

TENDER NO. MMSW/NGCDF/MDH/001/2021/2022

PROPOSED CONSTRUCTION OF MUSANDA DIVISIONAL HEADQUARTERS

MANDATORY REQUIREMENTS

Bidders to attach the following mandatory requirements;

S/NO.	MANDATORY REQUIREMENTS
1.	Provision of renewed copy of registration certificate from the National Construction Authority (NCA 8 and above) in building and contractors annual practicing license).
2.	Submission of tender security 2% of the total bid sum in Bank guarantee from a reputable Bank, insurance or bankers cheque.
3.	Certified copy of a valid Tax Compliance certificate and Pin
4.	Submission of duly completed and signed form of tender and validity period should be indicated
5.	Confidential Business Questionnaire is duly filled and signed and details correspond to the related information in the bid.
6.	Certified copy of certificate of incorporation/registration certificate
7.	Provision of current Audited financial statements for the last three years provided. Companies registered within the last one year should submit certified bank statements for atleast twelve months or the duration of registration.
8.	Certified copy of CR-12 Form from the Attorney General's office
9.	Proof of work of similar nature
10.	Key personel (CVs, technical staff i.e degree, diploma and certificates)
11.	Major items of construction
12.	Proof of purchase of tender document (copy of payment receipt to accompany the tender document) if not downloaded.

**TECHNICAL ANALYSIS FOR PROPOSED CONSTRUCTION OF MUSANDA
DIVISIONAL HEADQUARTERS**

S/NO	ITEM DESCRIPTION	SCORESCALE	POINTS
1.	Have completed a minimum of three projects of similar nature and complexity in the last five years, each of which must be of a value of at least Kshs.6Million (Attach completion certificates, reference letters, award letter and signed contracts indicating client's contacts)	20 Marks	
2.	Qualifications and experience of key site management and technical personnel proposed for the contract and an undertaking that they shall be available for the contract i.e. qualifications and experience of key personnel (Attach signed CV'S) Projects Manager – Degree in building construction (6 points) Site agent -Diploma in construction (4 points) Supervisor – (3 points) Foreman - (2 points)	15 Marks	
3.	Provide information of details of work under way or contractually committed i.e. schedules of ongoing similar projects. All current/on-going work should be indicated irrespective of whether it's of a similar nature or not, indicate time frame of the contract. (Attach award letters or interim certificates or any other documentary proof)	5 Marks	
4.	Names and address of client who may be contacted for further information on the completed projects (Name, firm, postal address, e-mail address, Tel: No. etc.	5 Marks	
5.	Major items of construction equipment proposed to carry out the contract (owned, leased, or hired) and an undertaking that they will be available for the contract i.e. schedule of contractor's equipment including but not limited to the listed items below: (Attach log books for vehicles, purchase receipts for the equipment or lease agreements) ✓ Crane ✓ hoist ✓ Lorries	10Marks	

	<ul style="list-style-type: none"> ✓ Excavators ✓ Compressor machine and pumps ✓ Concrete mixer and vibrator 		
6	Authority to seek references from the Tenderers' bankers with details of Name, address, and telephone numbers and account numbers	5 Marks	
7	Litigation and arbitration history. Information regarding any litigation, current or during the last five years, in which the Tenderers is involved, the parties concerned and disputed amount Provide affidavit Letter from a legal advisor Letter from a contractor	5 Marks	
8	Detail programme of works i) A reasonable schedule of work execution for the proposed project giving timelines ii) Works programme in Gantt chart format with resource allocation Methodology on safety during the construction period	10 Marks	
	TOTAL SCORE (Pass Mark 75 points)	100	
	AGGREGATE SCORE - POINTS		
	REMARKS; PASS/FAIL	PASS/FAIL	

PROPOSED CONSTRUCTION OF MUSANDA DIVISIONAL HEADQUARTERS

S/NO	DESCRIPTION	SCORE SCALE	
1.	Audited Financial reports for the last 3 years	9	
2.	Line of credit	8	
3.	Bank statement (For the last six months to the date of tender)	8	
	FINANCIAL CAPACITY	25 Marks	

CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in Part 1 and either Part 2 (a), 2 (b) or whichever applies to your type of business.

You are advised that it is a serious offence to give false information on this Form.

Part 1 – General

Business Name

Location of business premises; Country/Town.....

Plot No..... Street/Road

Postal Address..... Tel No.....

Nature of Business.....

Current Trade Licence No..... Expiring date.....

Maximum value of business which you can handle at any time: K. pound.....

Name of your bankers.....

Branch.....

Part 2 (a) – Sole Proprietor

Your name in full..... Age.....

Nationality..... Country of Origin.....

Citizenship details

Part 2 (b) – Partnership

Give details of partners as follows:

	<i>Name in full</i>	<i>Nationality</i>	<i>Citizenship Details</i>	<i>Shares</i>
1
2
3

DETAILS OF SUB-CONTRACTORS

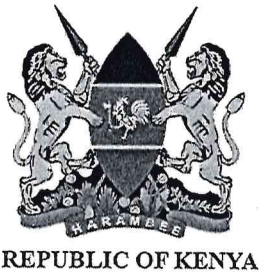
If the Tenderer wishes to sublet any portions of the Works under any heading, he must give below details of the sub-contractors he intends to employ for each portion.

