



**REQUEST FOR EXPRESSION OF INTEREST.
(REOI)**

**EXPRESSION OF INTEREST (EOI) TO CARRY OUT DETAILED ARCHITECTURAL, STRUCTURAL,
ELECTRICAL AND PLUMBING DESIGN REVIEW TO PRODUCE REVISED STANDARD DRAWINGS
AND BILLS OF QUANTITIES FOR FURTHER CONSTRUCTION OF GREEN POINTS.**

REFERENCE NUMBER: REF: NEMA/EOI/01/2023-2024.

Background

Since 2016, National Environment Management Authority (NEMA) has been constructing Green points in various counties with fourteen (14) completed to date and one (1) under construction. The ultimate goal is to have a Green Point in all 47 counties. Towards achieving this, the Authority is planning to construct two more green points in Kitui and Bungoma Counties in the financial year 2023/2024.

During the course of construction it has been noted that there are design gaps which have led to implementation challenges, delay in execution and miscommunication of the desired output. The designs also need to incorporate the changing needs of the authority.

To address the above challenges, there is need to carry out review of the existing green points designs.

Objective of the assignment.

To undertake architectural, structural, electrical and plumbing design review to produce revised standard drawings and bills of quantities for further construction of green points.

Scope of the assignment:

The scope of the assignment is as follows;

a) Needs assessment.

This shall involve both desk review, site visit to Nyandarua Green Point in Olkarau for benchmarking and use as a basis for review. This will inform the changes that need to be incorporated in the design review.

b) Design Review

This will involve review of designs and BOQ to address gaps in design and incorporate the views from the needs assessment.

Terms of Reference

The Consultant shall do everything necessary to meet the following Terms of Reference:

- i. Through site visit, interviews and desk reviews, collect available information from the operational green points to help identify gaps in design and functional challenges. Interviews shall focus on the following:
 - ✓ ***The County Director of Environment-Nyandarua County and Staff.***
 - ✓ ***The User Department at NEMA Headquarters under Director Corporate Services***
 - ✓ ***The Head ICT NEMA Headquarters.***
- ii. Conduct a site visit to the proposed site for the new green points at Kanduyi in Bungoma (next to ACC's Office) and the proposed site in Kitui Municipality and collect data necessary for the review exercise.
- iii. Undertake an architectural design review of existing design incorporating data from recommendations from activity (i) and (ii) above.
- iv. Undertake designs of handicap enabled access ramps, parking space and washrooms.
- v. Undertake a structural design review and produce relevant detailed designs and schedules.
- vi. Undertake an electrical designs for all electrical and IT installations and produce relevant designs and schedules for both solar power and mains electricity supply.
- vii. Undertake PV solar power system design and production of relevant schedules including metering to ascertain the proportion of solar power being used compared to the mains electricity.
- viii. Undertake a water supply and waste water disposal design review and incorporate technologies for rainwater harvesting, waste water recycling and low flow plumbing and produce detailed designs of relevant plumbing, bio digesters, inspection chambers, water harvesting etc.
- ix. Undertake a landscape design inclusive of parking areas, lawns and outdoor work spaces and come up with a proposed layout of future green point compounds.
- x. Undertake a review of the bills of quantities to align them to designs and reflect changes in cost of construction while considering the available budget.

Expected Outcomes and Timelines

The revised designs are expected to be presented within 38 days in the format and timelines detailed below. All designs and drawings submitted must be signed and stamped by relevant professionals with valid practicing licenses. The designs once presented and fee notes honored, shall belong to National Environment Management Authority.

Expected outputs

	Output	Format
1	Revised book of standard drawings comprising of proposed layout, Architectural Drawings, Structural Drawings, Electrical Drawings, PV solar system Mechanical Drawings and Plumbing in a standard design	<ol style="list-style-type: none"> 1. Soft copy (PDF) and Editable DWG, compatibility mode. 2. 3 copies of signed and stamped hard copies in A2 bound in Perfect binding (soft cover binding)
2	Produce Standard bill of quantities. <i>Any site specific adjustments should be indicated for the specific site</i>	<ol style="list-style-type: none"> 1. Editable soft copy (Excel) and 3 copies of signed and stamped hardcopies

Set Timelines.

	Expected Output	Expected Timeline
1	Submission of Preliminary architectural designs and drawings	14 days
2	Submission of Revised architectural designs and drawings	7 days
3	Submission of Complete set of designs, drawings and bills of quantities (soft copy)	10 days
4	Complete set of revised designs, drawings and bills of quantities (Hard copy)	7 days
	Total	38 Days

Eligibility Criteria.

The firms should provide the following

1. Certificate of Incorporation / Business registration
2. Valid VAT certificate/ PIN certificate
3. Valid Tax compliance
4. Registration of the firm by BORAQs/ EBK.
5. Must have undertaken atleast three (3) designs or designs review of commercial/ office building projects, each of Ksh. 30,000,000 in value, in the last five (5) years.
6. Must have access to an Architect, Structural Engineer, Electrical Technician, Water technician and a Quantity Surveyor who have over five years professional experience

and are registered and licensed (where applicable) to carry out the above activity by respective statutory bodies.(Provide Academic and professional certificates/ licenses)

7. Brief description of methodologies to be used to undertake the review.

Payment.

Payment shall be made after submission and acceptance of the final report.

EOI SUBMISSION.

All submissions MUST be received by 31st October 2023 at 10.00 AM.

Submissions shall be **ONE Original** and **ONE Copy** of the EOI clearly marked with **reference number and description on top of the envelope** and deposited in the tender box situated at NEMA Elland House Ground Floor. Bulky documents which shall not fit into the tender box should be registered at the procurement Office Room No.G.16 located at the ground floor of NEMA Main Building. ALL EOI Documents shall be addressed to:

THE DIRECTOR GENERAL

NATIONAL ENVIRONMENT MANAGEMENT AUTHORITY

P.O.BOX 67839-00200, NAIROBI. KENYA

POPO ROAD, SOUTH C, OFF MOMBASA ROAD.