

**COUNTY ASSEMBLY OF EMBU**



**TENDER NO: CAE/EOI/01/2021-2022**

**REQUEST FOR EXPRESSION OF INTEREST  
FOR  
PURCHASE OF LAND FOR COUNTY ASSEMBLY SPEAKER'S  
RESIDENCE**

**CLOSING DATE: TUESDAY, 11<sup>TH</sup> JANUARY 2022**

**TIME: 11.00 AM**

## 1.0 Introduction

1.1 The County Assembly Of Embu is established under the Constitution of Kenya Article 176 (Chapter eleven). Part III of County Government Act 2012 provides that The County Assembly is formed to take responsibility of Oversight to County Executive, Legislative and representation. The County Assembly Of Embu invites eligible property owners to indicate their interest in selling identified parcel of land for construction of County Assembly Speaker's official residence.

1.2 The land required shall be;

- 1.2.1 The Land must be within Embu County and a Maximum radius of 10 kilometers from County Assembly Of Embu main offices in Embu Town.
- 1.2.2 The acreage limit is at least one (1) acre
- 1.2.3 The land should be on a stable ground for construction with murram or red soil and size of almost equal dimensions.
- 1.2.4 The location of the land must be easily accessible by roads network.
- 1.2.5 The land to be purchased should have a clean title deed or certificate of lease registered in bidder's name with no any encumbrance or illegal settlers .
- 1.2.6 The gradient of the land should be relatively flat.

1.3 Interested property owners must provide information indicating, the lease period of the parcel of land, any expected rate charges and any other information that will help in decision-making.

1.4 The property shall be serviced by the normal utility infrastructure such as electricity and water.

1.5. The property must be free from disputes, court orders, caveat, court injunctions or any other inhabitations.

1.6 The eligible landowner(s) should attach the following;

- 1.6.1 A certified copy of the title deed or certificate of lease,
- 1.6.2 An original document of the title deed latest search [search done in the last 14 days]
- 1.6.3 A certified Copy of National identification card with/or Certificate of Registration /Certificate of Incorporation,

- 1.6.4 A Certified Copy of Pin Certificate
- 1.6.5 Land rates clearance Certificate( **Where applicable**).
- 1.6.6 Land rent clearance certificate (**Where applicable**)
- 1.6.6 Survey plan or registry index map
- 1.6.7 Deed plan
- 1.6.8 A declaration and commitment to the Code of Ethics
- 1.6.9 power of Attorney

1.7 In selecting the appropriate parcel of land, The County Assembly Of Embu shall adhere to the requirements of the public procurement and Assets Disposal act 2015.

1.8 Interested Eligible candidates may obtain further information from and inspect the expression of interest (EOI) document from County Assembly of Embu website; [www.embuassembly.go.ke](http://www.embuassembly.go.ke) or **Public Procurement Information Portal (PPIP)**.

1.8 A complete set of Expression of Interest (EOI) document may be obtained by interested candidates by downloading free of charge from County Assembly Website at [www.embuassembly.or.ke](http://www.embuassembly.or.ke) or [www.tenders.go.ke](http://www.tenders.go.ke). Tenderers who download the Expression of Interest (EOI) document through the website are advised to registers at the county Assembly email [countyassemblyofembu@gmail.com](mailto:countyassemblyofembu@gmail.com) before the closing date; to allow records and communication for any tender clarifications and addenda. Completed Expression of Interest (EOI) document should be enclosed in plain sealed envelopes, marked with Expression of Interest (EOI) reference number and addressed to:

The Clerk.

County Assembly Of Embu

P O Box 140-60100 Embu.

Website: [www.embuassembly.go.ke](http://www.embuassembly.go.ke)

and be deposited in the Tender Box at the County Assembly Of Embu main Offices in Embu Town , so as to be received on or before **Tuesday 11<sup>th</sup> January, 2022 11:00 am Local Time**.