Failure to comply with this requirement may invalidate the tender.

- (1) Portion of Works to be sublet:
- (i) Full name of Sub-contractor
and address of head office:
-
- (ii) Sub-contractor's experience
of similar works carried out
in the last 3 years with
Contract value:
-
-
-
- (2) Portion of Works to sublet:
- (i) Full name of sub-contractor
and address of head office:
-
-
- (ii) Sub-contractor's experience
of similar works carried out
in the last 3 years with
contract value:
-
-

[Signature of Tenderer]

Date



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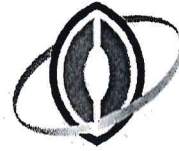
**STANDARD QUOTATION DOCUMENT FOR PROCUREMENT
REQUEST FOR QUOTATIONS FOR SMALL CONTRACTS FOR
WORKS, GOODS AND NON-SERVICES**

**PUBLIC PROCUREMENT REGULATORY
AUTHORITY (PPRA)**

February, 2021



REPUBLIC OF KENYA



PPRA
PUBLIC PROCUREMENT
REGULATORY AUTHORITY

STANDARD QUOTATION
DOCUMENT FOR
PROCUREMENT REQUEST FOR
QUOTATIONS FOR SMALL CONTRACTS
FOR WORKS, GOODS AND NON-SERVICES
PUBLIC PROCUREMENT
REGULATORY AUTHORITY
(PPRA)

February, 2021

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PREFACE

1. This Standard Request for Quotations (SRFQ) document has been prepared by the Public Procurement Regulatory Authority (PPRA) for use by Procuring Entities (PEs) for Request for Quotations for small contracts for goods, works, and non-consulting services, including maintenance services, management services, insurance, leasing, information technology, supply and installation of plant and equipment, and procurement of immovable assets/property. No open competition is required under these contracts and the tenderers are selected from a Procuring Entity's List of Registered Suppliers or from other known sources, usually not less five (5) firms or individuals of equal capacity and same line of business. No Joint Ventures (JVs) should be allowed in the case of request for quotations.
2. In case of quotations are considered abnormally low or abnormally high, the benchmark should be the Procuring Entity's estimate in the Procurement Plan or other estimate based on the Market Survey. It is expected that a Procuring Entity should call for quotations with a clear idea of what to expect as a reasonable quotation. In case of abnormally low or high quotations, the Procurement Entity should (a) review the specifications, quotation period (may be period given to give quotations was too short), conditions of contract, correctness of the estimate or (b) possibility of a collusion or cartels in the quotation process and/or (c) perception of the firms on the credibility of the Procuring Entity.
3. Abnormally low quotations should be rejected to avoid the inherent risk of a low tenderer not performing the contract. On abnormally high quotations, the PE should seek to establish if the cause of the abnormally high quotation was the specifications, conditions of contract, correctness of the estimate, a result of a possibility of a collusion in the tendering process, or perception of the firms on the credibility of the Procuring Entity or any other reason before re-tendering. In case the abnormally high quotation is found to be a result of a possibility of a collusion or cartels in the tendering process, the Procuring Entity would need to take measures to deal with it before re-tendering.
4. The procedures and practices presented in this SRFQ reflect the requirements in the Public Procurement and Disposal Act and its Regulations. This SRFQ will be used by Procuring Entities on a mandatory basis. Procuring Entities and other Users should ensure that they are using the latest version of this SRFQ, which can be verified with PPRA. Lack of its use could be basis for challenging decision on contract award.
5. The SRFQ is comprised of three parts, namely; the Quotation Procedures, Requirements for Supply of *Goods, Works or Provision of Non Consultancy Services*. Conditions of Contract and forms are indicated on the Table of Contents. Before using this SRFQ, the user should be familiar with the Public Procurement and Asset Disposal Act, 2015(the Act), Public Procurement and Asset Disposal Regulations 2020(Regulations) and relevant manuals prepared to guide public officials in the conduct of the procurement process. Before using this SRFQ, the User is advised to or should be familiar with the Act and its Regulations and any manuals prepared and issued by PPRA to guide public officials in the conduct of the public procurement process.
6. This SRFQ is to be used for contracts based on Schedules of Requirements and Specifications and not on admeasurement Bills of Quantities and a pre-qualification process having taken place. The Procuring Entity is expected to select at least five (5)firms from the List of Registered Suppliers and who, have no conflicts of interest, are not debarred from tendering and are not declared bankrupt or insolvent.. Foreign currency, and margin of domestic preference will not be allowed. Reservations are allowed but the selected beneficiaries or tenderers must be of the same category and capacity.
7. During preparation of this SRFQ document, the Procuring Entity should specify whether to allow the following:
 - i) Margin of Preference,
 - ii) Reservations
 - iii) Pre-qualification
 - iv) Alternative tenders

