COUNTY GOVERNMENT OF KIAMBU

THIKA MUNICIPALITY

REQUEST FOR EXPRESSION OF INTEREST

CONSULTANCY SERVICES FOR THE PREPARATION OF PROJECT FEASIBILITY STUDIES, ENVIRONMNETAL IMPACT ASSESSEMENT REPORT, PROVISION OF CIVIL/STRUCTURAL ENGINEERING SERVICES, ELECTRICAL ENGINEERING SERVICES, ARCHITECTURAL SERVICES, QUANTITY SURVEYING SERVICES AND MECHANICAL ENGINEERING (BUILDING SERVICES) FOR THIKA MUNICIPALITY UNDER KENYA URBAN SUPPORT PROGRAM (KUSP II)

Leading to Request for Proposal (RFP) which will only be issued to the shortlisted Consortia

EOI Ref: CGK/EOI/KUSP/II/TKA/01/26/27

Issue date: FRIDAY 27TH NOVEMBER 2026

CLOSING DATE:

TUESDAY 8TH DECEMBER 2026 AT 10:00 A.M

Tenderers who download the EOI document may forward their particulars immediately to tenders@kiambu.go.ke for *any further clarification or addendum.*

Late submissions of the EOI shall be rejected.

Address for obtaining further information on tender documents

Name of Procuring Entity: Thika Municipality
Physical Address: Municipal Managers Office - Thika Municipality
Postal Address: P. O. Box 2344-00900 Kiambu
Contact Person: Municipal Manager Thika.
Email Address: **tenders@kiambu.go.ke**

Address for Submission of Tenders.

Name of Procuring Entity: Thika Municipality
Attention: Municipal Manager - Thika Municipality
Postal Address: P.O. Box 2344-00900 Kiambu
Drop-off sealed bid envelopes in the tender box located
Outside Municipal Managers Reception Office - Thika Municipality (Town Hall)

Address for Opening of Tenders.
Outside Municipal Managers Reception Office - Thika Municipality (Town Hall)

SUBMISSION OF EOI RESPONSES

One original and one copy of the Expression of Interest to be submitted manually by dropping-off sealed envelopes of the Expression of Interest in the Tender box located at the address above on **TUESDAY 8TH DECEMBER 2026 AT 10:00 A.M**

MUNICIPAL MANAGER
THIKA MUNICIPALITY
COUNTY GOVERNMENT OF KIAMBU

DESCRIPTION OF REQUIREMENTS

Thika Municipality board seeks to acquire innovative **Consultancy Services for the Preparation of Project Feasibility Studies, Environmental Impact Assessment Report, Provision of Civil/Structural Engineering Services, Electrical Engineering Services, Architectural Services, Quantity Surveying Services and Mechanical Engineering (Building Services) For Thika Municipality Under Kenya Urban Support Program (KUSP II)**

1. The scope of work will be as follows:

a. CIVIL/STRUCTURAL ENGINEERING SERVICES:

1. Inception & Feasibility Stage;

   i. Inception Report: Outline of the consultancy's understanding of the terms of reference (TOR), work methodology, and initial team setup.
   ii. Feasibility & Traffic Studies Report: to include baseline traffic counts, demand forecasting, and economic/financial appraisal (Cost-Benefit Analysis) including screening to comply with KUSP2 Project Operations Manual (PoM).
   iii. Environmental and Social Impact Assessment (ESIA) & Abbreviated Resettlement Action Plan (ARAP): Preliminary or full environmental screening, public consultation records, and social safeguard documentation required by national authorities like the National Environment Management Authority and in Compliance with KUSP2 PoM.

2. Survey, Geotechnical & Investigation Stage;

   i. *Topographic Survey Reports & Digital Terrain Models (DTM)*: High-resolution contour plans, national survey coordinate ties, and benchmark establishment.
   ii. *Geotechnical Investigation Report*: Results of California Bearing Ratio (CBR) tests, Soil Bearing Capacity (SBC) tests, subgrade soil analysis, and aggregate source identification.
   iii. *Hydrological and Drainage Study Report*: Catchment area analysis, flood return period calculations, and culvert sizing calculations.

