

**TENDER NO. TCML/MGD/2019/5/9**

**PROJECT: LOGISTICS RESTRUCTURING - KAJIADO  
TRANSSHIPMENT PLANT & SILO FARM**

**CONSULTANCY SERVICES ENVIRONMENTAL, AND SOCIAL  
IMPACT ASSESMENT**

**PROJECT LOCATION: KAJIADO TOWN, KAJIADO  
COUNTY, KENYA**

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## **About Tata Chemicals Magadi**

Tata Chemicals Magadi Limited (TCML) occupies a significant place in the African economy. It is Africa's largest soda ash manufacturer and one of Kenya's leading exporters. Just as significant, the company is an important part of the socio-economic fabric of the Lake Magadi region in Kenya, where its soda ash facility is based.

Formerly known as Magadi Soda Company, TCML has been a part of Tata Chemicals since 2005. Tata Chemicals Limited (TCL), part of the global Tata group, is one of the world's leading chemical companies, with a widespread portfolio of household products, industrial chemicals and agricultural inputs. TCL's operations are located in the US, the UK, Kenya and India.

Established in 1911, Tata Chemicals Magadi Limited has been producing soda ash at Lake Magadi for over a hundred years. The site is situated 120kms south west of Nairobi. Here, the company recovers Trona (a naturally occurring mineral that contains sodium carbonate compounds) from one of the purest surface deposits in the base of the Rift Valley at Lake Magadi. TCML converts Trona into soda ash, which is transported by rail to the Port of Mombasa for onward shipping to the markets.

Soda ash is an essential constituent in the manufacture of glass and the production of detergents and industrial chemicals. Over 95 per cent of the company product is exported to its principal markets of South East Asia, Indian sub-continent, Africa and the Middle East through the Mombasa port.

The soda ash is principally transported by rail from Magadi to Mombasa. Currently some loaded rail wagons are moved directly to Mombasa while some cargo is transshipped at the Kajiado from rail bulk to road bulk on trucks.

TATA Chemicals Magadi intends to upgrade its existing Transshipment Facility in Kajiado Town to increase rated capacity, install storage silos, and enable flexibility of transshipment of bulk soda ash from rail wagons to road trucks.

## **ENVIRONMENTAL AND SOCIAL IMPACT ASSESMENT (EISA STUDY)**

TCML seeks to procure a Consulting Firm with adequate capacity to undertake Environmental and Social Impact Assessment (ESIA) Study of the Kajiado Transshipment facility. Proposals are therefore invited from eligible Environmental Impact Assessment/Environmental Audit (EIA/EA) Consulting Firms registered with the National Environment Management Authority (NEMA).

**The scope will include, but is not limited to:**

1. Carrying out the EISA study
  1. Project and site description
  2. Collection of baseline data
  3. Data analysis
  4. Evaluation of significance of environmental impacts
  5. Evaluation of alternatives
  6. Consultation and public participation;
  7. Developing of EMP (Environment Management Plan)
  8. Preparation and submission of project report to NEMA Office Kajiado;
2. Obtaining relevant project license from NEMA

**IMPORTANT NOTES TO BIDDERS**

- (a) Consultants will be selected in accordance with the procedures set out in TATA Chemicals Magadi Procurement Manual
- (b) All documents must be submitted in English Language.
- (c) Provide supporting documents requested for in the questionnaire.
- (d) You may also be asked to clarify your answers or provide more details.
- (e) TCML will examine the documents to determine completeness, general orderliness and sufficiency of response. Failure to complete any part of this questionnaire and/or to provide written answers to any further questions or requested additional information for clarification will result in the applicant's elimination from further consideration.
- (f) Please note that TCML reserves the right without further recourse to verify at its own cost the accuracy of any answers provided herein.
- (g) Any information given and later found to be incorrect shall lead to disqualification of the Applicant.
- (h) Information given by the applicant shall be treated in strict confidence.
- (i) Applicants to kindly note that this does not amount to any contractual obligation on the part of TCML, and that TCML is not obliged to invite tenders/quotation from any or all who express interest by responding to this EOI process.
- (j) If insufficient space has been provided on the questionnaire for the answers, please provide the answers as supplementary on separate sheets.
- (k) The original document shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the applicant. Any such corrections must be initialed by the person(s) who sign(s) the Document.
- (l) The completed document shall be signed off and initialed by Director/Partner of the organization and rubber stamped on each page and signed on the last page in the space provided.

