



REQUEST FOR EXPRESSION OF INTEREST (EOI) EXPRESSION OF INTEREST (EOI) FOR PROCUREMENT OF CONSULTANCY SERVICES FOR UPGRADING OF THE MERU NATIONAL POLYTECHNIC BUILDING TECHNOLOGY CENTRE TO A REGIONAL CENTRE OF EXCELLENCE

Country: Republic of Kenya
Name of Project: East Africa Skills for Transformation and Regional Integration (EASTRIP)
Credit No.: P163399
Issued on: 15th November, 2019

1. Background

The Meru National Polytechnic has received financing from the World Bank toward the cost of the East Africa Skills for Transformation and Regional Integration (EASTRIP), and intends to apply part of the proceeds toward consulting services. The consulting services include the activities below and are expected to be completed in full consistency with the Terms of Reference referred to in this REOI.

2. Objective

The Meru National Polytechnic invites Expressions of Interests (EOI) from qualified and competent consultants/consortiums for the following consultancies:

S/ No.	Reference No.	Activity / Consultancy	Market approach	Expected duration of assignment
1.	KE-MERUPOLY-128519-CS-QCBS	Consultant services for review of the Meru National Polytechnic Strategic plan	Open - National	3 months
2.	KE-MERUPOLY-128529-CS-CQS	Consultant services to build capacity for the Industrial Liaison Office (developing ILO policy and train staff)	Open - National	3 months
3.	KE-MERUPOLY-128526-CS-CQS	Consultant services for preparation of the flagship center sustainability plan	Open - National	3 months
4.	KE-MERUPOLY-128516-CS-QCBS	Consultant services for preparation of equipment specifications and conducting inspection tests	Open - National	3 months
5.	KE-MERUPOLY-128515-CS-QCBS	Consultant Services for conducting Environmental Impact Assessment (EIA) and establish social safeguards	Open - National	3 months
6.	KE-MERUPOLY-128513-CS-QCBS	Consultant services for preparation of designs, BQs, drawings, and supervision of construction works	Open - National	4 months

3. Scope of work and services

Scope of consultancy services shall include but not limited to the following:-

- Review of the Meru National Polytechnic Strategic plan (5 year plan)
- Build capacity for the Industrial Liaison Office and develop a ILO policy
- Preparation of the building technology flagship center Sustainability Plan
- Preparation of equipment specifications and conducting inspection tests once equipment are delivered.
- Carry out joint Environmental and Social Impact Assessment in liaison with Meru National Polytechnic representatives in accordance with World Bank and NEMA guidelines and regulations; Supervision and tracking of environmental, safety and social aspects of the project.
- Carry out extensive site investigation including but not limited to topographical surveys and mapping, hydrogeological, geophysical and geotechnical surveys; Obtain all the necessary data for designing of the Building Technology Training Centre; Prepare detailed architectural, structural and services drawings as per client's concepts; Seek all the relevant approvals for the construction works to be undertaken; Prepare a detailed tender document including but not limited to specifications and bills of quantities in collaboration with Meru National Polytechnic representatives for procurement of a qualified contractor to undertake construction works; Supervise the implementation and commissioning of the project and monitor its operation until the end of the Defects Notification Period; Provide progress and periodical reports; Undertake Project and Contract Management in collaboration with Meru National Polytechnic staff.

7. Eligibility criteria

The Expressions of Interest for each activity must be accompanied by the consultants' qualifications, professional capabilities and details of past experiences related to the requested consultancy services. Interested firms should provide specific information as Indicated below:

a. Company Profile comprising:

- Name of firm; Firms that bid jointly should submit consortium agreements between parties involved, duly certified by a law firm
- Contact details of the firm. Physical address, phone number and email addresses
- Contact person with designation and contact details (Physical address, phone number and email addresses)
- Organisation structure of the firm
- List of key staff relevant to the assignment and their Curriculum Vitae; must be composed of relevant staff with a mix of appropriate expertise
- The proposed firm/consortium must demonstrate experience in the relevant fields;
- For the preparation of designs, BQs, drawings, and supervision of construction work key personnel must have:
 - Engineers whose CV's are proposed must be Registered/Registrable as Consulting Engineers with EBK with experience of at least three similar projects of the same nature
 - Must demonstrate experience in Geotechnical, geophysical and hydrogeological survey
 - Must demonstrate experience in Preparation of concept engineering designs
 - Must demonstrate experience in supervision of similar and relevant construction and installation works

b. Mandatory requirements

- Submit a copy of certificate of incorporation / registration in the country of domicile
- Submit a Valid Tax compliance certificate or its equivalent as issued in the country of domicile
- Submit audited financial statements for the last three years; certified by the Auditing Firm.
- Submit Power of Attorney in case of a joint venture
- Submit relevant reference from three (3) major clients
- Submit evidence of experience in undertaking similar assignments **(in the last 5 years);**
- For the consultancy for design & supervision of construction works: Submit a Certificate of Registration as a consultant in design and supervision of large storey buildings
- Information regarding any current litigation involving the consulting firm certified by a law firm

Consultants will be selected in accordance with the Consultant's Qualification Based selection - CQS or Quality Cost Based Selection - QCBS as indicated in the activity reference number.

