
THE KENYA ROADS BOARD



KENYA ROADS BOARD
3RD FLOOR, KENYA RE-TOWERS
OFF RAGATI ROAD, UPPER HILL
P O BOX 73718-00200
NAIROBI

Telephone: +254 (020) 4980 000; 0722203418; 0733334422

Email: info@krb.go.ke

Website: www.krb.go.ke

CONSULTANCY SERVICES TO UNDERTAKE COUNTRYWIDE ROAD INVENTORY
AND CONDITION SURVEY: BATCH II TENDERS

CLARIFICATIONS AND RESPONSE MATRIX

CONSULTANCY SERVICES TO UNDERTAKE COUNTRYWIDE ROAD INVENTORY AND CONDITION SURVEY: BATCH II

CLARIFICATIONS AND RESPONSE MATRIX

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|---|---|---|
| 1 | <p>Section 2 (B): Data sheet</p> <p>Reference to Clause 18.5 on submission timeline</p> | <p>In line with the RFP section 2B Clause 18.5, we would like to request for extension of submission deadline by two weeks. This will give us enough time to thoroughly study the scope and associate with other partner(s) if need be.</p> | <p>The opening date remains 16th November, 2021 at 1200hrs</p> |
| 2 | <p>Section 2 (B): Data sheet</p> <p>Reference to Clause 14 (d) on Key Staff</p> | <p>“Key experts shall not appear in more than one proposal”. Reading this in conjunction with section 2A ITC section 2 (d), we understand it to mean experts should NOT appear in other invited firms but CVs of key experts may be used for bids in other zones (i.e zones 2,3 and 4). Consequently we further understand that NO firm shall be awarded more than one RICS tender as indicated in the data sheet section 2B 6.6 (e). Please clarify if our understanding is correct.</p> | <p>Your understanding is correct. Since no firm shall be awarded more than one tender, the consultants are free to propose one set of staff across the 3 tenders</p> |
| 3 | <p>Section 8.0 conduct of services page A93</p> | <p>The section states that “the Consultant shall be responsible for all the logistical arrangements of the meetings”. Please clarify if these logistics include Transport and Accommodation for the Client and RA staff. If this is the case, then in our opinion the Provisional Sum of Kshs. 500,000.00 specified in the financial proposal FIN-4 is not sufficient and should be increased.</p> | <p>The logistics shall cover conference costs for the participants and does not include Transport and Accommodation for the Client and Road Agencies staff</p> |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|--|---|--|
| 4 | Financial Proposal section FIN-4 page A76 | Breakdown of reimbursable expenses item number 6.4 on consultants' profits and overheads. The percentage is not indicated on which item to be charged on. For example, in item number 6.2, the percentage is charged on item 6.1, but item 6.4, there is no item on which the percentage is charged. | The percentage for Consultant's overheads and profits under item 6.4 is charged on item 6.3 |
| 5 | Task 2 under Terms of Reference | Can data structure of existing RICS database shared with us before submission of proposal? This will assist in determine the nature of the GIS data and its format to be compatible with the KRB RICS database. | The RICS Data dictionary has been added in the amended RFP document |
| 6 | Table 1 annex to Terms of Reference | The Length of Unclassified roads is provided in Table 1 however, the distribution on the Counties is not provided like the classified roads. It is not possible to know the spread of the roads to be able to estimate the cost for IRI/Conditions surveys. We are requesting that you provide a breakdown of the length per county in each zone. | Table 1 has been updated in the amended RFP to include the unclassified roads in the zonal counties |
| 7 | Submission deadline | Submission date - the time provided for submission of proposal is too short considering the skills set required on the assignment and the estimation of costs for the GPS loggers, IRI and conditions surveys from various services providers. We therefore request that you extend the submission date of the proposal by at least 7 days to facilitate our collections and collation of the various costs to be able to submit a response proposal. | The submission date remains 16th November, 2021 |
| 8 | Terms of Reference Clause 5.1.2 Task 1 | Is pavement strength to be evaluated? If so, what level of investigation is required. | NO |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|---|--|--|
| 9. | Terms of Reference Clause 5.1.2 Task 1 | Is IRI data to be collected for paved roads in poor or failed conditions? What information quality level is required? | Information Quality level no. 4 for programme level study |
| 10 | Terms of Reference Clause 5.1.2 Task 1 | Prepare a series of large scale county Maps covering the entire zone: Please specify the scale | scale should be large enough for the smallest roads to be identified. this should be clear to the gis |
| 11 | Terms of Reference Clause 5.1.2 Task 2 | No. ii reads: Perform all tasks as in 5.1.2 iii- vii above. Please confirm that IRI data will not be collected on these roads | IRI will not be performed on the unclassified network |
| 12 | Terms of Reference Clause 5.1.2 Task 3 | Collect inventory and conditions data for bridges and major structures What Information Quality is required for this task | Conditions data to be obtained through Visual Condition Survey |
