



AUDA-NEPAD
AFRICAN UNION DEVELOPMENT AGENCY

THE KISII NATIONAL POLYTECHNIC (KNP)
Employer Tender Ref. No.: AUDA-NEPAD/KfW 2015 69 052/FW1/KEN/017
NCB No.: KNP/SIFA/RFB/W/01/2026

CLARIFICATION No. 1

Date: 14 September 2026

Questions and Responses 1–3

In accordance with the Request for Bids, Section I, Instructions to Bidders (ITB), Clause: “Clarification of Qualification and Bidding Documents, Site Visit, Pre-Bid Meeting” (ITB 7.1), The Employer has received a request for clarification and wishes to clarify the following Questions and Responses Nos. 1–3:

Manner and Proof of Delivery of this Clarification

Per ITB 6.3 and ITB 7.5, this Clarification and the signed Minutes of the Site Visit & Pre-Bid Conference are being sent in writing to every Bidder who acquired the Documents directly from the Employer, using the email addresses in each firm's Company Registration Form. The Minutes were dispatched on 5 September 2026; this Clarification No. 1 follows the same channel.

As required by ITB 7.1, this Clarification is also published at www.kisiipoly.ac.ke. Per the QBDS notes to ITB 7.1 and ITB 8.2, Bidders should check this page periodically for further Clarifications or Addenda before the submission deadline.

As “in writing” is defined under ITB 1.2 to mean communicated in written form and delivered against receipt, Bidders are kindly requested to acknowledge receipt of this Clarification by return email to principal@kisiipoly.ac.ke, copying procurement@kisiipoly.ac.ke, within three (3) working days of receipt.

The 32 firms in the Master Registration Form are, at present, the only Bidders eligible for this NCB. Under ITB 7.2, per the QBDS: “Bidders' attendance to the Site Visit is mandatory, and Bidders must ensure that they sign the Pre-Bid Meeting attendance record on site. Failure to attend may result in the rejection of the Bid.” As the Site Visit and Pre-Bid Meeting were a single session on 19 August 2026 with one shared attendance record, presence on that record is a precondition for a Bid to be considered, hence this Clarification's circulation to the same 32 firms.

Question 1:

Section III, Qualification and Evaluation Criteria; Section IV, Qualification and Bidding Forms. A prospective Bidder participating as a single entity/main contractor has requested confirmation of the full list of mandatory statutory, legal, financial, technical, experience, ESHS, personnel and equipment documents that must be submitted in the name of the single Bidder for the Bid to be considered substantially responsive.

Response 1:

The Employer confirms that, for a single-entity Bidder, the following must be submitted in the Bidder's own name, in accordance with ITB 11.1(a) and the Qualification Criteria table in Section III:

- **Legal/eligibility:** Letter of Qualification and Power of Attorney (ITB 11.1(a)(i)); Certificate of Incorporation, CR12 (issued within 1 year), KRA PIN and Tax Compliance Certificate; and the trade-specific NCA/EPRA licences; NCA Category 4 and above for Mechanical and for Building/minor civil works, NCA Category 5 and above with EPRA Electrical Contractor's Licence Class C1 and above for Electrical, and EPRA Category C1 for Solar Works (ITB 11.1(a)(vi), per the QBDS).
- **Declarations:** Declaration of Undertaking (ITB 11.1(a)(ii)); Form CON-2 confirming no non-performing contracts in the past 5 years and that pending litigation does not exceed 100% of net worth (Section III, 2.1/2.3); and confirmation of compliance with ILO Core Labour Standards (Form COC-5.6, Section III, 5.6(a)).
- **Financial capacity (Section III, Criterion 3):** Form FIN-3.1, with FIN-3.3/FIN-3.4, evidencing liquidity/access to finance of at least EUR 340,000 and 5 years' audited financial statements; and Form FIN-3.2 evidencing a minimum Average Annual Construction Turnover of EUR 2,100,000.
- **Experience (Section III, Criterion 4):** Form EXP-4.1 (general construction experience, last 5 years from 1 January 2021) and Forms EXP-4.2/EXP-4.2 (b) (specific experience in similar contracts, averaging at least 75% of the estimated value of the Works, and in the key activities listed in Section III, 4.2(b)).
- **ESHS (Section III, Criterion 5):** Forms EXP-5.2, ENV-5.3, OHSAS-5.4, LOC-5.5, COC-5.6 and PER-5.7, evidencing ESHS project experience, environmental and occupational health and safety management capacity, socially responsible work practice, and access to qualified ESHS personnel.
- **Personnel and equipment:** Forms PER-1/PER-2 (key personnel) and EQU (equipment) (ITB 11.1(b) (VI)), together with the Method Statement, Site Organization and Construction Schedule (ITB 17).
- **Bid Security:** EUR 46,000, in the form specified in the QBDS, valid 42 calendar days beyond the 120-day Bid validity period (ITB 18.1, 19.1, 19.3).