8. The document includes a lump sum contract and a payment schedule where the deliverables can be defined in physical and qualitative characteristics to enable payments be made on the basis of percentage completion of each deliverable or activity. For goods contracts, quotations are called for a listing of items of goods required, including their specifications. The period allowed for submission of quotations is usually short. Lengthy Arbitration processes, standstill periods etc., have been avoided. It should however be understood that complaints in public procurement cannot be totally avoided. Amicable negotiations should be encouraged in case of disputes or complaints.
9. The Procuring Entity should confirm that the items/contracts to be procured is in the PE's Procurement Plan. It should also confirm the estimated cost of the contract(s). The estimated time for completing contracts procured via quotations is usually very short. The cost estimate helps the Procuring Entity determine the quotation method as the applicable procurement method to be used and the determination if the lowest evaluated cost is unrealistically too low or too high. Prior to finalizing the Quotation Document, it is advisable for the Procuring Entity to recheck these estimates.
10. The estimates must be prepared by an expert in the field of the subject contract. The Estimates should be based on current market prices or on data collected by the Procuring Entity based on past (*but not historic*) contracts.
11. The Public Procurement Regulatory Authority welcomes any comments from the Users of this STD which will assist in revising (if need be) and improving the structure and contents of the STD.
12. The text shown in Italics is "Notes to the Procuring Entity". It provides Guidelines to the procuring entity in preparing a RFQ. "Notes to the Procuring Entity" as well as this PREFACE should be deleted from the final RFQ issued to the tenderers.

Director General
Public Procurement Regulatory Authority (PPRA)

This Page is the beginning of the Standard Request for Quotations Document Issued to the Bidders.



National Government Constituencies Development Fund
Mumias West Constituency
Mumias - Bungoma Road
P.O Box 1087 - 50102
Mumias, Kenya

Tel: +254 787 883 580 | Cell: +254 787 883 580

Email: cdfmumiaswest@ngcdf.go.ke | Website: www.cdfmumiaswest.or.ke

NAME AND IDENTIFICATION OF QUOTATION.

REQUEST FOR QUOTATIONS.

1) NAME AND CONTACT ADDRESSES OF PROCURING ENTITY.

Name: Mumias West NGCDF

Postal Address : P.O Box 1087 – 50102, Mumias

Email Address: cdfmumiaswest@ngcdf.go.ke

2) Request for Quotations No : MMSW/NGCDF/MDH/001/2021/2022

3) Date of Quotation: 19th October, 2021

4) Contract Name : Proposed Proposed Construction of Musanda Divisional Headquarters.

REQUEST FOR QUOTATIONS (RFQ)

5) To: _____ [Insert Name and Address of selected Tenderer]

From: **Mumias West NG CDF** (Insert the name and address of the Procuring Entity) (Insert the title of the quotation) **Proposed Construction of Musanda Divisional Headquarters.**

[Insert Quotation Reference Number] **MSW/NGCDF/MDH/001/2021/2022**

- 6) The **Mumias West NG CDF** [insert name of Procuring Entity] invites you to submit quotations for **Proposed Construction of Musanda Divisional Headquarters.**
1. (insert one of the following: supply of goods, works, provision of services) indicated in detail in "Table A. Schedule of Requirements and Specifications". The quotation shall follow the instructions and documents in this RFQ document and shall be in English Language. Tenderers may obtain further information during office hours **0800 to 1700hrs** _____ [insert office hours if applicable i.e. 0900 to 1500 hours] at the address given below.
 2. Quotations shall be submitted in accordance with the instruction in Part 1: Quotation Procedures and in a sealed envelope clearly indicating name and address of tenderer, the quotation name and title and must reach the Procuring Entity at the address indicated below not later than [indicate date and time]. Quotations can be delivered by registered mail, courier or hand delivery at the tenderer's option. Late quotations shall be rejected.
 3. Enquiries regarding this quotation may be addressed to **Fund Account Manager** [indicate title and complete address of official in charge].
 4. Any resulting contract shall be subject to the terms and conditions detailed in Part 3: Contract.
 5. Please inform by email or express mail the undersigned within **14 days** _____ (Specify the number of days) of receipt of this RFQ if you will not be submitting a quotation.

Address for Submission of Quotations.

- 1) Name of Procuring Entity **Mumias West NG CDF**
- 2) Mailing Address: **P.O BOX 1087, Mumias** (Postal Address (include name of Officer to be attentional).
- 3) Physical address _____ (for hand and Courier Delivery to an office or Quotation Box, specify City, Street Name, Building, Floor Number and Room)

Yours sincerely,

[Signature, Designation and Position of Authorised Official]

PART 1: INSTRUCTIONS TO TENDERERS

1. **Tenderers are advised to read carefully** these instructions and the Conditions of Contract in Part 3: Contract, before preparing the quotation. The standard forms in this RFQ may be photocopied for completion but the Tenderer is responsible for their accurate reproduction. The term Tenderer shall mean the firm or person invited to submit a quotation. The term Quotation herein shall mean the quotation submitted as usually understood in public procurement.
2. **Validity of Quotations:** The quotation will be held valid for 180 days from the date of submission.
3. **The Quotation shall consist of** completed Tables A, B and C and the Form of Quotation all indicated in Part 2 of this Request for Quotations, and documents to evidence Eligibility and Conformity to Technical Specifications.
4. **Sealing and Marking of Quotations:** Quotations in one "one original" should be sealed in a single envelope, clearly marked with the **Quotation Reference Number** in the RFQ, the Tenderer's name and the name of the Procuring Entity. Envelopes should be sealed in such a manner that opening and resealing cannot be achieved undetected.
5. **Submission of Quotations:** Quotations, and any alternatives if allowed as per Item 11 below, should be submitted to the address below, on or before the date and time indicated in sub-item 4 below. Late quotations will be rejected.

