



**SIAYA – BONDO WATER AND SANITATION COMPANY LTD**

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**NOTICE FOR EXPRESSION OF INTREST TO TENDER FOR REPAIR OF  
PUMPS, MOTORS AND HYDRO - TURBINES**

**TENDER NUMBER:**

**SIBO/TEND/EOI/RPMT/9/2021-2022**

**Date of Issue 17<sup>th</sup> February 2022.**

**Closing Date: 25<sup>th</sup> February 2022.**

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## **INTRODUCTION.**

Siaya - Bondo Water and Sanitation Company Limited is a Water Services Provider mandated by County Government of Siaya and licenced by Water Services Regulatory Board (WASREB) to provide Water and Sanitation Services within Siaya County. The Company Operates water Schemes in four major Areas namely; Siaya, Bondo, Yala and Ugenya serving approximately Three Hundred and Sixty Thousand, Four Hundred and Forty ( 346,440) People. The main activity is water abstraction from the available sources such as rivers, Lake, Dams & Boreholes, Water treatment, distribution and supply to registered consumers of various categories including but not limited to Domestic Consumers/homestead, Schools, Colleges, Government Institutions, Commercial entities, water kiosks, private water tankers and yard taps. Billing of services provided by the Company is done as per the approved Tariff by the Regulator and payment of such services is strictly made through Mpesa platform and direct deposit to the Company Banks' accounts.

Siaya- Bondo Water and Sanitation Company Limited (SIBOWASCO) hereinafter also referred to as the "Company," or "SIBOWASCO" invites Expression of Interest from interested bidders/consulting firms/experts, Contractors, Manufacturers with the necessary demonstrated financial resources, relevant experiences of similar nature and technical expertise to be short listed for Services Provision for Servicing / Rehabilitation of Pumps, Motors and Hydro - turbines . Interested and eligible bidders/Consultancy / Contractors / firms and /or persons must ensure that their bids are fully in compliant with the requirements outlined in the EOI Document including but not limited to provision of all the necessary documentation to demonstrate their firms' legality, experience and capabilities to execute the assignment therein.

In order to be considered for Short listing/Registration, the responsive evaluated bidder must have fulfilled all the mandatory requirements and submitted other valid information hereinafter requested. EIO Documents which are not filled out completely, or which omit requested information or those failed to obtain the set minimum requirements shall not be considered. More information on eligibility and bids Submission can be obtained from the EIO Tender Document. Request for any clarification to be sent to: **[info@sibowasco.co.ke](mailto:info@sibowasco.co.ke) and cc. [procurement.sibowasco22@gmail.com](mailto:procurement.sibowasco22@gmail.com)**

*Michael Ogol,*  
**MANAGING DIRECTOR**

**SECTION I – CALL FOR EXPRESSION OF INTEREST**

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**DATE: 17/2/2022**

**TENDER NO:**

**SIBO/TEND/EOI /RPMH/9/2021-2022**

**TENDER NAME: EXPRESSION OF INTREST FOR REPAIR /REHABILITATION OF PUMPS, MOTORS AND HYDRO- TURBINES**

1. Siaya- Bondo Water & Sanitation Co. Ltd receives approximately 89% of her Water for distribution from Yala Treatment Works. The Plant has Two Water Treatment facilities with a combined designed Capacity of 19,000 M<sup>3</sup> per day. However, the current Production is estimated at 10,000 M<sup>3</sup> per day. Treated Water is pumped to Nyamnia Storage Tanks for Distribution to Yala, Siaya and Bondo Towns of Siaya County. There are Motor driven pumps and Hdoro- turbines for purposes of pumping Clear Water. SIBOWASCO intends to shortlist Firms, Contractors, experts and /or pump set manufactures for purposes of carrying out Assessment and maintenance of the Pumps, Motors and Hyro – Turbines to enhance their productivity . Terms of Reference (TOR) as shall be provided.

**2. Siaya Bondo Water & Sanitation Co. Ltd** now invites eligible bidders to indicate their interest in providing the Services mentioned herein. Interested firms or persons should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Some of the shortlisting criteria on required qualifications and experience of the firm/person are:

- i) Experience in the assignment, including technical and managerial capability of the firm.
- ii) Number of years in business working on the area of the assignment.
- iii) Reference to at least three assignments of similar nature and size carried out in the last 3 years. Include persons or institutions and contact addresses (*phone, email*) who can be contacted on the same.

3. The attention of interested Firms/Persons is drawn to the following provisions that will be highlighted in the Request for Proposals to be issued to shortlisted firms.

