



ACTIVITY TERMS OF REFERENCE - COSME

a) ACTIVITY DETAILS

Activity Name: Purchase of boats to support select seaweed groups to ease access to the ocean and transportation of seaweed.

b) ACTIVITY INTRODUCTION

One of the main challenges that seaweed groups face in seaweed farming is transportation. Lack of appropriate means to cross deep waters and access farms across continues to pull some groups like Mtimbwani, whose production has steadily risen over the years as a result of investments by the project and other stakeholders. Whereas they are employing the best management practices in their farming, their harvest is prone to losses due to transportation and drying challenges. This therefore seeks to address the challenge of transportation within the groups. Chiromo and Jimbo are the other groups that face transport problems and have high number of farmers in seaweed. Chiromo's will also support Amka Utsamba, Nuru Islamic and Daima as they are all within the same vicinity.

The activity aims to procure three boats to support Mtimbwani, Chiromo and Jimbo. The following are the boat details:

Item	Specification	Quantity per boat
Seaweed transportation Vessel	9-layer fibre-glass boat (28 ft long, by 6.5 ft width, by 2.5 ft depth fibre boat) with Polyvinyl gunwale, Antifouling Hull, Non slip deck, with 6 fenders.	1
Boat Engine	Boat Engine (2 stroke E40MHL - tiller handle - 15 HP)	1
Safety equipment	High grade Life jacket (level 100)	15
	Fire extinguisher (CO2) 2kg	1
	Life rings	2
	Generic FIRST AID KIT RED ZIP AROUND FABRIC POUCH 8X18X25CM	1
	Light navigation	1
	Boat anchor(15kg)	1
	Anchor Rope (10mm *200yds)	1

	Mooring	1
	Mooring rope (20mm *200yds)	1
Note: All boats must be inspected & certified by Kenya Maritime Authority (KMA) before delivery.		

NB: THE SUPPLIER MUST BE REGISTERED WITH THE KENYA MARITIME AUTHORITY

Plan's Child Safeguarding Policy and Code of Conduct

The personnel undertaking these assignments must demonstrate a commitment to strictly adhere to Plan's Child Safeguarding Policy and Plan's Code of Conduct. It is the responsibility of Plan International Kenya to ensure that all persons hired, used, or otherwise consulted for this exercise are made familiar with the policies and agree to abide by them before their services are agreed to.

Safety

The service provider shall take all necessary steps to ensure that safety protocols are observed including relevant certification from public health and any other requirements to reduce safety risks. PIK shall not be held liable for any lapse in safety

Quality Assurance

The Vendor should ensure all personnel engaged undertake their respective roles and deliver the expected results. Any limitations or challenges should be communicated as soon as they are noticed and captured in the reports. PIK will be carrying out monitoring during the execution of the activities to enhance quality.

Below are the mandatory tender instructions:

Eligible bidders should attach valid documentations, and be able to meet the following minimum requirements: -

1. Attach complete company profile
2. Must be a registered company (Attach certificate of Incorporation/registration)
3. KRA VAT, PIN registered and current/valid Tax Compliance Certificates(Attach documentations)
4. Attach details of similar or relevant works completed within the last two years
5. Indicate **delivery lead time** on your quotation.
6. Indicate whether prices are inclusive or exclusive of VAT where applicable. Grand total should be inclusive of all government taxes
7. Indicate if you accept to supply as per our credit policy of payment within 30 days after delivery.
8. Fill attached document (confidential business questionnaire)

Submission of Tenders

All applications must be submitted in one email with the subject: **Tender No. KCO/37/06/FY25: SUPPLY OF BOATS** as the subject and received through the email: Kenya.Bids@plan-international.org

Closing date for submission of complete application is **17th July 2025 COB**

Note: Financial and Technical Proposals must be submitted as separate documents/files.

Any enquiries should be addressed through Kenyaprocurement.Kilifi@plan-international.org

(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 No.....

Trade License No.....

V.A.T Registration 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.....

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). State the nominal and issued capital of the company:

Nominal Kshs.

Issued Kshs.

c). 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
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Date	Position
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