



# KENYA RURAL ROADS AUTHORITY

*Opening up Rural Kenya*

## TENDER NOTICE

### PROVISION OF SECURITY SERVICES AT KeRRA HEADQUARTERS AND 47 KeRRA REGIONAL OFFICES

The Kenya Rural Roads Authority (KeRRA) is a State corporation established under the Kenya Roads Act of 2007, with the responsibility for management, development, rehabilitation and maintenance of rural roads.

The Authority hereby invites Bids from eligible firms/companies for **provision of security services at KeRRA Headquarters and 47 KeRRA Regional Offices:**

CLUSTER AREAS FOR PROVISION OF SECURITY SERVICES						
Tender Number	Lot Number & Lot Name	Regional Offices	County	Day	Night	Supervisors
KeRRA/011/38/04 /2019-2020	Lot One (01) Nairobi, Central & Coast	Head Office	Nairobi	11	10	1
		Nairobi Region	Nairobi	2	2	1
		Mombasa	Coast	2	2	1
		Kilifi	Coast	2	2	1
		Kwale	Coast	2	2	1
		Lamu	Coast	2	2	1
		Taita Taveta	Coast	2	2	1
		Tana River	Coast	2	2	1
		Kiambu	Central	2	2	1
		Kirinyaga	Central	2	2	1
		Muranga	Central	2	2	1
		Nyandarua	Central	2	2	1
		Nyeri	Central	2	2	1
SUB-TOTAL (NUMBER OF GUARDS)				35	34	13
KeRRA/011/38/05 /2019-2020	Lot Two (02) Eastern & North Eastern	Garissa	N. Eastern	2	2	1
		Mandera	N. Eastern	2	2	1
		Wajir	N. Eastern	2	2	1
		Kitui	Eastern	2	2	1
		Machakos	Eastern	2	2	1
		Makueni	Eastern	2	2	1
		Isiolo	Eastern	2	2	1
		Embu	Eastern	2	2	1
		Meru	Eastern	2	2	1
		Tharaka Nithi	Eastern	2	2	1
		Marsabit	Eastern	2	2	1
		Athi River Camp	Eastern	1	1	1
SUB-TOTAL (NUMBER OF GUARDS)				23	23	12
KeRRA/011/38/06 /2019-2020	Lot Three (03)	Baringo	Rift Valley	2	2	1
		Elgeyo Marakwet	Rift Valley	2	2	1

*Opening up Rural Kenya*

CLUSTER AREAS FOR PROVISION OF SECURITY SERVICES							
Tender Number	Lot Number & Lot Name	Regional Offices	County	Day	Night	Supervisors	
KeRRA/011/38/07 /2019-2020	Rift Valley	Nandi	Rift Valley	2	2	1	
		Trans Nzoia	Rift Valley	2	2	1	
		Turkana	Rift Valley	2	2	1	
		Uasin Gishu	Rift Valley	2	2	1	
		West Pokot	Rift Valley	2	2	1	
		Samburu	Rift Valley	2	2	1	
		Kericho	Rift Valley	2	2	1	
		Bomet	Rift Valley	2	2	1	
		Kajiado	Rift Valley	2	2	1	
		Laikipia	Rift Valley	2	2	1	
		Nakuru	Rift Valley	2	2	1	
		Narok	Rift Valley	2	2	1	
<b>SUB-TOTAL (NUMBER OF GUARDS)</b>				<b>28</b>	<b>28</b>	<b>14</b>	
KeRRA/011/38/07 /2019-2020	<b>Lot Four (04)</b> Nyanza & Western	Kisii	Nyanza	2	2	1	
		Nyamira	Nyanza	2	2	1	
		Kisumu	Nyanza	2	2	1	
		Siaya	Nyanza	2	2	1	
		Migori	Nyanza	2	2	1	
		Homa Bay	Nyanza	2	2	1	
		Bungoma	Western	2	2	1	
		Busia	Western	2	2	1	
		Vihiga	Western	2	2	1	
		Kakamega	Western	2	2	1	
<b>SUB-TOTAL (NUMBER OF GUARDS)</b>				<b>20</b>	<b>20</b>	<b>10</b>	
<b>GRAND TOTAL (NUMBER OF GUARDS)</b>				<b>106</b>	<b>105</b>	<b>49</b>	

The scope of service provision is as outlined in the tender document.

