PROCEDURES – FRAMEWORK AGREEMENT FOR SUPPLY OF WASH SPARE PARTS

Date:	24/04/2026
Reference:	KEN/NAI/AO001/2026
Proposed Framework Agreement:	Establishing a fixed price FWA for a period of 18 months for the supply of WASH spare parts included delivery to Nairobi and different sub counties (Nairobi, North Horr, Moyale, Laisamis, Saku and any other potential new areas of operations)
Number of lots	This framework agreement will be divided into 5 lots where bidders will be able to submit offers for the lots they wish.
Location:	Kenya, all locations
Estimated total value:	In EUR and local currency. **KES 37,219,010** **EUR 245,980**
Requested by:	Manga Njai, Operations Director
Annex:	Annexe 1 : technical specifications

Concern's definition of a Framework Agreement:
A Framework Agreement is an agreement for the repeat purchase of supplies or provision of services. A Framework Agreement is similar to a Long-Term Supply/Service Agreement except that ***it is not necessarily a commitment to purchase*** and is ***not normally exclusive to one supplier*** – ie. 2 or a number of different suppliers can be established under the same agreement for the same goods. Framework agreements are valid for a period of time (e.g. 18 months). Agreed prices should be valid for the period of the agreement.

Summary

Concern Worldwide Kenya is currently operating in areas in Kenya and one of their activities of intervention is in the WASH sector, which includes the rehabilitation and repair of broken-down boreholes. A borehole rapid response team will be responsible for the repair of the boreholes hence the need to have a FWA in place to purchase the spare parts. Each time, the team will receive an alert, we will have to procure the relevant spare parts.

Based on previous prices and on current budget available (Annex 1 and below) and the fact the programme will need to repair at least 35 boreholes over the next 6 months (for the ongoing grant), the estimated spend for 18 months is:

Activity	Unit	Estimated Max Cost in KES	Estimated Max Cost in KES Estimated Max Cost in EUR
Spare parts under ongoing grant		17,219,010	113,800
Potential new grants	18 months	20,000,000	132,180
	Total	37,219,010	245,980

The Programme requirement will depend on the alerts, on the type of repairs and we will have to fix the boreholes within a short timeframe. Procurement in bulk will not be adequate since some spare parts may not be needed. To ensure quality and speed of delivery, Concern Logistics department would like to establish framework agreements for 18 months with capable suppliers to supply in Kenya.

The Process

In order to establish the framework agreements, Concern will issue an international call to tender inviting companies to submit their proposal for a 18-month framework agreement. The bids will follow the Open Formal International tender evaluation process. All specification and requirement will form part of the tender dossier.

The Framework Agreement

The agreement(s) will last 18 months, with possible 3 months extension. It will include frequent performance evaluations and market price checks to determine if the service provider is offering a satisfactory service. Rates will be reviewed prior to any extension of the agreement and any changes as per market condition will require approval and contract amendment. As a condition of the extension, a price change can only be agreed within the range +/- 5%.

Framework Agreements will be made with the providers on the basis that Concern is under no obligation to guarantee a fixed number of spare parts purchased within that 18 months and that more than one supplier can be selected.

Once a framework agreement has been established, SRs will be raised whenever needs arise and authorisation will be completed as per the delegation of authority framework. A PO will be raised and sent to the supplier.

Payment

Invoices will be submitted by the supplier as per each individual PO or as specified in the contract with the supplier. Payments will be done through bank transfer or check issued to the supplier.

Future proposals

Donors will be notified at proposal stage that Framework Agreements are in place and will be used as part of the procurement process.

All FWA procurements must be tracked to make sure that there is no over expenditures through the use of the Contract Tracker Management Tool but which Finance and programmes will have access to.

