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KE-Nairobi: survey services

2011/S 93-152665

CONTRACT NOTICE

Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S)

Financial Sector Deepening Trust (Kenya)

Box 11353

Contact: Lydiah Kioko

Attn: Lydiah N. Kioko

00100 Nairobi

KENYA

Tel. +254 202718814

E-mail: lydiah@fsdkenya.org

Internet address(es)

General address of the contracting authority www.fsdkenya.org

Address of the buyer profile <http://www.fsdkenya.org/aboutus/index.php>

Further information can be obtained at: As in above-mentioned contact point(s)

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s)

Tenders or requests to participate must be sent to: As in above-mentioned contact point(s)

I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES

Other European member state financed development entity

Other International development

The contracting authority is purchasing on behalf of other contracting authorities No

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority

Kenya national financial access survey: field research (FinAccess 2011).

II.1.2) Type of contract and location of works, place of delivery or of performance

Services

Main place of performance Kenya.

II.1.3) The notice involves

A public contract

II.1.4) Information on framework agreement

II.1.5) Short description of the contract or purchase(s)

FSD Kenya was established by the UK's Department for International Development to support the development of inclusive financial systems in Kenya. In 2006, FSD Kenya funded the first nationally representative survey on access to financial services in Kenya, FinAccess 2006, which gave the first reliable measure of the national

demand for, and use of financial services. A cross-section of stakeholders was assembled to oversee the project, chaired by the Central Bank of Kenya (CBK). The second round of the survey was undertaken in March 2009. Not only did this provide a valuable update on financial inclusion in Kenya, it also provided the first time series data providing an indication of market dynamics. Within a relatively short period FinAccess has been established as the leading source of reliable data on financial access in Kenya and is widely cited in the media and used by Government, the private sector and international development partners. Preparations are now underway for the next round of the FinAccess national demand side survey. This will continue to build a time series, and identify important trends in financial inclusion. FSD Kenya is now seeking a research services provider to undertake data collection and processing for FinAccess 2011. Providers sought will need to have a track record in the implementation of nationwide household surveys of comparable scale and complexity and strong Kenya-based research capacity.

II.1.6) **Common procurement vocabulary (CPV)**

79311000

II.1.7) **Contract covered by the Government Procurement Agreement (GPA)**

No

II.1.8) **Division into lots**

No

II.1.9) **Variants will be accepted**

No

II.2) **QUANTITY OR SCOPE OF THE CONTRACT**

II.2.1) **Total quantity or scope**

II.2.2) **Options**

II.3) **DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION**

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) **CONDITIONS RELATING TO THE CONTRACT**

III.1.1) **Deposits and guarantees required**

III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them**

III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

III.1.4) **Other particular conditions to which the performance of the contract is subject**

No

III.2) **CONDITIONS FOR PARTICIPATION**

III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**

III.2.2) **Economic and financial capacity**

III.2.3) **Technical capacity**

III.2.4) **Reserved contracts**

III.3) **CONDITIONS SPECIFIC TO SERVICES CONTRACTS**

III.3.1) **Execution of the service is reserved to a particular profession**

No

III.3.2) **Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service**

No

SECTION IV: PROCEDURE

IV.1) **TYPE OF PROCEDURE**

IV.1.1) **Type of procedure**

Restricted

IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate**

Envisaged minimum number 3 maximum number 8

Objective criteria for choosing the limited number of candidates: (a) track record in successful implementation of major nationally representative surveys in Kenya within the last five (5) years, (b) adequate Kenya-based research capacity to conduct household surveys, and (c) commitment to produce required deliverables by the end of Jan 2012

IV.1.3) **Reduction of the number of operators during the negotiation or dialogue**

IV.2) **AWARD CRITERIA**

IV.2.1) **Award criteria**

The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

IV.2.2) **An electronic auction will be used**

No

IV.3) **ADMINISTRATIVE INFORMATION**

IV.3.1) **File reference number attributed by the contracting authority**

IV.3.2) **Previous publication(s) concerning the same contract**

No

IV.3.3) **Conditions for obtaining specifications and additional documents**

IV.3.4) **Time-limit for receipt of tenders or requests to participate**

20.6.2011 - 09:00

IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**

IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**

English.

IV.3.7) **Minimum time frame during which the tenderer must maintain the tender**

IV.3.8) **Conditions for opening tenders**

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) **THIS IS A RECURRENT PROCUREMENT**

No

VI.2) **CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS**

No

VI.3) **ADDITIONAL INFORMATION**

Expressions of interest must include a capability statement, of no more than four (4) A4 pages, which shows evidence of relevant skills and experience in providing the services required under this contract notice. Abridged CVs of key personnel only, each of not more than three (3) pages in length, should also be included. These CVs can be submitted in addition to the 4 page capability statement. Expressions of interest should be submitted to

the address at section 1, preferably by e-mail. Following assessment of expressions of interest, FSD Kenya will invite short-listed applicants to submit full technical and commercial proposals.

VI.4) **PROCEDURES FOR APPEAL**

VI.4.1) **Body responsible for appeal procedures**

VI.4.2) **Lodging of appeals**

VI.4.3) **Service from which information about the lodging of appeals may be obtained**

VI.5) **DATE OF DISPATCH OF THIS NOTICE:**

11.5.2011