



**REQUEST FOR PROPOSALS**  
ENVIRONMENTAL IMPACT ASSESSMENT FOR A PROPOSED  
CONSTRUCTION OF CATTLE YARD AND LAYING OF A  
WATER PIPELINE AT THE PARDAMAT CONSERVATION  
AREA

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# **PART 1: INSTRUCTIONS AND CONDITIONS TO BIDDERS**

## **1.1. INTRODUCTION**

The Maasai Mara Wildlife Conservancies Association (MMWCA) is a membership organization of all the Mara conservancies, open to any existing or upcoming wildlife conservancy whose land is part of or integral to the greater Maasai Mara ecosystem. The MMWCA is one of the 12 regional associations forming the Kenya Wildlife Conservancies Association (KWCA) as envisaged in the Wildlife Conservation and Management Act 2013.

MMWCA's Mission is: 'conserving the greater Maasai Mara ecosystem for the prosperity of all: biodiversity and wildlife, the regional Maasai population, recreation and tourism for the nation of Kenya'.

The MMWCA has three key objectives:

1. Provide a space for open discussions, a hub for knowledge sharing and coordination driving policy in the interest of conservancies and conservation related issues.
2. Support the creation and development of conservancies and their neighboring areas across the greater Mara ecosystem, as a sustainable form of land-use and to provide mechanisms for equitable and value-based benefit sharing to sustain land under conservation.
3. Lead or/and implement development and conservation programs across member conservancies to facilitate coordination, collaboration and synergetic action.

## **1.2. SUMMARY**

MMWCA invites consultants to submit financial and technical proposal for security services. The detailed description of the requirement can be found in Part 2 of this Request for Proposal (RFP).

## **1.3. PROCUREMENT PROCESS**

The following key dates apply to this procurement process:

- RFP issue date: 5<sup>th</sup> December 2019
- RFP closing date and time: 11<sup>th</sup> December 2019, 17:00 EAT
- Estimated contract award date: 16<sup>th</sup> December 2019

## **1.4. CONDITIONS**

MMWCA is not bound in any way to enter into any contractual or other arrangement with any proposer as a result of issuing this RFP. MMWCA is under no obligation to accept the lowest financials proposal or any proposal. MMWCA reserves the right to terminate the procurement process at any time prior to contract award. By participating in this RFP, proposers accept the conditions set out in this RFP.

## **1.5. QUERIES AND QUESTIONS DURING THE RFP PERIOD**

Proposers are to direct any questions regarding the RFP to the MMWCA contact Jackson Sasine [jackson@maraconservancies.org](mailto:jackson@maraconservancies.org). No other MMWCA personnel are to be contacted in relation to this RFP. Proposers must submit questions no later than 11<sup>th</sup> December 2019, 17:00 EAT.

As far as possible, MMWCA will share the responses to any questions, suitably anonymized, with all invited proposers. If you consider the content of your question confidential, you must state this at the time the question is posed.

## **1.6. AMENDMENTS TO RFP DOCUMENTS**

MMWCA may amend the RFP document by issuing notices to that effect to all invited proposers and may extend the RFP closing date and time if deemed necessary.

## **1.7. PROPOSAL LODGEMENT METHODS AND REQUIREMENTS**

Proposers must submit their proposal to MMWCA no later than 11<sup>th</sup> December, 2019, 17:00 EAT by email to: [procurement@maraconservancies.org](mailto:procurement@maraconservancies.org). The subject heading of the email should be 'RFP for EIA Services for Pardamat Conservation Area by [organizational name].' Electronic copies are to be submitted in PDF, or MS Word, formats. Proposals must be in English.

## **1.8. LATE AND INCOMPLETE PROPOSALS**

Any proposal received by MMWCA later than the stipulated RFP closing date and time, and any proposal that is incomplete, will not be considered. There will be no allowance made by MMWCA for any delays in transmission of the proposal from proposer to MMWCA.

## **1.9. WITHDRAWALS AND CHANGES TO THE PROPOSAL**

Proposals may be withdrawn or changed at any time prior to the RFP closing date and time by written notice to the MMWCA contact. No changes or withdrawals will be accepted after the RFP closing date and time.

## **1.10. VALIDITY OF PROPOSALS**

Proposals submitted in response to this RFP are to remain valid for a period of 90 calendar days from the RFP closing date.