- iv) The Consultant, Expert/ Contractors will be expected to have no conflict of interest with other assignments or its own corporate interests and acting without any consideration for future work.
- v) The consultant, Expert/ Contractors has no personal or business relationship with the Procuring Entity's senior management, professional staff, Board Members or County Government.
- vi) A firm or an individual in the firm has not been sanctioned by the Public Procurement Regulatory Authority or are under a suspension or a

debarment imposed by any other entity of the Government of Kenya, or any international organization.

vii) Government-owned enterprises or institutions of Kenya Government, officials and civil servants and employees of public institutions may not be eligible.

4. Upon Shortlisting and submission of Request for proposals, A Consultant, Contractor, Expert. Firm will be selected in accordance with the Quality and Cost Based Selection method as set out in the Public Procurement and Asset Disposal Act 2015.

5. Complete Expressions of Interest (EOI) documents in plain sealed envelopes clearly marked at the top "Expression of Interest for Consultancy Services for Tariff Study, Review and Application Ref. No. SIBO/TEND/EOI/RPMH/9/2021-2022" should be delivered to the address shown below on or before Tuesday, **25<sup>th</sup> February, 2022 at 14: PM EAT.**

**The Address referred to above is;**

**The Managing Director**

**Siaya- Bondo Water and Sanitation Co. Ltd**

**P.O. Box 214 – 40600, Siaya**

**Tel: +254 715500071**

**Email: [sibowasco@gmail.com](mailto:sibowasco@gmail.com)**

Interested and eligible Tenderers may obtain further information from the Procurement office, **Siaya - Bondo Water and Sanitation Company Ltd of P.O. Box 214 – Siaya Located opposite Siaya Police Station, along Siaya – Boro Road** during official working hours, Monday to Friday except on Public Holidays.

#### **4. Obtaining tender documents.**

- 4.1 A complete set of EOI documents may be purchased or obtained by interested tenderers upon payment of a non-refundable fee of **Kenya Shillings One Thousand Only (Kshs 1,000.00)** in cash or Banker's Cheque and payable to the address given below. EOI documents obtained electronically will be **free of charge**.
- 4.2 EOI documents detailing the mandatory and Technical requirements /TOR may be viewed and downloaded for free from the website address [www.sibowasco.co.ke](http://www.sibowasco.co.ke) or at the Procurement office located within the HQs Offices, Opposite Police Station, along Siaya- Boro Road.
- 4.3 Tenderers/Consultants who download the tender/EOI document(s), as **part of a mandatory requirement must forward their particulars immediately to [info@sibowasco.co.ke](mailto:info@sibowasco.co.ke) and Copy to, [Procurement.sibowasco22@gmail.com](mailto:Procurement.sibowasco22@gmail.com)** to facilitate any further clarification or addendum. N/B. Hard copies obtained from Procurement Office shall be charged at **Ksh.1000**

- 4.4 Any further clarification or addendum shall be posted in the company website; [www.sibowasco.co.ke](http://www.sibowasco.co.ke).
- 4.5 The Tenderer shall chronologically serialize all pages of the tender documents submitted.

## **5. Submission of EOI Tender documents**

Completed EIO tender documents are to be enclosed in plain sealed envelopes, marked with the tender number and be deposited in the tender box provided within the Company Head offices, outside the Procurement office, Opposite the Company Board room – Siaya Town and should be properly addressed to:

**Managing Director**

**Siaya- Bondo Water and Sanitation Company**

**P.O. Box 214- 40600**

**Siaya**

### **5.0 Submission Date and Time:**

5.1 Tender Documents should be submitted so as to be received by the Procurement Entity on or before **25<sup>th</sup> February 2022 by 14: 00 Pm EAT**. Opening of the Tenders shall take place same date and time in the presence of Bidders who choose to attend.

### **5.2 Late Submissions of Tenders.**

Late tenders will be rejected.

### **5.3 Number of copies to be submitted.**

The Tender documents shall be submitted in two copies (ORIGINAL & COPY)

### **5.4 Form of Submission**

Only Completed tender documents in hard copies shall be accepted and evaluated.

***N/B. No electrical / Email Submission shall be allowed.***

### **5.5 Opening of submitted Tenders**

Bidders' submitted EOI Tender documents will be opened promptly thereafter in the presence of the Tenderer's or their representatives who choose to attend at the **Company Board Room – Siaya at 14: 00 PM EAT on 25<sup>th</sup> February 2022**.