8. Clarifications

Interested individuals may request for clarification up to Seven (7) days before submission to:

**The Chief Principal,
Meru National Polytechnic
P.O. Box 111 - 60200, Meru, Kenya Email: info@merunationalpolytechnic.ac.ke**

9. Submission

Three (3) copies of the pre-qualification application shall be submitted - ONE (1) "ORIGINAL", so marked, and TWO (2) endorsed copies marked "COPY" in separate sealed envelopes. Electronic Bidding will not be permitted. Each envelope shall be clearly marked

EXPRESSION OF INTEREST (EOI) FOR PROCUREMENT OF CONSULTANCY SERVICES FOR UPGRADING OF THE MERU NATIONAL POLYTECHNIC BUILDING TECHNOLOGY CENTRE TO A REGIONAL CENTRE OF EXCELLENCE - REFERENCE NUMBER. (Reference number for each activity is as listed in the table above)

**The pre-qualification application must be delivered in written form to:
The Chief Principal, Meru National Polytechnic
P.O. Box 111 - 60200, Meru, Kenya Phone: 0793937581**

On or before: 9th December 2019 at 12.00hrs

The Expressions of Interest can also be viewed and downloaded from our website www.merunationalpolytechnic.ac.ke Bidders are advised to be checking the website from time to time up to three (3) days before submission date for any uploaded information through clarification/addendum.

Only firms pre-qualified under this procedure will be invited to submit their technical and financial proposals under the Request for Proposals (RFP).

**PROCUREMENT OFFICER
FOR: CHIEF PRINCIPAL**

SPECIFIC PROCUREMENT NOTICE

Country: Republic of Kenya
Name of Project: East Africa Skills for Transformation and Regional Interation (EASTRIP)
Contract Title: Supply of Motor Vehicles
Credit No.: P163399
RFB Reference No.: KE-MERUPOLY-128510-GO-RFB
Issued on: 15th November, 2019

1. The Meru National Polytechnic has received financing from the World Bank toward the cost of the East Africa Skills for Transformation and Regional Interation (EASTRIP), and intends to apply part of the proceeds toward payments under the contract for the Supply of Motor Vehicles

2. The Meru National Polytechnic now invites sealed Bids from eligible Bidders for the Supply of two Project Motor Vehicles to the Polytechnic (Meru, Kenya)

Lot	Item	Description	No. of Units
1	4WD	Station Wagon - 5 door(2,800-3000cc)	1
2	4WD	Double Cabin Pick-up (2700-3200cc)	1

3. Bidding will be conducted through National competitive procurement using a Request for Bids (RFB) as specified in the World Bank's "Procurement Regulations for IPF Borrowers" of July, 2016 ("Procurement Regulations"), and is open to all eligible Bidders as defined in the Procurement Regulations.

4. Interested eligible Bidders may obtain further information from the Procurement Officer, The Meru National Polytechnic, through info@merunationalpolytechnic.ac.ke and inspect the bidding document during office hours [0800 to 1700 hours] at the address given below.

5. The bidding document in English may be obtained by interested Bidders from our offices situated at the address given below during official working hours or downloaded from our website: www.merunationalpolytechnic.ac.ke or www.worldbank.org for free.

6. Bids must be delivered to the address below on or before **17th December, 2019 at 10.00 a.m.** Electronic Bidding will not be permitted. Late Bids will be rejected. Bids will be publicly opened in the presence of the Bidders' designated representatives and anyone who chooses to attend at the address below **on 17th December, 2019 at 10.30 a.m**

7. All Bids must be accompanied by a Bid Security of 2% of the total quoted amount in Kenya Shillings.

8. Attention is drawn to the Procurement Regulations requiring the Borrower to disclose information on the successful bidder's beneficial ownership, as part of the Contract Award Notice, using the Beneficial Ownership Disclosure Form as included in the bidding document.

9. The address(es) referred to above is (are):

**The Chief Principal,
Meru National Polytechnic,
Postal Address:
P.O. Box 111,
Meru, Kenya
Code: 60200
City: Meru
Tel: 0793937581
Email: info@merunationalpolytechnic.ac.ke**