



KCAA/CONF/1010/3/VOL.60 (205)

23<sup>rd</sup> February 2026

## TO ALL INTERESTED BIDDERS

### **THE FIRST AND FINAL CLARIFICATIONS OF THE TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING, TESTING AND COMMISSIONING OF PRE-FLIGHT CALIBRATION DRONE SYSTEM; TENDER NUMBER KCAA/014/2025-2026.**

Following the various clarifications sought by bidders and those made by Kenya Civil Aviation Authority during the mandatory site/pre-bid meeting held on Thursday, 19<sup>th</sup> February 2026 at 11.00 a.m. at the Authority's headquarters, Aviation House, we hereby issue clarifications and responses to all interested bidders who attended the mandatory site/pre-bid meeting.

In accordance with section II under provisions of instructions to tenderers (ITT), in tender data sheet, clause 8.4 and 9.1 of the tender document which was issued or obtained from KCAA website and public procurement information portal, the Authority has prepared final responses to requests for clarifications sought during the pre-bid meeting.

The purpose of this letter is to forward to you the final mandatory pre-bid/site meeting minutes and responses to clarifications sought for your perusal and information as you prepare your bid.

For avoidance of doubt, the documents to be uploaded on KCAA website and public procurement information portal as part of these clarifications are the mandatory pre-bid/site meeting minutes final response to clarifications sought.

Please note that these clarifications shall be read and construed as part of the bidding document. The deadline for seeking clarifications will be 3<sup>rd</sup> March 2026 at 17:00 Hours, East African Time.

The closing date of the tender has been extended from 25<sup>th</sup> February 2026 to **Wednesday, 11<sup>th</sup> March, 2026 at 11:00 hours East African Time.**

We wish you all the best as you prepare to submit your bids.

**William Kitum**  
**FOR: DIRECTOR GENERAL**  
**Encl.**





**FIRST RESPONSE TO CLARIFICATIONS OF THE TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING, TESTING AND COMMISSIONING OF PRE-FLIGHT CALIBRATION DRONE SYSTEM**

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No.	BIDDERS' REQUEST FOR CLARIFICATION	KCAA RESPONSE
1.	After perusal of the technical specifications, are the specifications open to all bidders?	Yes. Specifications for these systems could share similarities for different models. The Authority envisages to procure a system that possesses specifications as indicated in the tender document irrespective of model formats. Further, the Authority has no preferred manufacturer whatsoever.
2.	Clarification of paragraph 4.9 of the tender document and requested for a list of restricted countries from where vendors may not source this system for delivery to KCAA.	These are the countries sanctioned by the United Nations Security Council (UNSC) and the list can be found at the United Nations website.
3.	Clarification of paragraph 4.5 which concern participation in this tender through a Joint Venture?	Yes, bidders are free to form Joint venture and attach the signed agreement to their bids.
4.	Clarification of Page 32 of tender document that concern technical specifications Item 1. This item refers to the takeoff weight of the drone system. Which will be applicable; Maximum Take Off Weight (MTOW) or Minimum Take Off Weight (MTOW)	Maximum Take Off Weight (MTOW) of 15Kgs will be applicable
5.	Clarification on whether one can quote for a drone safety solution like a parachute even if KCAA did not request for it?	Yes, vendors can quote any drone with more safety features but all costs should be included in the Form of Tender (FOT).
6.	Clarification on whether it could be possible to reduce the training duration because the training schedule indicated in the tender document is long and this could have an impact on the costing by the vendors or can one can quote for a drone safety solution like a parachute even if KCAA did not request for it?	Bidders are supposed to adhere to the training program as indicated. Bidders are expected to quote appropriately. This cost should be included in the Form of Tender (FOT).
7.	A bidder sought clarification of paragraph 4.6 and 4.11 on definition of a foreign tenderer	A tenderer is considered a foreign tenderer, if it is registered in Kenya, has less than 51 percent ownership by nationals of Kenya and if it does not subcontract foreign contractors more than 10 percent of the contract price. JVs are considered as