**The addresses referred to above is:**

- a) Name of Procuring Entity: Siaya Bondo Water and Sanitation Company (SIBOWASCO) Ltd, P.O. Box 214-40600, Siaya, Kenya.
- b) Physical address for hand Courier Delivery to an office: SIBOWASCO HQS offices, Opposite Police Station, Off Siaya – Boro Road.
- c) Documents sent via Courier Services Should be marked “ **Do not open before 25/2/2022 at 14:Pm.EAT**”

*Michael Ogol,*  
**MANAGING DIRECTOR**

## **SECTION II: - TERMS OF REFERENCE**

### **1. Background Information**

#### **1.1 Introduction**

Siaya - Bondo Water and Sanitation Company Limited is a Water Services Provider mandated by County Government of Siaya and licenced by Water Services Regulatory Board (WASREB) to provide Water and Sanitation Services within Siaya County. The Company Operates water Schemes in four major Areas namely; Siaya, Bondo, Yala and Ugenya serving approximately Three Hundred and Sixty Thousand, Four Hundred and Forty ( 346,440) People. The main activity is water abstraction from the available sources such as rivers, Lake, Dams & Boreholes, Water treatment, distribution and supply to registered consumers of various categories including but not limited to Domestic Consumers/homestead, Schools, Colleges, Government Institutions, Commercial entities, water kiosks, private water tankers and yard taps. Billing of services provided by the Company is done as per the approved Tariff by the Regulator and payment of such services is strictly made through Mpesa platform and direct deposit to the Company Banks' accounts.

**Vision:** To be the Leader in the Provision of Quality Water and Sanitation Services in Kenya

**Mission:** To provide Quality, Reliable and affordable Water and Sanitation Services to our Customers guided by our Values and using modern technology and motivated staff to ensure sustainability

In discharging this mandate, the Company is expected to undertake the following responsibilities;

- i. Abstraction, treatment and distribution of Water to registered consumers
- ii. Effective Assets Maintenance
- iii. Collection and safely disposal of Waste Water.
- iv. Development of Asset for Water and Sewerage Services Provision
- v. Provide quality and economical water and sewerage services to consumers;
- vi. Billing and collection of water and sewerage services
- vii. Route maintenance of water and sewerage services infrastructure
- viii. Ensure that standards and licensing requirements are complied with as stipulated by SPA
- ix. Customer Complaint Management

According to the Water Services Regulatory Board (WASREB) guidelines, the Company is required to ensure adherence to minimum service levels hence effective Asset Management is very key in achieving this goal.

The Current Pump sets at Yala Water Treatment Plant were Installed approximately three (3) Years ago and since then, there has been no major maintenance done.



## **1.2 General Objective**

The Company aims at enhancing Water Production and distribution to her consumers, improve operation and maintenance efficiency in the provision of water and sanitation services

The overall objective of the Exercise is to enhance the efficiency of the Machine /plant

## **1.3 Specific Objectives**

The specific objectives of conducting the Service, repair and /or rehabilitation of the Pump sets.

- i. To assess the Existing Pumps , Motors and Hydro - Turbines to establish their efficiency
- ii. To ensure Increased Water Production
- iii. To reduce Machine Downtime due to frequent breakages
- iv. To build the Staff Capacity
- v. To enhance Machine's Performance and lifespan
- vi. To improve working environment and safety practices
- vii. To adhere with Assets Management Practices

## **1.4 Scope of the Assignment**

To achieve the objective of this assignment, the identified firm/ person shall be expected to perform the following tasks;

- i. Assessment and analysis of the performance of the exiting pumps , motors and turbines
- ii. Identification of Spares for replacement
- iii. Procurement of Spare parts for repair and maintenance of the pump sets
- iv. Replacement /servicing of the pump sets
- v. Capacity Building of the staff during the assignment

## **1.5 Output and Deliverables**

The following reports shall be submitted to the Client by the Successful Consultant both in Soft Copy and hard copy;

- i. Detailed assessment report on the existing performance of the Pumps, Motors and Hydro- turbines
- ii. Compiled comprehensive list of parts to be replaced or spares to be procured
- iii. Completion Report
- iv. Plant/ Machines maintenance manual
- v. Standard operation Manual
- vi. Safety Manual
- vii. Staff training Report

## **1.6 Duration**

The successful bidder shall be expected to undertake the assignment within a period of Twelve (12) weeks or as shall be agreed during the Contract Negotiation.

## **1.7 Team Composition**

The Selected Service Provider shall provide a team of well-qualified and experienced professionals as required and appropriate for completion of the Exercise. The key professionals shall personally carry out (with any assistance of junior staff deemed appropriate) the services as described in this TOR.