## **1.11. EVALUATION OF PROPOSALS**

The evaluation of proposals shall be carried out exclusively with regards to the evaluation criteria and their relative weights specified in Part 3 of this RFP.

## **1.12. CONFIDENTIALITY**

Any data, documentation or other business information furnished by or disclosed to the contractor shall be deemed the property of MMWCA and must be returned to MMWCA upon request.

## **1.13. SUBMISSION REQUIREMENTS**

All interested person(s) should submit technical and price proposals by the deadline.

Deadline: 17:00 EAT, December 11<sup>th</sup> 2019

Proposals should be emailed to: [procurement@maraconservancies.org](mailto:procurement@maraconservancies.org) and copy to [contact@maraconservancies.org](mailto:contact@maraconservancies.org)

## **PART 2: REQUIREMENTS**

### **1. OBJECTIVES**

MMWCA is seeking a consulting firm that can conduct an environmental impact assessment for a proposed construction of cattle yard and laying of a water pipeline at the Pardamat Conservation Area.

### **2. SCOPE OF THE WORK**

One of MMWCA's objectives is to secure Pardamat Conservation Area for biodiversity and wildlife conservation while deriving benefits for the local Maasai landowning families within the Area. PCA is donor dependent and as an exit strategy to self-reliance, MMWCA is establishing a commercial cattle enterprise which shall be one of the income generating activities for the conservancy.

The objectives of this project is:

1. To develop a self-sustaining cattle enterprise initiative through fattening and selling of steers to provide:
  - a) Increased income to the landowners and their families
  - b) A Payment for Ecosystem Service type system through providing managed grass banks for the cattle to graze
2. To keep open or open up the wildlife corridor through managing the rangelands through controlled grazing of commercial landowners' cattle to demonstrate that grazing is possible without fencing and allows harmonious and profitable coexistence of wildlife and cattle.

The program requirements include the development of a regular and steady source of water supply and a cattle yard for easy management of the livestock.

MMWCA therefore intends to;

- Obtain water from a nearby spring which will be linked to the PCA through a pipeline
- Construct a cattle yard as shown in diagram attached in **Annex 1**.

In compliance with the Environmental Management and Coordination (Amendment) Act of 2015, MMWCA seeks to carry out Environmental Impact Assessment for the proposed activities in Pardamat Conservation Area and submit an EIA project report to the National Environment Management Authority (NEMA).

#### **2.1. OBJECTIVES OF THE ASSIGNMENT**

- i. Conduct an EIA of the two activities: Cattle Yard construction and laying of water pipes in the Pardamat Conservation Area (PCA)
- ii. Develop a detailed environmental impact assessment report as per NEMA requirements, and as listed in the scope of works below
- iii. Facilitate presentation of the report, and processing of EIA certificate from NEMA

## **2.2. SOPE OF WORKS**

The scope of works shall entail an EIA of the two activities as described above. The assignment shall be conducted within the Pardamat Conservation Area.

The consultant shall conduct the EIA taking note of the following details:

- a) Objectives of the project
- b) Description of the proposed project: location, size, plan and activities to take place
- c) Description of the National Environmental Legislative and regulatory framework relevant to the proposed project, baseline information and project related information
- d) Description of materials to be used in implementation of the project
- e) Description of the products, by products and wastes generated by the project
- f) Description of the potentially affected environment
- g) Identify the anticipated negative environmental impacts of the project and their scale
- h) Collect baseline social economic data of the project area and potential impact expected from project implementation
- i) Identify and analyze alternatives to the proposed project including project site, design, process and technologies available and reasons for preferring the chosen one
- j) Conduct a neighbourhood survey to obtain views of the interested and affected parties and their perceived impacts
- k) Propose mitigation measures to counter adverse environmental impacts during and after the implementation of the project
- l) Develop an environmental management plan with measures/mechanisms for eliminating, minimizing/mitigating adverse impacts on the environment, monitoring and evaluating the compliance and environmental performance including cost, time frame and responsibility
- m) Description of the decommissioning phase of the project

## **2.3. DELIVERABLES**

The deliverables for this consultancy will include:

- a) One copy of the draft EIA report for submission to the client for comments
- b) One copy of the final EIA report for submission to the client
- c) 10 copies of the final EIA report for submission to NEMA
- d) Soft copy of the report on a CD for submission to NEMA
- e) Soft copy of the report on a CD for submission to client
- f) A folder of photos taken during the field work in electronic form

## **2.4. PAYMENT TERMS**

A contract of agreement will be issued between MMWCA and the contractor prior to commencing any job.

