



MINISTRY OF ROADS AND TRANSPORT

STATE DEPARTMENT FOR AVIATION AND AEROSPACE DEVELOPMENT

Tender No. MoR&T/SDAAD/RFP/001/2025-2026.

7th May, 2026

To: ALL BIDDERS

REQUEST FOR PROPOSAL (RFP)CONSULTANCY SERVICES FOR

**CARRYING OUT DESIGN REVIEW MANAGEMENT, CONTRACT ADMINISTRATION
AND CONSTRUCTION SUPERVISION OF TH EPROPOSED DESIGN, DEVELOPMENT,
AND MODERNIZATION OF JOMO KENYATTA INTERNATIONAL AIRPORT (JKIA) IN
NAIROBI, KENYA**

CLARIFICATION No. 1

Pursuant to Sections and Clauses as contained in the table herein under, we hereby issue **Clarification No.1** to the above Tender for your attention.

CLARIFICATION No 1

No	Reference to Tender	Clarifications	Response
1.	Data Sheet 22.2 (Kenya citizens requirement – 30% of total Key Experts)	Please clarify whether the 30% requirement is by headcount or by person-months, and whether dual nationals/resident permit holders qualify	<p>The requirement regarding participation of Kenya Citizens (30% of Total Key Experts) shall be considered on the basis of the number of time-input of the proposed Key Experts (in person-months) and not on the basis of headcount.</p> <p>For the purpose of compliance, only experts holding Kenyan citizenship shall be considered as Kenya Citizens. Resident permit holders or foreign nationals with dual residency status shall not qualify unless they possess Kenyan citizenship in accordance with applicable laws.</p>
2.	Data Sheet 22.2 (Transfer of knowledge/training programme)	Please confirm expected scope, duration, and target audience for the training programme (number of trainees/staff, disciplines, minimum training days, and required outputs).	Bidders are referred to Section 4.4 of the Terms of Reference (TOR).
3.	Data Sheet 22.2 (Transfer of knowledge/training programme)	Please confirm whether training of client staff and trainees is to be considered for the full duration of the services or it will be limited to a different duration?	Bidders are referred to Section 4.4 of the Terms of Reference (TOR).
4.	Data Sheet 22.2 (Transfer of knowledge/training programme)	Please confirm salary of trainees and client's staff to be trained will be covered directly by the client	This is Confirmed.

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5.	Section 5 (Terms of Reference) – 2.1 Current situation	Please confirm if the commencement date of the 3 components is to be the same. If possible, share the estimated date.	The commencement date of the 3 components will be the same. The estimated date will be communicated before ground breaking in Q4 2025/2026.
6.	Section 5 (Terms of Reference) – 4 Scope of services	Please confirm whether all services must be provided onsite at JKIA/Nairobi, or if certain tasks (e.g design review, reporting) may be performed off-site/remote.	Design review may be provided remotely. However, visits and workshops shall be conducted if and when necessary and will require physical attendance.
7.	Section 5 (Terms of Reference) – 4 Scope of services	Please confirm whether the Client will facilitate/provide airport airside passes for Consultant staff at no cost.	The Client will facilitate airport airside passes to the Consultant at no cost. However, all mandatory security requirements should be met.
8.	Section 5 (Terms of Reference) – 4 Scope of services	Please confirm whether the Client will provide, directly or through the contractor, fully functional site offices (including furniture, utilities, internet, meeting rooms).	Bidders are advised to refer to Section 7 of the Terms of Reference (TOR).
9.	Section 5 (Terms of Reference) – 4 Scope of services	Please confirm whether the Client will provide site vehicles for movement within the airport/airside and between project locations.	Bidders are advised to refer to Section 7 of the Terms of Reference (TOR).

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10.	General	After reviewing the required deployment, it seems on the high side considering the scope of the project and with potential for optimization. Please confirm whether alternative tenders/technical alternatives (e.g., different staffing approach) are acceptable, and if so, how they should be presented without making the proposal nonresponsive.	No deviation or modifications to the Terms of Reference (TOR) is permissible.
11.	Data Sheet 25.2 (taxes in evaluation) vs ITC 24.4 (taxes deemed included)	Please confirm the required treatment of taxes in the Financial Proposal forms (FIN-1/FIN-2/FIN-3/FIN-4): (a) For QCBS evaluation, will the Procuring Entity compare proposals on a tax-inclusive basis (including all taxes shown), or on a tax-exclusive basis (excluding some taxes such as VAT and/or withholding tax)? (b) If some taxes are excluded from evaluation, please specify exactly which taxes, and how bidders should reflect them in the forms (informational only vs included in totals).	<p>Under the QCBS method, the Financial Proposals shall be evaluated by the Procuring Entity on a tax-exclusive basis, in accordance with the provisions of the RFP.</p> <p>Accordingly, the following taxes shall be excluded from the evaluation of Financial Proposals:</p> <p>(a) all local identifiable indirect taxes such as sales tax, excise tax, VAT, or similar taxes levied on the contract invoices; and</p> <p>(b) all additional local indirect taxes applicable to the remuneration of services rendered by non-resident experts in the Client's country.</p> <p>Consultants are therefore requested to clearly identify and separately indicate such taxes in the Financial Proposal Forms (FIN-1, FIN-2, FIN-3, and FIN-4). Such taxes</p>