Approvals:

Title	Country Director
Name	Nellie Kingston
Signature	
Date	08/05/2026

Title	Regional Director
Name	Alessandro Bini
Signature	*Bini*
Date	08/05/2026

Annexe 1: Technical specifications

Item no.	Description	Technical Specification (minimum)	Remarks	Engineering rationale	UM	Max call-off ceiling Qty
	LOT 1 - Submersible pumps & motors					
1.1	Submersible motor - 2.2 kW (3HP), 3-phase	4", 380–415 V, IP68, ≥50 Hz, suitable for solar/VFD operation	Repair / replacement	Shallow / low-yield boreholes	No.	4
1.2	Submersible motor – 3.0 kW (4 HP), 3-phase	4", 380–415 V, IP68, ≥50 Hz, suitable for solar/VFD operation	Repair / replacement	Common for community BHs	No.	5
1.3	Submersible motor – 4.0 kW (5.5 HP), 3-phase	4", 380–415 V, IP68, ≥50 Hz, suitable for solar/VFD operation	Repair / replacement	Most common size	No.	8
1.4	Submersible motor – 5.5 kW (7.5 HP), 3-phase	4", 380–415 V, IP68, ≥50 Hz, suitable for solar/VFD operation	Repair / replacement	Deeper / high-yield boreholes	No.	7
1.5	Submersible motor – 7.5 kW (10 HP), 3-phase	4", 380–415 V, IP68, ≥50 Hz, suitable for solar/VFD operation	Repair / replacement	High-head cases	No.	4
1.6	Submersible pump end – low head / high flow	Stainless steel, compatible with 4" motor	Motor–pump matching required	Partial replacements	No.	5
1.7	Submersible pump end – medium head	Stainless steel, compatible with 4" motor	Motor–pump matching required	Matches dominant motor sizes	No.	8
1.8	Submersible pump end – high head	Stainless steel, compatible with 4" motor	Motor–pump matching required	Deep borehole contingency	No.	5
	LOT 2 - Solar pumping system components					
2.1	Solar PV module – standardized wattage	Mono-crystalline, ≥450 Wp, IEC certified	Standardize single wattage	Avg. 5 modules × 35 BH + buffer	No.	180
2.2	Solar pump controller / inverter – 3 kW	MPPT, dry-run protection, soft start	For 2.2–3 kW motors	For 2.2–3 kW systems	No.	6
2.3	Solar pump controller / inverter – 5.5 kW	MPPT, dry-run protection, soft start	For 4–5.5 kW motors	Most common size	No.	10
2.4	Solar pump controller / inverter – 7.5 kW	MPPT, dry-run protection, soft start	For 7.5 kW motors	Deep/high-power BHs	No.	5
2.5	DC combiner box	With fuses, SPD, IP65	Mandatory protection	High failure / lightning exposure	No.	12
2.6	DC isolator switch	Lockable, IP65	Safety requirement	Safety-critical	No.	15
2.7	PV mounting structure	Hot-dip galvanized steel / aluminium	Ground or elevated	Partial system replacement	Set	10
2.8	Earthing & lightning protection kit	Earth rods, clamps, conductors	Ground or elevated		Set	15
	LOT 3 - Electrical & control accessories					
3.1	Flat submersible drop cable – 4 mm²	PVC insulated, water-proof	Borehole depth dependent	Shorter / shallow BHs	m	1200
3.2	Flat submersible drop cable – 6 mm²	PVC insulated, water-proof	Borehole depth dependent	Most common depth	m	1800
3.3	Flat submersible drop cable – 10 mm²	PVC insulated, water-proof	Borehole depth dependent	Deep/high-current BHs	m	1200
3.4	Resin cable joint – small (ST6 or equiv.)	Submersible rated	Cable repair	Frequent electrical failures	Pkt	25
3.5	Resin cable joint – large (ST16 or equiv.)	Submersible rated	Cable repair	Dominant cable sizes	Pkt	40
3.6	Electrical junction box	IP65/IP68	Surface termination	Surface failures	No.	20
3.7	HDPE electrical conduit (32–50 mm)	UV-resistant	Surface protection	UV & mechanical protection	m	600
