



**MINISTRY OF TOURISM AND WILDLIFE  
STATE DEPARTMENT FOR WILDLIFE  
EVALUATION REPORT**

**FOR**

**CONSTRUCTION OF WATER PANS IN VARIOUS PARTS OF KENYA**

**LOT 12B- CONSTRUCTION OF WAKUMBE PAN MUKOGODO WARD, MUMONYOT SUB  
LOCATION, MUMONYOT LOCATION IN LAIKIPIA COUNTY.**

**TENDER NO: SDW/ONT/012B/2023-2024**

**February 2024**

**State Department for Wildlife,  
P.O. Box 41394-00100,  
Nairobi, Kenya.**



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### **Tender Evaluation Panel (TEP)**

State Department for Wildlife on February 29<sup>th</sup>, 2024 approved seven (7) members Tender Evaluation Panel (TEP) to evaluate the Tenders received.

The lists of the seven (7) TEP members selected for this evaluation are:

<b>PRESENT MEMBERS</b>	<b>DESIGNATION</b>	<b>POSITION</b>
Peter Kiogora	Chairman	Member
Bonface Kairu	Secretary	Member
Faith Njuguna	Procurement	Member
Moses Mwangi	Project Head	Member
Michael Kipkeu	Administrative	Member
Eunice Chepkorir	Administrator	Member
Kendrick Mbithi	Finance	Member

The evaluation took place at undisclosed location from February 29<sup>th</sup>, 2024 to March 7<sup>th</sup> 2024. Each member of the Evaluation Panel completed and signed the confidentiality and impartiality forms before the start of the evaluation.

The chairperson called the meeting to order at 9:00 am. Prayers were conducted by; Eunice Chepkorir. Discussion for the meeting was as follows:

#### **Table of Contents**

#### **Section I. Tables of Evaluation**

#### **Section II. Procedures Leading to Evaluation of Tenders**

#### **Section III. Evaluation of Tenders and Recommendation for Award**

#### **Tables of Evaluation**

1. Project Identification
2. Tender Process
3. Tender Submission and Opening
4. Record of Tender Prices (as Readout at Opening)



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5. Preliminary Examination of Tenders

5B. Completeness of Tender

Documents 5C. Eligibility Assessment

6A. Technical Compliance Summary

6B.1 Environmental and Social 6B.2 Health and Safety

6C.1.(a) Work Method 6C.1(b) Work Schedule 6C.2 Cash flow

6D.1 Equipment 6D.2 Key Personnel

7. Submitted and Corrected Tender Prices and Errors

8. Evaluated Tender Prices

9. Comparison of Tenders with Consultant's Estimate

10A. Cost Proportion Distribution of Works

10B. Verification of Market Reasonableness of Tender Prices

10C. Similar Contracts awarded by

Employer

10D. Similar Contracts executed

Employer 11A. Qualification Assessment

Summary

11B.1 Historical Financial Performance 11B.2 Annual Turnover 11B.3 Financial Resources.

11C.1 General Experience 11C.2 Similar Experience 11C.3 Specific Experience.

**Section IV. Annexes**

Annex 1 Copy of Letter of Invitation for Tenders

Annex 2 Clarification Questions and Answers Annex 3

Records of Tender Prices

Annex 4 Register of Tender Opening Panel Annex 5

Register of Contractors' Representatives Annex 6

Minutes of Tender Opening

Annex 7 Tender Submission Form

Annex 8 Copy of Letter establishing TEP

Attachment 1: Past Performance Database Check

Attachment 2: Letters of Concurrence of Arithmetic Errors & Tenderers' Responses Attachment 3:

Letters for Rate Breakdown and Tenderer's Responses



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## **AGENDA**

Deliberations and recommendations of award for the:  
**LOT 12B- CONSTRUCTION OF WAKUMBE PAN MUKOGODO WARD, MUMONYOT SUB LOCATION, MUMONYOT LOCATION IN LAIKIPIA COUNTY.**

## **CONFIRMATION OF PREVIOUS MINUTES**

The secretary took members through the minutes of the meeting held between February 29<sup>th</sup> to March 7<sup>th</sup> 2024 and was confirmed to be a true copy of deliberation. The minutes were: Proposed by: Faith Njuguna and Seconded by Kendrick Mbithi.

The committee evaluated in three stages as follows:

## **Summary of Procedures for Evaluation of Tenders**

The procedure for the Evaluation of Tenders and Recommendation for Award is set down in the Instructions to Tenderers (ITT), which is summarized below:

## **STAGE I- PRELIMINARY EXAMINATION OF TENDERS.**

Detailed Examination of the Tenderers' Technical Proposal to determine the Responsiveness of Tenders (ITT Clause 31).

Tenders, which fulfilled the full requirements of the Tender Documents as summarized in Stage I and indicated here below were considered Substantially Responsive and will progress to Stage II.

