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REF: SGC/GEO/2026/002

DATE: 29th April 2026

TO: All Eligible Geotechnical Engineering Firms

RE: INVITATION TO SUBMIT PROPOSALS FOR GEOTECHNICAL INVESTIGATION WORKS – PROPOSED CLUB HOUSE DEVELOPMENT

Sigona Golf Club ("the Proponent") invites technical and financial proposals from qualified Geotechnical and Material Testing firms to undertake a comprehensive sub-surface soil investigation for our proposed modern Club House Development in Kiambu County.

The primary objective of this assignment is to determine the soil profile and bearing capacity of the site to inform the structural design of the foundations, drainage systems, and associated civil works. The successful firm will be expected to conduct site drilling/pitting, laboratory testing, and provide a detailed Geotechnical Interpretative Report.

Further Information:
The specific terms of reference, including the number of boreholes/trial pits required and the depth of investigation, can be viewed and downloaded from the club website at: **sigonagolfclub.com**.

Submission Guidelines:
To ensure transparency and compliance, all bidders must adhere to the following submission requirements:

1. **Format:** Proposals must be submitted in **Sealed Envelopes**.
2. **Copies:** Provide one **(1) Original** and one **(1) Copy** of the proposal.
3. **Labelling:** Each envelope must be clearly labeled:
   - ✓ *"Original: RFP for Geotechnical Investigation: Sigona Golf Club House Development"*
   - ✓ *"Copy: RFP for Geotechnical Investigation: Sigona Golf Club House Development"*
4. **Addressing:** All submissions should be addressed to:
   The General Manager,
   Sigona Golf Club,
   P.O. Box 10-00605,
   Kikuyu, Kenya.

Deadline:
The completed proposals must be hand-delivered to the Sigona Golf Club Administration Office or sent via courier to arrive **not later than Wednesday, 13th May 2026, at 14:00 EAT**.

Late submissions or unsealed proposals will be automatically disqualified. Sigona Golf Club reserves the right to accept or reject any proposal.

Yours Faithfully,

Francis Musyoka,
The General Manager
Sigona Golf Club

REQUEST FOR PROPOSAL

GEOTECHNICAL INVESTIGATION WORKS

Proposed Club House Development
Sigona Golf Club

Issued by	Sigona Golf Club
Project	Proposed Club House Development
Location	Sigona Golf Club, Kiambu County, Kenya
Date	April 2026

1.0 Project Background

Sigona Golf Club intends to develop a proposed Club House within its premises. As part of the structural design process, a geotechnical investigation is required to determine the founding conditions, soil bearing capacity, groundwater conditions, and general geotechnical parameters relevant to the proposed building.

The investigation shall be limited to four trial pits, each excavated to a minimum depth of 3.0 metres below existing ground level, unless refusal, rock, groundwater, or unsafe ground conditions are encountered earlier.

2.0 Objective of the Investigation

The objective of the geotechnical investigation is to provide sufficient subsurface information to enable safe and economical structural foundation design.

- Soil profile and stratification across the proposed building footprint.
- Nature and consistency of founding material.
- Allowable bearing capacity for foundation design.
- Depth to suitable founding strata.
- Groundwater presence, if any.
- Excavation conditions.

Any geotechnical risks relevant to the proposed development.
Recommendations for suitable foundation type.
Any precautions required during excavation, foundation construction, drainage, or backfilling.

3.0 Scope of Works

3.1 Site Reconnaissance

The consultant shall visit the site to:

Confirm site access and working conditions.
Agree on suitable trial pit locations with the Structural Engineer or Client representative.
Review site topography and drainage conditions.
Identify any visible geotechnical concerns such as filled ground, soft areas, seepage, erosion, unstable slopes, or existing structures.

3.2 Trial Pit Excavation

The investigation shall comprise the following minimum requirements:

Item	Requirement
Number of trial pits	Minimum 4 No.
Minimum depth	3.0 m below existing ground level
Trial pit size	Sufficient for logging and sampling
Location	Within or close to the proposed Club House footprint
Excavation method	Mechanical or manual excavation, as appropriate
Backfilling	Trial pits to be safely backfilled after inspection and sampling

The trial pits shall be excavated to the required depth unless:

Hard rock or refusal is encountered.
Groundwater or unstable ground makes further excavation unsafe.
Existing services or underground obstruction is encountered.
The Structural Engineer instructs otherwise.

Where refusal occurs before 3.0 m depth, the consultant shall record the depth and nature of refusal clearly.

3.3 In-Situ Testing

The consultant shall carry out suitable in-situ testing to assist in determining the strength and consistency of the founding material. The minimum recommended testing shall include:

Dynamic Cone Penetration Tests, where appropriate.
Field density or consistency assessment where applicable.
Visual and tactile soil classification.
Groundwater observation during and after excavation.

The consultant may propose additional testing where considered necessary, subject to prior approval.

3.4 Sampling

Disturbed soil samples shall be collected from each significant soil stratum encountered in the trial pits. Samples shall be clearly labelled with:

Project name.
Trial pit number.
Depth of sample.
Date of sampling.
Soil description.
Name of sampler.

Samples shall be protected from contamination and delivered to an approved laboratory for testing.

3.5 Laboratory Testing

The consultant shall carry out relevant laboratory tests to classify the soils and support the foundation recommendations. The minimum expected laboratory tests may include, where applicable:

Moisture content.
Particle size distribution.
Atterberg limits.
Soil classification.
Compaction characteristics, if required.
Chemical tests for sulphates, chlorides, pH, or aggressiveness to concrete, where deemed necessary.

