



NATIONAL LAND COMMISSION

CALL FOR EXPRESSION OF INTEREST

DEVELOPING OF A POLICY FRAMEWORK ON SECURING LAND

TENURE RIGHTS IN KENYA

TENDER NO: NLC /RES/EOI/004/2017-2018

**Ardhi House 12th Floor, 1st Ngong Avenue
P.O. Box 44417-00100
Nairobi.
Tel: 2718050**

**Email: info@landcommission.go.ke
Website: www.landcommission.go.ke**

CLOSING DATE: Tuesday, 30th January, 2018



EXPRESSION OF INTEREST

The National Land Commission of Kenya is an independent government body entrenched in Article 67 (1) of the constitution of Kenya 2010 and subsequently established under an Act of Parliament, Act Number 5 of 2012.

The National Land Commission invites sealed tenders from reputable firms for provision of the following Consultancy Services;

	EOI Number	Expression of Interest	Eligibility	Closing date
1	NLC/RES/ EOI/002/2017-18	Development Of A Policy Framework On Riparian Land In Kenya	Open to All	Tuesday 30 th , January, 2018 at 11.00 Hours
2	NLC/RES/ EOI/003/2017-18	Developing of a Policy framework on Youth and Land in Kenya	Open to All	Tuesday 30 th , January, 2018 at 11.00 Hours
3	NLC/RES/ EOI/004/2017-18	Developing of a Policy framework on securing Land tenure rights in Kenya	Open to All	Tuesday 30 th , January, 2018 at 11.00 Hours
4	NLC/RES/ EOI/005/2017-18	Developing of a Policy framework on Land Conflict in Kenya	Open to All	Tuesday 30 th , January, 2018 at 11.00 Hours

Interested bidders can download the Expression of Interest document from the Commission's website: www.landcommission.go.ke or **IFMIS Portal** www.supplier.treasury.go.ke free of charge.

Bidders who download the documents are required to forward their particulars to the Supply Chain Office for records and for the purposes of receiving any further tender clarifications and/or addendums where applicable.

Completed documents in plain sealed envelope, clearly marked with the Tender Number on the Top left side should be deposited in the Tender Box situated on Ground Floor, ACK Garden Annex, 1st Ngong Avenue – off Ngong Road, **on or before 30th January, 2018 at 11.00 Hours** or if mailed addressed to:-

SECRETARY/CEO

NATIONAL LAND COMMISSION
P.O. BOX 44417-00100
NAIROBI

EOIs will be opened immediately thereafter in the presence of bidders or their representatives who may choose to attend. Late applications will be rejected.

CHAVANGI AZIZ TOM

SECRETARY/CEO

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SECTION I

1. INTRODUCTION

The National Land Commission (NLC) is a constitutional body established by the Constitution of Kenya 2010, National Land Commission Act, 2012, the Land Act 2012 and the Land Registration Act of 2012.

2. OBJECTIVE

The purpose of this Notice is to seek for Expression of Interest from suitable individual consultants or organizations who wish to lead teams in **Developing of a Policy framework on securing Land tenure rights in Kenya**. The consultant researcher should be willing to act as coordinator for the project.

3. SCOPE OF WORKS

Submitting an Expression of Interest (EOI) is the first phase in the project selection process.

The EOI should clearly and concisely explain the research activity's relevance, purpose, objectives, activities and expected results in support of the objectives of the National Land Commission mandate as set forth in the Constitution Article 67 ... *to 'conduct research related to land and the use of natural resources, and make recommendations to appropriate authorities'*.

There are growing concerns over the unsustainable use of the fragile riparian ecological zones. This EOI focuses on the subject of Riparian lands and the policy framework development. After evaluating EOIs, the NLC will contact those who submitted successful EOIs to enter into a second phase by submitting a full proposal based on the concepts and technical approaches proposed in the EOI. All EOIs must not exceed 5 pages and must be submitted in the following format:

Note: NLC reserves the right to seek any clarification on the application submitted and verify accuracy of all information provided by contacting the applicants' clients

SECTION II (MANDATORY) DOCUMENTS

Please attach copies of the following mandatory documents.

Attach evidence /copies of;

- a. Registration/ Certificate of Incorporation, Consortium Agreements etc.);
- b. Valid KRA Tax Compliance Certificate
- c. Current Practicing Certificates for the Professionals;
- d. Membership to Professional Organizations;
- e. Provide audited accounts for the last two (2) years (2015 and 2016).
- f. Confidential business questionnaire
- g. Litigation history
- h. Sworn statement
- i. Power of attorney

All expressions of interest must meet the minimum (mandatory) conditions as set out in section 2 of this document.

SECTION III

I. PROPOSED PROJECT ACTIVITY DETAILS

- i. Proposed Project Title:
- ii. Proposed Project Time Frame (up to 3 months):

Total – 5 points

II. PROJECT PROPOSED TASKS, ACTIVITIES AND PROBLEM STATEMENT

Please describe the proposed Project activities, tasks, time-frame, deliverables and the main problems/issues that it will address. Please list and briefly describe the illustrative activities the project will undertake.

Total – 25 points

III. RELEVANCE OF PROJECT ACTIVITY GOAL AND OBJECTIVES

Please state the overall goal of the proposed Project activity. List the specific objectives of the project activity that must be met in order to achieve the overall goal and their relevance to the NLC's Constitutional mandate. It should be made clear how achieving the Project activity's goal and objectives will contribute to addressing the issues/problems listed in Section 2 above.

Total – 20 points

IV. EXPECTED RESULTS

Please describe the expected results of the proposed Project activities and how they relate to the proposed Project activity goal and objectives. Please list anticipated and achievable results as measurable outcomes of the proposed Project activities. Each result should be directly linked to a specific objective.

Total – 20 points

VI. PAST EXPERIENCE

Please list your past experience or that of your organization in implementing similar activities. Include a description of similar assignments and evidence of relevant experience in carrying out at least three (3) similar assignments in the last three (3) years including names, contact details and references of the clients; Attach at least three (3) Relevant recommendation letters of suitability.

Total – 20 points

VII. QUALIFICATIONS FOR APPLICATION

Interested consultants must provide information indicating that they are qualified to carry out the task. Consultants may constitute consortiums to enhance their qualification. Interested consultants are required to submit applications in English language with the following specific information:-

- a. Company profile showing description of management/organization structure including description of the firm or consortiums firms
- b. Availability of appropriate skills among staff, provide CVs of at least three key staff proposed for the assignment

It should be noted that a detailed description of the proposed project is not required at this stage

Total – 10 Points

SECTION IV

The Applicant

NLC/6/1 (02)	
Full Legal Name of Applicant (As per Registration Certificate in Kenya)	
Full Name of Applicant	
Address	
Office Telephone Number(s)	
Fax Number	
E-mail Address	
Web Address	
Contact Person, Title	
Contact Person, E-mail address	
Contact Person, Phone number	
Year organization was registered	
Legal status of the organization	
Registration Number	
TAX ID Number	
Organization's mission statement/purpose and primary sectors of the organization's operation	

I confirm that:

All information reported on this application is true and accurate.

Name:	
Signature:	
Date:	

Secretary/CEO – NLC