

COUNTY ASSEMBLY OF KILIFI



TENDER ADVERTISEMENT

The County Assembly of Kilifi hereby invites Bids from eligible Contractors for the **Construction of the Speakers Residence**. Eligible contractors are hereby invited to bid for the following tender category.

No.	Item Description	Tender Reference	Closing Date
1	Proposed official residence for the Speaker of the County Assembly of Kilifi on Plot Lr. No 328 Chembe/Kibabamshe, Malindi.	CAK/016/2018-2019	02 nd November, 2018

Mandatory Requirements

All eligible contractors must

- a) Bidders must attach a copy of certificate of registration/Incorporation of the company
- b) Must attach the CR12 document
- c) Attach a Valid Tax compliance certificate from KRA
- d) Attach a valid single business permit.
- e) Duly filled form of tender
- f) Duly filled confidential business questionnaire
- g) Tender security of 2% in form of a Bank Guarantee or an insurance bond from an insurance firm approved by PPRA.
- h) Should be registered with the National Construction Authority category 5 and above for building works.
- i) Must submit 2 copies of the tender documents one original and one copy
- j) Fill in the integrity declaration form
- k) Written power of attorney authorizing the signatory of the Tender to commit the tenderer.

Tender documents detailing the requirements for each tender category and the tender advertisement can be downloaded free of charge from the County Assembly website <http://kilifiassembly.go.ke/index.php/downloads/tenders> and register with the procurement department through procurement@kilifiassembly.go.ke for any further clarifications and addenda.

Complete tender documents in plain sealed envelopes clearly marked Tender Number and Title of the Tender indicated on the top of the envelope should be addressed and delivered to:

**The Clerk,
County Assembly of Kilifi
P. o Box 332-80200,
Malindi**

or deposited in the tender box located at the County Assembly Building so as to be received on or before **Friday, 02nd November, 2018 at 11.00 a.m.** Late bids will be rejected. Tender opening will be carried out immediately thereafter at the committee room in the presence of Tenderers or their representatives who choose to attend.

Silas M. Kahindi
Ag. Clerk to the Assembly

COUNTY ASSEMBLY OF KILIFI

TENDER EVALUATION CRITERIA

**CONSTRUCTION OF THE SPEAKERS RESIDENCE TENDER NUMBER
CAK/016/2018-2019**

Mandatory Requirements for the Main Contractor

This stage of evaluation shall involve examination of the mandatory requirements as set out in the advertisement or invitation to tender. The mandatory requirements shall be the following.

- a) Bidders must attach a copy of certificate of registration/Incorporation of the company
- b) Must attach a CR12 Document
- c) Must attach a Valid Tax Compliance certificate from KRA
- d) Attach a valid single business permit.
- e) Duly filled form of tender
- f) Duly filled confidential business questionnaire
- g) Tender security of 2% in form of a Bank Guarantee or an insurance bond from an insurance firm approved by PPRA.
- h) Should be registered with the National Construction Authority category 5 and above for building works.
- i) Must submit 2 copies of the tender documents one original and one copy
- j) Must fill in the integrity declaration form
- k) Written power of attorney authorizing the signatory of the Tender to commit the Tenderer.

Note

The Main Contractor must ensure their subcontractors comply with the set out mandatory requirements below. Failure to comply will lead to automatic disqualification.

Evaluation Criteria-Sub Contractors

1.0 Tender Number CAK/016/2018-2019- Electrical Installation Works

Mandatory Requirements

The bidder must attach the following.

- a) A certificate of registration/Incorporation
- b) Valid tax compliance certificate
- c) Valid single business permit
- d) Registration with National Construction Authority category 6 electrical works
- e) Registration with the Energy Regulatory Authority
- f) Must sign the integrity declaration form
- g) Proof of previous works done in electrical installation works of a value of Kshs.5 million and above done within the last five years. (Attach evidence i.e. contract agreements or LSO)
- h) Attach a list of your key personnel at least two with the following details
 - Highest academic qualification
 - Curriculum vitae for each person

2.0 Tender Number CAK/016/2018-2019- Plumbing, Drainage and Fire Fighting Installation Works.

Mandatory Requirements

The bidder must attach the following.

- a) A certificate of registration/Incorporation
- b) Valid single business permit
- c) Valid tax compliance certificate
- d) Registration with National Construction Authority category 6 Mechanical works
- e) Must sign the integrity declaration form
- f) Proof of previous works done in mechanical installation related works of a value of Kshs. 5 million and above done within the last five years. (Attach evidence i.e. contract agreements or LSOs)
- g) Attach a list of your key personnel at least two with the following details
 - Highest academic qualification
 - Curriculum vitae for each person

3.0 Tender Number CAK/016/2018-2019- Air Conditioning Installation Works

The bidder must attach the following.

- a) A certificate of registration/Incorporation
- b) Valid single business permit
- c) Valid tax compliance certificate
- d) Registration with National Construction Authority category 6 Mechanical works
- e) Must sign the integrity declaration form

- f) Proof of previous works done in mechanical installation related works of a value of Kshs. 3 million and above done within the last five years. (Attach evidence i.e. contract agreements or LSOs)
- g) Attach a list of your key personnel at least two with the following details
 - Highest academic qualification
 - Curriculum vitae for each person

4.0 Tender Number CAK/016/2018-2019- Structured Cabling Works

The bidder must attach the following.

- a) A certificate of registration/Incorporation
- b) Valid single business permit
- c) Valid tax compliance certificate
- d) Registration with National Construction Authority category 8 Electrical works
- e) Attach communication Authority of Kenya certificate
- f) Must sign the integrity declaration form
- g) Proof of previous works done in Electrical installation related works of a value of Kshs. 2million and above done within the last five years. (Attach evidence i.e. contract agreements or LSOs)
- h) Attach a list of your key personnel at least two with the following details
 - Highest academic qualification
 - Curriculum vitae for each person

5.0 Tender Number CAK/016/2018-2019- Landscaping Works

The bidder must attach the following.