The consultant shall clearly state in the proposal the laboratory tests included in the fee.

4.0 Reporting Requirements

The geotechnical consultant shall submit a detailed geotechnical investigation report suitable for use by the Structural Engineer in foundation design. The report shall include, as a minimum, the following sections.

4.1 General Information

Project title and location.
Name of client and consultant.
Date of investigation.
Weather and site conditions during investigation.
Description of the proposed development, where available.
Scope and limitations of investigation.

4.2 Site Description

General site topography.
Surface conditions.
Existing structures, vegetation, paved areas, drainage features, or visible fill.
Access conditions.
Any observed geotechnical risks.

4.3 Field Investigation Records

Trial pit location plan.
Trial pit logs.
Depth of each trial pit.
Soil descriptions by depth.
Groundwater observations.
Refusal levels, if any.

Photographs of each trial pit.
In-situ test results.

4.4 Laboratory Test Results

Summary of laboratory tests undertaken.
Detailed laboratory test certificates.
Soil classification.
Interpretation of test results.

4.5 Geotechnical Assessment

Soil profile across the site.
Suitable founding depth.
Recommended allowable bearing capacity.
Expected settlement considerations.
Foundation type recommendations.
Excavation stability considerations.
Groundwater implications.
Suitability of excavated material for backfilling, where applicable.
Drainage or subsoil water control recommendations.
Concrete aggressiveness or soil chemical risk, where tested.
Construction precautions.

4.6 Foundation Design Recommendations

Suitable foundation type, for example isolated pad footings, strip footings, raft foundation, or other suitable system.
Minimum founding depth.
Allowable bearing pressure in kPa.
Recommended founding stratum.
Foundation excavation inspection requirements.
Blinding concrete requirements, if applicable.
Backfilling and compaction requirements.
Any special measures required for weak, expansive, collapsible, filled, or water-sensitive soils.

5.0 Deliverables

1. Draft Geotechnical Investigation Report in PDF format for review.
2. Final Geotechnical Investigation Report incorporating comments from the Structural Engineer.
3. Trial pit logs.
4. Trial pit location plan.
5. Site photographs.
6. Laboratory test results and certificates.
7. Summary table of recommended foundation design parameters.
8. Soft copy in PDF format and editable Word format.
9. Any relevant drawings or sketches in PDF format.

6.0 Minimum Trial Pit Requirement

The investigation shall be limited to the following minimum scope:

Trial Pit Ref.	Minimum Depth	Remarks
TP1	3.0 m	Within proposed Club House footprint
TP2	3.0 m	Within proposed Club House footprint
TP3	3.0 m	Within proposed Club House footprint
TP4	3.0 m	Within proposed Club House footprint

Final locations shall be agreed on site with the Structural Engineer or Client representative.

7.0 Health, Safety and Environmental Requirements

The geotechnical consultant shall be fully responsible for health, safety, and environmental control during the investigation works. The consultant shall ensure that:

Trial pits are safely excavated and protected.
Open excavations are not left unattended.
Adequate barricading and warning signs are provided.
Workers use appropriate personal protective equipment.
Trial pits are backfilled immediately after inspection and sampling.
Existing underground services are identified as far as practicable before excavation.
Works do not unnecessarily disrupt golf club operations.
The site is reinstated to a safe and acceptable condition after completion.

The consultant shall indemnify the Client and Structural Engineer against damage, injury, or loss resulting from the consultant's operations on site.

8.0 Programme

The bidder shall submit a proposed work programme indicating the duration for mobilisation, site investigation, laboratory testing, draft report submission, and final report submission.

The expected overall duration from instruction to draft report submission should preferably not exceed 7 to 10 working days, subject to laboratory testing requirements.

9.0 Proposal Submission Requirements

Bidders shall submit both a Technical Proposal and a Financial Proposal.

9.1 Technical Proposal

Company profile.
Relevant experience in geotechnical investigations for building projects.
Key personnel and their qualifications.
Proposed methodology.
Proposed trial pit layout approach.
Equipment to be used.
Laboratory testing schedule.
Proposed reporting format.

Work programme.
Health and safety approach.

9.2 Financial Proposal

The financial proposal shall be itemised and shall include:

Item	Description	Amount
1	Mobilisation and demobilisation	
2	Site reconnaissance	
3	Excavation of 4 No. trial pits to minimum 3.0 m depth	
4	In-situ testing	
5	Sampling	
6	Laboratory testing	
7	Technical report preparation	
8	Transport and logistics	
9	Taxes/VAT	
10	Total cost	

The bidder shall clearly state whether VAT is included or excluded.

10.0 Basis of Appointment

The successful geotechnical consultant shall be appointed based on relevant experience, technical competence, methodology, availability, cost competitiveness, ability to deliver within the required timeframe, quality of previous geotechnical reports, and compliance with the RFP requirements.

The lowest financial proposal shall not necessarily be accepted.

11.0 Professional Responsibility

The geotechnical consultant shall be responsible for the accuracy, adequacy, and professional interpretation of the geotechnical investigation.

The consultant shall ensure that the recommendations provided are suitable for structural design purposes and are prepared by a qualified geotechnical engineer or competent professional.

The final report shall be signed and stamped by the responsible professional.