Address for Submission of Quotations.

- 1) Name of Procuring Entity : **Mumias West NG CDF**
- 2) Mailing Address: Postal Address (include name of Officer to be attentional)

- 3) Physical address for hand or Courier Delivery to an office or Quotation Box (City, Street Name, Building, Floor Number and Room)

- 4) Date of Submission (deadline): **2nd November, 2021** (day, month and year).
Time of Submission (deadline): **1000hrs** (Kenya time).
6. **Opening of Quotations:** Quotations will be opened immediately after the closing date and time specified in item 5 (4) above, by at least three appointed officials of the Procuring Entity.
7. **Tenderer Eligibility:** Tenderer must submit Documentary evidence to show His/her eligibility to be awarded a contract to cover each of the following: (i) valid trading license (ii) certificate of registration, and (iii) valid tax compliance certificate for the previous Financial Year. (iv) AGPO Certificate (where applicable). The Tenderer shall also complete attached forms to confirm eligibility and non-existence of a conflict of interest in relation to this procurement requirement by signing the attached Forms.
8. **Invitation not transferable:** This invitation is not transferable to other firms or individuals not so invited.
9. **Goods Eligibility:** Tenderer must submit as evidence documents to show the country of origin of any goods to be supplied or incorporated in the work or services
10. **Technical Specifications:** Documentary evidence to show that the goods meet the technical specifications.
11. **Alternative Quotations:** Tenderers **are permitted/not permitted** (*select one*) to submit alternative quotations for goods/alternative technical solutions for specified parts of the Works or Services (*select one*). Only the alternatives, if any, of the Tenderer with the winning quotation conforming to the basic technical requirements shall be considered by the Procuring Entity.
12. **Currency:** Quotations shall be priced in Kenya Shillings. Quotations in other currencies will be rejected if not allowed.

The Procuring Entity shall allow/not allow quotations in foreign currency (*procuring Entity to select one*).

13. **Evaluation of Quotations:** The evaluation of quotations will be conducted using the procedure set out below:
 - i) Preliminary examination to determine Tenderer eligibility: (i) valid trading license (ii) certificate of registration, and (iii) tax compliance certificate (iv) valid AGPO Certificate (where applicable)
 - ii) Technical examination to determine goods eligibility, compliance with technical specifications and commercial responsiveness. Quotations failing this stage will be rejected and not considered in next stage.
 - iii) Financial comparison of quotations to determine the lowest evaluated quotation. In case foreign currency is allowed, for comparison purposes only, foreign currency quotations will be converted to Kenya shillings using the exchange rates published by the Central Bank of Kenya on the day of submission of quotations.
14. **Lowest Evaluated Quotation:** The lowest evaluated quotation shall be recommended for award of contract.
15. **Award of contract:** Award of contract shall be by placement of a Letter of Acceptance or Local Purchase Order in accordance with Part 3: Contract. The currency of award and payment shall be currency in which the quotation was submitted. Unsuccessful tenderers who responded will be notified of the accepted quotation, indicating the name and the amount of the accepted quotation
16. **Right to Reject:** The Procuring Entity reserves the right to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

QUOTATION AND QUALIFICATION DOCUMENTS

Instructions to Tenderer. Tenderer must complete and submit as part of the Form of quotation.

- (i) SCHEDULE OF REQUIREMENTS TABLE
- (ii) FORM FOR DISCLOSURE OF INTEREST
- (iii) CERTIFICATE OF INDEPENDENT QUOTATION DETERMINATION
- (iv) SELF-DECLARATION FORM
- (v) FOREIGN TENDERER 40% RULE *(where provided)*

FORM OF QUOTATION [To be completed by Tenderer]

Quotation Addressed to (<i>Procuring Entity</i>)	
Date of Quotation	
Quotation Reference Number:	
Subject of Quotation	

1. We have examined and have no reservations to the Request for Quotation document, and understand its full content and intent.
2. In compliance with your request for quotations dated _____, referenced above, we offer to _____ (*specify one of supply goods, complete the works or provide the services*) to cover and conform to our pricing listed in the attached in Table B. Quotation Submission TABLE at a total price of Kenya Shillings _____ (in words) _____
OR in Foreign Currency (*if allowed*), Currency _____ amount _____ (in words) _____
3. We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified in Part 1: INSTRUCTIONS TO TENDERERS.
4. We also confirm that the _____ (*goods to be supplied/works to be constructed/services to be provided (select one)*) conform to the **SCHEDULE OF REQUIREMENTS TABLE** below and in conformity with technical specifications listed in PART 2: SCHEDULE OF REQUIREMENTS of this RFQ Document.
5. We undertake to adhere by the Code of Ethical Conduct for Suppliers, Contractors and Service Providers, copy available from _____ (*specify website*) during the procurement process and the execution of any resulting contract.
6. We confirm that the prices quoted are fixed and firm for the duration of the validity period and performance of the contract and will not be subject to revision or variation.
7. The validity period of our quotation is: _____ days from the time and date of the submission deadline (*number to be same as in the instructions to Tenderers*).
8. We confirm we are not submitting any other Quotation as an individual or firm, and we are not participating in any other Quotation as a Joint Venture member or as a subcontractor.