**FIRST RESPONSE TO CLARIFICATIONS OF THE TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING, TESTING AND COMMISSIONING OF PRE-FLIGHT CALIBRATION DRONE SYSTEM**

		foreign tenderers if the individual member firms are registered in Kenya have less than 51 percent ownership by nationals of Kenya.
8.	A bidder sought a clarification on the matter concerning the format of tender/bid security for a foreign firm participating in this tender. And should the tender/bid security be from a foreign bank or a local bank?	<p>A tender security can be in the form of:</p> <ul style="list-style-type: none"> <li>a) a bank guarantee;</li> <li>b) a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Authority; or</li> <li>c) a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya</li> </ul> <p>The template for the tender security is available on page 71 and 72 of the tender document.</p>
9.	Clarification on the matters concerning the training schedule.	<p>The training schedule is as follows:-</p> <p><b>Four (4)</b> officials will attend the Factory Training and Acceptance (FAT) at the system manufacturer's premises.</p> <p>On-site training will be conducted for ten (10) KCAA personnel upon delivery, and commissioning of the system.</p> <p>The total costs for this part should form part of the price schedule and Form of Tender (FOT)</p>
10.	Clarification on where the training be conducted – fully on-site at KCAA Headquarters/Aviation House/JKIA, or off-site/factory training for selected personnel.	<p>Training will be at the Factory Training and Factory Acceptance tests will be done at the manufacturer's premises. Local training will be conducted upon delivery of the equipment at an airport outside Nairobi to be identified later. Bidder should also include this cost of local training in the price schedule and Form of Tender (FOT)</p>
11.	What is the expected duration and format of the training program (e.g., theory +	<p>Expected duration is 15 working days for Factory Training as described in the syllabus in the tender document. The</p>

**FIRST RESPONSE TO CLARIFICATIONS OF THE TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING, TESTING AND COMMISSIONING OF PRE-FLIGHT CALIBRATION DRONE SYSTEM**

	practical flight exercises + simulator if applicable)?	training should include theory and practical flight exercises and simulator if applicable.
12.	Clarification on whether the indicative 3-week syllabus in the technical specifications is mandatory, or can the bidder propose an optimized schedule?	This is mandatory. Bidders should abide as indicated.
13.	Clarification on who covers travel, visa, accommodation, and per diem costs for KCAA personnel attending any factory/off-site training (if required)?	<p>For the training and FAT at the system manufacturer's premises, all training and FAT costs shall, where applicable, include the cost of airfare to and from Nairobi, Kenya (economy class), visa application fees, travel medical insurance and terminal transportation (airport to hotel and return) and DSA based on the Purchaser's standard rate. The Vendor shall pay-out said DSA to the beneficiaries at the standard daily DSA rate of USD 450 including weekends and travel days.</p> <p>For local onsite training the vendor will provide transport to/from site and DSA rate of KES. 14,000.00 per day including weekends. These costs should be included in the price schedule and Form of Tender (FOT). The local onsite training will be conducted for eight (8) days.</p>
14.	Clarification on whether after initial training, there will be any requirement for refresher training, on-call support, or certification (e.g., ICAO/KCAA-approved) during the warranty period?	The refresher training might not be necessary, however on-call support during warranty period will be required.
15.	Clarification on where could be the exact location(s) for installation of the ground station, RTK base, and any fixed equipment (e.g., specific building/floor at Aviation House or multiple sites/Airports)?	Ground station, RTK base shall be mobile.
16.	Clarification on whether KCAA would provide full access to calibration sites (runways, navigation aids areas) for testing and commissioning flights, including necessary airspace permissions and NOTAM coordination?	Yes.
17.	Clarification on who would be responsible for obtaining any required drone flight permits, airspace approvals, or insurance for test flights during commissioning?	The successful vendor/bidder.

