



## **BID CLARIFICATION MATRIX 1**

### **TENDER FOR**

**CONSULTANCY SERVICES TO CONDUCT A FEASIBILITY STUDY AND DESIGN FOR E-MOBILITY  
ADOPTION AT THE PORT OF MOMBASA AND INLAND CONTAINER DEPOT-NAIVASHA; KENYA**

**TENDER NUMBER: PRQ20241295**

**MAY 2025**

**TRADEMARK AFRICA**

**TENDER TITLE: CONSULTANCY SERVICES TO CONDUCT A FEASIBILITY STUDY AND DESIGN FOR E-MOBILITY ADOPTION AT THE PORT OF MOMBASA AND INLAND CONTAINER DEPOT-NAIVASHA; KENYA**

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**SECTION 1: QUERIES AND RESPONSES**

This clarification matrix forms an integral part of the tender document and therefore, must be considered carefully by service providers in preparation and submission of bids.

It is divided into two sections: -

1. Section 1 contains the clarifications to queries raised and requested through the official bidding clarification email address (that is [procurement@trademarkafrica.com](mailto:procurement@trademarkafrica.com) ).
2. Section 2 contains general tips on how to prepare and submit a competitive bid.

All communications must be directed to the procuring entity, Trademark Africa through [procurement@trademarkafrica.com](mailto:procurement@trademarkafrica.com) as provided for in the tender document.

**SECTION 1: QUERIES AND RESPONSES**

These clarifications are for those queries sought by bidders in line with the RFP of the tender document:

Sl. No.	Clause No. as per RFP	Point of Queries	Our Comments / Clarifications required	Clarification Response	Status
1.	ITC 21	Packaging, Submission and Delivery of Tenders	Kindly consider extending the deadline for the submission of bids.	Extension granted. The new submission date is 15 <sup>th</sup> May 2025. All other submission details remain unchanged.	Closed

Sl. No.	Clause No. as per RFP	Point of Queries	Our Comments / Clarifications required	Clarification Response	Status
2.	ITC 27	Terms of Reference	Is the indicated project budget shared between two phases? If the proposed budget is to be allocated between two distinct phases, could you please specify the intended proportion or share of the budget designated for each phase? Can you please clarify whether this means between 75-80kUSD is available for the two phases combined, or for each phase (150-160kUSD total)?	The budget of 75-80k USD is inclusive of both Phase I and II. Bidders are advised to provide a price proposal which is adequate to cover the scope of work specified on the TOR. The cost for Phase 1 and for Phase 2 should be clear and distinct.	Closed
3.	ITC 27	Terms of Reference	Could you please clarify whether the scope of alternative fuels in e-Mobility operations is intended to be linked with the country's present electricity generation framework? Specifically, considering that thermal power plants account for only approximately 7% of total electricity generation, how does this distribution influence the strategic direction or relevance of alternative fuel deployment in electric Mobility?	Yes. This formulates part of the reason of the study.  Kenya's electricity mix favours direct electrification, but alternative fuels may offer technical and operational energy boost in niche or hard to electrify sectors.	Closed
4.	ITC 27	Terms of Reference	Is it envisaged that a comprehensive feasibility study will be conducted to evaluate various alternative fuel options, including but not limited to biofuels, hydrogen, and their derivatives? Furthermore, does the scope extend to include maritime operations, such as the application of these alternative fuels in ship propulsion systems?	Yes, the study is for all renewables in regard to enabling e-mobility for KPA operations. The scope only covers the port owned equipment onshore. Bidders are allowed to provide any additional proposals/ suggestions as deemed fit and in alignment with the assignment.	Closed
5.	ITC 27	Terms of Reference	Phase II requests detailed drawing and cost calculations with Bill of Quantities. Does this mean that project design includes port area re-planning only to accommodate Charging Infrastructure or also depot kind of requirements? Also, what would be the scope of the drawing and calculations?	The draft detailed design report, drawings and cost estimates will be on all selected projects from phase 1 of the study that will be considered for implementation. Provide a tentative budget in the cost breakdown for doing the high-level designs as a deliverable in phase 2 of the project.	Closed

## **SECTION 2: TIPS ON HOW TO PREPARE AND SUBMIT A COMPETITIVE BID**

### **1. Administrative: -**

- 1.1 Correct language (with translation/s where different language is used);
- 1.2 Timelines complied with;
- 1.3 Full response to tender requirements.
- 1.4 Attachment of required documents as per the bid instructions such as:
  - 1.4.1 Registration certificate/s;
  - 1.4.2 Tax compliance/ registration.
  - 1.4.3 Professional registrations such as that for engineers, architects, environmentalists, accountants, supply chain experts, etc, etc;
  - 1.4.4 Power of attorney; and
  - 1.4.5 Audited accounts for the years requested.
- 1.5 Accurate sealing/ naming of bids envelopes; and
- 1.6 Timely submissions (no last-minute rush!).

### **2. Technical: -**

- 2.1 Very good methodology:
  - 2.1.1 Good work-plan.
  - 2.1.2 Understanding of TORs.
- 2.2 Evidenced based experience;
- 2.3 Excellent proposed team of experts/ personnel;
- 2.4 Compliant structure of bid;
- 2.5 Signed CVs of proposed experts/ personnel alongside declaration by individual of her/ his CV not being used by any other firm within the same bid especially where cross-biding is barred;
- 2.6 Keen attention on high/ important technical requirements/ qualifications areas & scoring more;
- 2.7 Quality assurance of the bid;
- 2.8 Well arranged, titled and easy to read proposal;
- 2.9 Defined jargon where used;
- 2.10 Demonstrated creativity and uniqueness of the technical bid;

### **3. Financial: -**

- 3.1 Inclusion of taxes when advised to.
- 3.2 Fair pricing.
- 3.3 Signed submission form/s.

### **4. Post-award: -**

- 4.1 Positive due diligence.
- 4.2 Accurate bid information.
- 4.3 Good performance (quality, cost, quantity, etc) on award of contract.

**TRADEMARK AFRICA**

**2<sup>nd</sup> May 2025**