- a) A certificate of registration/Incorporation or an identity card for Individual persons
- b) Valid tax compliance certificate
- c) Must sign the integrity declaration form
- d) Proof of previous works done in landscaping works. Proof in the form of photographs, with recommendation letters from previous clients
- e) Attach a list of your key personnel at least two with the following details
 - Highest academic qualification
 - Curriculum vitae for each person

STAGE 2

Technical Evaluation.

Main Works/Builders Work Tender Number CAK/015/2018-2019

The award of points shall be as summarized below.

S/No.	Parameter	Maximum Points
1.	General Information	10
2.	Technical Consideration	26
3.	Tools and Equipment	20
4.	Previous Works Done	25
5.	Financial Consideration	19
Total Score		100

ITEM No.	DESCRIPTION	Max Points	Total Score
1.0	General - 10Marks		
	a) Site Organization Organogram for the project,	2	
	b) Program of work for the entire contract duration	6	
	c) Presentation of the Document	2	
2.0	Technical Consideration 26 Marks Key Personnel		
	Technical capacity. This should be in the relevant field such as Building and Civil Engineering field, Architecture, Quantity Surveying or any other related field of study. Attach relevant professional qualification with recent curriculum vitae for each employee backed by all necessary qualification or experience papers		
	a) Site Engineer – 1 person 6Marks		
	▪ Degree holder with minimum of 10 years experience	6	
	▪ =Do= Diploma holders	4	
	▪ =Do= Any other lower qualification	0	
	b) Site Supervisors – 2people 8 Marks		
	▪ Degree holder with minimum of five years experience.	8	
	▪ Diploma holder with minimum of five years experience	6	

	<ul style="list-style-type: none"> ▪ Any other lower qualification with relevant experience of five years and above <p>c) 4 Technicians - 8Marks</p> <ul style="list-style-type: none"> ▪ Minimum Diploma Holder 5years experience 8 ▪ Any other lower qualification with five years experience 4 <p>d) Other Support Staff - 4Marks</p> <ul style="list-style-type: none"> ▪ Any other support staff necessary or required for the execution of the project at least four 4 ▪ No other support staff 0 	0	
ITEM No.	DESCRIPTION	Max Points	Total Score
3.0	<p>Tools and Equipment 20Marks</p> <p>The contractor should have a list of equipment in his possession to carry out the works to completion. Proof of log books for all vehicles owned is a must. For equipment and tools, receipts should be attached or any other form of ownership should be enclosed to prove ownership.</p> <p>For motor vehicles or equipment ready for hire, there should be hire agreements or undertakings previously done and the address of the hire firm including contact persons should be attached.</p> <ul style="list-style-type: none"> a) At least 2 number trucks or tippers 2 axles minimum tonnage 18 tones 8 b) 1 No. Pick up or Canter 2 c) At least 1 number concrete mixer 3 d) An existing carpentry workshop, or welding and or fabrication workshop 3 e) Other tools and or equipment in his possession <ul style="list-style-type: none"> ▪ Poker vibrators 2 ▪ Saloon car 2 		
4.0	<p>Previous Works Done - 25Marks</p> <p>General - 10Marks</p> <p>Give a list of all building projects of a value of 100million and above done or completed within a period of five years with the following information</p>		

	<ul style="list-style-type: none"> a) List of the projects b) Value of the projects c) Status of the projects d) Contact of at least one person from the client side who can be contacted e) Completion certificates or interim certificates or contract agreements of the projects as listed above 	<p>2</p> <p>2</p> <p>2</p> <p>2</p> <p>3</p>	
ITEM No.	DESCRIPTION	Max. Points	Total Score
	<p>Completed / Ongoing Projects 14Marks</p> <ul style="list-style-type: none"> a) At least three building projects completed or ongoing done within the last five years of a value of 100 million and above for each project with the general information as above. b) At least three building projects completed or ongoing done within the last five years of a value of 100 - 50 million for each project with the general information as above c) At least three building projects completed or ongoing done within the last five years of a value of 50 million and below for each project with the general information as above. <p>Note that bidders must attach completion certificates for all completed projects and for ongoing projects attach either an interim certificate of payment or LSO or contact agreement</p>	<p>14</p> <p>10</p> <p>8</p>	

ITEM No.	DESCRIPTION	Max. Points	Total Score
5.0	<p>Financial Consideration (19 Marks)</p> <p>Audited accounts for the last one year (8 Marks)</p> <ul style="list-style-type: none"> a) Annual turnover greater or equal to 3 times the cost of the project. b) Annual turnover greater or equal to 2 times the cost of the project c) Annual turnover greater or equal to the cost of the project d) Annual turnover less than the cost of the project e) No audited accounts attached/enclosed <p>Evidence of financial resources (cash in hand, lines of</p>	<p>8</p> <p>6</p> <p>4</p> <p>0</p> <p>0</p>	

	<p>credit, overdraft facility etc) (6 Marks)</p> <p>a) Has financial resources equal or above the cost of the project</p> <p>b) Has financial resources below the cost of the project</p> <p>c) Has not indicated sources of financial resources</p> <p>Name, Address and Telephone number of Bank/Banks minimum 1 bank</p> <p>a) Provided</p> <p>b) Not provided</p> <p>Litigation History</p> <p>a) Filled</p> <p>b) Not Filled</p> <p>Any bidder who scores 70 points and above shall be considered for further evaluation.</p>	<p>6</p> <p>4</p> <p>0</p> <p>3</p> <p>0</p> <p>2</p> <p>0</p>	
--	---	--	--