9. We, along with any of our subcontractors, suppliers, Engineer, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to a temporary suspension or a debarment imposed by the Public Procurement Regulatory Authority or any other entity of the Government of Kenya, or any international organization.
10. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.
11. We hereby certify and confirm that the Quotation is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the "Certificate of Independent Quotation Determination" attached below.
12. We, the Tenderer, have completed fully and signed the **FORM FOR DISCLOSURE OF INTEREST**- interest of the firm in the Procuring Entity, attached below.

The Delivery/Completion period offered is: _____ days from date of acceptance of Quotation. The warranty period offered is _____ weeks.

Quotation Authorized by:

Name and designation _____

Signature: _____

i) SCHEDULE OF REQUIREMENTS TABLE

(Procuring Entity will complete the list of items to be same as those on Part 2 Table A. Schedule of Requirements and Technical Specifications and tenderer should complete columns D and E).

A Item	B Description of Goods/works/services <i>(Procuring Entity to select one)</i>	C Quantity	D Unit price	E Total Price in Ksh
1				
2				
3	AS PER THE ATTACHED BILL OF QUANTITIES			
4				
5				
6				
7				
8				
9				
10				
11				
12				
ETC.				
TOTAL PRICE IN KSH.				

Signature: _____

And seal/Stamp

Name: _____

Position:

Authorised for and on behalf of *(specify name of tenderer)* _____

Date _____

ii) **FORM FOR DISCLOSURE OF INTEREST** - Interest of the Firm in the Procuring Entity.

i) Are there any person/persons in (Name of Procuring Entity) who has/have an interest or relationship in this firm? Yes/No.....

If yes, provide details as follows.

	Names of Person	Designation in the Procuring Entity	Interest or Relationship with Tenderer
1			
2			
3			

ii) **Conflict of interest disclosure**

		Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controls, is controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Quotation has a relationship with another tenderer, directly or through common third parties, that puts it in a position to influence the quotation of another tenderer, or influence the decisions of the Procuring Entity regarding this quotation process.		
5	Any of the Tenderer's affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the quotation.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Quotation Document.		
7	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who are directly or indirectly involved in the preparation of the Quotation document or specifications of the Contract, and/or the Quotation evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who would be involved in the implementation or supervision of the such Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to the Procuring Entity throughout the quotation process and execution of the		

iii) Certification

On behalf of the Tenderer, I certify that the information given above is complete, current and accurate as at the date of submission.

Full Name _____

Title or Designation _____

(Signature)

_____)_____
(Date)

iv) **CERTIFICATE OF INDEPENDENT QUOTATION DETERMINATION**

I, the undersigned, in submitting the accompanying Letter of quotation to the _____
_____ [Name of Procuring Entity] for: _____
_____ [Name and number of quotation] in response to the request for tenders made
by: _____ [Name of Tenderer] do hereby make the following statements
that I certify to be true and complete in every respect:

I certify, on behalf of _____ [Name of Tenderer] that:

1. I have read and I understand the contents of this Certificate;
2. I understand that the Tenderer will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am the authorized representative of the Tenderer with authority to sign this Certificate, and to submit the quotation on behalf of the Tenderer;
4. For the purposes of this Certificate and the quotation, I understand that the word "competitor" shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:
 - a) has been requested to submit a quotation in response to this request for quotations;
 - b) could potentially submit a quotation in response to this request for quotations based on their qualifications, abilities or experience;
5. The Tenderer discloses that [check one of the following, as applicable]:
 - a) The Tenderer has arrived at the quotation independently from, and without consultation, communication, agreement or arrangement with, any competitor;
 - b) the Tenderer has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this request for quotations, and the Tenderer discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
6. In particular, without limiting the generality of paragraphs (5)(a) or (5)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
 - a) prices;
 - b) methods, factors or formulas used to calculate prices;
 - c) the intention or decision to submit, or not to submit, a quotation; or
 - d) the submission of a quotation which does not meet the specifications of the request for quotations; except as specifically disclosed pursuant to paragraph (5) (b) above;
7. In addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the works or services to which this request for tenders relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph (5)(b) above;
8. the terms of the quotation have not been, and will not be, knowingly disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official quotation opening, or of the awarding of the Contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (5)(b) above.

Name _____

Title _____

Date _____

[Name, title and signature of authorized agent of Tenderer and Date]

v) SELF-DECLARATION FORM

We, the Tenderer _____ (*insert name*) submitting our Quotation in respect of Quotation No _____ for _____ (*insert quotation Title Description*) for _____ (*insert Name of Procuring Entity*)

DECLARE AS FOLLOWS:

That, We the Tenderer including any entity or individual that directly or indirectly controls, is controlled by or is under common control with us, and any subcontractors, suppliers, project managers, consultants, manufacturers, service providers, agents, individuals, or any other party involved or to be involved for any part of the processes of procurement and contract execution related to the above quotation:

- a) have not engaged/will not engage in any corrupt or fraudulent practices in the processes of procurement and contract execution related to the above quotation as defined and/or described in the following:
 - i) the RFQ for the above Quotation;
 - ii) Kenya's Public Procurement and Asset Disposal Act, 2015) and its attendant Regulations;
 - iii) Kenya's Anti-Corruption and Economic Crimes Act, 2013; and
 - iv) any such other Acts or Regulations of Government of Kenya;
- b) have not offered/will not offer any inducement to any member of the board, management, staff and/or employees and/or agents of (*name of the procuring entity*);
- c) have not engaged/will not engage in any collusive or corrosive practice with other tenderers participating in the subject quotation;
- d) have not been sanctioned or debarred by any entity from participation in public procurement proceedings of Kenya.

