



LETTER OF INVITATION

REQUEST FOR PROPOSAL (RFP)

Date: 20th June, 2023

Reference No: **NGCDF/NBL/SP/01/2022-2023**

Name of Assignment: **Provision of Five-Year Term (2023-2027) Strategic Plan Services for the Nambale National Government Constituency Development Fund (NG-CDF)**

1. The procuring Entity has set aside funds in its budget toward the cost of the subject consulting services and now therefore invites eligible consulting firms to submit their proposals in providing the consultancy services. Interested firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. The eligible consulting firms are also referred to Terms of Reference under Section V of the Request for Proposals (RFP) document for a detailed scope of the assignment and qualification requirements.
2. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. The nature of association, whether it is joint venture or a sub-consultancy should clearly be stated. In case of joint ventures, the firm leading the joint venture should be mentioned.
3. Eligibility criteria for contract award shall be in accordance to the Quality & Cost-based selection (QCBS) method set out in the public procurement and asset disposal Act 2015 which is available in the Public Procurement Regulatory Authority website: <http://www.ppoa.go.ke>
4. Interested Consultant may obtain the tender document or further information from Nambale NG-CDF Offices during office hours from 8.00 to 17.00 hours East African Time.
5. **The Consultant MUST be pre-qualified with the NGCDF Board under Consultancy Services for Strategic Plans category.**

Vision: Equitable social-economic development countrywide



ISO 9001:2008 Certified



6. Completed Technical and Financial proposal documents **MUST** be submitted in plain sealed envelopes marked with proposal number: **NGCDF/NBL/SP/01/2022-2023** containing both the Technical and Financial proposals (separate envelopes as per the ITC 2.5.3) to be deposited in the tender box at the Entrance of Nambale NG-CDF Offices addressed to: -

The Fund Account Manager,
Nambale Constituency
P.O Box 27-50409,
Nambale

On or before **27th June, 2023**. at.11:00a.m. (EAT) clearly marked “**Provision of Five-Year Term Strategic Plan Services for the Nambale National Government Constituency Development Fund (NG-CDF).**”