

**COUNTY GOVERNMENT OF WAJIR**



**NATIONAL OPEN TENDER**

**CALL FOR EXPRESSION OF INTEREST  
FOR THE IMPLEMENTATION OF AN INTEGRATED  
COUNTY GIS SYSTEMS FOR THE COUNTY  
GOVERNMENT OF WAJIR**

**TENDER NO: WCG/OT/EOI/07/2021-2022**

**Closing Date: 26<sup>TH</sup> NOVEMBER, 2021**

**TERMS OF REFERENCE FOR EXPRESSION OF INTEREST (EOI)  
FOR THE DEVELOPMENT AND IMPLEMENTATION OF AN  
INTEGRATED COUNTY GIS SYSTEM FOR THE COUNTY  
GOVERNMENT OF WAJIR**

**1. Introduction**

County Government of Wajir covers an area of about 56,000 Sq Km with an estimated population of 800,000. The county comprises of six constituencies namely; Wajir East, Tarbaj, Wajir West, Eldas, Wajir North and Wajir South which are further divided into thirty wards.

County Government Act requires Counties to develop GIS based spatial plans. This provides for the need to establish a centralized database development, management and information access system. Geographical Information Systems, GIS, plays a vital role in ensuring realization of this initiative. There are many factors that are taken into consideration enabling creation of these maps for information communication. Both spatial and non-spatial data will be integrated to fully communicate intended message to the targeted audience.

The Wajir county government faces numerous challenges such as unplanned settlements, inadequate infrastructure, and inadequate skilled labour and slow adoption of technology among many others. An immediate priority for the county through adoption of modern technology is to increase revenue collection, planning and resource management. A complete solution that will enable the county to develop GIS based database to ensure effective planning and management of county resources.

**3. OBJECTIVES OF THE ASSIGNMENT**

The main objective of the assignment is to develop an online interactive geo-portal based on ArcGIS that will capture, manage, process as well as disseminate all the spatially GIS-based data from different sectors such as water, education, health, roads, agriculture, disaster management, rangelands, environment, natural resources among others within Wajir County.

The specific objectives include:

1. To identify existing systems within the county and analyze its strength and weaknesses while proposing upgrading of the current and its

integration into one unified GIS system for the county with different modules representing key sectors.

2. Developments of a geo-information database that will host all spatial data and related attribute information with the following modules;
  - i. Land Information system (LIS) Module.
  - ii. Project Management Module.
  - iii. Natural Resource Management module.
  - iv. Education Information Module.
  - v. Health Services Information Module.
  - vi. Agriculture and Livestock Information Module.
  - vii. Water Information Module.
  - viii. Disaster Management Module
  - ix. Transport & Infrastructure Module
  - x. Asset management Module
  - xi. Population (Demographic) Module
  - xii. Business Information Management Module
  - xiii. Revenue Management Module
3. Migrate all the existing databases in different formats to the GIS ready central and online database at the county.
4. Provide a field to office workflow that will enable continuous updating of spatial and attribute information by developing a mobile application for data collection and updating.
5. Increasing revenue collection through the implementation of revenue management and dashboard module.
6. Build capacity within the users so that they can be able to manage, update and maintain the spatial database.

The consultant shall be required to conduct training on the developed modules with the aim of enabling the training participants to acquire knowledge and skills necessary to run the system.

The training shall include the following components:

- A sound theoretical background of the methods and products;

- Sample data for training should be provided by the training organization/agency and should enable the trainees to infer on the application within Wajir County Government;
- The knowledge transfer should be such that issues learnt are applicable within Wajir County Government and the trainees need to be exposed to real problems so as to enable them apply the tools themselves.

#### **4. Obligations of the Consultant**

The consultant will take a lead in the development and implementation of the Integrated County GIS System.

The Consultant will:

- a) Study existing systems within the county and analyze its strength and weaknesses while proposing their upgrading and integration into one unified GIS system
- b) Guide different departments on the requirements in terms of data from each sector.
- c) Build capacity within the departments during the development and implementation process for each module.
- d) Provide the ArcGIS technology and the required infrastructure to host the developed systems.
- e) Develop modules for the Integrated County GIS System.
- f) Development of a Geospatial database for each module
- g) Develop the Mobile data collection application for the users
- h) Develop templates for data collection & updating for each module.
- i) Together with the county government, undertake a pilot project for the modules, applications and templates developed.
- j) Carry out capacity building for the users within the County Government departments and partners.

#### **5. Obligations of the County Government**

- a) Provide seconded staff to the development process and monitor their progress in learning.
- b) Take a lead in organizing for each department's participation in the development process.
- c) Provide the required data in the correct format as requested by the consultant.
- d) Facilitate all meetings related to the project.

## **6. Qualifications and experience of Key Staffs**

The Consultant shall provide experts with the requisite skills, expertise, and experience to carry out the tasks and provide in the outputs of the assignment. The proposed experts should have experience of not less than 5 years in the respective field of expertise.

The following list provides an indication of the minimum required expertise:

- Geographic Information System Developer
- Geographic Information System Analyst
- Information technology Experts

The Consultant will be expected to propose the expertise that he deems necessary to carry out the assignment comprehensively and timely. The responsibility of each proposed staff should be detailed clearly including inputs in days and costs.