- (m) Applicants will meet all cost associated with preparation and submission of their applications.
- (n) Canvassing will lead to automatic disqualification of the applicant.
- (o) Submission is as per instruction given in the Request for Expression of Interest.
- (p) Any application(s) received after the date of closure will be considered as late and disqualified.

## EVALUATION CRITERIA

No.	Description	Max. Point	Points Awarded
<b>1</b>	<b>COMPLIANCE: 30 Points</b>		
<b>1.1</b>	<b>The following shall be provided;</b> Certified Copy of Certificate of incorporation to show that the applicant is a registered company and legally authorized to do business in Kenya	<b>5</b>	
<b>1.2</b>	Registration and Valid license by NEMA	<b>15</b>	
<b>1.3</b>	Copy of valid Tax Compliance	<b>2.5</b>	
<b>1.4</b>	Single business permit.	<b>2.5</b>	
<b>1.5</b>	WIBA Compliant. Show proof. WIBA Certificates	<b>5</b>	
<b>2</b>	<b>Key Staff Qualifications : 30 Points</b>		
<b>2.1</b>	Attach CV's of Key staff: i. Environment Expert ii. Social Expert iii. Safety Expert iv. Water Expert v. Forest expert	<b>30</b>	
<b>3</b>	<b>Experience of the Firm : 30 Points</b>		
<b>3.1</b>	Attach proof/evidence of three (3) similar works undertaken of the same value for the last 3 years.	<b>30</b>	
<b>4</b>	<b>Work plan :10 Points</b>	<b>10</b>	
	<b>GRAND TOTAL</b>	<b>100</b>	
	<b>Ratings</b>		

## **MANDATORY REQUIREMENTS**

You shall be required to attach the following mandatory documents;

- i. Certificate of Incorporation, Partnership or Business registration
- ii. Trading Certificate/ Single business license
- iii. Valid License from relevant regulatory authorities ( NEMA)
- iv. List of Directors, telephone, postal and email address
- v. CVs ( signed) of Top management and Senior Staff whom you propose for the project
- vi. Organogram

## **SUBMISSION INFORMATION**

### **A. TECHNICAL PROPOSAL -**

Two copies in sealed envelopes clearly marked “CONSULTANCY SERVICES ENVIRONMENTAL, AND SOCIAL IMPACT ASSESMENT” One copy marked as “ORIGINAL” and One other copy marked as “COPY”. All to be finally put in one sealed envelope. (The firms will ensure that there is no reference at all on their financial proposal within the technical proposal envelope)

### **B. FINANCIAL PROPOSAL -**

Two copies in sealed envelopes clearly marked “CONSULTANCY SERVICES ENVIRONMENTAL, AND SOCIAL IMPACT ASSESMENT” One copy marked as “ORIGINAL” and One other copy marked as “COPY”. All to be finally put in one sealed envelope (The financial proposal shall include all taxes applicable).

Addressed to:

The Head of Procurement,

TATA Chemicals Magadi Limited,

P.O. Box 1-00205,

MAGADI.

The same will be deposited in the tender box situated in Administration Block, Magadi OR Collection Centre, at Enterprise Road - Avon house, Industrial area so as to reach him/her on or before 5.00 p.m. on 22nd May, 2019.

The Management reserves the right to accept or reject any bids and does not bind itself to any reasons for doing so.

Interested Consultants may also obtain further information at the address below.

[procurement-magadi@tatachemicals.com](mailto:procurement-magadi@tatachemicals.com)

## QUESTIONNAIRE

### PART A GENERAL INFORMATION

1	Name of Organization						
2	Postal Address						
3	Principal Contact Person	Name: ..... Position: .....					
4	Contacts	Telephone: ..... Email: .....					
5	Physical Location of Business Premises ( Note that a visit to your office may be made to confirm information provided as part of the evaluation)	Town ..... Street ..... Building Name ..... Floor .....					
6	Nature of organization	<table border="1"> <tr> <td>Limited Liability Company (1)</td> <td>Partnership (2)</td> <td>Sole proprietor (3)</td> </tr> </table>			Limited Liability Company (1)	Partnership (2)	Sole proprietor (3)
Limited Liability Company (1)	Partnership (2)	Sole proprietor (3)					
7	Names of the Proprietor,	1. ....					

