



PREPARATION OF A LOCAL PHYSICAL AND LAND USE DEVELOPMENT PLAN

SECTION 1: CALL FOR PROPOSAL

- 1.1** The Kambanga (DA) Ranching Limited Request for proposal (RFP) from consulting firms towards **PREPARATION OF A LOCAL PHYSICAL AND LAND USE DEVELOPMENT PLAN** services. More details of the services are provided in the terms of reference herein.
- 1.2** The RFP includes the following documents;
- Section I - Call for Proposal
 - Section II - Information to Consultant
 - Section III - Terms of reference
- 1.3** On receipt of this Standard Request for Quotation (SRQ) please prepare your quotation as required and return before the date and time indicated in the document.

Yours sincerely.

Charles Mwaiseghe

Secretary, Board of Directors

Kambanga (DA) Ranching Limited

SECTION II: INFORMATION TO CONSULTANTS (ITC)

2.1 Introduction

- 2.1.1 The Client will select a firm from the submitted proposals. The method of selection shall be as indicated by the procuring entity.
- 2.1.2 The firm/candidates are invited to submit a technical proposal and a financial proposal for consulting services required for the assignment stated in the letter of invitation.
- 2.1.3 In the assignment where the procuring entity intends to apply standard conditions of engagement and scales of fees for professional services, which scale of fees will have been approved by a relevant authority, a technical proposal only may be invited and submitted by the candidate. In such a case the highest ranked candidate in the technical proposals shall be invited to negotiate a contract on the basis of the set scale of fees. The technical proposals will be the basis for contract negotiations and ultimately for a signed contract with the selected candidate.
- 2.1.4 The candidates must familiarize themselves with local conditions as regards the assignment and take them into account in preparing their proposals. To obtain adequate information on the assignment and on the local conditions, candidates are encouraged to liaise with the procuring entity regarding any information that they may require before submitting a quotation.
- 2.1.5 The Procuring entity will provide the inputs and services specified in the special conditions of contract needed to assist the candidate to carry out the assignment.
- 2.1.6 Please note that (i) the costs of preparing the proposal and of negotiating the Contract, including any visit to the Client are not reimbursable as a direct cost of the assignment; and (ii) the Client is not bound to accept any of the proposals submitted.
- 2.1.7 The procuring entity's employees, committee members, board members and their relative (spouse and children) are not eligible to participate.

2.2 Preparation of Quotations

- 2.2.1 The individual consultant's proposal shall be written in English language.
- 2.2.2 In preparing the Technical Proposal, consultants are expected to examine the documents constituting this RFP in detail. Material deficiencies in providing the information requested may result in rejection of a proposal.
- 2.2.3 While preparing the Technical proposal, the candidate must give particular attention to the following:

- (a) If candidate considers that it does not have all the expertise required for the assignment, it may suggest in the proposals other person(s) who will assist in the assignment but they will not be party to the contract for the purpose of the performance of the assignment. A candidate will not propose other candidates invited to submit quotations for the assignment. Any candidate in contravention of this requirement shall automatically be disqualified.
- (b) For all the staff who will be involved in the assignment a candidate must indicate their responsibility in the assignment and also the staff time as necessary.
- (c) The curriculum vitae (CV) of the staff proposed must be submitted with the quotation.
- (d) Proposed professional staff must as a minimum, have the experience as indicated, preferably working under conditions similar to those prevailing in Kenya

2.2.4 The Technical proposal shall provide the following information;

- (a) Proposed professional staff must as a minimum, have the experience as indicated, preferably working under conditions similar to those prevailing in Kenya
- (b) A brief description of the firm's organization and an outline of recent experience on assignments of a similar nature. For each assignment the outline should indicate *inter alia*, the profiles of the staff proposed, duration of the assignment, contract amount and firm's involvement.
- (c) Any comments or suggestions on the Terms of Reference and a list of service and facilities requested to be provided by the procuring entity.
- (d) A description of the methodology and work plan for performing the proposed assignment
- (e) The list of the proposed staff team by specialty, the tasks that would be assigned to each staff team member and their timing.
- (f) Any additional information requested in the special conditions of contract.

2.2.5 The Technical proposal shall be separate from the Financial proposal and shall not include any Financial information.