Mandatory requirements for Bidding are as follows:-

- 1) Attach Certified Copy of Certificate of Incorporation/Registration
- 2) Attach Copy of Valid Tax Compliance Certificate
- 3) Attach Current Certified CR12 Certificate from the Registrar of Companies. .(dated twelve(12) months prior to the opening of the tenders).
- 4) Attach Copy of current Certificate of registration as a member of Kenya Security Industry Association (KSIA) or Protective Security Industry Association (PSIA) 2019
- 5) Attach Experience of at least the last Seven (7) years in provision of private security services in Kenya for public entities and/or reputable firms.
- 6) Attach Valid frequency license (not payment receipts) from Communication Commission of Kenya (CCK).
- 7) Attach Certified valid Copy of Current City, municipal or County Council trade license or business permit.
- 8) Attach Proof of compliance with prevailing labour laws in respect to minimum wage (Attach a duly certified valid letter from the Labour office at most 6 months).
- 9) Attach Proof of remittance of statutory NSSF contributions. (Attach current compliance certificate).
- 10) Attach Proof of remittance of statutory NSSF contributions. (Attach current compliance certificate).
- 11) Attach valid work injury benefit policy or group personal accident policy or Employers Liability policy (Attach a valid copy of work injury benefit policy document).

12) Attach Contractual liability insurance policy cover of not less than Kshs.10,000,000/- per year. Bidders **MUST** attach a valid copy of contractual liability policy document particular for each lot independently as outlined in the table below and the tender documents respectively:

Tender Number	Lot Number	Lot Name
KeRRA/011/38/04/2019-2020	Lot One (01)	Nairobi, Central & Coast
KeRRA/011/38/05/2019-2020	Lot Two (02)	Eastern & North Eastern
KeRRA/011/38/06/2019-2020	Lot Three (03)	Rift Valley
KeRRA/011/38/07/2019-2020	Lot Four (04)	Nyanza & Western

13) Attach Site visit forms duly filled and signed by the appointed KeRRA representative.

14) Tender validity period of One Eighty Days (180) days from the tender opening date.

15) Attach duly filled Form of Tender.

16) Attach duly filled Confidential Business Questionnaire

17) Attach Sworn Affidavit on Litigation history

18) Bidders shall provide a tender security of Kshs. 500,000.00 (Kenya Shillings Five Hundred Thousands Only) in form of unconditional bank guarantee from a reputable bank in Kenya or insurance firms approved by PPRA and shall be valid for a period of Two Hundred & Ten(210) days from the date of tender opening. Bidders who will submit bid bond of lesser value/validity shall be disqualified.

19) All pages of the submitted documents to be serialized/paginated (i.e 1, 2, 3, 4, 5..... Upto the last page)

All tenderers should make their own arrangements to visit all KeRRA Offices listed against the respective lots in the tender document (where one wishes to bid) at their own convenient time during normal working hours before the close of the tenders. Bidders **MUST** ensure that Site Visit forms are duly filled and signed by the appointed KeRRA official.

Interested eligible candidates may obtain further information from and inspect the tender documents at the Supply Chain Management Office, situated at the **Kenya Rural Roads Authority Headquarters Block 'B' 3<sup>rd</sup> Floor South Wing, Barabara Plaza, off Mombasa Road, Opposite KCAA along Airport South Road, JKIA, Nairobi**, during normal working hours.

Completed tender documents are to be enclosed in plain sealed envelopes, marked with the tender number and name and be deposited in the Tender Box at Kenya Rural Roads Authority Headquarters, Block 'B' Ground **Floor West Wing, Barabara Plaza, off Mombasa Road, Opposite KCAA along Airport South Road, JKIA, Nairobi**. So as to be received on or before **31<sup>st</sup> October, 2019 at 11.00AM** or be addressed:

**The Director General,  
Kenya Rural Roads Authority,  
Barabara Plaza, Block 'B' Off Mombasa Road,  
Opposite KCAA along Airport South Road, JKIA, Nairobi.  
P.O Box 48151-00100, Nairobi Kenya.**

Tenders will be opened immediately thereafter in the presence of the bidders representatives who choose to attend at **the Boardroom, Kenya Rural Roads Authority Headquarters, Block 'B' Ground Floor West Wing, Barabara Plaza, off Mombasa Road, Opposite KCAA along Airport South Road, JKIA, Nairobi**.

**Deputy Director Supply Chain Management  
FOR: DIRECTOR GENERAL**