



TO ALL BIDDERS,

22nd November 2024

Dear All,

ADDENDUM NO. 1

RE: CONSULTANCY SERVICES TO UNDERTAKE TECHNICAL & PERFORMANCE AUDITS, FUND INSPECTION, BASELINE AND IMPACT EVALUATION STUDY OF KeNHA ROAD MAINTENANCE LEVY FUNDED PROGRAMMES FOR FY 2024/2025 - FY 2026/2027 TENDER NO. KRB/T/6/2024-2025

In reference to the above tender, the Board hereby informs firms participating in the tendering process that clarifications have been deemed necessary following discussions during the pre-proposal conference held on the 19th of November 2024.

Kindly note that the tender closing/opening date has been extended to **Monday, 9th December 2024** to allow bidders more time to incorporate all requirements.

This addendum is construed to form part of the tender requirements. All other terms and conditions of the tender remain the same.

R. Mohamed, MBS
DIRECTOR GENERAL

REQUEST FOR PROPOSALS (RFP) FOR CONSULTANCY SERVICES TO UNDERTAKE TECHNICAL & PERFORMANCE AUDITS, FUND INSPECTION, BASELINE AND IMPACT EVALUATION STUDY OF KENYA NATIONAL HIGHWAYS AUTHORITY ROAD MAINTENANCE LEVY FUNDED PROGRAMMES FROM FY 2024/2025 TO 2026/2027; TENDER NO. KRB/T/6/2024-2025

TENDER ADDENDUM NO.1:

Addendum Item I:

Under Section 2(B): DATA SHEET; Clause 22.2 DETAILED TECHINICAL EVALUATION CRITERIA; **Criterion 3: Qualification and Competence for Key Staff for the Assignment**, update the score points as follows:

Item	Description	Points (%)
1.	General Qualification	13.50
2.	Adequacy for the Assignment	30.6
3.	Experience in the Region	0.9
Total		45.00

Addendum Item II:

Under Section 2(B): DATA SHEET; **Additional Information on the Evaluation Criteria;**

- a. Under Criterion 1.3.2 Financial Experience (Max 5.6 Points), the scoring table to be replaced as follows:

Staff months				
Staff man months	1-3 months	4-8 months	9-14 months	≥15 months
Score	1	2	3	4
No. of Staff Involved in the Assignment				
No. of staff Involved	1	2-3	4-5	≥6
Score	1	2	3	4
Value of Service				
Value of Service (KShs.)	5-19 m	20-34 m	35-49m	>50 m
Score	4	6	8	10

b. Under Criterion 1.3.3 Baseline and Impact Evaluation Study Experience (Max 1.5 Points), the scoring table to be replaced as follows:

Staff months				
Staff man months	1-3 months	4-6 months	7-9 months	≥10 months
Score	1	2	3	4
No. of Staff Involved in the Assignment				
No. of staff Involved	1-2	3-7	8-12	≥13
Score	1	2	3	4
Value of Service				
Value of Service (KShs.)	5-19 m	20-39 m	40-59m	>60 m
Score	2	4	6	8

c. Under Criterion 3 Key Experts Qualification and Competencies; amend the following:

(i) 3.2 Technical, Performance Audit and Fund Inspection Staff (15 No.);
Table (b) Team Leader for Fund Inspection (1No.) & Fund Inspectors (5No.), replace as follows:

Area of Evaluation	Team Leader	Fund Inspector
Academic Qualification		
B. Com or Equivalent	8	10
MBA or Equivalent	3	N/A
Other relevant academic qualification(s)	1	2
Sub Total 1	12	12
Professional Qualifications		
Professional Qualification (CPA (K) or Equivalent.	6	6
Membership - ICPA (K) or Equivalent.	4	4
Practicing licence for current year	5	5
Other relevant professional qualification(s)	3	3
Sub Total 2	18	18
Total (Sub Totals 1+2)	30	30
General and Specific Experience		
*Years of general post graduate experience	12	8
Team Leadership experience	5	N/A
†Financial Auditing experience	36	40
Road Sector Audits experience	15	20

Sub Total 3	68	68
Experience in the Region	2	2
TOTAL MARKS	100	100
TO BE WEIGHTED TO	2.25	1.35

Notes:

* For the required years of experience per key expert, refer to **Table 4.1** of the ToR.

** The years of postgraduate experience shall be marked on a pro-rata basis.

*** Fund inspector weighted to 1.35 marks each x 5 No. Fund inspectors = 6.75 marks.

****To verify the work experience of the Team Leader listed in their CVs, bidders must attach reference letters and/or testimonials from previous clients. If these testimonials and/or reference letters are not attached to the CV, the unsubstantiated work experience of the Team Leader will be awarded zero points.

