



REQUEST FOR EXPRESSION OF INTEREST (EOI)

CONSULTANCY SERVICES FOR FEASIBILITY STUDY, DETAILED ENGINEERING DESIGN, ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT AND SUPERVISION OF CONSTRUCTION FOR DEVELOPMENT OF A RAILWAY SIDING AND ASSOCIATED INFRASTRUCTURE AT EXPORT PROCESSING ZONE, ATHI RIVER

REF: EPZA/EOI/01/2020-2021

The Export Processing Zones Authority (EPZA) is a State Corporation, under the Ministry of Industrialization, Trade and Enterprise Development established in 1990, by the EPZ Act CAP 517, Laws of Kenya. EPZA's mandate is to promote and facilitate export-oriented investments and to develop an enabling environment for such investments.

EPZA has received funding from the Government of Kenya towards the cost of undertaking detailed feasibility study, engineering design, environmental impact assessment and social assessment study for a railway siding that will connect its logistics site; the Athi River Zone to the Mombasa-Nairobi Standard Gauge Railway. The Authority intends to apply part of this financing towards payments for the Consultancy Services for carrying out feasibility studies, detailed engineering designs and ESIA Study.

Export Processing Zones Authority (EPZA) now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services

EXPORT PROCESSING ZONES AUTHORITY

EXPRESSION OF INTEREST (EOI)

Export Processing Zone Authority wishes to invite interested eligible national candidates to express their interest on the following;

Tender No.	Tender Description	Site Visit Date and Time	Closing Date and Time	Applicants
EPZA/EOI/01/2020-2021	Consultancy Services for Feasibility Study, Detailed Engineering Design, Environmental and Social Impact Assessment and Supervision of Construction for Development of a Railway Siding and Associated Infrastructure at Export Processing Zones Authority, Athi River	8 th November 2020 at 11.00 a.m	19 th November 2020 at 11.00 a.m	Open to the General Public

Expression of Interest (EOI) document detailing the requirements may be obtained from EPZA Headquarters, Administration Building, Viwanda Road off Nairobi - Namanga Highway, Athi-River Kenya during working hours 8:00 a.m. - 5:00 p.m.

The document can be downloaded for free from EPZA website www.epzakenya.com and Government Public Procurement information Portal <https://tenders.go.ke> or can also be issued upon payment of non-refundable fee of **Kshs. 1,000**. Payment shall be made in cash or by banker's cheque at the cashier's office situated on the 2nd Floor of the EPZA Administration Building.

Completed tender documents in plain sealed envelope clearly marked with the **“Expression of Interest (EOI) No. and (EOI) Description”** as more particularly described in the (EOI) document should be addressed to:

The Ag. Chief Executive Officer
Export Processing Zones Authority
P.O. Box 50563-00200, Nairobi
Tel: 045 – 6621000
Email: info@epzakenya.com
website: www.epzakenya.com.

And dropped in the Tender Box situated at the Reception of EPZA Administration Building, Viwanda Road off Athi River - Namanga Highway, Export Processing Zones Authority, Administration Building, Athi-River, so as to be received not later than the respective closing date and time indicated above. Tenders will be opened immediately thereafter on the respective closing date and time. Bidders or their representatives who choose to attend are invited to witness the closing and opening of the tenders at the conference room situated at EPZA.

Ag. CHIEF EXECUTIVE OFFICER

1. OBJECTIVES OF THE ASSIGNMENT

The overall objective of the assignment is to provide Consultancy services for the detailed engineering design and construction supervision of a railway siding and related infrastructure at Athi River EPZ that will provide an efficient, cost effective and environmentally sustainable connectivity to the EPZA logistic site.

2. SCOPE OF WORK

The scope of the assignment will include;

Phase I: Design Stage

- i. Carry out feasibility studies.
- ii. Detailed Survey along the proposed route.
- iii. Detailed geotechnical investigation in connection with structural design of track, bridge, culverts and depot buildings.
- iv. Preliminary & detailed engineering design and preparation of related drawings.
- v. Environmental & Social Impact Assessment including plans and costs for mitigation, land acquisition.
- vi. Preparation of detailed cost estimates.
- vii. Preparation of tender documents
- viii. Provision of assistance in tendering process

Phase II: Construction Stage

- i. Supervision of construction works
- ii. Controlling quality and; time & cost management.
- iii. Provision of Services during Defects Liability Period

3. QUALIFICATION REQUIREMENTS

Interested consultants must provide information required and meet the following minimum qualifications (mandatory) to be shortlisted:

- i) Provide Company Profile of the firm including names and addresses;
- ii) Provide Constitutional/Registration documents in English and commissioned by a Commissioner of Oaths; The Company must have been registered for 8 years from the date of submission of the EOI.

