

Ref: CA/SCM/20/2023-2024

28th November 2023

ADDENDUM No. 2

To ALL Bidders,

REF: REQUEST FOR PROPOSALS FOR PROVISION OF CONSULTANCY SERVICES TO UNDERATKE FEASIBILITY STUDY FOR DEVELOPMENT OF ICT HUB, CONVENTION CENTRE, HOTEL, OFFICES, COMMERCIAL CENTRE AND PARKING SILO

Please refer to the above-mentioned tender that appeared in MY GOV on 14th November, 2023.

Pursuant to clause 9 of the tender document uploaded to our website, and the Public Procurement Information portal (PIIP), the Authority wishes to respond to clarifications sought by some prospective bidders as follows: -

Question No1: Submission of Financial Proposals: Owing to the fact that some of the key personnel (Team Leader, Architect, Quantity Surveyor) you require the bidders to present professionals regulated by the Act of Parliament: CAP 525, submission of a financial proposal as the abovementioned professionals would go against their regulations. This was later reiterated in the PPRA Circular No.04/2023 issued by PPRA. Are we still required to submit a Financial Proposal?

Response No.1: Consulting firm (s) shall submit only one proposal. The proposal shall have key experts/personnel and non- key experts, itemized and priced financial proposal. When preparing financial proposals, consultants/firms should use financial proposal forms available in this request for proposal. And while preparing breakdown of remuneration for their key personnel, tenderers must ensure that the rates submitted in their financial proposal are not below the prescribed minimum rates.

Question 1 b. Are we still required to submit a Financial Proposal?

Response to 1b. Tenderers are supposed to prepare their financial proposals using the standard forms provided in Section 4 of the RFP. **Section 2 of Instructions to Consultant and data sheet clause 16 has guided tenderers on preparation of financial proposal.** The Authority therefore expect consulting firms to submit one proposal containing both technical and financial proposal. Tenderer to follow instruction on submission, opening and evaluation under Section C of ITC

Question No.2: Timelines: What are the timelines for the feasibility Study for the winning bidder:

Response No.2: The project is expected to take a maximum period of 5months as specified in the Request for Proposal Section 5: Terms of Reference

Question No.3: Reference Letters: In the RFP document, you have specified that the bidders must present reference letters addressed to Communications Authority. Kindly allow us to use previous reference letters from past clients as it may take awhile for us to get new letters owing to the fact that most of our clients are large corporations and government bodies with a lot of bureaucracy.

Response No.3. The Authority has declined the request by the prospective bidders to submit reference letters from past Client. The requirement on reference letters addressed to Communications Authority therefore remains unchanged.

Question 4: We note the deadline for submission is short is it possible to extend the deadline by at least 7 days for a better and comprehensive feedback on the RFP document?

Response No. 4. The Authority has considered the request for extension of closing dates and wish to bring to the attention to tenderers that the RFP appeared in MY GOV., PPIP, and CA's website on 14th Novembers with a closing date of 6th December 2023. The time period given for tenderers to prepare their bid document is enough. In this regard, the request to extend the closing date is hereby declined. The closing date therefore remains 6th December 2023.

Question No. 5. We note in your document that the Joint Venture Consortium is pegged on 2 companies. We are requesting if we can have more members of the consortium given the nature of the assignment.

Response No. 5. The Authority permits consultants/firms including proposed experts, joint ventures and individual members to offer the consulting services without any limitation. However, the Authority has specified that firms wishing to enter into a joint, should have a maximum of only two partners who will be individually and jointly accountable and responsible in Undertaking the feasibility study.

ALL other conditions of the tender remain unchanged.

Yours faithfully,



Mr. PETER MWANGI
FOR: DIRECTOR GENERAL/CEO