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			<p>shall be provided for information purposes and shall not form part of the evaluated price.</p> <p>In the event of Contract award, all applicable taxes shall be discussed and finalized during Contract negotiations and shall be included in the Contract amount as separate line items, clearly indicating the taxes payable directly by the Consultant and those to be withheld and remitted by the Client on behalf of the Consultant.</p>
12.	Special conditions of contract 45.1(a)	Please confirm the percentage of advance payment considered for the project.	This will be addressed during negotiations with the successful bidder.
13.	Section 5 (Terms of Reference) - 5 Professional Key Staff	The total Man-month deployment indicated for the Non-Key experts of "SITE SUPERVISION TEAM NO. 2 – IMPROVEMENT & RENOVATION OF EXISTING TERMINALS – COMPONENT 2" doesn't match the sum of the months required for staff N-16 to N-27. Please clarify.	The deployment has been amended. Please refer to Addendum No. 1
14.		Page 27 reads "3 No. Construction Supervision contracts" while page 49 reads "at least two (2) Construction Supervision contracts". Please clarify	The requirements for three (3) Construction Supervision contracts, as stated on page 27, are intended to serve as the basis for the evaluation and scoring of the technical proposals. Bidders who

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			<p>demonstrate compliance shall be awarded with 5 marks for each project (15 marks total).</p> <p>The requirement for at least two (2) Construction Supervision contracts, as outlined on page 49, falls under the mandatory criteria. Bidders who fail to meet this requirement shall be deemed ineligible to participate in this tender.</p>
15.		<p>Mandatory requirement "3 No. Construction Supervision contracts ongoing or successfully completed during the last ten (10) years for airport projects with a construction value of at least USD 2,000,000,000". While we appreciate JKIA expansion is estimated to this amount, this value seems excessive as during COVID and recovery years, very few projects of this magnitude were available on the market. We would respectfully request that it is lower to 1 billion USD.</p>	<p>No modification will be made to the mandatory requirements; the Consultant is requested to abide by the RFP.</p>
16.	<p>ITC Clause 18.5</p> <p>Deadline of the Submission of Proposals</p>	<p>We would like to kindly request an extension of the submission deadline of Proposals for four (4) weeks.</p> <p>We are currently in the process of improving the quality of our submission documents. Given these efforts, we require additional time to ensure that our submission is both comprehensive and of the highest quality.</p>	<p>It is hereby clarified that the tender submission deadline remains 26th May 2026 at 11:00 A.M. (E.A.T.)</p>

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17.	ITC Clause 22.2, A. Specific Consultancy Services Experience	Regarding the 'Specific Consultancy Services Experience' undertaken jointly by a Joint Venture (JV), can this experience be evaluated as separate track records for each individual member firm, or is it counted as a single collective experience?	Joint venture experience shall only be evaluated individually for each member in accordance with ITC 22.1
18.	Section 5. Terms of Reference 5. Professional Key Staff	<p>According to Clause 5, the Consultant is required to provide qualified Key Experts necessary for the assignment, comprising 16 personnel for Design Review, a Project Core Team, and 39 personnel for the Site Supervision Team, totalling 55 personnel.</p> <p>However, Clause 6 (Qualification Requirements for the Key Experts) specifies 16 personnel for Design Review, a Project Core Team, and 35 personnel for the Site Supervision Team, totalling 51 personnel.</p> <p>In this regard, please confirm whether the total number of personnel for whom CVs should be prepared and submitted is 55 or 51.</p> <p>Further, list of key experts from Component 2 and 3 are differ, therefore the consultant also needs additional qualification requirements for the key experts.</p> <p>Additionally, please clarify whether the personnel assigned during the design review stage can be proposed again during the construction supervision stage.</p>	<p>Four of the key experts are not scored. The CVs to be submitted remain 55. However, only 51 will be scored.</p> <p>As for the missing qualification requirements of the 4 key experts in component 2:</p> <ul style="list-style-type: none"> 1- Special Airport System Manager; 2- Senior Special System Engineer (BHS) 3- Senior Special Systems Engineer (SAS) 4- Senior Security Engineer <p>The qualifications of the same positions as specified under component 3 are expected.</p> <p>The experts (K20 to K-23) under component 2 shall be evaluated as to confirm compliance with the required qualifications.</p>