Note to Bidders: This is a summary of categories and applicable forms; the exact specimens and thresholds are as set out in Section III and Section IV, which remain the definitive reference.

Question 2:

The same Bidder has requested clarification on which documents, if any, must be submitted for proposed specialist subcontractors at tender-submission stage, particularly for electrical, mechanical, lift and solar works.

Response 2:

- ITB 35.1 confirms the Employer does not nominate subcontractors in advance: "Unless otherwise stated in the QBDS, the Employer does not intend to execute any specific elements of the Works by sub-contractors selected in advance by the Employer (nominated sub-contractors)." The QBDS confirms no elements of this Contract are earmarked for nominated subcontractors at this time.
- A Bidder may still voluntarily name specialist subcontractors for key activities, e.g., electrical, mechanical, lift, solar, in its Letter of Qualification, which itself references ITB Sub-Clause 35.1.

Where the Bidder relies solely on its own qualifications (turnover, experience, personnel, equipment) to meet the minimum criteria in Section III, no subcontractor documents are required at bid stage.

- A single-entity Bidder does not submit Form ELI-1.2 for itself or for any named subcontractor: per ITB 11.1(a)(v): "If the Bidder is a single entity, in accordance with ITB 4.1, it should not include form ELI 1.2 in its Application." More significantly, the Qualification Criteria table in Section III sets out defined combination rules only for Joint Ventures (e.g., Criterion 3.4 lets a JV's "Each Member" meet 25% and "One Member" meet 40% of the turnover requirement); no equivalent provision lets a single-entity Bidder combine its own experience with a named subcontractor's experience to meet Criterion 4 (Construction Experience) or Criterion 5 (ESHS), both marked "Must meet requirement" for "Single Entity" with no subcontractor allowance. A single-entity Bidder must therefore meet these criteria on its own qualifications.
- At contract-execution stage, GCC 4.4 (Subcontractors) applies: the whole of the Works may not be subcontracted; the Engineer's prior consent is required for any Subcontractor not already named in the Contract; and the Contractor must give 28 days' notice before a Subcontractor commences work on Site.

Question 3:

A prospective Bidder has requested confirmation of when the signed Site Visit attendance documentation/certificates, referred to during the Site Visit and Pre-Bid Conference of 19 August 2026 as being available to attending contractors, will be issued.

Response 3:

The Employer clarifies that the Bidding Document does not require the Employer to issue an individual Site Visit attendance certificate to any Bidder. Under ITB 7.2, as detailed in the QBDS: "Bidders' attendance to the Site Visit is mandatory, and Bidders must ensure that they sign the Pre-Bid Meeting attendance record on site. Failure to attend may result in the rejection of the Bid." A Bidder's own signature on the on-site attendance record, retained by the Employer, is therefore the evidence of its compliance with this mandatory requirement, no certificate is issued or required in return.

The document the Employer is required to issue, under ITB 7.5, is the Minutes of the Pre-Bid Meeting: "Minutes of the pre-bid meeting, if applicable, including the text of the questions asked by Bidders, without identifying the source, and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Bidders who have acquired the Qualification and Bidding Documents in accordance with ITB 6.3." The signed Minutes of the Site Visit & Pre-Bid Conference of 19 August 2026 were dispatched to all 32 registered Bidders by email on 5 September 2026, using the addresses provided in each firm's Company Registration Form, in fulfilment of ITB 7.5. Together with the Master Registration Form, they constitute the Employer's complete record of the meeting. No further individual certificate is required for a Bidder's Bid to be considered compliant with ITB 7.2.

Yours faithfully,



Mr. Geoffrey N. Andama

CHIEF PRINCIPAL / SECRETARY GOVERNING COUNCIL

