

EVALUATION REPORT FOR TENDER NO. TENDER NO. MOICT/\$DICTI/016/2017-2018 FOR SUPPLY AND DELIVERY OF LASER JET PRINTER LIGHT DUTY, COLOR.

MEMBERS

MS. WINNIE MACHARIA	Chairman
MS. JANE MUNORU	Member
Mr. MBONI KYALO	Member
Mr. GODFREY KITANI	Member
Mr. PETER MUTHUSI	Secretariat
Ms. ALICE MAINA	Secretariat

BACKGROUND

The tender was floated in execution of Circular OP/CAB.39/1A dated 23rd February, 2018 from the Head of Public Service on Centralized Procurement of ICT Equipment and Services. Procurement of ICT equipment and services was consolidated under the State Department of ICT and Innovation.

This was an open tender that was published on 21st August, 2018 in MyGov publication and the Bidder representatives. Twenty two (22) firms submitted their bids as shown in the Table Ministry's Website. The tender was opened on 3rd September, 2018 in the presence of firms below:-

TABLE 1: LIST OF FIRMS THAT RESPONENT

Table 1: LIST OF FIRMS RESPONENT

TENDER NO. MOICT/\$DICTI/016/2017-2018	FIRM
1 Shonitel Limited	F1
2 Sunbeam Computer Systems EA Ltd	F2
3 Elsim Enterprises	F3
4 Negit Enterprises	F4
5 Pentium Systems	F5
6 Eurocom Systems Ltd	F6
7 Selex International Ltd	F7

8 Techbiz Limited	F8
9 Anisa Agencies Kenya Limited	F9
10 XRX Technologies	F10
11 Computerways Ltd	F11
12 Intermass Technologies EA Limited	F12
13 Copierforce Kenya Ltd	F13
14 MFI Document Solutions Limited	F14
15 Fabro Limited	F15
16 Computech Limited	F16
17 Lenox General Supplies	F17
18 Chincom Solutions Ltd	F18
19 Mbukana Enterprises	F19
20 Modern Hypermart Solutions	F20
21 Weston Commodities Enterprises	F21
22 Afro Kent Office Equipment	F22

Evaluation was done in three stages:-

1. PRELIMINARY STAGE
2. TECHNICAL STAGE
3. FINANCIAL/COMMERCIAL STAGE

1. PRELIMINARY STAGE

This stage of evaluation involved examination of the pre-qualification conditions as set out in the tender advertisement Notice or Letter of Invitation to tender and any other conditions stated in the bid document. All the under listed conditions had to be fulfilled in order for the bidder to be considered compliant to the next stage of evaluation.

The conditions set out in this stage were mandatory and all bidders were required to have attached all the required documents as it was stated in the tender document. Bidders that did not attach any of the required documents were not considered for technical evaluation.

The set criteria is as shown below in table 2:-

TABLE 2. PRELIMINARY CRITERIA

Table 2PRELIMINARY CRITERIA

S/NO	CRITERIA FOR TENDER NO. MOICT/SDICTI/016/2017-2018
1.	Certificate of Incorporation/ Registration.
2.	CR 12 where applicable.
3.	Valid Tax Compliance Certificate.
4.	Valid Trade License or Single Business Permit.
5.	Duly filled, signed and stamped business questionnaire.
6.	Duly filled, signed and stamped form of tender.
7.	Original bid bond of Kshs.250, 000.
8.	The Tender Security shall remain Valid for 150 days after the date of opening
9.	Bidders must provide evidence of having supplied similar items in the last 3 years by providing copies of orders, completion certificates or award letters from the current major clients.
10.	Submit audited accounts for last 3years and bank statement for the last 6 months preceding tender opening date.
11.	Submission of detailed bank account information including a reference letter from your bank indicating the lines of credit that can be extended to the bidder including bank overdrafts facilities.
12.	<p>Warranty and Manufacturer's authorization:</p> <p>a) A certified copy of valid manufacturer's authorization covering all items the tenderer has tendered.</p> <p>b) A duly signed original statement by the manufacturer indicating that:-</p> <p>i. The Tenderer is authorized to offer and supply goods that are manufactured by the manufacturer</p> <p>ii. The Original Manufacturer's Authorization (MA) MUST be on Letter Head, duly signed, stamped and addressed to The Principal Secretary MoICT and should be tender and item specific.</p>
13.	<p>A sworn statement or declaration stating that:</p> <p>a) The firm has not been debarred from participating in any public procurement by PPRA.</p> <p>b) No person related to the firm has any spouse or children working at MoICT</p> <p>c) The firm has not been engaged in any unethical, corrupt, collusive or fraudulent activities in public procurement matters.</p> <p>d) The firm has not been declared bankrupt, insolvent or under receivership.</p> <p>e) The firm is not guilty of any violation of fair employment law practices.</p> <p>f) Declaration that the firm will not engage in any corrupt or fraudulent practice.</p>
14.	All pages of both original and copy of the tender documents submitted MUST be sequentially serialized by the tenderers.
	C- Compliant NC – Non- Compliant