1. Valid tax compliance certificate.
2. Attach copy of certificate of registration.
3. Duly filled tender forms.
4. Certificate of incorporation.
5. Bid security.
6. Pin Registration Certificate.
7. Details of work of a similar nature
8. Detailed company profile
9. valid practicing license



## **STAGE 11: TECHNICAL EVALUATION**

The tenders that were considered responsive were as follows;

1	<b>SISLO HOLDINGS LTD</b>	75%
2	<b>FLEXOLINK LTD</b>	71%
3	<b>ALTICHE.A CO. LTD</b>	69%
4	<b>ROBENCO HLODINGS LTD</b>	65%
5	<b>WISPRO ENTERPRISES LTD</b>	61%

The evaluation committee used the following criteria for technical evaluation and maximum marks were considered for each sub-criterion.

1. Copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the tender to commit the tenderer. **(5 Marks)**
2. The total monetary value of work performed for each of the last five years. **(20 Marks)**
3. Experience in works of a similar nature and size for each of the last three years, and details of work underway or contractually committed. **(7marks)**
  - client reference letters for similar works in scope and value **(9marks)**
  - lead consultants to reference letters for similar works..... **(9marks)**
4. Major items of equipment proposed to carry out the Contract and an undertaking that they will be available for the Contract. **(5Marks)**
5. Qualifications and experience of key site management and technical personnel proposed for the Contract and an undertaking that they shall be available for the Contract. **(10 Marks)**
6. Reports on the financial standing of the tenderer, such as profit and loss statements and auditor's reports for the past five years; **(10Marks)**
7. Evidence of adequacy of working capital for this Contract (access to line(s) of credit and availability of other financial resources); **(10 Marks)**
8. Authority to seek references from the tenderer's bankers; **(5Marks)**
9. Information regarding any litigation, current or during the last five years, in which the tenderer is involved, the parties concerned and disputed amount; **(5Marks)**
10. Proposals for subcontracting components of the Works amounting to more than 10 percent of the Contract Price. **(5 Marks)**



The committee considered a pass mark of 70% and above and successful bidders were subjected to financial evaluation as per their **weighted average ratio**.

### **STAGE III-FINANCIAL EVALUATION OF TENDERS.**

Under this criterion, the evaluation committee considered arithmetic error checking, tender sum comparison, and deviation from estimates. **ALL** material errors at this stage were considered and accounted for in arriving at the totals.

They were as follows in descending orders;

1.	<b>SISLO HOLDINGS LTD</b>	Ksh 16,619,680.00
2.	<b>FLEXOLINK LTD</b>	Ksh.18,403,825.00

Substantially Responsive and Technically qualified Tenders was subjected to a Financial Evaluation involving the following steps:

- a) Arithmetic Errors Checks (ITT 33);
- b) Seeking Confirmation of Correction of Arithmetical Errors (ITT 33.2);
- c) Evaluation and comparison of Tenders after Arithmetic checks taking into account adjustment due to discounts and undefined provisional sum. (ITT 36);
- d) Comparison of Tender Prices with the Engineer's Estimates, including the unit rates of major work items;
- e) Verification of Market Reasonableness of Tender prices (Analysis of Tenders) for the most responsive Tenderer(s).

The outcome of the evaluation at this Stage III was used to rank the Tenderers and therefore determine the Lowest priced Tenderer for this Contract.



### **QUALIFICATION ASSESSMENT (ITT 37)**

Tenderers were further assessed, from the first ranked downwards, to determine whether they meet the qualification criteria requirements as stated in Section III: B of Vol. 1 of the Tender Documents. This involves an examination of the following documentary evidence:

- (i) Financial Resources as required by Section III: Table B.3 of the Tender Documents
- (ii) Experience as required by Section III: Table B4 of the Tender documents.

### **NOTE TO CONSIDER:**

The Best Evaluated Tenderer was recommended for the Award of the Contract.

### **2.2 RECOMMENDATION FOR AWARD OF CONTRACT**

Based on the details provided in the evaluation and following ITT Clause 37. Evaluation Panel unanimously recommended for Award, **M/S. SISLO HOLDINGS LTD** for **LOT 12B- CONSTRUCTION OF WAKUMBE PAN MUKOGODO WARD, MUMONYOT SUB LOCATION, MUMONYOT LOCATION IN LAIKIPIA COUNTY.**

For being substantially responsive, is the Best Ranked Evaluated Tenderer as determined in paragraph 2.1 Above and who is determined to be eligible, qualified and capable to perform the Contract satisfactorily following the Conditions of the Contract.

Following the **Public Procurement and asset disposal act, 2015** the Tender Evaluation Panel agrees and signs here below that the following standards have been satisfied:

Due process has been followed. There is no conflict of interest.

All members are unanimous in the recommendation of the recommended tenderer.





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PRESENT MEMBERS	POSITION	SIGN
Peter Kiogora	Chairman	
Bonface Kairu	Secretary	
Faith Njuguna	Procurement	
Moses Mwangi	Project Head	
Michael Kipkeu	Administrative	
Eunice Chepkorir	Administrator	
Kendrick Mbithi	Finance	

**Supply Chain Management,  
For: The Principal Secretary**

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**MINISTRY OF TOURISM AND WILDLIFE  
STATE DEPARTMENT FOR WILDLIFE**