- iii) The Consultant should demonstrate the financial capability to carry out the works with a minimum average annual turnover of over Kshs 10 Million for the last three years. Provide Audited accounts for the last 3 (three) consecutive years (2017,2018,2019);
- iv) Appropriately qualified and skilled personnel with over 10 years relevant experience; Provide professionally qualified staff, registered by the relevant professional bodies in Kenya; who must include an experienced team leader, Railway Track Engineer, Transport Economist, Railway Bridge Engineer, Foundation/Geotechnical Engineer, signal & telecommunication engineer, Contract Specialist, Quality Control Engineer, Engineering surveyor, civil engineer, structural engineer, Architect, permanent way engineer, railway operations expert and an environmental expert duly registered with the National Environmental Management Authority (NEMA) of Kenya;
- v) Demonstrated experience of minimum 5 years comprising of carrying out studies, investigations and engineering designs of railway lines & railway stations; Provide evidence of at least 2 projects carried out; relevant experience in development, design and supervision of both standard-gauge and meter-gauge railway by providing details of similar assignments giving the name and contact address of the client, value of assignment and period covered to undertake assignment;
- vi) The consultant should have existing physical infrastructure/resources to support the work such as an equipped office, survey equipment, relevant testing facilities;
- vii) Consultants may associate to enhance their qualifications. A firm submitting the EOI in a joint venture will be required to submit a duly signed and certified Joint Venture Agreement stating the responsibility of each partner in the Joint Venture and name of authorized signatories through a power of attorney signed by each joint venture. A Joint Venture should have a maximum of three firms.

4. EVALUATION PROCESS

The evaluation process will be carried out in two steps;

Step I: Eligibility requirements

Preliminary evaluation will be carried out to assess the eligibility of the firms submitting the EOI. The mandatory requirements are as listed below. The evaluation at this stage will be on a "pass" or "fail" basis. A consulting firm must achieve a "pass" on all the criterion to proceed to the next step. Any consulting firm not achieving a 'pass' in any of the criterion will be disqualified and will not be evaluated further.

No.	Requirements	Pass/fail
1	Company Profile submitted; Including the following certified documents: <ul style="list-style-type: none"> • Registration certificate with EBK of the consulting • Audited financial statement for the last preceding three years • VAT Certificate • Valid Tax Compliance certificate • Documentary evidence of Tax submission for the year 2020. 	
2	Certified copy of Firm Registration certificate provide (registered not less than 8 years from the date of submission of EOI)	
3	Consulting Firm should not be blacklisted by PPRA or any funding agency. Provide self-declaration of the same.	
4	Signed staff CVs with copies of academic and professional certificates submitted.	
5	Signed joint venture Agreement signed where applicable; Name of Authorized signatories signed by both parties and authorized through a power of Attorney.	
6	EOI Submission letter	
Comment		

Step II: Evaluation Criteria for the EOI

The Consulting firms that fulfils the requirements in eligibility criteria above will be evaluated further. A scoring system will be used to rank the firms. The list of firms qualified in EOI process s will be notified of the time for the submission of RFP.

S/N	Description	Marks Awarded	Maximum Marks
1	Firm's capability and organisation strength.		10
a.	Years of experience of the firm from date of registration to the date of submission of EOI;		4
b.	Average turn over for the last three years.		4
c.	Physical resources;(owned 100%, leased 70%) <ul style="list-style-type: none"> • Equipped office (provide physical address) • Survey equipment; state owned or leased 		2

S/N	Description	Marks Awarded	Maximum Marks
	<ul style="list-style-type: none"> • Testing facilities; leased or owned • Transport vehicles; leased or owned 		
2	Professional staff with over 10 years' experience <ul style="list-style-type: none"> • permanent 100%; contract 70% Signed CV, Attached academic and professional certificate <i>Over ten yrs.' experience</i>		40
	Team leader		7.5
	Railway track engineer		7.5
	Railway bridge engineer		7.5
	Geotechnical engineer		2.5
	Signal and telecomm. Eng,		2.5
	Engineering surveyor		2.5
	Civil/Structural engineer		2.5
	Architect		2.5
	Environmental Expert		2.5
	Contract Specialist		2.5
3	Relevant Work experience of the firm. Attach project sheets. <ul style="list-style-type: none"> • 3 no -75% • 6 no and above – 100% • Less than 3 (disqualified) • Between 3 and 6 no. prorata 		50

The EOI is issued in line with Public Procurement and Disposal Act 2015 and Public Procurement and Disposal Regulations 2020 of the Laws of Kenya.

