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3rd February 2025

Our Ref: **Tender No. KCO/23/02/FY25**

Construction of Plinths, supply and fitting of gutters and taps for 73 water tanks in Kwale and Kilifi counties – COSME Project

REQUEST FOR QUOTATION.

Background Information.

Plan International is an independent development and humanitarian organization that advances children's rights and equality for girls.

The Conservation and Sustainable Management of Coastal and Marine Ecosystems (COSME) project is a three-year initiative led by Plan International, which brings together several partners and stakeholders to significantly scale up Plan International Kenya's current women-led, climate-resilient livelihoods and coastal management project in Kwale (Msambweni and Lungalunga Sub Counties) and Kilifi (Kilifi North, South and Ganze sub Counties).

Scope of Work

Under the supervision of Plan International Representative and the County clerks of work the contractor will:

- i. Construct plinths for 73 water tanks distributed in 53 schools
- ii. Supply and fit gutters for the 73 water tanks to connect them with roof for rain water harvesting
- iii. Supply 73 taps and Fit tanks with the taps (brass type of taps)

Please fill in the attached Bills of Quantities.

Work Plan/Time Frame

The Contractor is expected to submit a detailed execution plan **of not more than 30 days**

The required skills and competence for the Contractor are:-

- The contractor must demonstrate through the proposed personnel that they meet the minimum requirement and have technical expertise in construction, plumbing, water systems engineering, or in a related field.
- Demonstrable experience in the design and installation of rain water harvesting systems of a similar scale.

Attached to this tender are the following:-

Appendix i – Bills of Quantities for the plinths

Delivery Place/Location; Kilifi & Kwale Counties as per below Table; -

LIST OF SCHOOLS

	County	Sub-County	Name of School	_index	Number of Tanks and no of Plinths	Distance Estimates from Plan offices
1	Kilifi	Kilifi South	Bembo Primary	14	2	23
2	Kilifi	Kilifi South	Dzomere Primary	43	1	11
3	Kilifi	Kilifi North	Fumbini Primary	10	2	4.7
4	Kilifi	Ganze	Kang'amboni Primary	7	1	39
5	Kilifi	Kilifi South	Kidutani Primary	2	1	26
6	Kilifi	Kilifi South	Kiriba Primary	5	1	7.6
7	Kilifi	Kilifi South	Kizingo Primary	24	1	39
8	Kilifi	Kilifi North	Konjora Primary	35	1	11
9	Kilifi	Ganze	Kwa Dadu Primary	1	1	53
10	Kilifi	Kilifi South	Majajani Primary	94	2	11
11	Kilifi	Kilifi North	Mbogholo Primary	31	1	7.5
12	Kilifi	Ganze	Mbwana Primary	20	1	55
13	Kilifi	Ganze	Mdangarani Primary	97	1	28
14	Kilifi	Kaloleni	Mgamboni Primary	27	1	44
15	Kilifi	Kilifi South	Mtepeni Primary	19	1	42
16	Kilifi	Kilifi South	Mtomondoni Primary	32	2	42
17	Kilifi	Kilifi South	Mwarakaya Primary	22	2	30
18	Kilifi	Kilifi South	Mwazangómbe Primary	4	1	40
19	Kilifi	Ganze	Ndugu Mnani Primary	3	2	57
20	Kilifi	Kilifi South	Reserve Primary	77	2	10
21	Kilifi	Kilifi South	Timboni Primary	26	1	20
22	Kilifi	Kaloleni	Tsagwa Primary	30	2	34
23	Kilifi	Kaloleni	Tsunguni Primary	29	2	39
24	Kilifi	Kilifi South	Tunzanani Primary	25	1	42
25	Kilifi	Kilifi South	Vwevvesi Primary	21	1	86
26	Kwale	Lungalunga	Chitsukwa Primary	90	2	70
27	Kwale	Msambweni	Eshu Primary	49	2	74
28	Kwale	Lungalunga	Ganda Primary	36	1	82
29	Kwale	Msambweni	Ganja Primary	71	1	37
30	Kwale	Lungalunga	Kichaka Mkwaju	69	2	75
31	Kwale	Lungalunga	Kidziweni	56	2	63
32	Kwale	Msambweni	kilulu Primary	79	1	37
33	Kwale	Msambweni	Mafisini Primary	73	2	67
34	Kwale	Msambweni	Magodi Primary	78	1	41
35	Kwale	Msambweni	Maphombe Primary	72	1	41
36	Kwale	Lungalunga	Mbumbuni Primary	84	1	97
37	Kwale	Lungalunga	Mgombezi	40	1	98

