



MINISTRY OF LANDS AND PHYSICAL PLANNING.

EXPRESSION OF INTEREST (EOI)

The Ministry of Lands and Physical Planning is seeking Expression of Interest (EOI) for a proposed Land Management System (LMS). The EOI is expected to undertake;

- i. AS IS detailed review study of the current systems and implementation levels of land revenue, record digitization and land administration across the Republic of Kenya.
- ii. Carry out GAP analysis to study the present structure, functions and services of the departments, study of the existing back-end processes in the Departments and identify the key processes of each departments, documenting what has been achieved and what has not been achieved, detailing the approach and methodology to be adopted and suggest Business Process improvements to the current processes in order to facilitate speedy and accurate digitization of lands records across the Republic of Kenya.
- iii. Assist in detailed assessment and comprehensive designing and successful implementation of a comprehensive Land Management System.
- iv. Assist the Ministry in development of evaluation of vendors for the Land Management systems.

Eligibility

The invitation to submit Expression of Interest applies to all firms with a proven track record in Land Management Systems and reforms and which have the capabilities and competencies to undertake such an assignment.

The details including the objectives, scope of work and deliverables of the study along with terms and conditions can be downloaded from the Ministry's website (www.ardhi.go.ke)

Interested institutions and organizations with good experience in the field should submit the relevant documents along with the Expression of Interest to:

The Principal Secretary,
Ministry of Lands and Physical Planning,
1ST NGONG AVENUE,
P.O. BOX 30450-00100
NAIROBI, KENYA

So as to reach on or before **29th December, 2016 at 1700Hrs.**

The Ministry of Lands and Physical Planning reserves the right to accept or reject any offer without assigning any reason. No applicant shall be entitled to any compensation whatsoever for rejection of their application.

The Principal Secretary,
Ministry of Lands and Physical Planning.

SCOPE OF WORK AND DELIVERABLES OF THE LAND MANAGEMENT SYSTEM (LMS)

A. INTRODUCTION.

BACKGROUND INFORMATION.

The Ministry of Lands and Physical Planning is seeking Expression of Interest (EOI) for a proposed Lands Management System to modernize management of land records, minimize scope of land disputes, property disputes and enhance transparency and efficiency in the land records and processes.

The Ministry's administrative structure is comprised of:

- i. Ministry of Lands and Physical Planning head quarter at Ardhi House, Nairobi. The various registries in Ardhi house are; Correspondence Registry, Nairobi District Registry, Adjudication Registry, Settlement Records Office, Valuation Registry, Physical Planning Records, Survey and Plans Records Office.
- ii. 57 Land Registries in the Ministry Offices across the country.
- iii. Survey of Kenya, (SOK) situated at Ruaraka.
- iv. National Land Titling Center (NTC).
- v. Kenya Institute of Survey and Mapping (KISM).
- vi. Kenya National Spatial Data Infrastructure (KNSDI).

The major components of the programme are computerization of all land records including mutations, digitization of maps and integration of textual and spatial data, survey and re-survey and update of all survey and settlement records including creation of original cadastral records wherever necessary, computerization of registration and its integration with the Land Titling system, development of core Geospatial Information System (GIS) and capacity building. The Ministry needs a comprehensive integrated technology architecture and framework to manage the seamless flow of information amongst these applications.

The implementation will be done in phases.

- i. Phase I will comprise of HQ, the 13 digitized registries and Survey HQ.
- ii. Phase II will comprise of KISM, KNSDI and the rest of the Land Registries.
- iii. Phase III will comprise connectivity with various data centres, revenue offices, service centres and County Governments.

B. OBJECTIVES OF THE PROGRAMME

The main objective of the programme is to develop a modern, comprehensive and transparent land management system proposal across the republic of Kenya. This will require implementation of a land management system which will serve the purpose of maintenance of digital land records, automating some of the tasks and processes that are involved in Land transactions.

C. SCOPE OF THE PROGRAMME

The programme is aimed at recruiting a consultancy[s] to undertake among others, the following activities and propose a comprehensive approach to:

- i) AS IS analysis.
- ii) Gap analysis.
- iii) Computerization of land records;
 - a) Data entry/re-entry/data conversion of all land attributes data.
 - b) Digitization of cadastral maps.
 - c) Integration of textual and spatial data.
 - d) District or regional computer centers.
 - e) National level data centers.
 - f) Interconnectivity among stake holders and other players in the sector.
 - g) Web based and mobile phone transaction and payment systems.
- iv) Survey and resurvey and updating of the survey & settlement records including creation of original cadastral records linking the cadaster to the land owners as identified through their title deeds.
- v) Development of core Geospatial Information System (GIS). The proposed solution shall address the complete workflow for GIS enablement of land records, registration and integrated with the enterprise application.
- vi) Carry out Training and capacity building assessment. This included strengthening of survey training institute and Kenya institute of Survey and Mapping (KISM).
- vii) Modern record rooms and Land records management centers at regional levels.
- viii) A modern, model training LAB at the Kenya Institute of Survey and mapping.
- ix) Develop a curriculum on Land Management modules for Kenya Institute of Survey and mapping.
- x) Legal and regulatory reforms.

The proposal should also include but not limited to;

1. Clear implementation timelines, operations duration for the phases.
2. Technical expertise, Administrative expertise and other personnel as part of the implementation team.
3. Technical requirements on the part of the Ministry.
4. Infrastructural and Computing environment requirements for the system(s).

D. INSTRUCTIONS TO INTERESTED PARTIES

The interested parties shall elaborate the below mentioned components in their proposal:

1. Detailed Technical Solution design confirming the aforementioned solution requirements.
2. Define the business model to be adopted for project sustainability.
3. Elaborate the technology platform used for implementing the solution. The platform should allow integration and to ensure data exchange with e-Governance Applications.
4. This EOI may result in one or more firms to assist in various components or areas of expertise.

Clarification of Bidding Documents.

1. A prospective Bidder requiring any clarification of the bidding documents may notify the Tendering Authority in writing at the Tendering Authorities address, projects@ardhi.go.ke . The Tendering Authority will respond in writing to any request for the clarification of any EOI documents, which it receives in the given time limit. In the event of any clarification required and issued in writing, it shall form the part of the EOI document.
2. Pre bid meeting is fixed for clarification at the Ministry Lands and Physical Planning. The Pre Bid meeting will be communicated.
3. All interested parties should register with the Ministry of Lands and Physical Planning by sending an email with the Title "Registration for EOI" to projects@ardhi.go.ke

Completeness of Response.

Interested parties are advised to study all instructions, forms, terms, requirements and other information in the EOI documents carefully. Submission of the proposal shall be deemed to have been done after careful study and examination of the EOI document with full understanding of its implications.

EOI Proposal Preparation Costs & Related.

1. The interested parties is responsible for all costs incurred in connection with participation in this process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings or discussions or presentations, preparation of proposal, in providing any additional information required to facilitate the evaluation process.
 2. Ministry of Lands and Physical Planning will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the EOI process.
 3. This EOI does not commit the Ministry of Lands to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this EOI.
 4. All materials submitted by the interested parties will become the property of the Ministry and may be and may be returned completely at its sole will.
 5. The Ministry may terminate the EOI process at any time and without assigning any reason. Ministry makes no commitments, expression or implied that this process will result in a business transaction with anyone.
 6. This EOI does not constitute an offer by the Ministry. The interested parties' participation in this process may result in Ministry short listing the interested parties to submit a complete technical and financial response at a later date.
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