

TEACHERS SERVICE COMMISSION

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When replying please Quote:

TSC Tenders Clarifications



**TSC HOUSE
KILIMANJARO ROAD
UPPER HILL
PRIVATE BAG - 00100
NAIROBI, KENYA**

8th April 2016

**REF: RFP NO. TSC TENDERS ~ MARCH 2015-2016 /CLARIFICATION 2:
SITE VISIT AND PRE-TENDER MEETING/ CONFERENCE**

The Teachers Service Commission held the above activities with the interested bidders on Friday, 1st April, 2016. The bidders raised a number of issues, which were clarified/ we clarify as follows:

1. ISSUES ON PROCUREMENT PROCESS/ PROCUREMENT ISSUES

| NO | ISSUED RAISED | CLARIFICATIONS |
|----|--|--|
| 1. | Terms of Reference/ Specifications for the tenders | The Terms of Reference/ Specifications had been included in the tender documents |
| 2. | Must we purchase the tender document(s) | You are at liberty to either purchase the document or download it from the TSC website: www.tsc.go.ke |
| 3. | When is the Tender Closing? | The tenders closing date will be 13 th April 2016 and not 11 th April 2016. This is attributed to the due to the delay in the advertising in the daily newspapers. The procurement opportunities were made known to bidders as follows: i. TSC website: Thursday, 24 th March 2016 ii. The Star Newspaper: Monday, 28 th March 2016 iii. The Daily Nation: Monday, 4 th April 2016 |
| 4. | Opening of Technical and Financial Bids | The combined Technical and Financial bids for Tenders Nos. TSC/T/061/2015-2016, TSC/T/062/2015-2016 and TSC/T/063/2015-2016 will be opened on 13/04/16. For Tender TSC/T/060/2015-2016, only technical bids will be opened on 13/04/16. The Technical bids will be evaluated and the unsuccessful bidders will have their bids returned unopened. Technically qualified bids will proceed on for financial evaluation |
| 5. | On TSC/T/060/2015-2016, must public entities and | Public entities and universities participating in this tender need not to attach the following: i. Certificate of Incorporation |

| | | |
|----|--|--|
| | universities attach Trade License, among other things | ii. PIN/VAT certificate iii. Tax Compliance Certificate iv. NITA Certificate v. CR12 Form These organizations will, however, have to comply with rest of the requirements. |
| 7. | Addendums or Clarifications | They will be uploaded on the TSC website |

2. ISSUES ON TSC/T/061/2015-2016 - COMPREHENSIVE SERVICE LEVEL AGREEMENT FOR SUPPORT & MAINTENANCE OF TSC TEACHERS ONLINE SYSTEM-3 YEAR FRAMEWORK

| NO | ISSUED RAISED | CLARIFICATIONS |
|----|---|---|
| 1. | What is the Coverage of the Teachers Online System? | It is used and will be used by the entire TSC staff including teachers. |

3. ISSUES ON TSC/T/062/2015-2016 - COMPREHENSIVE SERVICE LEVEL AGREEMENT FOR SUPPORT & MAINTENANCE OF TSC TEACHERS ONLINE SYSTEM-3 YEAR FRAMEWORK

| NO | ISSUED RAISED | CLARIFICATIONS |
|----|---|---|
| 1. | What is the Coverage of the Teachers Online System? | It is used and will be used by the entire TSC staff including teachers. |

TSC/T/062/2015-2016- PROVISION OF GROUP PERSONAL ACCIDENT COVER & WORK INJURY BENEFIT COVER FOR TSC COMMISSIONERS AND SECRETARIAT STAFF- 3 YEAR FRAMEWORK CONTACT &

TSC/T/063/2015-2016- PROVISION OF GROUP LIFE COVER FOR TSC COMMISSIONERS AND SECRETARIAT STAFF-3 YEAR FRAMEWORK CONTRACT

| NO | ICLARIFICATIONS |
|----|---|
| | <p>I. The winning bidder will be given the basic salaries for all the staff including the Commissioners. GPA will be 5 years and WIBA 8 years in case of death.</p> <p>II. GPA/WIBA coverage is a 24 hours cover.</p> <p>III. The age limit is 70 years to cover Commissioners, disabled and officers on contract.</p> <p>IV. There will be no waiting period since the members are all TSC employees.</p> <p>V. The winning bidder will meet the full needs of staff during sensitization including transport and per diem to cater for accommodation and meals (both Group Life Cover, and GPA/WIBA).</p> |

- VI. The database for the dependants i.e number of spouses and children only is as follows:
- a. Spouses 2,228
 - b. Children 6,272
 - c. Principals 3,023
- Total 11,523**