2.3 Financial Quotation

2.3.1 In preparing the financial quotation, the candidate is expected to take into account the time required in completing the assignment as outlined in the RFQ. The financial quotation will therefore be quoted in fees per day or month. The financial quotation may also include other costs as necessary, which will be considered as reimbursable. It will then give the total cost of the assignment.

2.3.2 The Financial quotation should include the payable taxes.

2.3.3 The fees shall be expressed in Kenya Shillings.

2.3.4 The financial quotation must comply with the law governing the profession of the candidate.

2.4 Submission, Receipt and opening of quotations

- 2.4.1 The technical proposal and the financial quotation shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the candidates. Any such corrections must be initialed by the candidate.
- 2.4.2 For each quotation the candidates shall prepare the quotations in the number of copies indicated in the special conditions of contract. Each Technical proposal and financial quotation shall be marked "ORIGINAL" or "COPY" as appropriate. If there are any discrepancies between the original and the copies of the quotation, the original shall govern.
- 2.4.3 The original and all copies of the Technical proposal shall be placed in a sealed envelope clearly marked "TECHNICAL PROPOSAL", and the original and all copies of the financial quotation in a sealed envelope duly marked "FINANCIAL QUOTATION. Both envelopes shall be placed in an outer envelope and sealed.
- 2.4.4 Interested candidates/firms are invited to submit their proposals on or before **15/7/2022 at 10 am** using the following post office address with clear label "*Kambanga Land Use Plan Development Proposal*".

Kambanga Ranching (DA) Company Limited

P.O. Box 94-80305,

Mwatate, Taita Taveta.

For those who wish to use email address, send to kambangaranching@gmail.com and carbon copy to lands@taitataveta.go.ke.

- 2.4.5 After the deadline for submission of proposals, the Technical Proposal shall be opened immediately by the opening committee. The financial quotations remain sealed and in the custody of a responsible officer of the procuring entity up to the time set for opening it.

2.4.6 Mandatory requirements -

- (a) Valid registration certificate
- (b) Valid tax compliance certificate
- (c) Pin/VAT certificate
- (d) Copy of certificate of incorporation
- (e) Single Business permit

SECTION III - TERMS OF REFERENCE (TOR)

3.1 Background Information Kambanga Ranch

Kambanga ranch is a community owned ranch with 500 shareholders in Nyangala division, Voi Sub-county, Taita Taveta County, Kenya. Established in early 1970s with other ranches within Taita Taveta county, the land mass of the ranch is approximately 34,000 acres. The ranch borders Dawida, Taita and Amaka ranches in Taita Taveta county and Taru and Mwambenja ranches in Kwale county. The land is covered by low tree vegetation and bushland, shrub grasslands and rock outcrops. During the pre-colonial area, the ranches were grazing lands for the local community but utilized by the colonials as hunting blocks.

Kambanga ranch forms part of the famous Kasigau wildlife corridor connecting Tsavo East and Tsavo West National Parks. Endowed with wildlife and other natural resources, Kambanga Ranch provides an ideal setting to showcase a regenerative land use model for an ecosystem that integrates improved livestock production, wildlife conservation and tourism, carbon off-setting and mining.

The ranch works closely with her shareholders and stakeholders. Among the stakeholders include neighboring ranches, Taita Taveta Wildlife Conservancies Association (TTWCA), national and County Government Ministries and Departments, private sector, Wildlife Works and nongovernmental organizations.

3.2 Project description

Kambanga ranch's goal is to bring together resources and community to nurture a thriving economy that will benefit the shareholders, neighboring community and generations to come. Though this has been the dream since inception, strides have been made with challenges. To realize this, the ranch's objective has been to put its land into effective and efficient land uses that not only enhance economic wellbeing of its shareholders but also improve on socio-cultural, environmental and political wellbeing. To attain this objective, the ranch seeks the services of a qualified spatial planner to assist in developing a land use plan that resonates with the stated objective and goal. The process will be consultative incorporating the views of stakeholders and considering all viable land use options within Kambanga Ranch.

3.3 Approach

The preparation of the Kambanga Ranch land use plan will adopt a hybrid approach which will involve engagement of a consultant, county planning technical staff and ranch. Terms of engagement will be as follows:

3.3.1 Ranch executive

1. Preparation of the terms of reference
2. Mobilization of stakeholders
3. Formation of the Technical and Sector Working Groups
4. Management of public participation
5. Issuance of notice of intention to plan

3.3.2 County planning team

1. Data collection and development of geo-spatial data storage Ranch
2. Preparation of project implementation plan
3. Preparation of the Project implementation framework
4. Technical evaluation of project activities

3.3.3 Consultant

1. Processing of spatial data, including undertaking spatial data analytics
2. Resource mapping
3. Development of spatial development strategies
4. Development of detailed Land use
5. Preparation of Capital Investment Plan

3.4 Purpose and Objective of the Plan

The purpose of the plan is to develop a land use plan for Kambanga Ranch through stakeholder participation. But more specifically, the consultant should undertake the following

1. Carry out a resource mapping for the entire ranch
2. Conduct a comparative land use analysis of the most viable land use options in Kambanga in order of priority
3. Develop Sustainable Environment Management Plan and Resource System
4. Preserve and protect existing good features and fragile ecosystems
5. Map and zone all the land uses putting into consideration the greater landscape plan for neighboring Taita ranches, potential Taita Taveta County spatial plan and National land use plan and other relevant sectoral plans
6. Develop by-laws to ensure effective management of the land being planned for
7. Prepare Harmonious and Detailed Land Use Plan for Kambanga Ranch
8. Engage shareholders and stakeholders in preparation and endorsement of the land use plan
9. Comply with National and County guidelines on land use planning during the entire process.
10. Provide a policy framework for socio-economic investments, use of space, infrastructure services and community facilities

3.5 Project scope

Kambanga Ranch Land Use Plan will be a ten-year plan that will inform the sustainable development of the ranch for the next ten years. It will cover the entire Kambanga Ranch.

3.6 Deliverables

1. Inception report
2. Stakeholder identification and analysis report

3. Resource mapping report
4. Situational analysis report - Comparative land use analysis and development of spatial development strategies
5. Zonation maps and GIS shapefiles
6. By-laws
7. Preparation of Capital Investment Plan
8. Fully signed and registered Land use plan.

3.6 Consultancy period

The consultancy will last for a period not exceeding four (4) months after signing of the consultancy agreement.

3.7 Consultancy selection

The consultant is expected to provide a quotation that will enable him/her deliver on the consultancy. This should be submitted as a proposal with a write-up, timeline of completion and working budget. The selection process will be competitive and the successful candidate will be informed. Thereafter, the selected consultant will be contracted to commence the process. Due to the expected volume of applications, only the successful candidate will be contacted. Candidates who do not hear from us by the 18/7/2022, should consider their applications as unsuccessful.

3.8 Expertise required.

The following will be the minimum key professional required for the assignment.

a) Team leader

- Must possess an advanced degree in spatial planning/Urban and Regional planning with over 10 year's professional experience.
- Be registered with the Physical Planners Registration Board and must have a current practicing certificate.
- Experience in land use planning with a verifiable record from three referees
- The consultancy team should contain of diverse expertise that will deliver in the anticipated land uses
- Track record in working with governments, private sector and local community
- Conversant on land use planning policies, laws and regulations
- Familiarity with the region and the issues within Taita Taveta Ranches.

b) Project planner.

- Must possess a degree in spatial planning /urban and regional planning.
- At least 7 years' professional experience.

- Be registered with the Physical Planners Registration Board and must have a current practicing certificate.

c) Planners.

- At least 3 planners with experience in GIS to work under the project planner.

(d) Project Surveyor.

- Must possess a degree in land surveying and hold a valid practicing license.
- At least 7 years' professional experience in surveying and mapping.

d) Geologist/Gemologist

- Must possess a degree in geology/gemology.
- At least 5 years' experience in land surveying and mapping.

e) Environmentalist.

- Must possess a degree in environmental planning/land use planning or equivalent.
- Must be registered as a Lead expert registered with National Environmental Management Authority (NEMA) and hold a valid practicing license.

f) Sociologist.

- Must possess a University degree in Sociology or its equivalent.
- Minimum seven years' practical experience in urban and regional planning.