(ii) Table 3.3 Materials Technologist/Technicians (5No); replace the Table with the following:

Areas of Evaluation	Material Technologist Max. Score
Academic Qualification	
Diploma (Civil Eng.) or equivalent	15
Higher National Diploma (Civil Eng.) or Equivalent	5
Sub Total	20
Professional Qualifications	
Member, Institution of Engineering Technologists & Technicians or Equivalent	10
Sub Total	10
Total	30
General & Specific Experience	
*5 Years of Post qualification experience	5
Experience in material investigations and sampling	15
Experience in soil laboratory testing (Soil classifications, compaction, material strength tests, field density tests)	15
Experience in bituminous material testing	15
Experience concrete testing	15
Any other relevant experience (Site inspector/Site Agent)	3
Sub Total	68
Experience in the Region	2
TOTAL MARKS	100
TOTAL MARKS WEIGHTED TO	0.9

*The years of postgraduate experience shall be marked on a pro-rata basis.

**Material Technologist weighted to 0.9 mark each x 5 No. = 4.5 marks

(iii) Rename Table 3.5 as 3.4 and replace the following tables:

(a) Team Leader

Areas of Evaluation	Team Leader (1No.)
A. Academic Qualification	
A bachelor's degree in economics or civil engineering	10
Master's degree in transport economics or economics.	4
Other(s) (PhDs, Post Graduate Diplomas and master's for Highway Engineer)	1
Sub Total A	15
B. Professional Qualifications	
<ul style="list-style-type: none">Registered Consulting /Professional Engineer with EBK or Equivalent. OR <ul style="list-style-type: none">Registered with a relevant professional body (ICPAK, ACCA etc.)	8
<ul style="list-style-type: none">Corporate/Fellow Member of IEK or an equivalent professional body recognized by IEK in good standing. OR <ul style="list-style-type: none">Member of Economic Society of Kenya or equivalent body.	4
<ul style="list-style-type: none">Other relevant professional qualifications	3
Sub Total B	15
Total (A+B)	30
General & Specific Experience	
12 years post-qualification experience in transport sector studies Highway Engineer.	12
Team Leadership (Min 5 years)	15
8 years' experience in conducting baseline and impact evaluation studies and feasibility studies (socio-economic surveys) in developing countries.	24
Be conversant with HDM4 or similar models of Engineering and Economic analysis of road investments and their application in the transport sector with proven experience of at least 5 years	15
Others (Dispute resolution, ESIA)	2
Sub Total C	68
Experience in the Region	2
TOTAL POINTS (A+B+C+Exp. in region)	100
TOTAL POINTS WEIGHTED TO	2.25

**To verify the work experience of the Team Leader listed in their CVs, bidders must attach reference letters and/or testimonials from previous clients. If these testimonials and/or reference letters are not attached to the CV, the unsubstantiated work experience for the Team Leader will be awarded zero points.*

Table (d) Sociologist, replace with the following:

Areas of Evaluation	Maximum scores
Academic Qualification	
Bachelor's Degree in Sociology or Equivalent	18
Others	2
Sub Total	20
Professional Qualifications	
Membership of relevant professional body.	6
Others	4
Sub Total	10
Total	30
General & Specific Experience	
*12 Years of Post Graduate experience	12
Baseline and Impact Evaluation Studies	20
Feasibility Studies	15
Socio-Economic Analysis in Road Investments.	14
Monitoring and Evaluation of Road Projects	5
Other Relevant Experience	2
Sub Total	68
Experience in the Region	2
TOTAL MARKS	100
TOTAL MARKS WEIGHTED TO	2.25

* The years of postgraduate experience shall be marked on a pro-rata basis.

Addendum Item III:

Replace Form FIN 2: **Summary of Costs for Technical & Performance Audits and Fund Inspections** with the following:

FORM FIN-2: SUMMARY OF COSTS

Item	Description of Item	Cost (KShs.) {Consultant must state the proposed costs in accordance with ITC 16.4 of the Data Sheet}
Cost of the Financial Proposal		
1	Remuneration	
2	Breakdown of Reimbursables	
2.1	Accommodation and Subsistence Expenses	
2.2	Transport Expenses	

2.3	Miscellaneous Expenses	
2.4	Confirmatory Materials Tests Expenses	
Sub Total for 2		
Sub Total (1+2)		
3	Contingencies: 5% of (1+2)	
4	VAT: 16% of (1+2+3)	
Total Cost of the Financial Proposal (1+2+3+4)		

Notes:

- (i) Total Cost of the Financial Proposal should match the amount in **Form F1N-1**.
- (ii) The contingency sums shall only be expended with the approval of the Client.