The consultant's, firm or contractor key professional staffing schedule for the project shall be in accordance with his accepted proposal which forms the basis of the contract. However, the he or she shall provide the following staff as minimum.

- a) Team Leader/ Utility management expert; The team leader should be a recognized water and wastewater utility expert with extensive experience of 10 years in conducting, Plant installation and maintenance work
- b) Electromechanical Expert
- c) Electrical expert
- d) Energy Auditor
- e) Hydrologist
- f) Instrumentalist
- g) Accountant

## **1.8 Inputs by the Service Provider**

The Consultant shall be responsible for the provision of all the necessary resources to carry out the Services/Exercise as described in the Scope of Works.

## **1.9 Equipment, logistics and facilities**

The consultant shall be responsible for the necessary resources to carry out the services. The employer will provide free of charge all existing information, data, reports and maps as far as available and will assist the consultant in obtaining other relevant information and material from government institutions and states authorities as far as possible. However, it is the duty of a consultant to check availability, accuracy, quality and suitability of this information. The information, data, reports etc. as mentioned above will be available for the consultant's unlimited use during execution of the proposed services. Due provision shall be made in the proposal in case the consultant has to procure additional maps, aerial photographs etc. necessary to carry out the services/ exercise at his own cost.

The following documentation relevant to the assignment and Scope of Work will be provided by the Client to the Successful Bidder;

- a) Introductory Letters to Stakeholders as need arises
- b) Quarterly Departmental Performance Reports
- c) Report on Water Production

## **1.10 Institutional Arrangement**

The Expert will work in liaison with the Coordinator/Staff to be identified by the Client upon signing of the Service Contract. He or She shall report directly to the Chief Executive Officer.

## **1.14: Application Process**

Interested and qualified candidates/Firms should submit their applications which should include but not limited to;

1. Detailed curriculum vitae of Senior Staff relevant to the assignment
2. Company profile
3. Proposed Methodology for implementation of the assignment.
4. Proposed Work plan.

**SECTION III: EVALUATION CRITERIA**

**Evaluation criteria – Preliminary/ Mandatory Evaluation**

There will be **preliminary evaluation** where proof of legal existence of the bidder and conformity to the requirements of the Tender Documents will be checked.

The following will be verified at this stage:

<b>A</b>	<b>MANDATORY REQUIREMENTS</b>	<b>COMPLIANCE (YES/NO)</b>
1.	Certified valid Single Business Permit/Licence issued by any County Government depending on the office /business Location	Yes/No
2.	Valid KRA PIN & VAT certificate	Yes/No
3.	Certified Current Tax Compliance Certificate	Yes/No
4	Registration with Relevant Regulatory Bodies /Authorities	Yes/No
5.	Copy of Valid CR 12 Certificate indicating Ownership	Yes/No
6.	Valid Certificate of Incorporation/Business Registration of at least 4 years old since the date of registration	Yes/No
7.	Submission of copy of title deed or tenancy /lease agreement where the facility/office is located (with evidence of recent utility bills paid- i.e water, Electricity, security, internet) as proof of existence of Functioning office. The office must be accessible and must have reliable telephone numbers, registered postal address and respective e-mail Addresses. These should be indicated .N/B. Utility bills paid should be for at least 3 months period Between July 2021 to February 2022 but not older than July 2021.	Yes/No
8.	Evidence of Purchase of tender (Receipt or bank slip) or sent email notification to SIBOWASCO for tender documents downloaded from the website. Notification should be attached and should have been sent before tender submission deadline – 25 <sup>th</sup> February 2022 at 14: 00 hrs EAT	Yes/No
9.	All pages of the bid document serialized/paginated, initialed and stamped.	Yes/No
10	Submission of two Copies of EOI Tender Documents( Original and Copy)	
14.:	Certified and dully Compiled Beneficial Ownership Disclosure	Yes/No

12.	Certified Current Bank statements covering at least a period of 6 months (from July 2021 to January 2022).	Yes/No
13.	Proposed Methodology for undertaking the Assignment as per the TOR/ Scope	Yes/No

***The above mentioned (Item No. 1- 13) are mandatory requirements and lack of any of the items listed above shall lead to automatic disqualification. Only responsive Bidders under this criteria shall be Shortlisted and later contacted to send their Request for Proposal Tender Documents.***

**PART IV: CERTIFICATION**

I/We do hereby certify that the above information is correct in all respects.

Full Name:

Designation/Position

Signature:

Date:

Company Stamp