### **7.0 ELIGIBILITY**

The Expression of Interest must be accompanied by a firm's qualification and professional capabilities. The information may include brochures, description of similar assignments, experience in similar conditions and availability of appropriate skills among staff with their most recent profiles showing qualifications and experience.

Interested firms should provide evidence of the following:

- Company Profile
- Certified copies of Certificate of Incorporation/Registration
- Certified copies of CR12
- Certified copies of consortium agreements between firms that bid jointly with respective roles of each party clearly defined. The lead entity must be one with core expertise in GIS system development and implementation.
- Description of management/organization structure with list of key staff relevant to the assignment and their curriculum vitae
- Certified copies of Valid KRA Tax Compliance Certificate
- Certified copies of KRA PIN
- Certified copies of audited financial Records for the last 3 years
- Certified copies of Current Practicing Certificates for the Professionals;
- Certified copies of Membership to Professional Organizations;

- Must have an established working link to wider GIS user community in Kenya;
- Must have experience in the execution of large national GIS projects in Government and International Organizations;
- Must provide proof of having conducted a similar projects in the last 5 years;
- Must provide Manufacturer Authorization indicating authority to sell relevant software and hardware; and
- Must have experience in conducting training to Government or International Organizations
- Prospective bidders should demonstrate understanding and capability to undertake the project by providing a detailed description of their understanding of the assignment, how they propose to undertake the assignment and expected components of the assignment as per the scope above.
- Submit a brief overview of projects of similar scope, methodology and implementation, either ongoing or successfully implemented with contact persons and references (letters of introduction, recommendations of good performance or guarantees) from the organisations they are being/were implemented. These should include necessary evidence i.e. copies of contracts, LPOs, completion certificates etc.
- Liquidity: The Bidder shall demonstrate that they have access to, or have available, liquid assets, lines of credit or other financial means sufficient to implement the project.
- Healthy staff retention capacity for purposes of ensuring longevity of support relationship
- Ability to build on the work already in place by developing solutions that will sit on top of the existing ones.

Note that the copies should be certified by a **Commissioner for Oaths** or **Notary Public**.

The attention of prospective bidders is drawn to the following;

- i. The fact that they will be required to certify in their EOI submissions that all software is either covered by a valid license or was produced by the Bidder and
- ii. Violations are considered fraud, which can result in consequences provided in the Public Procurement and Asset Disposal Act, 2015.

## **8.0 Deliverables**

The following are the deliverables of this consultancy;

- i. Prepare a situational analysis report after the study of existing systems of the County
- ii. Developed modules for the following sectors; Land, Water, Health, Agriculture and Livestock, Revenue, Education, Transport and Infrastructure, Disaster, Asset Management, Business Information Management, Project Management and Natural Resource Management
- iii. Training & Capacity building for 25 participants from County Government Departments;
- iv. Web Portal and executive dashboards for the Modules;
- v. User and System Administration Manuals for the developed system;
- vi. Source Code for the developed systems
- vii. Development of a Geospatial database for each module.
- viii. Developed templates for data collection and updating for each module.
- ix. Developed mobile application for data collection and updating for each module.
- x. Cloud Hosting for the entire system

## **9.0 Implementation schedule**

The consultant is required to propose detailed project implementation schedule and work plan.

## **10.0 The process**

The candidates will be prequalified in accordance with the qualification criteria set out in the EOI document, provisions of public procurement and asset disposal act 2015 and subsequent public procurement regulations which can be obtained from the following website: <http://www.ppra.go.ke>

Shortlisted candidates will be selected on the basis of the expression of interest submitted and invited for Request for Proposals (RFP).

### **11.0 Clarification**

The interested parties may request for clarification on the expression of interest up to seven (7) days before submission date. All requests for clarification must be sent in writing by paper or electronic mail. Candidates who intend to submit their EOI MUST promptly submit their names and contact details to: [supplychain@wajir.go.ke](mailto:supplychain@wajir.go.ke) for communication of any clarification(s) and addendum(s) during the tendering process.

### **12.0 Submission Details**

Interested bidders shall submit original (one) and Two copies of the EOI with all the necessary documentation in a plain sealed envelope clearly marked **TENDER NAME** “EXPRESSION OF INTEREST FOR THE IMPLEMENTATION OF AN INTEGRATED COUNTY GIS SYSTEMS FOR THE COUNTY GOVERNMENT OF WAJIR” **AND TENDER NUMBER:** “WCG/OT/EOI/07/2021-2022” along with the covering letter dully signed by an authorized signatory to be received on or before Friday, 26<sup>th</sup> November, 2021 at 10:00 a.m. and addressed to:

**CHIEF OFFICER  
DEPARTMENT OF LANDS,  
PHYSICAL PLANNING AND URBAN DEVELOPMENT  
P.O BOX 9-70200  
WAJIR.**

The EOI applications will be opened immediately thereafter in the presence of bidders or their representatives who choose to attend at the Wajir County Conference Room, Ground Floor at the Office of the Governor, Wajir County in Wajir Town.

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