**FIRST RESPONSE TO CLARIFICATIONS OF THE TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING, TESTING AND COMMISSIONING OF PRE-FLIGHT CALIBRATION DRONE SYSTEM**

18.	Clarification on whether KCAA would provide any local technical staff or support personnel to assist during installation and on-site testing, or is this fully the responsibility of the supplier?	Yes KCAA will provide.
19.	For validation of calibration results (e.g., ILS, DVOR, PAPI), will KCAA make available a flight inspection aircraft or reference data for comparison, or must the supplier demonstrate compliance solely through drone-generated data against ICAO standards?	Yes KCAA will provide reference data for comparison.
20.	How will KCAA verify and accept the minimum 40% local content (supplies, subcontracts, labor)? Is a simple declaration with supporting evidence (e.g., letters of intent from local Kenyan partners for labor/installation/support) sufficient?	It is noted that the drone and the applicable accessories cannot be sourced locally. This section will therefore not be applicable to all the bidders.
21.	Can the use of local Kenyan personnel (partners in Kenya) for on-site installation, testing, commissioning, and training be counted toward the 40% local labor requirement?	It is noted that the drone and the applicable accessories cannot be sourced locally. This section will therefore not be applicable to all the bidders. However, bidders should endeavor to partner with local firms as much as possible.
22.	Is subcontracting any portion of the works (e.g., local logistics, training support, or minor assembly) to a Kenyan-registered firm encouraged or required to meet the threshold?	It is noted that the drone and the applicable accessories cannot be sourced locally. This section will therefore not be applicable to all the bidders. However, bidders are encouraged to subcontract part of the work to local firms.
23.	Are there any specific milestone payments or retention clauses in the Special Conditions of Contract (SCC) that bidders should be aware of (e.g., percentage for advance, delivery, and commissioning, training and completion)?	Payment's milestone will be agreed with the successful bidder the contract preparation by both entities. However, bidders may propose a payment schedule for consideration during contract preparation.
24.	What is the expected timeline for due diligence (if any) after tender evaluation but before contract award (e.g., site visits, staff interviews, reference checks)?	This process shall be within sixty (60) days from the date of tender opening
25.	In case of any delay caused by KCAA (e.g., delayed site access or approvals), is there provision for extension of time without liquidated damages?	For any unforeseen delayed site access or approvals there will be extension of time without liquidated damages.

**FIRST RESPONSE TO CLARIFICATIONS OF THE TENDER FOR SUPPLY, DELIVERY, INSTALLATION, TRAINING, TESTING AND COMMISSIONING OF PRE-FLIGHT CALIBRATION DRONE SYSTEM**

26.	As DME system needs no preflight inspection in most of the countries, most Pre-Flight Calibration is done without DME, furthermore the DME capable analyzer for drone is much more expensive than normal NAV analyzer. So, it is recommended to use normal NAV analyzer or we can put DME capable analyzer or NAV analyzer.	DME capable analyzer is required.
27.	For the warranty period, does it include on-site support in Kenya, spare parts availability, or remote troubleshooting?	Yes.
28.	Are there any preferred or mandatory standards beyond ICAO Doc 8071 (e.g., specific KCAA circulars or additional safety certifications for the drone system)?	No.
29.	One of the prospective bidders has raised many issues through a letter dated 19 <sup>th</sup> February, 2026 about the tender. Is there a way the other bidders can benefit from its response?	Yes, the additional clarifications on the issues requested in the stated letter and any other clarifications sought by other bidders will be shared by close of business on 4 <sup>th</sup> March 2026.
30.	Deadline of the request for clarifications	The deadline for requesting additional clarifications is hereby extended to 3 <sup>rd</sup> March 2026 at 17:00 Hours EAT.  The additional clarifications on the issues requested by other bidders will be shared by close of business on 4 <sup>th</sup> March 2026.
31.	Clarification on whether there could be a possibility of extending the closing date of this tender to enable an effective bidding	The tender submission deadline is hereby extended from 25/02/2026 to <b>11<sup>th</sup> March 2026 at 11:00 Hours East African Time</b>

**DDSCM**

**FOR: DIRECTOR GENERAL** \_\_\_\_\_



**Date**..... 23/2/26

*For Director General  
Kenya Civil Aviation Authority  
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NAIROBI.*