1.10 Expression of interest (EOI) submitted after the closing date will be rejected.

1.11 County Assembly Of embu will evaluate the Expression of Interests (EOIs) received and make determination on the most responsive ones. Successful EOIs will then be invited to submit detailed Request for Proposals.

## **2.0: EVALUATION CRITERIA**

### **2.1 : Preliminary Evaluation**

Pursuant to section 80 of the Public Procurement and Disposal Act 2015, upon opening of tenders, the evaluation committee shall first conduct a mandatory evaluation to determine if they meet all the below requirements.

#### **2.1.1 : Mandatory Requirements for all Parcels**

- a) Certified Copy of National Identity Card or copy of registration certificate of the registered land owner
- b) Certified Copy of KRA P.I.N of the registered Land Owner
- c ) An original document of the latest title search
- d) Certified Copy of the Title Deed for the Land Parcel
- e) Must be registered in the Applicant's Name,
- f) Must have Power of Attorney.
- g) Declaration and commitment to the code of ethics
- h) Certified copy of rent clearance certificate
- i) Certified copy of land rates clearance certificate

#### **2.1.2: Technical Evaluation Criteria**

2.1.3 Upon completion of the preliminary evaluation, the evaluation committee shall conduct a technical evaluation by comparing each Expression of interest (EOI) to the technical requirements of the parcels of land against the set technical specifications.

2.1.4 Each tender shall be evaluated independently in accordance to the relevant technical requirements.

2.1.5 The evaluation committee shall reject Expression of Interest (EOIs) which do not satisfy the technical requirements.

2.1.6 Bidders must provide detailed information to correspond with the following criteria:

S/NO	Preliminary Evaluation	Bidder's Response (YES/NO)
1.	A certified copy of the title deed or certificate of lease (Must be registered in bidder's name)	
2.	An original copy of the latest title search ( Search done in the last 14 days)	
3.	Certified Copy of National Identity Card or copy of registration certificate of the registered land owner.	
4.	Certified Copy of land rates clearance certificate	
5	Certified Copy of land rent clearance certificate	
6.	Survey plan or registry index map	
7.	A copy of deed plan	
8.	Power of Attorney drawn by a Commissioner of Oaths.	
9.	Duly filled, signed and stamped declaration and commitment to the code of Ethics	
	<b>RESPONSIVENESS ( FAIL/PASS)</b>	

**NOTE:** Bidders who will not meet all the requirements in the preliminary evaluation will not proceed for evaluation in the technical evaluation stage.

2.1.7 Bidders must provide detailed information to correspond with the following criteria:

S/NO	Technical Specification	Bidder's Response (YES/NO)
1.	The land must be within Embu County with maximum radius of 10 kilometers from County Assembly of Embu main offices in Embu Town.	
2.	The acreage limit is at least one (1) acre .	
3.	The land should be on a stable ground suitable for construction with murram soil or red soil and size of almost equal dimensions.	
4.	The location of the land must be easily accessible by roads network.	
5.	The land to be purchased should have a title deed with no any encumbrance or illegal settlers	
6.	The gradient of the land should be relatively flat.	
7.	Evidence of the land being serviced by utility infrastructure. (i.e. water and electricity).	
	<b>RESPONSIVENESS (PASS/FAIL)</b>	

Due diligence shall be carried out on items No. 1, and 7 and any other as appropriate.

Among the submitted applications, the County Assembly will shortlist the substantively responsive applicants, to whom the Request for Proposals for the Purchase of Land shall be sent.

**THE CLERK OF COUNTY ASSEMBLY**

**1. DECLARATION AND COMMITMENT TO THE CODE OF ETHICS**

I..... (Person) on behalf of (*Name of the Business/ Company/Firm where applicable*).....declare that I have read and fully understood the contents of the Public Procurement & Assets Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the Code.

I do hereby 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.....

Name of the Firm/Company.....

Date.....

***(Company Seal/ Rubber Stamp where applicable)***

**Witness**

Name .....

Sign.....

Telephone.....

Date.....