3. Preliminary & Detailed Design Stage;

   i. *Road Plan and Profile Sheets*: Horizontal and vertical alignment drawings, centerlines, and curve data.
   ii. *Pavement and Cross-Section Drawings*: Typical cross-sections, structural pavement layers (subgrade, GSB, base, and asphalt courses), and KERB details.
   iii. *Drainage and Structure Drawings*: Stormwater channel designs, culvert schedules, side drains, and outfall protection details.
   iv. *Junction and Intersection Designs*: Acceleration/deceleration lanes, island layouts, and traffic sign/marking plans.
   v. *Earthworks Cut-and-Fill Plans & Volume Reports*: Mass haul diagrams and volume computation sheets.

vi. *Civil Technical Specifications*: Customized standard specifications governing materials, workmanship, and testing standards.

vii. *Bill of Quantities (BOQ) & Cost Estimates*: Detailed itemized quantities and engineer's cost estimate.

viii. *Statutory Submissions & Stamp Documents*: Engineering Board-stamped drawings and compliance packages for relevant road and infrastructure authorities.

4. Tender Stage;

i. *Tender Documents*: Standard tender document with World Bank procedures as per KUSP2 PoMs; Instructions to bidders, conditions of contract (e.g., FIDIC), and technical specifications.

b. **ELECTRICAL ENGINEERING SERVICES:**

i. Projects Screening Reports as per KUSP2 Program Operations Manuals (PoMs) per Project
ii. Project Feasibility Report as per KUSP2 PoMs per Project
iii. Abbreviated Resettlement Action Plans as per KUSP2 PoMs per Project
iv. Environmental and Social Impact Assessment (ESIA) and NEMA licence as per KUSP2 PoMs per Project
v. Site Survey data including available road reserves and encroachments as well as topo survey data
vi. Materials reports
vii. Engineering designs and design calculations for integrated solar PV street lights including the column, based on average lux targets and uniformity ratios based on road classification
viii. Engineering Board -Stamped drawings and soft copy in both dwg and pdf file formats.
ix. Design report
x. Bills of Quantities (BoQ) with Environmental Social Management Implementation Plan (ESMIP) incorporated as per KUSP2 PoMs. Detailed itemized quantities and engineer's cost estimate.
xi. Standard tender document with World Bank procedures as per KUSP2 PoMs; Instructions to bidders, conditions of contract (e.g., FIDIC), and technical specifications.
xii. Ditto above for any other electrical installations

c. **MECHANICAL ENGINEERING-BUILDING SERVICES:**

- Design of HVAC (Heating, Ventilation, and Air Conditioning) systems.
- Specification of plumbing systems. o Coordination with architectural and structural aspects of the projects.
- Any other mechanical engineering works as may be prescribed on site

2. **Deliverables:** Enumerate the expected deliverables for each consultancy discipline: a.

a . Architectural Services:

- Conceptual architectural drawings.

- Detailed architectural plans, sections, and elevations.
- Material and finishes specifications.
- Any other assignment as prescribed

b. Quantity Surveying Services:

Cost estimates, budgets, and financial reports.

o Tender evaluation reports.

o Periodic cost tracking reports.

o Any other assignment as prescribed

c.Civil/Structural Engineering Services:

- Site analysis and feasibility reports. o

Infrastructure and drainage design.

oStructural calculations and specifications.

o Any other assignment as prescribed

d. Mechanical Engineering Services:

- HVAC system designs and specifications.
- Plumbing system specifications.
- Energy efficiency recommendations

o Any other assignment as prescribed

e. Electrical Engineering Services:

- Projects Screening Reports as per KUSP2 Program Operations Manuals (PoMs) per Project
- Project Feasibility Report as per KUSP2 PoMs per Project
- Abbreviated Resettlement Action Plans as per KUSP2 PoMs per Project
- Environmental and Social Impact Assessment (ESIA) and NEMA licence as per KUSP2 PoMs per Project
- Site Survey data including available road reserves and encroachments as well as topo survey data
- Materials reports
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- Design report
- Bills of Quantities (BoQ) with Environmental Social Management Implementation Plan (ESMIP) incorporated as per KUSP2 PoMs. Detailed itemized quantities and engineer's cost estimate.
- Standard tender document with World Bank procedures as per KUSP2 PoMs; Instructions to bidders, conditions of contract (e.g., FIDIC), and technical specifications.
- Ditto above for any other electrical installations

In addition, to the above deliverables the Consortia of the described Consultancy Services shall provide

i. Schematic Design Services: site plans, floor plan(s), sections, elevation, and any other illustrative materials; computer images, renderings, or models. Typically, the drawings include overall dimensions, and a construction cost is estimated.

ii. Design Services: floor plans, sections, and elevations with full dimensions. These drawings typically include door and window details and outline material specifications.

iii. Document Services: set of drawings that include all pertinent information required for the contractor to price and construct the project**.**

Duration of the project: To be as indicated in the RFP issued to the successfully shortlisted candidates

EXAMINATION FOR ELIGIBILITY

The Applicants will be examined for eligibility on the following basis. Those who do not qualify will not be subjected to more detailed evaluation.

ELIGIBILITYCRITERIA		
1	The Firm has provided copy of the certificate of Incorporation/ Business Registration (*applicable to lead and all the partnering firms*)	
2	Be registered with relevant Professional Bodies Such as: a. Board of Registration of Architects and Quantity Surveyors (BORAQS) or equivalent b. Engineers Board of Kenya (EBK) or equivalent *(applicable to lead and all partnering firms)*	
3	The Firm has provided a copy of a valid practicing license for the relevant consultancy services from the relevant body(ies) *(applicable to lead and all partnering firms)(Verifiable)*	
4	Copy of CR 12/CR13for the last six (6) months- *(applicable to lead and all the partnering firms)*	
5.	The firm is not debarred from participating in procurement by PPRA or by any National agency or International Organization (World Bank). (FORM SD1)- (*applicable to lead and all the partnering firms)*	
6.	Self-declaration that the person/tenderer will not engage in any corrupt or fraudulent practice. (FORMSD2)-(*applicable to lead and all the partnering firms)*	
7.	Attach a written agreement that clearly specifies (for joint ventures and consortia); The lead partner and their roles Partnering firms and their roles (*The agreement **Must** incorporate all professionals in, Architectural Services, Quantity Surveying Services, Civil/Structural Engineering Services, Mechanical Engineering (Building Services), Electrical Engineering Services,* *Signed by all the partnering firms*)	
8.	The Firm has provided a copy of valid tax compliance certificate. *(applicable to lead and all the partnering firms*)(Verifiable)	
9.	Firm to declare and commit to the code of ethics- (*applicable to lead and all the partnering firms)*	
	RESULT-RESPONSIVE OR NOT RESPONSIVE (R or NR)	

ONLY FIRMS THAT MEET THE ELIGIBILITY CRITERIA WILL BE ISSUED WITH A REQUEST FOR PROPOSAL

SELF-DECLARATIONFORMS

FORMSD1

SELF-DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015.

I……., of Post Office Box ..... being a resident of ……...in the Republic of ..... do hereby make a statement as follows: -

1. THAT I am the Company Secretary/Chief Executive/Managing Director/Principal Officer/Director of … ..... (Insert name of the Company) who is a Bidder in respect of **Tender No. ……** for……. (Insert tender title/description) for ..... *(Insert name Of the Procuring entity)* and duly authorized and competent to make this statement.

2. THAT the aforesaid Bidder, its directors, and subcontractors have not been debarred from participating in procurement proceedings under Part IV of the Act.

3. THAT what is deponed to herein above is true to the best of my knowledge, information, and belief.

…….. …….. ……
(Title) (Signature) (Date)

Bidder Official Stamp

FORM SD2

SELFDECLARATIONTHATTHEPERSON/TENDERERWILLNOTENGAGEINANYCORRUPTOR FRAUDULENT PRACTICE.