| 13. | Terms of Reference Clause 8.0 | Para 4 on Project Management Vehicle: Is the new Utility Vehicle to be provided to the Client a Double cab or Station Wagon | Project vehicle will be in accordance with the specifications given in the terms of reference and shall be discussed further with the winning bidder. |
| 14 | Page No 63/Preliminary examination / substantive responsiveness | Bidder should be registered under the relevant law. Proof of incorporation and registration to be indicated. For engineering firms, proof of registration with Engineers Board of Kenya as a Consulting firm is also required. In case of a joint venture or association each member must submit the information: | For International Firms, proof of registration, proof of registration with equivalent engineering body will be required at the time of submission. |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|---|---|---|
| | | <p>Is there any need to register for this at the time of submitting the bid for an international firm?</p> <p>Since it an international firm, is it enough to register here after awarding the project?</p> <p>Please clarify the option for this clause.</p> | |
| 15 | <p>Page No 63/Preliminary examination / substantive responsiveness</p> | <p>Bidder to submit valid copy of tax compliance certificate from Kenya Revenue Authority:</p> <p>Is it enough for the International firm to submit equivalent certificates here?</p> | <p>Yes, it is enough for international firms to submit equivalent certificates on tax compliance</p> |
| 16 | <p>Page# 91</p> <p>Task 1: Re-establish inventory and conditions of classified County road network in Zone 4</p> | <p>Only Roughness data(IRI) to be collected and processed. Pavement strength is not required?</p> | <p>This is as per the terms of reference, pavement strength not required.</p> |
| 17 | <p>Page# 92</p> <p>Task 2: Establish an inventory and conditions of</p> | <p>Can data structure of existing RICS database shared with us before submission of proposal?</p> | <p>Yes this has been shared in annex C of the amended RFP document</p> |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|--|---|--|
| | all unclassified roads in Zone 4 whose reserves are 9m and over | | |
| 18 | Submission Deadline | Due date is too close. Consultant would like to request at least one week time for extension so that our experts can prepare a comprehensive proposal addressing all issues of the RFP document / ToR | The submission deadline remains unchanged |
| 19 | Para 4.0(ii) of ToR | The Consultants are to carryout Inventory and Condition survey of all unclassified roads (6817.30 km) under Zone 2(Table 1). It is further noted from Annex-B that Zone 2 has 12 counties. The Client is requested to provide estimated length of paved and unpaved unclassified roads in each County to enable the Consultants to have a realistic evaluation of scope and spread of unclassified roads in Zone 2 to evolve a work plan accordingly. | This has been provided in Annex B of the Terms of reference in the amended RFP document. |
| 20 | Clause 14(d) of data sheet | There are total three (3) similar bids to be submitted. i.e. for zone 2, zone 3 and zone 4. We request you to put a limit on the maximum number of project that can be awarded to a Consultant. Further, we also request the authority to allow Consultants to bid all three (3) zones with one team. This will ensure good participation in the bidding process. Kindly consider. | The consultant is free to propose one team in all the tenders as the no bidder will be awarded more than 1No. RICS Tender |
| 21 | FORM TECH-7: Mandatory Support Documents | Proof of Registration with Engineers Board of Kenya For engineering firms, proof of registration with Engineers Board of Kenya as a Consulting firm is also required. We request the authority to also consider “registration with Engineers Board in other country” for an International firm. | This is acceptable for an international firm |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|--|--|--|
| | | | |
| 22 | Clause 7.1 of TOR, | <p>Knowledge Transfer</p> <p>It is mentioned that “Engineers, ICT and GIS Officers, Technicians, Constituency Roads Officers, Surveyors, will be trained for one week. The Consultant shall be responsible for all the logistical arrangements of the meetings with field staff from Road Agencies, including meeting the costs”.</p> <p>Please clarify what is entailed</p> | <p>1. There will be scheduled workshops where the consultant will meet the conference costs refundable under provision sum and the participants will meet their transport and accommodation costs</p> <p>2. There will be Graduate Interns seconded to the Consultant for the duration of the assignment and their allowances catered for under provision sum for interns.</p> |
| 23 | Clause 7 and 8, Terms of Reference | <p>It may kindly be noted that the last deliverable for the assignment shall be submitted by the Consultants at the end of 14th month from the commencement date of the study. However, the Clause 8 of the ToR stipulates that the full duration of the assignment shall be 15 (fifteen) Months. Apart from the above the total input for the Team leader is also considered as 15 staff months. This need to be reconciled.</p> | <p>The duration is 15 months with the final month allowing for administrative closure of the contract.</p> |