N.B the scoring was either COMPLIANT (C) OR Non-Compliant (NC)

Table 3 PRELIMINARY EVALUATION FORM AND SCORES

S/NO	SCORES FOR TENDER NO. MOICT/SDICTI/016/2017-2018	F1	F2	F3	F4	F5	F6	F7	F8	F9	F10
15.	Certificate of Incorporation/ Registration.	C	C	C	C	C	C	C	C	C	C
16.	CR 12 where applicable.	C	C	C	C	C	C	C	C	C	C
17.	Valid Tax Compliance Certificate.	C	C	C	C	C	C	C	C	C	C
18.	Valid Trade License or Single Business Permit.	C	C	C	C	C	C	C	C	C	C
19.	Duly filled, signed and stamped business questionnaire.	C	C	C	C	C	C	C	C	C	C
20.	Duly filled, signed and stamped form of tender.	C	C	C	C	C	C	C	C	C	C
21.	Original bid bond of Kshs.250, 000.	C	C	NC	C	C	C	C	C	C	C
22.	The Tender Security shall remain Valid for 150 days after the date of opening	C	C	NC	C	C	C	C	C	C	C
23.	Bidders must provide evidence of having supplied similar items in the last 3 years by providing copies of orders, completion certificates or award letters from the current major clients.	C	C	NC	NC	C	C	C	C	C	C
24.	Submit audited accounts for last 3years and bank statement for the last 6 months preceding tender opening date.	NC	C	NC	NC	NC	C	C	C	C	C
25.	Submission of detailed bank account information including a reference letter from your bank indicating the lines of credit that can be extended to the bidder including bank overdrafts facilities.	C	C	NC	NC	NC	C	C	C	C	C

26.	<p>Warranty and Manufacturer's authorization:</p> <p>c) A certified copy of valid manufacturer's authorization covering all items the tenderer has tendered.</p> <p>d) A duly signed original statement by the manufacturer indicating that:-</p> <p>iii. The Tenderer is authorized to offer and supply goods that are manufactured by the manufacturer</p> <p>iv. The Original Manufacturer's Authorization (MA) MUST be on Letter Head, duly signed, stamped and addressed to The Principal Secretary MoICT and should be tender and item specific.</p>	C	C	C	NC	C	NC	C	NC	C	NC
27.	<p>A sworn statement or declaration stating that:</p> <p>a) The firm has not been debarred from participating in any public procurement by PPRA.</p> <p>b) No person related to the firm has any spouse or children working at MoICT</p> <p>c) The firm has not been engaged in any unethical, corrupt, collusive or fraudulent activities in public procurement matters.</p> <p>d) The firm has not been declared bankrupt, insolvent or under receivership.</p> <p>e) The firm is not guilty of any violation of fair employment law practices.</p> <p>f) Declaration that the firm will not engage in any corrupt or fraudulent practice.</p>	C	C	NC	NC	C	C	C	C	C	C
28.	All pages of both original and copy of the tender documents submitted MUST be sequentially serialized by the tenderers.	C	C	NC	NC	C	C	C	C	C	C
	C - Compliant NC – Non- Compliant	NC	C	NC	NC	NC	NC	C	NC	C	NC