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			The personnel assigned during design review stage and construction supervision should not be the same.
19.	Data sheet 25.2	<p>With reference to Data Sheet 25.2 regarding “all local identifiable indirect taxes” to be included as separate items in the evaluation,</p> <p>Could you please clarify whether only indirect taxes (such as VAT, sales tax, excise tax, etc.) should be itemized separately, and whether direct taxes, such as corporate income tax and personal income tax for experts, are not required to be presented as separate items in the Financial Proposal?</p> <p>In addition, please confirm whether such direct taxes are to be fully borne by the Consultant, or if any portion will be payable or withheld and remitted by the Procuring Entity on behalf of the Consultant.</p>	<p>Only indirect taxes are to be itemized separately.</p> <p>Other direct taxes are to be fully borne by the Consultant.</p>
20.	<p>Section 3. Technical Proposal - standard forms 10. FORM TECH-7: MANDATORY SUPPORT DOCUMENTS</p> <p>b) Tax Compliance Certificate</p> <p>{Consultant to insert a copy of the tax compliance certificate from Kenya Revenue</p>	<p>In our case, we are a foreign consulting firm with a registered branch in Kenya.</p> <p>Could you please confirm whether we are required to submit a Tax Compliance Certificate issued by the Kenya Revenue Authority for the Kenyan branch, or if a tax compliance certificate issued by our home country tax authority would be acceptable?</p> <p>Could you please confirm whether, in the case of a Joint Venture, the Tax Compliance Certificate</p>	<p>1- Bidders are referred to Item No. 5 of the “CHECKLIST FOR PROVIDING MANDATORY REQUIREMENTS”.</p> <p>2- Further, Tax compliance certificate should be submitted by each member of the JV.</p>

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	Authority or similar body in the case of foreign consulting firms}	should be submitted only by the lead partner, or by each member of the JV?	
21.	Checklist for Providing Mandatory Requirements Requirements No. 7	Kindly clarify if it acceptable for the foreign consultant to submit Tender Security document received from country of origin.	Bidders are advised that tender guarantee may be submitted in USD from foreign bank amounting to USD 232,000
22.	<p>CHECKLIST FOR PROVIDING MANDATORY REQUIREMENTS</p> <p>Tenderers shall provide a Tender Security inform of a Tender Guarantee equivalent to Kenya Shillings Thirty Million (Kshs.30,000,000.00) valid for 180 days from the date of tender opening.</p>	Kindly confirm that the Client will accept a Tender Guarantee from a foreign bank in United States Dollar (USD) currency.	Bidders are advised that tender guarantee may be submitted in USD from foreign bank amounting to USD 232,000
23.	<p>6. Qualification Requirements for the Key Experts</p> <p>B- Management and Construction Supervision & Defects Notification Period</p> <p>Component 2: Improvement and</p>	The Consultant understands that the requirements for key-expert K-20 to K-23 in component 3 are applicable for component 2. Kindly confirm or provide otherwise.	Confirmed. The experts (K20 to K-23) under component 2 shall be evaluated as to confirm compliance with the required qualifications (as listed under component 3) with no related scoring accounted.

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	Renovation of Existing Terminals		
24.	SECTION 2 (B). DATA SHEET: 26.1	Kindly allow the exchange rate date to be 28 days before submission date (April 28 th , 2026), as it is currently 5 business days prior to the submission deadline, which is too tight to finalize the proposal.	Exchange rate date has been revised to be 28 days before submission date, i.e. 28 April 2026.
25.		With reference to the Tender requirement stating that "Tenderers shall provide a Tender Security in the form of a Tender Guarantee equivalent to Kenya Shillings Thirty Million (Kshs. 30,000,000.00) valid for 180 days from the date of tender opening," we kindly request clarification on whether the Tender Guarantee may be submitted in United States Dollars (USD) instead of Kenya Shillings (KES). In case submission in USD is acceptable, please confirm the equivalent amount in USD together with the applicable exchange rate and reference date to be used for conversion purposes. Your clarification will be highly appreciated to ensure full compliance with the Tender requirements.	Bidders are advised that tender guarantee may be submitted in USD from foreign bank amounting to USD 232,000
26.		The Consultant understands that only copies of IDs/Passports for Directors are required. Kindly confirm or advise otherwise.	This is Confirmed.