Sample Draft of Training Logistics for the Selected TSC Counties/Sub Counties

| | | |
|-------------------------------|-----------|---------------|
| Week 1 – 1 TSC Representative | | |
| Week 1 - 1 TSC Representative | | Team 1 |
| Travel to Nakuru | Sunday | } |
| ✚ Bahati | Monday | |
| ✚ Njoro | Tuesday | |
| ✚ Sotik | Wednesday | |
| ✚ Bomet | Thursday | |
| ✚ Narok | Friday | |
| ✚ Travel to Nairobi | Saturday | |
| Week 2 - 1 TSC Representative | | |
| Week 2 - 1 TSC Representative | | Team 2 |
| Travel to Kibwezi | Sunday | } |
| ✚ Kibwezi | Monday | |
| ✚ Mutomo | Tuesday | |
| ✚ Matinyani | Wednesday | |
| ✚ Kithimani | Thursday | |
| ✚ Ruiru | Friday | |
| ✚ Travel to Nairobi | Saturday | |
| Week 3 – 1 TSC Representative | | |
| Week 3 - 1 TSC Representative | | Team 3 |
| Travel to Tharaka Nithi | Sunday | } |
| ✚ Tharaka Nithi | Monday | |
| ✚ Manyatta | Tuesday | |
| ✚ Mwea | Wednesday | |
| ✚ Athi River | Thursday | |
| ✚ Isinya | Friday | |
| ✚ Travel to Nairobi | Saturday | |
| Week 4 – 1 TSC Representative | | |
| Week 4 - 1 TSC Representative | | Team 4 |
| Travel to Homabay | Sunday | } |
| ✚ Homabay | Monday | |
| ✚ Muhoroni | Tuesday | |
| ✚ Butere | Wednesday | |
| ✚ Siaya | Thursday | |
| ✚ Busia | Friday | |
| ✚ Travel to Nairobi | Sunday | |
| Week 5 – 1 TSC Representative | | |
| Week 5 - 1 TSC Representative | | Team 5 |
| Travel to Nanyuki | Sunday | } |
| ✚ Nanyuki | Monday | |
| ✚ Rumuruti | Tuesday | |
| ✚ Nyahururu | Wednesday | |
| ✚ Molo | Thursday | |
| ✚ Londiani | Friday | |
| ✚ Travel to Nairobi | Saturday | |

| | | | |
|---|---------------|-----------|-------------------|
| Week 6 – 1 TSC Representative | | | |
| Week 6 - 1 TSC Representative | | | Team 6 |
| Travel to Isiolo | Sunday | | |
| ✚ Isiolo | Monday | | |
| ✚ Meru | Tuesday | | |
| ✚ Embu | Wednesday | | |
| ✚ Nyeri | Thursday | | |
| ✚ Muranga | Friday | | |
| ✚ Travel to Nairobi | Saturday | | |
| TRAVELLING EXPENSES FOR 12 TSC FACILITATORS | | | |
| Night out for each facilitator for one week @ Kshs 8,400.00 per day 7 days (Departure Days Sunday to Saturday). | | | |
| Week 1 – | | | |
| 1st TSC representative (1) | | 58,800.00 | |
| 2nd TSC representative (2) | | 58,800.00 | |
| 3rd Insurance Representative | | | |
| 4th Insurance Driver | | | |
| Week 2 – | | | |
| 1st TSC representative (3) | | 58,800.00 | |
| 2nd TSC representative (4) | | 58,800.00 | |
| 3rd Insurance Representative | | | |
| 4th Insurance Driver | | | |
| Week 3 – | | | |
| 1st TSC representative (5) | | 58,800.00 | |
| 2nd TSC representative (6) | | 58,800.00 | |
| 3rd Insurance Representative | | | |
| 4th Insurance Driver | | | |
| Week 4 – | | | |
| 1st TSC representative (7) | | 58,800.00 | |
| 2nd TSC representative (8) | | 58,800.00 | |
| 3rd Insurance Representative | | | |
| 4th Insurance Driver | | | |
| Week 5 – | | | |
| 1st TSC representative (9) | | 58,800.00 | |
| 2nd TSC representative (10) | | 58,800.00 | |
| 3rd Insurance Representative | | | |
| 4th Insurance Driver | | | |
| Week 6 – | | | |
| 1st TSC representative (11) | | 58,800.00 | |
| 2nd TSC representative (12) | | 58,800.00 | |
| 3rd Insurance Representative | | | |
| 4th Insurance Driver | | | |
| Total Night outs Expenditure | | | 705,600.00 |

4. **TSC/T/060/2015-2016 - CAPACITY BUILDING IN ICT INTEGRATION FOR PUBLIC PRIMARY SCHOOLS TEACHERS UNDER THE DIGITAL LITERACY PROGRAMME (DLP) – 3 YEAR FRAMEWORK**

| NO | ISSUED RAISED | CLARIFICATIONS |
|----|----------------------------|--|
| 1. | Objectives of the Training | <ul style="list-style-type: none"> a. There shall be a training venue in each county. b. The training facilities will be provided by the training venue selected. The selected bidder shall only provide the content and the trainers c. TSC to monitor the face-to-face training, one year e-learning platform and teachers' certification d. Size of the cohort will be at most 50 teachers e. The trainers must be trained teachers f. Training will be done in phases for the 3 years. The first phase of about 12,000 teachers will be trained in the current (2015/16) financial year. |

NANCY NJERI MACHARIA, OGW
COMMISSION SECRETARY