Expressions of interest must be returned in sealed plain envelopes clearly marked as:

“EPZA/EOI/01/2020-2021: EXPRESSION OF INTEREST FOR THE CONSULTANCY SERVICES FOR FEASIBILITY STUDY, DETAILED ENGINEERING DESIGN, ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT AND CONSTRUCTION SUPERVISION FOR A RAILWAY SIDING AND ASSOCIATED INFRASTRUCTURE AT EPZ ATHI RIVER”

and addressed to:

**THE Ag. CHIEF EXECUTIVE OFFICER
THE EXPORT PROCESSING ZONES AUTHORITY
HEAD OFFICE
ADMINISTRATION BUILDING, VIWANDA ROAD,
OFF NAIROBI-NAMANGA HIGHWAY, ATHI RIVER, KENYA
P.O. BOX 50563, NAIROBI 00200, KENYA**

One original and two (2) copies of the EOI should be submitted in the office 19th November 2020, not later than 11.00 am (East African time), on 19th November 2020.

Request for Proposal (RFP) will be issued to successful applicants.

Interested Consultants may seek further clarification or information by sending an email to information.desk@epzakenya.com or in writing to be received not later than 17.00 hrs on 11th November 2020

Ag. CHIEF EXECUTIVE OFFICER

APPENDIX A: INFORMATION & GUIDANCE TO APPLICANTS FOR COMPLETING EOI

1. DEFINITIONS

'Similar Project': means a project or Studies or Assignments undertaken for a railway siding or a new railway infrastructure.

"Related Projects": means assignments related to the required specialisation and experience of the Team Leader indicated in Table 1.

"Lead Firm" If in consortium, firm that will assume leadership of the consortium for and on behalf of consortium and submit the EOI on their behalf.

2. FORMAT FOR THE SUBMISSION OF LEAD FIRM'S TURNOVER (FORM 1)

(Information provided should be extracted from audited financial statements submitted)

YEAR					
TURNOVER USD					

Signature of the authorized representative of the firm: _____

Full name of authorized representative: _____

Date: _____

NOTARY PUBLIC/ COMMISSIONER OF OATHS

NAME:

STAMP:

DATE:

3. FORMAT FOR THE SUBMISSION OF LEAD FIRM'S EXPERIENCE (FORM 2)

Using the format below, provide information on EACH similar assignment for which the lead firm either individually, as corporate entity or in association was legally contracted *[see item (v) of the EOI]*

Form 2: Firm's Experience

Assignment name:	Country:
Location of assignment within country:	Professional Staff provided by Your Firm entity (profiles)
Name and reference of Client:	Client's contact person for the assignment:
Address of Client:	No. of staff-months; Duration of the assignment (months):
Start date (month/year): Completion date (month/year):	Approximate value of Services provided (US\$):
	Magnitude of project; (contract value, length in Kilometres)
Name of associated consultants, if any:	No. of months of Professional Staff provided by the Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed:	
Narrative description of Project:	
Description of actual services provided by your staff within the assignment:	

Signature of the authorized representative of the firm: _____

Full name of authorized representative: _____

Date: _____

NOTARY PUBLIC/ COMMISSIONER OF OATHS

NAME:

STAMP:

DATE:

4. FORMAT FOR THE SUBMISSION OF CURRICULUM VITAE (CV) FOR EACH OF THE PROPOSED TEAM LEADERS (FORM 3)

Proposed Position: _____

Name of Firm: _____

Name of Staff: _____

Profession: _____

Date of Birth: _____

Years with Firm: _____ Nationality: _____

Membership in Professional Societies: _____

Detailed Tasks Assigned:

Key Qualifications & Experience:

(Give an outline of staff member's experience and training most pertinent to tasks on assignment. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations).

Education:

(Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degree[s] obtained.)

Employment:

(Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments.)

Certification:

I, the undersigned, certify that these data correctly describe me, my qualifications, and my experience

(Signature of staff member): _____

Date: _____

(Signature of the authorized representative of the firm): _____ Date: _____

Full name of staff member: _____

Full name of authorized representative: _____

5. FORMAT FOR THE DECLARATION OF STAFF AVAILABILITY FOR TEAM LEADERS (FORM 4)

I, the undersigned, certify that should we be awarded the contract for the feasibility study, **FEASIBILITY STUDY, DETAILED ENGINEERING DESIGN, ENVIRONMENTAL AND SOCIAL IMPACT ASSESSMENT AND CONSTRUCTION SUPERVISION FOR A RAILWAY SIDING AND ASSOCIATED INFRASTRUCTURE AT EPZ ATHI RIVER**, I shall be available for the project as _____
(state position)

(Signature of staff member): _____ Date: _____

(Signature of the authorized representative of the firm): _____

Date: _____

Full name of staff member:

Full name of authorized representative: _____

6. FORMAT FOR THE ADDRESS & CONTACT DETAILS FOR CONTACT PERSON (FORM 5)

I, the undersigned being the Authorized Representative of the Lead Firm, certify that the undersigned of details given below shall be our contact person for the purpose of this EOI.

Name of Contact Person:

Physical Address or Post Office Box of Contact Person:

Telephone:

Email:

Fax:

Name & Signature of the Authorized Representative of the firm

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Date: