



BID CLARIFICATION MATRIX 1

TENDER FOR

**SUPPLY, INSTALLATION AND COMMISSIONING OF 20 NAVIGATIONAL BUOYS AND 5
BEACON TOWER IN LAKE VICTORIA**

TENDER NUMBER: PRQ20240854

09 January 2025

TRADEMARK AFRICA

SUPPLY, INSTALLATION AND COMMISSIONING OF 20 NAVIGATIONAL BUOYS AND 5 BEACON TOWER IN LAKE VICTORIA

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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 considered 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).
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 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.	PART 2 – Employer's Requirements	Buoy Specification	We can confirm that all our buoys will be produced by us in line with IALA Specification (Colour, Top Mark, Shape, Lantern etc.) Upon completion of Manufacturing Process, we will get said Buoy duly inspected by a Third Party so to ensure that said buoy is compliant to IALA Specification. Copies of said successful inspection will be submitted with	This is acceptable. A representative from the Employer and Beneficiary will witness the inspection exercise by the third-party inspector.	Closed

Sl. No.	Clause No. as per RFP	Point of Queries	Our Comments / Clarifications required	Clarification Response	Status
			your office of the contract is awarded to us. Please confirm acceptance of same in this respect		
2.	2.3.Average Annual Turnover	Item 2.3.2 – Average Annual Turnover	The requirement of USD 1.5 Million (Average Annual Turnover) is very much on the higher side. We request you to consider reducing the “Average Annual Turnover Requirement” from USD 1.5M to USD 1,000,000.	The Average Annual Turnover of \$1.5million is required for this tender.	Closed
3.	2.4 Experience	Item 2.4.2 – Specific Experience	The requirement of “Participation as main contractor in at least Two (2) contracts within the last five (5) years, each with a value of at least (USD \$1,500,000 for the works) that have been successfully and substantially completed and that are similar to the proposed Works” is as well on the higher side and would request you to allow a sum of USD 500,000 from USD 1.5Million please.	The requirement as per the tender document remains the same.	Closed
4.	GCC 48.1	GCC 48.1 - The Advance Payments	GCC 48.1 - The Advance Payments shall be: twenty (20%) and shall be paid to the Contractor no later than 45 days from submission date. A bank guarantee for the advance payment shall be provided by the successful bidder and acceptable to the Financing institution. Considering the Project in hand and import requirements, we would request you to allow advance payment to be 30% against corresponding Bank Guarantee. This will assist us in executing the Project within timeline and successfully	Advance payment applicable to this project is 20% as stated in the tender document.	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.

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