That, what is deponed to herein above is true to the best of our knowledge, information and belief.

Name of the Tenderer:[*insert complete name of tenderer signing the quotation*]

Name of the person duly authorized to sign the quotation on behalf of the Tenderer:[*insert complete name of person duly authorized to sign the quotation*]

Title of the person signing the Quotation:[*insert complete title of the person signing the quotation*]

Signature of the person named above:[*insert signature of person whose name and capacity are shown above*]

vi) FOREIGN TENDERER 40% RULE

(not to be included in the RFQ for supply of goods, supply and installation of plant and equipment, insurance, purchase of property, and other RFQ where this rule may not be practical).

Pursuant to the provisions in the Public Procurement and Disposal Act, 2015, a Foreign Tenderer must complete this form to demonstrate that the quotation fulfils this condition.

ITEM	Description of Work Item	Describe location of Source	COST in K. shillings	Comments, if any
A	Local Labor			
1				
2				
3				
4				
5				
B				
1				
2				
3				
4				
5				
C	Local materials			
1				
2				
3				
4				
5				
D				
1				
2				
3				
4				
5				
E				
1				
2				
3				
4				
5				
6				
	TOTAL COST LOCAL CONTENT		XXXXX	
	PERCENTAGE OF CONTRACT PRICE			

PART 2: SCHEDULE OF REQUIREMENTS

TABLE A. SCHEDULE OF REQUIREMENTS, TECHNICAL SPECIFICATIONS

Table A. SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS
 [Procuring Entity to complete Columns a-d and Tenderer to complete Column Indicating YES or No and if NO indicate the specification of the offered item]

Item No	Description of Goods/works/services (Procuring Entity to select one) For Works attach drawings	Quantity	TECHNICAL SPECIFICATIONS (completed by Procuring Entity)	CONFORMITY WITH TECHNICAL SPECIFICATION (to be completed by Tenderer)
1	AS PER THE ATTACHED BILL OF QUANTITIES			
2				
3				
4				
5				
6				
7				
8				
9				

ATTACHMENTS (to be listed below and supplied by Procuring Entity)

TECHNICAL SPECIFICATIONS FOR WORKS/SERVICES

- a) A preliminary description of the proposed works/services and work method and schedule, including drawings and charts, as necessary, containing all required information by which the proposed works may be evaluated (e.g. technical characteristics, operational capacities, maintenance, environmental effect, etc.) together with manuals or instructions for use or any other relevant information and documentation, delivery/installation schedules, etc.;
- b) A detailed statement of how the tenderer will carry out the works/services that will form an integral part of the Contract.
- c) **DRAWINGS**

(Procuring Entity to attach Drawings (if any))

TABLE B. SCHEDULE OF REQUIREMENTS TABLE

(Procuring Entity will complete the list of items to be same as those on Table A. Schedule of Requirements and Technical Specifications and tenderer should complete columns c-e)

Item	Description of Goods/works/services <i>(Procuring Entity to select one)</i>	Quantity	Unit price	Total Price
1	AS PER THE ATTACHED BILL OF QUANTITIES			
2				
3				
4				
5				
6				
7				
8				
9				
		TOTAL PRICE		

Signature: _____

And seal/Stamp _____

Name: _____

Position:

Authorised for and on behalf of *(specify name of tenderer)* _____

Date _____

PART 3: CONTRACT

CONTRACT AGREEMENT

- (1) THIS CONTRACT AGREEMENT is made _____ (specify date).
Between _____ [Insert complete name of Procuring Entity], and having its principal
place of Business at _____ [Insert address of Procuring Entity] and
_____ [Insert name of Supplier, or contractor or service provider],
and having its principal place of business at _____ [insert address of Supplier,
contractor or service provider].
- (2) WHEREAS the Procuring Entity invited quotations for the Supply of Goods/works/services (select one)
described in Table B, i.e. _____ [insert brief description of Goods,
works and Services] and has accepted a Quotation by the Tenderer in the sum of _____ [insert Contract
Price in words and figures] (hereinafter called "the Contract Price").
- (3) NOW THIS AGREEMENT WITNESSED AS FOLLOWS:
1. This Contract Agreement includes the following documents:
 - a) Table A. SCHEDULE OF REQUIREMENTS AND TECHNICAL SPECIFICATIONS.
 - b) Table B. QUOTATION SUBMISSION TABLE.
 - c) FORM OF QUOTATION.
 - d) Conditions of Contract.
 2. In consideration of the payments to be made by the Procuring Entity to the Supplier/contractor/service provider as hereinafter mentioned, the Supplier/contractor/service provider hereby covenants with the Procuring Entity to provide the Goods/works/services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
 3. The Procuring Entity hereby covenants to pay the Supplier/Contractor/service provider (select one) in consideration of the provision of the Goods/works/services (select one) and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.
- (4) In WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of Kenya.