| 24 | Section 2(B), Data Sheet, Page 36 and Section 3, page 61 | <p>The Consultants understand that</p> <ol style="list-style-type: none"> 1. Scanned signatures of the staff member will be considered. 2. Only education and registration certificates are required to be submitted with the CVs <p>Kindly confirm.</p> | <ol style="list-style-type: none"> 1. Scanned signatures will be considered 2. Education and professional qualifications certificates must be attached |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|--|---|--|
| 25 | Section 2(B), Data Sheet, Page 37 and Section 5 : Terms of Reference, Page A89 | <p>GIS Expert Bachelor's degree in Geoinformatics / Geoformation Science or equivalent from recognized University The Consultants request the Client to consider "University Degree holder in Surveying or equivalent also with the existing requirement as the same is being considered for similar projects by the KRB.</p> <p>Kindly confirm</p> | <p>Degree in Surveying is not equivalent and demonstration of additional qualification in GIS will be demonstrated.</p> |
| 26 | Section 5 : Terms of Reference, Page A88 | <p>The Consultants understand that four CVs i.e. Team Leader, RICS Expert, GIS Expert and Geodatabase Expert are required to be submitted during bidding stage and CVs of Non-Key Experts Field Supervisor, Trained Raters, GIS Technicians and other support staff are required to be submitted after the award of the project.</p> <p>Kindly confirm</p> | <p>Key Experts and the Supervisor will be evaluated and their CVs should be provided</p> |
| 27 | Clause No. 41.1 of GCC | <p>Interest on Delayed Payments It is mentioned that if the Procuring Entity had delayed payments beyond thirty (30) days after the due date stated in Clause GCC 41.2.2, interest shall be paid to the Consultant on any amount due by, not paid on, such due date for each day of delay at the annual rate stated in the SCC.</p> <p>The Client is requested to kindly insert the rate of interest as 12% per annum, so that the Client should be bound to make payment on time to the Consultant.</p> | <p>This will be discussed with the winning bidder during negotiations.</p> |
| 28 | Clause No.14.1 of Special | <p>The remuneration rates are fixed, being a lump-sum based Contract for 15 months. If due to any reason, without any fault of the Consultant, the duration of the assignment gets extended</p> | <p>This will be discussed with the winning bidder during negotiations.</p> |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|--|---|---|
| | Condition of Contract | beyond 15 months, then the Consultant should be entitled to receive the escalated remuneration rates. The Client may therefore kindly consider to include an Escalation Clause in the Contract. | |
| 29 | Submission Deadline | It is requested that the date of submission of the proposal may please be extended, allowing the Consultants to submit their bids at least 3 weeks from the date of issue of clarifications so that our Experts can prepare a comprehensive proposal addressing all issues of the RFP document / ToR. Therefore, we sincerely request your good self to extend the submission date of the proposal suitably. | The Date of submission remains 16th November, 2021t 12.00 noon |
| 30 | Terms of Reference Annex | Are you able to share the detailed lists of classified and unclassified roads and further sub-divided them into paved and unpaved roads in Zone 3? This will be useful in determining the correct rates for FWD, IRRR and Pavement Condition surveys. | Yes this has been provided in the amended RFP. |
| 31 | Terms of Reference Clause 4.0 Project Objectives | The overall objective of the study is to conduct a Road Inventory and Condition Survey on the entire road network and its facilities Define "Facilities" | Road facilities include pedestrian walkways, footbridges, structures, cycle lanes as captured in the RICS Data dictionary. |
| 32 | Terms of reference Clause 5.1.1 | In order to plan for appropriate data collection systems approach to the execution of the assignment, we request the client to provide us with a copy of the data dictionary prior to the proposal submission date | This has been provided in the amended proposal |
| 33 | Terms of reference Clause 5.1.1 Task 1 (ii) page A86 | Does "gravel roads" include roads with in-situ and/ or non-designed gravel surface | A gravel road is a road with gravel surfacing. |

| ITEM | RFP REFERENCE | CLARIFICATION | RESPONSE |
|------|---|---|--|
| 34 | Terms of reference Clause 5.1.1 Task 1 (iv) page A87 | Will the client provide zonal demarcation boundaries in GIS format | The client will provide the shapefiles for the zone(s) as required |
| 35 | TOR Clause 5.1.2 technology transfer | 1. Who will identify staff to undergo training 2. What will be the number of trainees | 1. The Client will identify the staff through the counties 2. The number will be communicated at the right time with the winning bidder. Please note that the conference costs for the training are provided under provisional sum for stakeholder workshops. |
| 36 | TOR Clause 5.1.2 Task iii page A87 | 1. To avoid ambiguity and collection of irrelevant data, can the client provide the full list of the various types of structures that are defined as major structures. 2. Define public facilities | 1. Major structures are Bridges, box culverts, drifts, tunnels. 2. Public facilities: churches, schools, factories, hospitals, police station, recreational facilities |