Table 4 PRELIMINARY CRITERIA SCORES CONTINUATION

S/N	CRITERIA	F11	F12	F13	F14	F15	F16	F17	F18	F19	F20	F21	F22
29.	Certificate of Incorporation/ Registration.	C	C	C	C	C	C	C	C	C	C	C	C
30.	CR 12 where applicable.	C	C	C	C	C	C	C	C	C	C	C	C
31.	Valid Tax Compliance Certificate.	C	C	C	C	C	C	C	C	C	C	C	C
32.	Valid Trade License or Single Business Permit.	C	C	C	C	C	C	C	C	C	C	C	C
33.	Duly filled, signed and stamped business questionnaire.	C	C	C	C	C	C	C	C	C	C	C	C
34.	Duly filled, signed and stamped form of tender.	C	C	C	C	C	C	C	C	C	C	C	C
35.	Original bid bond of Kshs.250, 000.	C	C	C	C	C	C	NC	C	C	C	C	C
36.	The Tender Security shall remain Valid for 150 days after the date of opening	C	C	C	C	C	C	NC	C	C	C	C	C
37.	Bidders must provide evidence of having supplied similar items in the last 3 years by providing copies of orders, completion certificates or award letters from the current major clients.	C	C	C	C	NC	NC	C	C	NC	C	C	C
38.	Submit audited accounts for last 3years and bank statement for the last 6 months preceding tender opening date.	C	C	NC	C	C	C	C	C	NC	C	C	C
39.	Submission of detailed bank account information including a reference letter from your bank indicating the lines of credit that can be extended to the bidder including bank overdrafts facilities.	C	C	C	C	C	C	NC	C	NC	C	NC	C
40.	Warranty and Manufacturer's authorization: e) A certified copy of valid manufacturer's authorization covering all items the tenderer has tendered. f) A duly signed original statement by the manufacturer indicating that:-	NC	C	NC	C	C	C	NC	C	C	C	NC	C

	v. The Tenderer is authorized to offer and supply goods that are manufactured by the manufacturer vi. The Original Manufacturer's Authorization (MA) MUST be on Letter Head, duly signed, stamped and addressed to The Principal Secretary MoICT and should be tender and item specific.												
41.	A sworn statement or declaration stating that: a) The firm has not been debarred from participating in any public procurement by PPRA. b) No person related to the firm has any spouse or children working at MoICT c) The firm has not been engaged in any unethical, corrupt, collusive or fraudulent activities in public procurement matters. d) The firm has not been declared bankrupt, insolvent or under receivership. e) The firm is not guilty of any violation of fair employment law practices. f) Declaration that the firm will not engage in any corrupt or fraudulent practice.	C	C	C	C	C	C	C	C	C	C	NC	C
42.	All pages of both original and copy of the tender documents submitted MUST be sequentially serialized by the tenderers.	C	C	C	C	C	C	C	C	C	C	C	C
	C - Compliant NC – Non- Compliant	NC	C	NC	C	NC	NC	NC	C	NC	C	NC	C

OBSERVATIONS

Pursuant to clause 2.22.4 of instructions to tenderers'/bidders/firms, the following bidders were not considered for technical evaluation due to various reasons as indicated in table 5 below.

Table 5 FIRMS DID NOT QUALIFY TO TECHNICAL STAGE

F1	item 9 : MOICT/\$DICTI/016/2017-2018
	<ul style="list-style-type: none"> • No audited accounts
	<ul style="list-style-type: none"> • No bank letter indicating lines of credit
	<ul style="list-style-type: none"> • No manufacturers Authorization only from an agent Red Do
F3	No Award letter and no completion certificate
F4	Did not provide requirements 9,10,11,12 and 13
F5	Submitted audited accounts but no bank statement for six months
F6	Did not have valid Manufacture's Authorization
F8	No valid Manufacturer's Authorization neither a letter from Agent/Local dealer
F10	Did not provide list of major replaceable components and lacked valid manufacture Authorization letter
F11	No valid warrant and manufacturers Authorization
F13	Item 10 firm did not provide current audit Accounts Report
	Item 12 NO manufacturers Authorization hence no warranty
F15	Item 9 No evidence of having supplied similar item in last three years
F16	The firm has no experience of providing similar goods for the last three years as it was required
F17	Item 7 &13 have not been provided
	Item 11 no did not provide bank reference letter as it was required
	Item 12 bidder did not provide manufactures warranty
F19	Item 9 bidder did not provide proven evidence on item 9,10 and 11
F21	Item 11 No bank reference letter
	Item 12 No manufactures Authorization and No sworn statement