For and on behalf of the Procuring Entity

Signed: [insert signature]
in the capacity of..... [insert title or other appropriate designation]
in the presence of..... [insert identification of official witness]

For and on behalf of the Supplier/Contractor/Service Provider (select one)

Signed: [insert signature of authorized representative(s) of the
Supplier]
in the capacity of..... [insert title or other appropriate designation]
in the presence of..... [insert identification of official witness]

CONDITIONS OF CONTRACT

1. Language

The Contract as well as all correspondence and documents relating to the Contract exchanged by the Supplier/Contractor/Service Provider (*select one*) Provider and the Procuring Entity, shall be written in the English Language.

2. Eligibility

The goods shall have the nationality of an eligible country. All Goods and Related Services to be supplied under the Contract shall have their origin in Eligible Countries.

3. Notices

Any notice given by one party to the other pursuant to the Contract shall be in writing.

4. Governing Law

The Contract shall be governed by and interpreted in accordance with the Laws of Kenya, unless otherwise specified hereunder.

5. Settlement of Disputes

The Procuring Entity and the Supplier/Contractor/Service (*select one*) shall make every effort to resolve amicably by direct informal negotiation any disagreement or dispute arising between them under or in connection with the Contract. If the parties have failed to resolve their dispute or difference by such mutual consultation, either the Procuring Entity or the Supplier/Contractor/Service (*select one*) may give notice to the other party of its intention to commence arbitration. The dispute shall be referred to adjudication or arbitration in accordance with the laws of Kenya.

6. Supplier/Contractor/Service Provider Responsibilities

The Supplier/Contractor/Service Provider (*select one*) shall supply all the Goods included in the Schedule of Requirements.

7. Contract Price

Prices charged by the Supplier/Contractor/Service Provider (*select one*) under the Contract shall not vary from the prices quoted by the Supplier/Contractor/Service Provider (*select one*) in its quotation.

8. Terms of Payment

The Contract Price shall be paid One hundred (100) percent of the Contract Price as follows (*select one*):

- i) For Goods, price of goods received upon submission of a claim/invoice supported by the acceptance certificate issued by the Procuring Entity.-
- ii) For Works, upon valuation by the Contractor of the portion of the works completed, such valuation to be accepted by the Procuring Entity, payments up to final completion certificate.
- iii) For Services, upon valuation by the Service Provider of the services completed, such valuation to be accepted by the Procuring Entity, payments up to final completion certificate

9. Inspections and Tests

The Supplier/Contractor/Service Provider (*select one*) shall at its own expense and at no cost to the Procuring Entity carry out all such tests and/or inspections of the Goods, works or Services to confirm their conformity to technical specifications.

10. Warranty

The Supplier warrants that all the Goods are new, unused, and of the most recent or current models, and that they incorporate all recent improvements in design and materials, unless provided otherwise in the contract.

Public Procurement Regulatory Authority (PPRA)

National Bank Building, 11th Floor, Harambee Avenue

P.O Box 58535- 00200, Nairobi Kenya

Telephone: +254 020 3244000, 2213106/7

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Website:

www.ppra.go.ke

REPUBLIC OF KENYA



COUNTY GOVERNMENT OF KAKAMEGA

**MINISTRY OF ROADS, INFRASTRUCTURE AND PUBLIC
WORKS & ENERGY**

**BILLS OF QUANTITIES FOR PROPOSED CONSTRUCTION
OF MUSANDA DIVISIONAL HEADQUARTERS**

IN

MUMIAS WEST CONSTITUENCY.

TENDER DOCUMENTS

TENDER NO:.....

ISSUED BY:

SUB-COUNTY WORKS OFFICER
DEPARTMENT OF PUBLIC WORKS
BOX 412

MUMIAS.

JULY 2020

BILL NO. 1

MEASURED WORKS.

ELEMENT NO.1 – SUBSTRUCTURES

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
A	Clear site of all bushes, shrubs and undergrowth, grub up roots and burn all the arising.	300	SM			
B	Excavate foundation trench not exceeding 1.5m deep starting from reduced level and stockpile on site as directed.	72	CM			
C	Excavate soils to reduce levels not exceeding 0.3m deep	81	CM			
D	Extra over excavations in rock	5	CM			
	<u>Keeping excavations free from water</u>					
E	Allow for keeping excavations free of water and mud by pumping bailing or other approved means		ITEM			
F	Allow for maintaining and supporting sides of excavations and for keeping the same free from falling materials		ITEM			
	<u>Fillings / disposal</u>					
G	Return, fill and ram selected materials around foundations	90	CM			
H	Load, wheel and deposit surplus excavated materials where directed on site and not exceeding 50m away	63	CM			
	<u>Hardcore Filling</u>					
J	300mm thick under floors compacted and consolidated in 150mm thick layers	81	CM			
K	50mm thick quarry dust blinding to surfaces of hardcore	269	SM			
	<u>Anti-Termite Treatment</u>					
L	Chemical anti-termite treatment executed complete by an approved specialist under a ten year guarantee to surfaces of blinding hardcore	269	SM			
	<u>Damp proof membrane</u>					
M	500 gauge polythene sheeting or other equal and approved damp proof membrane laid under surface bed with 300mm side and end laps (Measured net- allow for laps)	269	SM			
	Carried to Collection			Ksh.		