## **2.5. CONTRACT DURATION**

The contract is expected to be undertaken within a period of thirty (30) days.

## **2.6. APPLICATION REQUIREMENTS**

Based on these Terms of Reference, the consulting firm is expected to submit:

- a) A Consulting Firm Profile (including all details of the firm)
- b) Curriculum Vitae(s) of proposed experts outlining relevant education, and experience
- c) A table clearly stating the level of effort of each proposed team member
- d) A detailed technical proposal clearly outlining the proposed methods for the Environmental Impact Assessment
- e) A proposed timeframe detailing activities and a schedule/work plan (including a Gantt chart), in line with the timeframe provided in this TOR and with consideration for the time it will take to review documents (inception etc.) before finalization.
- f) Names and contact information of three references who can be contacted regarding relevant experience
- g) A financial proposal with a detailed breakdown of costs for planning and carrying out the Environmental Impact Assessment which shall entail:
  - Detailed itemized consultancy fees/costs
  - The cost of processing the license by NEMA and printing all properly bound copies as required in the NEMA regulations
  - Itemized travel, accommodation and administrative expenses
  - Validity period of quotations

## PART 3: EVALUATION OF PROPOSALS

Evaluation of submitted proposals will use a merit-point scoring system and be selected based on technical expertise. The evaluation will be carried out exclusively based on the weights specified in the table below:

The primary and sub-criteria for the evaluation are:

Criteria	Points
<p><b>Company Profile:</b></p> <ul style="list-style-type: none"> <li>i. Company profile with list of directors/owners – 5 points</li> <li>ii. Office location and address – 5 points</li> <li>iii. The full names of all participating consultants and their roles, including technical expertise = 5 Points</li> <li>iv. Number of years the consulting firm has conducted EIAs – 5 Points  <i>5 years and above – 5 points</i>  <i>4 years – 4 points</i>  <i>3 years – 3 points</i>  <i>2 years – 2 points</i>  <i>1 year – 1 point</i></li> <li>v. Curriculum Vitae(s) of proposed experts outlining relevant education, and Experience – 15 Points  <i>A Graduate or advanced degree in environmental engineering, civil engineering or a related discipline– 3 points</i>  <i>Registration with NEMA as EA expert/consultant (copies must be attached) – 7 points</i>  <i>Experience in undertaking EIAs and EAs:</i> <ul style="list-style-type: none"> <li>▪ <i>Within Maasai Mara – 5 Points</i></li> <li>▪ <i>Within Narok County – 3 Points</i></li> <li>▪ <i>Within Kenya – 1 point</i></li> </ul> </li> <li>vi. Provide a list of at least 3 clients (complete with address and telephone numbers) to which the company has provided similar services in the last 3 years – 10 Points</li> </ul>	45 Points
<p><b>Technical Proposal</b></p> <ul style="list-style-type: none"> <li>i. Show a thorough understanding of this Terms of Reference – 5 points</li> <li>ii. Include a detailed description of the EIA process – 5 points</li> <li>iii. Demonstrate approaches/methodology that will be applied throughout implementation of the task – 5 points</li> <li>iv. Proposed timeframe detailing activities and a schedule/work plan (including a Gantt chart), in line with the timeframe provided in this TOR and with consideration for the time it will take to review documents (inception etc.) before finalization – 20 points</li> </ul>	35 Points
<p><b>Financial Proposal</b></p>	20 Points

<p>Detailed itemized consultancy fees/costs which shall include the cost of processing the license by NEMA and printing all properly bound copies as required in the NEMA regulations, itemized travel, accommodation and administrative expenses as well as validity period of quotations.</p> <p>The lowest cost proposal will be awarded 20 points.</p> <p>Other cost proposals will be awarded proportionate points as per formula:</p> <p><i>Financial Weight = (Lowest Cost/Proposal's Cost) X 20</i></p>	
<p><b>Total</b></p>	<p><b>100 points</b></p>

The contract will be awarded to the proposal with the highest score and documented evidence for all responses.

**ANNEX 1**