I, ...of P.O. Box ..... being a resident of ……..in the Republic of ..... do hereby make a statement as follows: -

1. THATIamtheChiefExecutive/ManagingDirector/PrincipalOfficer/Directorof……... … ..... *(insert name of the Company)* who is a Bidder in respect of **Tender No.** …….....…..for ..... *(insert tender title/description)* for ……..... *(insert name of the Procuring entity)* and duly authorized and competent to make this statement.

2. THAT the aforesaid Bidder, its servants, and/or agents /subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff, and/or employees and/or agents of ..... *(insert name of the Procuring Entity)* which is the procuring entity.

3. THAT the aforesaid Bidder, it's servants and/or agents/sub contractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of ..... *(name of the Procuring entity).*

4. THAT the aforesaid Bidder will not engage/has not engaged in any corrosive practice with other bidders participating in the subject tender.

5. THAT what is deponed to here in above is true to the best of my knowledge information and belief.

……. ……. ……

(Title) (Signature) (Date)

Bidder Official Stamp

DECLARATIONANDCOMMITMENT TOTHE CODEOF ETHICS

I ..... (person) on behalf of ***(Name Of the Business/Company/Firm***) ..... declare that I have read and fully
Understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal Activities in Kenya and my responsibilities under the Code.

I do here by commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement and Asset Disposal.

Name of Authorized signatory.....

Sign…….....

Position…….....
Office address……. Telephone……...…….

E-mail……

NameoftheFirm/Company…….....

Date…….....

(Company Seal/Rubber Stamp where applicable

Witness

Name…….....

Sign…….....Date……...

FORM OF TENDER SECURITY- [Option1–Demand Bank Guarantee]

Beneficiary:

_____

Request for Expression of Interest No:

_____

Date:_____

TENDER GUARANTEE No.:_____

Guarantor: _____

1. We have been informed that_____(herein after called "the Applicant") has submitted or will submit to the Beneficiary its Tender (herein after called" the Tender") for the execution of__ under Request for Tenders No. ("the ITT"). _____
2. Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.
3. At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total ~~an amount o~~f (_____) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:

(a) has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Applicant; or

b) having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension thereto provide by the Applicant, (i)has failed to execute the contract agreement, or(ii) has failed to furnish the Performance.

4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlierof(i)ourreceiptofacopyoftheBeneficiary'snotificationtotheApplicant of the results of the Tendering process; or (ii) thirty days after the end of the Tender Validity Period.

5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

_____

[signature(s)]

NOT APPLICABLE

FORMAT OF TENDER SECURITY [Option2–Insurance

Guarantee] TENDER GUARANTEE No.:

1. Whereas …… [*Name of the tenderer]* (hereinafter called "the tenderer") has submitted its tender dated …… [*Date of submission of tender]* for the ..... *[Name and/or description of the tender]* (hereinafter called "the Tender") for the execution of under Request for Tenders No._("the ITT").

2. KNOW ALL PEOPLE by these presents that WE……of ..... [**Name of Insurance Company**] having our registered office at ..... (herein after called "the Guarantor"), are bound unto ..... [*Name of Procuring Entity*] (herein after called "The Procuring Entity") in the sum of ..... (Currency and guarantee amount) for which payment well and truly to be made to the said Procuring Entity, the Guarantor binds itself, its successors and assigns, jointly and severally, firmly by these presents. Sealed with the Common Seal of the said Guarantor this day of 20.

3. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Applicant:

a) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the principal; or

b) Having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the principal; (i) failed to execute the Contract agreement; or(ii)has failed to furnish the Performance Security, in accordance with the Instructions to tenderers("ITT") of the Procuring Entity's Tendering document.

Then the guarantee undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity's first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

4. This guarantee will expire:(a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or(b)if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or(ii)twenty-eight days after the end of the Tender Validity Period.

5. Consequently, any demand for payment under this guarantee must be received by us ~~at the office indicated above~~ on or be~~fore that date.~~

NOT APPLICABLE

[Date] *[Signature of the Guarantor]*

[Witness]