

**REQUEST FOR PROPOSAL FOR PROVISION OF CONSULTANCY SERVICES ON FARMER MANAGED
NATURAL REGENERATION (FMNR)**

Anglican Development Services North Rift Region (ADS-NRR), is a company registered in Kenya and is the development arm of the Anglican Dioceses of Eldoret, Kitale, Kapenguria and Kapsabet. It also includes Lodwar which is an administrative missionary area under a Suffragan Bishop responsible to the Anglican Arch Bishop in Nairobi. Its main offices are located in the North Rift of Kenya at Eldoret Town, Pioneer Estate. The region covers 6 counties of the North Rift Region of Kenya namely: Elgeyo Marakwet, Nandi, Trans Nzoia, Turkana, Uasin Gishu and West Pokot. The organization bases its development work on Luke 4:18-19.

ADS-NRR is requesting for quotations for **Provision of Consultancy Services on Farmer Managed Natural Regeneration (FMNR)**. Interested firms are requested to submit their applications stating **“ADSNRR FARMER MANAGED NATURAL REGENERATION (FMNR) CONSULTANCY SERVICES ”** as the reference number by filling the attached form and address as indicated below. The firms will be required to submit inter alia the following documents;

1. Up to date CV/s of the lead consultant and any other consultants to be involved. (Include academic documents)
2. Certificate of Registration/ Incorporation
3. Copy of Identity Card (ID) - For Individuals
4. Copy of KRA Pin
5. Copy of a Valid Tax Compliance Certificate
6. Copy of Valid Business Permit
7. Evidence of relevant experience in the past five years
8. References (credible people you have worked with in the past five years we can contact for information about you)
9. Technical proposal for the training framework based on the understanding of the ToR, a work-plan/time-table and expected consultancy fee.
10. Financial proposal for delivery of the training.

The tenders can be delivered by, post, courier, or hand delivery to the below contact. Tenders will be awarded after the expiry of the submission period and you will be notified of the outcome of your quotation.

**THE CHAIRPERSON,
TENDER AND PROCUREMENT COMMITTEE,
ADS NORTH RIFT, P.O BOX 6495-30100 ELDORET.**

Pioneer Estate, Old Nairobi Road, near Kimalel Primary School, web: www.adsnorthrift.org

NB- Bribery, canvassing and collusion will lead to disqualification.

REQUEST FOR QUOTATION

Quotation No. ADSNRR/0074/2024

**TO: ADS NORTH RIFT REGION
P.O BOX 6495
ELDORET**

FROM:

(Supplier's Name and Address)

Name:-----

P O BOX-----

Email:-----

Contact Person:-----

Phone:-----

Date: -----

You are invited to submit quotation for "**FARMER MANAGED NATURAL REGENERATION (FMNR) CONSULTANCY SERVICES**" as per the attached Terms of Reference.

Notes:

Evaluation of Proposals

The evaluation method will be the quality and cost-based selection. A two-stage procedure shall be utilised in evaluating the Proposals; a technical evaluation and a financial evaluation.

Proposals will be ranked according to their combined technical (*St*) and financial (*Sf*) scores using the weights of <70>% for the Technical Proposal; and <30>% for the offered price. Each proposal's overall score shall therefore be: $St \times <70>\% + Sf \times <30>\%$.

Technical evaluation

The Contracting Authority reserves the right to discard offers below a technical score of <80> points.

Interviews

The Contracting Authority reserves the right to call to interview the Candidates having submitted proposals determined to be substantially responsive.

Financial evaluation

Each proposal shall be given a financial score. The lowest Financial Proposal (Fm) will be given a financial score (Sf) of 100 points. The formula for determining the financial scores shall be the following:

$Sf = 100 \times Fm/F$, in which

Sf is the financial score

Fm is the lowest price and

F is the price of the proposal under evaluation

Negotiations

The Contracting Authority reserves the right to contact the Candidates having submitted proposals determined to be substantially and technically responsive, to propose a negotiation of the terms of such proposals. Negotiations will not entail any substantial deviation to the terms and conditions of the Request for Proposal, but shall have the purpose of obtaining from the Candidates better conditions in terms of technical quality, implementation periods, payment conditions, etc.

Negotiations may however have the purpose of reducing the scope of the services or revising other terms of the Contract to reduce the proposed remuneration when the proposed remunerations exceed the available budget.

Award criteria

The Contracting Authority will award the Contract to the Candidate whose proposal has been determined to be substantially responsive to the documents of the Request for Proposal and which has obtained the highest overall score.

Signature and entry into force of the Contract

Prior to the expiration of the period of the validity of the proposal, the Contracting Authority will inform the successful Candidate in writing that its proposal has been accepted and inform the unsuccessful Candidates in writing about the result of the evaluation process.

Within <5> days of receipt of the Contract, not yet signed by the Contracting Authority, the successful Candidate must sign and date the Contract and return it to the Contracting Authority. On signing the Contract, the successful Candidate will become the Contractor and the Contract will enter into force once signed by the Contracting Authority.

If the successful Candidate fails to sign and return the Contract within the days stipulated, the Contracting Authority may consider the acceptance of the proposal to be cancelled without prejudice

to the Contracting Authority's right to claim compensation or pursue any other remedy in respect of such failure, and the successful Candidate will have no claim whatsoever on the Contracting Authority.

Cancellation for convenience

The Contracting Authority may for its own convenience and without charge or liability cancel the procedure at any stage.

THIS IS NOT AN ORDER.

Quotations should be submitted in a plain wax-sealed envelope marked "**Quotation No. ADS NRR/0074/2024**" and addressed as specified above.

Return the original copy and retain the duplicate for your records. Be addressed to reach the client in the Quotation/Tender box by 5.00PM on **27th November 2024**.