N.B. therefore the following firms were considered for technical evaluation:- F2, F7, F9, F12, F14, F18, F20 and F22

2. TECHNICAL EVALUATION STAGE

In this section, the bids were analyzed to determine compliance with minimal technical specifications for the works as per the evaluation criteria set-out in the tender document. The criteria was as given below:-

Table 6: TECHNICAL EVALUATION CRITERIA

S/N	ITEM	MOICT/SDICTI/016/2017-2018 REQUIREMENT
1	Print Quality	600 x 600 dpi
2	Print Speed and throughput	Up to 27ppm
3	Print technology	Laser color
4	Display	2.7" Color LCD display
5	Memory	256 MB DDR, 256 MB NAND Flash
6	Memory slots	2 x100 –pin DDR DIMM
7	Processor Speed	At least 800 Mhz
8	First page out	10.20 Sec Black, 11.80 sec Color
9	Languages	PCL 5e,PCL 6, Postscript 3 emulation
10	Media Capacity	Total Media Capacity:150 sheets 1–250-sheet input tray Output Tray: 100 sheets 1 manual feeding tray including envelopes, labels, transparencies and special media Output tray up to 300 sheets
11	Media Sizes	Letter,legal,executive, A5, A4
12	Media types	Plain paper, envelopes, transparencies, copier, bond (60 to 200 g/m2)
13	Duplex printing	Automatic (standard)
14	Connectivity	IEEE-1284 compliant bi-directional parallel port and/or Universal Serial Bus (USB), Wireless RJ 45 Ethernet port
15	Duty cycle	40,000 per month
16	Network	Yes (Standard)
17	Compatibility	Smart switch printer language sensing Linux compatible standard PCL XL emulation standard
18	Software	Drivers for windows server 2003/2008/2012/2016/Windows 7/8/10
19	Warranty	One (1) Year
20	Original detailed and highlighted Brochures MUST be submitted	
21	Give a list of major replacement components, mandatory spare parts including tonners of the equipment during its life cycle	
22	The supplier should provide an after sale service plan during the warranty period. Including a help desk in case of any queries.	
C OR CN		

N.B. The scores in this section is Compliant (C) or Non-Compliant (NC)

Table 7: TECHNICAL EVALUATION SCORES

MOICT/SDICTI/016/2017-2018										
TECHNICAL EVALUATION SCORES										
S/N	ITEM	REQUIREMENT	F2	F7	F9	F12	F14	F18	F20	F22
1	Print Quality	600 x 600 dpi	C	C	C	C	C	C	C	C
2	Print Speed and throughput	Up to 27ppm	C	C	C	C	C	C	C	C
3	Print technology	Laser color	C	C	C	C	C	C	C	C
4	Display	2.7" Color LCD display	C	C	C	C	NC	C	C	C
5	Memory	256 MB DDR, 256 MB NAND Flash	C	C	C	C	C	C	C	C
6	Memory slots	2 x100 –pin DDR DIMM	C	C	C	C	C	C	C	C
7	Processor Speed	At least 800 Mhz	C	C	C	C	C	C	C	C
8	First page out	10.20 Sec Black, 11.80 sec Color	C	C	C	C	C	C	C	C
9	Languages	PCL 5e,PCL 6, Postscript 3 emulation	C	C	C	C	C	C	C	C
10	Media Capacity	Total Media Capacity:150 sheets 1–250-sheet input tray Output Tray: 100 sheets	C	C	C	C	NC	C	C	C
		1 manual feeding tray including envelopes, labels, transparencies and special media Output tray up to 300 sheets	C	C	C	C	NC	C	C	C
11	Media Sizes	Letter,legal,executive, A5, A4	C	C	C	C	C	C	C	C
12	Media types	Plain paper, envelopes, transparencies, copier, bond (60 to 200 g/m2)	C	C	C	C	C	C	C	C
13	Duplex printing	Automatic (standard)	C	C	C	C	C	C	C	C
14	Connectivity	IEEE-1284 compliant bi-directional parallel port and/or Universal Serial Bus (USB), Wireless	C	C	C	C	C	C	C	C
		RJ 45 Ethernet port	C	C	C	C	NC	C	C	C
15	Duty cycle	40,000 per month	C	C	C	C	C	C	C	C
16	Network	Yes (Standard)	C	C	C	C	C	C	C	C
17	Compatibility	Smart switch printer language sensing Linux compatible standard PCL XL emulation standard	C	C	C	C	C	C	C	C