Addendum Item IV:

Add the following schedule of confirmatory materials tests expenses as Table 4.4 for **Technical & Performance Audits and Fund Inspections**:

4.4 Confirmatory Materials Tests Expenses

No.	Item Description	Unit	Quantities	Rate (KShs.)	Amount (KShs)
	Confirmatory Tests		A	B	C=A * B
1	Grading/Sieve analysis (75 Microns) wet (50 No. per year)	No.	150.00		
2	Grading/Sieve analysis (75 Microns) dry (50 No. per year)	No.	150.00		
3	Atterberg limits (50 No. per year)	No.	150.00		
4	Moisture/density (compaction test) BS or MOD. AASHTO T180 (67 No. per year)	No.	201.00		
5	CBR statically compacted to 100% MDD, OMC at 4 day soak (50 No. per year)	No.	150.00		
6	CBR for stabilized samples (13 No. per year)	No.	39.00		
7	Sand replacement tests (13 No. per year)	No.	39.00		
8	Spray and Spread rate measurement per test (13 No. per year)	No.	39.00		
9	Aggregates testing to report on ACV, FI, LAA, SSS (13 No. per year)	No.	39.00		
10	Core cutting (39 No. per year)	No.	117.00		
11	Core analysis including binder recovery and testing (39 No. per year)	No.	117.00		
12	Non-destructive tests (Schmit Hammer) (159 No. per year)	No.	477.00		
13	Cube crushing (10 No. per year)	No.	30.00		
TOTAL CARRIED TO SUMMARY					

Addendum Item V:

SECTION 5: TERMS OF REFERENCE

In the Terms of Reference Clause 6 on **Responsibilities of the Parties to the Contract**, under (c)(ii) on Transport of Client's Project Manager, replace with the following: -

The Consultant will provide, fuel and maintain with a driver, **two (2No.)** new utility passage 4WD vehicles of engine capacity 2,400 – 3,000cc or equivalent for the exclusive use of Client/Project Managers throughout the term of the consultancy contract. The vehicles shall revert to the Client (KRB)b at the end of the contract.

Addendum Item VI:

Under Appendix A- Technical, Financial & Performance Audit Reporting Requirements, introduce *Item 10 on APRP Implementation Report with the following Tables:*

Table A4: APRP Implementation Matrix

APRP IMPLEMENTATION STATUS AS AT _____																				
Sn	HQ/Region	Road Name & ID.	Description of Project Works (Works Category)	APRP Budget Allocation For FY 202X/202X	Road Length (Planned) (KMs)	Surface Type	Road Condition	Advertisement Date	Contract Award Date	Name of Contractor	Tender No.	Contract Period	Start Date	Expected Completion Date	Awarded Contract Sum (KShs.)	Savings (Budget less Contract Sum) (KShs.)	Certified Amount (KShs.)	Payments Made to Date (KShs.)	Achieved Outputs (No. of Linear kms achieved, structures, etc)	Progress/ Status of Completion (%)
1.																				
2.																				

Table A5: Works Implemented Outside the APRP

WORKS IMPLEMENTED OUTSIDE THE APRP FOR THE PERIOD FY 202X/202X)																
Sn	HQ/Region	Road Name & ID.	Description of Project Works	Road Length (Planned) (KMs)	Budgeted Amount (KShs.)	Date of Procurement	Name of Contractor	Tender No.	Contract Award Date	Award Contract Sum (KShs.)	Savings (Budget less Contract Sum) (KShs.)	Certified Amount (KShs.)	Payments Made to Date (KShs.)	Achieved Outputs (No. of Linear kms achieved, structures, etc)	Progress/ Status of Completion (%)	

Table A6: Works in the APRP Not Implemented

WORK PLAN FOR FINANANCIAL YEAR						
WORKS OMITTED FROM THE APPROVED APRP						
Region	Road Name & ID	Description of Project Works	Surface Type	Kms Planned	APRP Amount (KShs.)	Comments/Reasons for Omission

Table A7: Works Implemented through RMLF Savings

WORKS IMPLEMENTED UTILISING SAVINGS FOR FY																
Project Details						Procurement Details					Payment & Achievement Details					
Sn	HQ/Region	Road Name & ID	Description of Project Works	Surface Type	Planned Kms (Length)- Expected Outputs	Planned Amount (KShs.)	Date of Procurement	Name of Contractor	Award Date	Tender No.	Contract Award Date	Award Contract Sum (KShs.)	Payments Made to Date (KShs.)	Certified Amount (KShs.)	Achieved Outputs (No. of Linear Kms achieved, Structures, etc)	Progress/ Status of Completion (%)
1																
2																