	Directors or Partners  <b>NOTE:</b> Attach copies of Identity Cards / passports	2. .... 3. ....  4. ....
8	Geographical area of operations	
9	Business Operations	Year established .....  Duration of Business Operation .....
10	Company Registration No. (Attach Copy)	Number.....
11	State Credit period ( in days)	

**NOTES:**

1. Attach company profile
2. All documentary evidence submitted to support PART A above should be marked Appendix A



## PART B ELIGIBILITY

1. Are you or your servants or agents subject of legal proceedings for corrupt or unethical business practice or offered any inducement to any procurement entity so that you can be considered for award of a tender? YES / NO.....
2. Have you fulfilled your tax obligations and paid social security contributions for the last three years? YES / NO. (Submit relevant compliance certificates)
3. Has your company or any of its directors been debarred or suspended from participating in Public Procurement or has any procurement entity initiated proceedings of that nature against the firm or any of its directors for any reason whatsoever? YES / NO.....

NOTE: If successful, you will be required to sign **TATA Code of Conduct**, and will also be subject to the **United Kingdom Anti Bribery Act 2010**.

All documentary evidence to support your answers in PART B, should be included in an appendix labelled B

## PART C FINANCIAL INFORMATION

Banker	Name : _____ Address: ..... Telephone: ..... _____ Email
Financial information	Provide signed financial statements for last 1 year

### NOTES:

1. All documentary evidence to support your answers in PART C should be included in an appendix labelled C
2. Attach signed audited statement of accounts.
3. Certified bank statements for the last one year.

## PART D: TRADE REFERENCES

Provide contact details for 3 referees for previous/current work that is similar to the one applied for.								
	How many references are you indicating? (Tick one)	<table border="1"> <tr> <td>0</td> <td>1</td> <td>2</td> <td>3</td> </tr> </table>			0	1	2	3
0	1	2	3					
i.	<p>Organization Name</p> <p>Contact Name and Position</p> <p>Office &amp; Mobile Tel No.</p> <p>E-mail Address</p> <p>Name of project &amp; location</p> <p>Service Provided</p>	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>						
ii.	<p>Organization Name</p> <p>Contact Name and Position</p> <p>Office &amp; Mobile Tel No.</p>	<p>.....</p> <p>.....</p> <p>.....</p>						



	E-mail Address	.....
	Name of project & location	.....
	Services provided	.....
iii.	Organization Name	.....
	Contact Name and Position	.....
	Office & Mobile Tel No.	.....
	E-Mail address	.....
	Name of project & location	
	Service provided	

**NOTE:**

1. All documentary evidence to support your answers in PART D, should be included in an appendix labelled D
2. Attach copies of LPOs, Letters of Award, or any other approved document showing works done, completion certificates and values.

## **PART E: SAFETY INFORMATION**

1. Does your organization have a WIBA cover for your employees

### **NOTE:**

1. All documentary evidence to support your answers in PART E, should be included in an appendix labelled E

## **PART F: CERTIFICATION & REGISTRATION**

- i. Registration with NEMA.
- ii. Any other relevant certificate

### **NOTE:**

1. All documentary evidence to support your answers in PART F, should be included in an appendix labelled F
2. Copies of relevant registration certificates of the Firm and the Professional Personnel should be included in appendix F

## **PART G: FIRMS' EXPERTS**

- i. Organogram
- ii. Curriculum vitae of proposed experts
- iii. Certificates of proposed experts

NOTE: All documentary evidence to support your answers in PART G, should be included in an appendix labelled G

CVs must be signed by the individuals, TCML will insist that only experts who's CVs have been included on the proposal carry out the job.

**PART H: SIGNATORY**

I/We do hereby certify that the above information is correct in all respects.

Full Name: .....

Designation/Position .....

Signature: .....

Date: .....

Company Stamp/seal