirect..... ...
2.	Full Name	Directly----- ----- % of shares Indirectly---- ----- % of shares	Directly.....% of voting rights Indirectly----- % of voting rights	1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes -----No---- 2. Is this right held directly or indirectly?: Direct..... Indirect.....	1. Exercises significant influence or control over the Company body of the Company (tenderer) Yes ----No-- -- 2. Is this influence or control exercised directly or indirectly? Direct..... Indirect.....
	National identity card number or Passport number				
	Personal Identification Number (where applicable)				
	Nationality(ies)				
	Date of birth [dd/mm/yyyy]				
	Postal address				
	Residential address				
	Telephone number				
	Email address				
	Occupation or profession				
3.					
e.t					
.c					

II) Am fully aware that beneficial ownership information above shall be reported to the Public Procurement Regulatory Authority together with other details in relation to contract awards and shall be maintained in the Government Portal, published and made publicly available pursuant to Regulation 13(5) of the Companies (Beneficial Ownership Information) Regulations, 2020.(Notwithstanding this paragraph Personally Identifiable Information in line with the Data Protection Act shall not be published or made public). *Note that Personally Identifiable Information (PII) is defined as any information that can be used to distinguish one person from another and can be used to deanonymize previously anonymous data. This information includes National identity card number or Passport number, Personal Identification Number, Date of birth, Residential address, email address and Telephone number.*

III) In determining who meets the threshold of who a beneficial owner is, the Tenderer must consider a natural person who in relation to the company:

(a) holds at least ten percent of the issued shares in the company either directly or indirectly;

- (b) exercises at least ten percent of the voting rights in the company either directly or indirectly;
- (c) holds a right, directly or indirectly, to appoint or remove a director of the company; or
- (d) exercises significant influence or control, directly or indirectly, over the company.

IV) What is stated to herein above is true to the best of my knowledge, information and belief.

*Name of the Tenderer: *[insert complete name of the Tenderer]_____*

*Name of the person duly authorized to sign the Tender on behalf of the Tenderer: ** [insert complete name of person duly authorized to sign the Tender]*

Designation of the person signing the Tender: [insert complete title of the person signing the Tender]

Signature of the person named above: [insert signature of person whose name and capacity are shown above]

Date this [insert date of signing] day of..... [Insert month], [insert year]

Bidder Official Stamp