3.8	Cable glands & lugs	Brass / SS	Installation	One per BH	Set	35
3.9	Surge Protection Device (SPD) – DC side		Lightning & switching surges		No.	20
3.10	Surge Protection Device (SPD) – AC side		Motor/controller protection		No.	15
3.11	Float switches / dry-run probes		Boreholes run dry seasonally		No.	20
3.12	Motor protection relay (thermal/overload)		Extends motor life		No.	15
	LOT 4 - Hydraulic & mechanical spare parts					
4.1	Galvanized riser pipe – 2"	Threaded, heavy duty	Common failure	Partial string replacements	No.	80
4.2	Galvanized riser pipe – 2½"	Threaded, heavy duty	Common failure	Most common	No.	60
4.3	Galvanized riser pipe – 3"	Threaded, heavy duty	Common failure	High-yield BHs	No.	40
4.4	Non-return valve (NRV) – 2"	Brass / SS	Essential spare	High failure rate	No.	12
4.5	Non-return valve (NRV) – 2½"	Brass / SS	Essential spare	Most common	No.	15
4.6	Non-return valve (NRV) – 3"	Brass / SS	Essential spare	Larger systems	No.	8
4.7	Gate 2", 2½", 3"	PN16 minimum	Surface works	Surface repairs	No.	30
4.8	Ball valves 2", 2½"	PN16 minimum	Surface works	Surface repairs	No.	30
4.9	GI threaded couplings	2"–3"	Essential spare	Frequent damage	No.	60
4.10	Unions (GI / brass)	2"–3"	Essential spare	Essential for quick repairs	No.	40
4.11	Reducers	3"→2½", 2½"→2"	Essential spare	Mixed installations	No.	30
4.12	Elbows (90° & 45°)	2"–3"	Essential spare	Surface plumbing	No.	40
4.13	Flange adaptors	2"–3"	Essential spare	Valve replacement	No.	25
4.14	Flanges, gaskets & bolts	Matching pipe sizes	Installation	Every major intervention	Set	25
4.15	Borehole wellhead cap & seal	Lockable, sanitary	Protection	Sanitary protection	No.	15
4.16	Rubber column pipe gaskets		Cheap, high failure		No.	100
4.17	Pipe centralizers		Prevent casing damage		No.	40
4.18	HDPE rising main couplers		Temporary / emergency repairs		No.	30
	LOT 5 - Consumables & fast-moving items					
5.1	PVC insulating tape	Heavy-duty	Electrical works	Small but frequent use	No.	150
5.2	Cable ties (UV-resistant)	Black, outdoor rated	Electrical works	Solar & cabling	Pkt	200
5.3	Pipe thread tape / sealant	Industrial grade	Electrical works	Hydraulic works	No.	120
5.4	Nuts, bolts & washers	Galvanized	General repairs	Field repairs	Kg	80

FWA Procedure Note - WASH spare parts

Final Audit Report 2026-05-08

Created:	2026-05-06
By:	Lorna Adhiambo (lorna.adhiambo@concern.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAAk0Lissxs5QSAHVf1PWmAYw5394aia_-1

"FWA Procedure Note - WASH spare parts" History

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2026-05-06 - 12:45:58 GMT- IP address: 197.248.44.237

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2026-05-06 - 12:48:24 GMT

Email viewed by Nellie Kingston (Nellie.kingston@concern.net)
2026-05-08 - 05:37:36 GMT- IP address: 104.47.11.126

Document e-signed by Nellie Kingston (Nellie.kingston@concern.net)
Signature Date: 2026-05-08 - 05:39:06 GMT - Time Source: server- IP address: 197.248.126.227 - Signature appearance selected: IMAGE

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2026-05-08 - 05:40:31 GMT- IP address: 104.47.11.62

Document e-signed by Alessandro Bini (alessandro.bini@concern.net)
Signature Date: 2026-05-08 - 05:42:46 GMT - Time Source: server- IP address: 197.248.185.99 - Signature appearance selected: IMAGE

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