38	Kwale	Msambweni	Mivumoni Primary	80	1	64
39	Kwale	Msambweni	Msambweni Primary	70	1	50
40	Kwale	Lungalunga	Mshiu Primary	45	2	72
41	Kwale	Lungalunga	Mtimbani Primary	44	1	80
42	Kwale	Msambweni	Munje Primary	53	1	58
43	Kwale	Msambweni	Mwachande Primary	61	1	61
44	Kwale	Lungalunga	Mwangweni Primary	52	1	78
45	Kwale	Lungalunga	Mwazaro Primary	59	2	72
46	Kwale	Lungalunga	Mzizima Primary	81	2	72
47	Kwale	Lungalunga	Perani Primary	85	2	90
48	Kwale	Msambweni	Shamu Primary	86	2	30
49	Kwale	Msambweni	Shimoni Primary	64	2	78
50	Kwale	Msambweni	Shirazi Primary	67	1	61
51	Kwale	Lunga Lunga	Tswaka Primary	62	1	76
52	Kwale	Msambweni	Vingujini Primary	57	1	50
53	Kwale	Lungalunga	Visawangaleni Primary	50	1	70
			Total		73	

Below are the mandatory tender instructions:

Eligible bidders should attach valid documentation and be able to meet the following mandatory requirements that will form part of the evaluation criteria: -

1. Must be a registered company (Attach a certificate of Incorporation/registration)
2. KRA , PIN registered and current/valid Tax Compliance Certificates (Attach documentation).
3. a) Attach proof of similar or relevant works completed within at least the last 2 years giving details of 3 clients who may be contacted for more information. (Attach a minimum of 3 completion certificates/copies of LPOs/Contracts) Attach bank statements for the last 6 months (June 2024 to December 2024).
4. Indicate delivery lead time on your quotation.
5. Grand total should be inclusive of transport costs. The Prices should be **exclusive of VAT. Plan International Inc is VAT Exempted.**
6. Indicate if you accept to supply as per our credit policy of payment within 30 days after delivery.
7. Fill attached document (confidential business questionnaire)
8. Send Dully filled out, stamped, and signed quotations.

Bids submission instructions:

Quotations should be received by 17th February 2025 through the below email: Kenya.bids@plan-international.org

• Email subject line should read: **Tender No. KCO/23/02/FY25; Construction of Plinths, supply and fitting of gutters and taps for 73 water tanks in Kwale and Kilifi counties – COSME Project**

Queries/clarifications related to this tender can be addressed to Kenyaprocurement.kilifi@plan-international.org

Tender prices must remain valid for 90 days from the tender closing date.

We thereby request for your best competitive rates.

Women-owned businesses and companies actively engaged in or advancing gender equality and women's empowerment in the workplace are especially encouraged to apply

Global Policy Safeguarding

Plan International is committed to actively safeguarding children and program participants from harm and ensuring children's rights to protection are fully realized. Plan takes seriously the commitment to promote child safe practices and protect children from harm, abuse, neglect and any form of exploitation as they come into contact with Plan International supported interventions. In addition, we will take positive action to prevent child abusers from becoming involved with Plan International in any way and take stringent measures against any Plan International Staff and/or Associate who abuses a child or program participant. Decisions and actions in response to safeguarding concerns will be guided by the principle of 'the best interests of the child.'

"Plan International Kenya reserves the right to accept or reject any bid and is not bound to give reasons for its decision".



(CONFIDENTIAL BUSINESS QUESTIONNAIRE).

PART 1-GENERAL INFORMATION (To be filled by the bidder)

a) Business Name.....

b) Location of business premises

Country/Town.....

Plot No.

Street/Road.....

Name of building.....

Floor.....Room No.....

c) Postal Address.....

Code.....Town.....

Tel No.....

Fax No.....

Email Address.....

d) Nature of Main Business.....

Certificate of Registration/Incorporation

Trade License No.....

PIN No.....

City /County Council License No.....

Income Tax Compliance Certificate No.....

(Must attach copies of all the above documents)

e) Name of your Bankers.....

Branch.....

**f) Provide detailed contacts for at least three referees from your current clients
(i.e.organization, Name, Position, Telephone, e-mail etc**

Part 2 (a)- Sole proprietor

Name in full.....

Age.....

Nationality.....

Country of origin.....

Part 2 (b)- Partnership

Give details of partners as follows:

Name in full	Nationality	Citizen Details	Shares
1.....
2.....
3.....
4.....

Part 2 (c)- Registered Company

a). Private or public (state whichever is applicable)

b). Give details of all directors as follows:

Name in full	Nationality	Citizen Details	Shares
1.....
2.....
3.....
4.....

DECLARATION

I/We the undersigned certify that the information given above is accurate and correct to the best of my/our knowledge. For and on behalf of the supplier.

Name

Signature

Date

Position