18	Software	Drivers for windows server 2003/2008/2012/2016/Windows 7/8/10	C	C	C	C	C	C	C	C
19	Warranty	One (1) Year	C	C	C	C	C	C	C	C
20	Original detailed and highlighted Brochures MUST be submitted		C	C	C	C	NC	C	C	C
21	Give a list of major replacement components, mandatory spare parts including tonners of the equipment during its life cycle		C	NC	C	C	C	C	NC	C
22	The supplier should provide an after sale service plan during the warranty period. Including a help desk in case of any queries.		C	NC	NC	C	C	C	NC	C
C OR CN			C	NC	NC	C	NC	C	NC	C

NOTE:

The following firms (F7, F9, F14 and F20) were not considered to financial stage due to the following reasons as indicated in table 8 below:-

Table 8 NON-COMPLIANT IN TECHNICAL EVALUATION

MOICT/\$DICTI/016/2017-2018

F7	Non-compliant bidder DID NOT provide a list of major parts/component replacement component, mandatory spare parts including tonners of the equipment during its life cycle.
F9	The bidder has no provision of after sale service plan during the warranty period. He/she did not also provide a list of major replaceable components, mandatory spare parts including tonners for the equipment during its life cycle. Hence Non-Compliant
F14	non-compliant on technical requirement; the display is less than 2.7"color LCD Media capacity is 100 instead of 160 sheets The duty cycle is less than 40,000 per month The brochure is not detailed
F20	Item 20 &21 is Non-compliant No list of major replacement components No after sale service plan during the warranty period.

Therefore Firms F2, F12, F18 and F22 were considered for financial consideration.

3. FINANCIAL EVALUATION STAGE

The firms having passed the preliminary and technical specifications, the team evaluated financial based on amount quoted in the form of tender and price schedule. The following four firms (4) were considered.

Table9: FINANCIAL QUOTES OF FIRMS

FINANCIAL				
MOICT/SDICTI/016/2017-2018 FOR SUPPLY AND DELIVERY OF LASER JET PRINTER/SCANNER/COPIER-MULTIFUNCTIONAL MONOCHROME				
BIDDERS	F2	F12	F18	F22
Item Description	LaserJet Printer-Light Duty, Color	LaserJet Printer-Light Duty, Color	LaserJet Printer-Light Duty, Color	LaserJet Printer-Light Duty, Color
Design Brand Name(Model)	HP LAZERJET M452dn	HP LAZERJET M452dn	HP LAZERJET M452dn	HP LAZERJET M452dn
Unit Price (Kshs.)	49,500.00	50,480.00	75,000.00	86,650.00
Remarks	c	c	c	c

F2: Sunbeam Computer Systems EA Ltd

F12: Intermass Technologies EA Limited

F18: Chincom Solutions Ltd

F22: Afro Kent Office Equipment

The lowest evaluated bidder F2 **Sunbeam Computer Systems EA Ltd** was recommended for contract frame work of tender MOICT/SDICTI/016/2017-2018 FOR SUPPLY AND DELIVERY OF LASER JET PRINTER/SCANNER LIGHT DUTY, COLOR at a cost of **Kshs. 49,500.00** per unit quoted.

TENDER EVALUATION TEAM MEMBERS

NAME	SIGNATURE	DATE
MS. WINNIE MACHARIA
MS. JANE MUNORU
Mr. MBONI KYALO
Mr. GODFREY KITANI
Mr. PETER MUTHUSI
Ms. ALICE MAINA