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
	CONCRETE WORKS Concrete (1:3:6) as described in:-					
A	50mm thick blinding	72	SM			
B	<u>Reinforced concrete (1:2:4) as described in:</u> Strip Foundation	19	CM			
C	100mm thick surface bed	269	SM			
	Reinforcement <u>Fabric reinforcement to BS 4483 and setting in concrete with 300mm side and end laps</u>					
D	Fabric mesh A 98 in floor bed and ramps <u>Mild steel high tensile reinforcement to BS 4449</u>	277	SM			
E	8mm diameter bars	216	Kg			
F	10mm diameter bars	475	Kg			
	Sawn Formwork to:					
G	Edges of ground floor slab over 75mm but not exceeding 150mm high. <u>Walling in natural coursed stone obtained from an approved quarry and jointed cement sand(1:4) gauged mortar</u>	91	LM			
H	200mm thick wall in foundation Plinth Finishes	122	SM			
J	12mm thick cement and sand (1:4) render on wall plinths	36	SM			
K	<u>Prepare and apply two coats of black bituminous paint to:</u> Render stone surfaces	36	SM			
L	Allow a sum of Kenya Shillings Seventy Thousand for extra substructural works		SUM			
M	Paving (1 row) Supply and lay pre-cast concrete slabs size 600 x 600 x 50mm laid on and including 50mm thick consolidated sand bed and 100mm thick Murram sub-base to fall and including all necessary excavations and anti-termite treatment to sub-base.	47	SM			
	Carried to Collection				Ksh.	
	COLLECTION					
	Brought forward from page pg/01					
	Brought down from Above					
	TOTAL FOR SUBSTRUCTURES CARRIED TO SUMMARY....				Ksh.	

ELEMENT NO.2 – WALLING.

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
	<u>SUPERSTRUCTURAL WALLING</u>					
A	150mm wide approved quality 3 ply bituminous felt damp proof course under walls	165	LM			
	<u>150mm thick concrete block walling in cement and sand(1:4) mortar reinforced with and including 25 x 3mm hoop iron in every two alternate courses.</u>					
B	150mm thick externally & internally	430	SM			
C	Eaves filling 150mm thick wall extreme height 300mm	60	LM			
D	100mm diameter PVC vent pipe 190mm long complete with mosquito gauze on coffee tray wire built into wall	12	NO			
E	225 x 225 x 25mm thick precast concrete vent block including mosquito gauze on coffee tray wire	26	Prs			
	TOTAL FOR WALLING CARRIED TO SUMMARY.....			Ksh.		

ELEMENT NO.2 – REINFORCED CONCRETE FRAME

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
	<u>REINFORCED CONCRETE FRAME</u>					
	<i><u>In situ concrete: class 20/20mm vibrated to:</u></i>					
A	Beams	8	CM			
B	Columns	1	CM			
	<u>Reinforcement</u>					
	<i><u>High yield steel bars: Cold worked to BS 4461 including bends, hooks, tying wire, distance blocks and spacers</u></i>					
C	8mm diameter in any direction	255	Kg			
D	12mm ditto	495	Kg			
	<u>Formwork to INsitu concrete</u>					
E	Sides ad soffits of beams	108	SM			
	TOTAL FOR REINFORCED CONCRETE FRAME CARRIED TO SUMMARY.....				Ksh.	

ELEMENT NO.3 - ROOF

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
A	Approved pre-painted sheets gauge 30 laid on timber purlins (M.S).	460	SM			
B	Ridge cap 400mm wide	32	LM			
	<u>Timber Trusses:</u>					
	<u>All provisional</u>					
	<i><u>The following roof trusses as per "T1" in first grade pressure impregantaed sawn cypress including hoisting and placing in position</u></i>					
C	100 x 50mm rafters	242	LM			
D	150 x 50mm tie beam	180	LM			
E	100 x 50mm King post	55	LM			
F	50 x 75 purlins	330	LM			
G	100 x 50mm struts and ties	280	LM			
H	Ditto collar splice	12	LM			
J	100 x 50mm wall plate bolted to wall with and including 12mm diameter bolts 60mm long at 1000mm centres	57	LM			
K	200 x 25mm fascia & bardge board	90	LM			
	<u>Down pipes</u>					
L	100mm diameter galvanized iron downpipe gauge 24 fixed to wall with and inludiing holder bats at 1000mm centres	24	LM			
M	Extra over downpipe for swan neck 1200mm long	8	NO			
N	Ditto horse shoe 500mm log	8	NO			
P	100 x 125mm gauge 24 rain water gutters anchored top fascia board with metal straps	57	LM			
	<u>Painting and Decoration</u>					
	<i><u>Knot, stain prepare and apply three coats gloss oil paint to:</u></i>					
Q	Surfaces of timber 200-300mm girth	90	LM			
R	General surfaces of metal gutters	57	LM			
TOTAL FOR ROOF CARRIED TO SUMMARY.....				Ksh.		

ELEMENT NO.4 – WINDOWS

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
	<i><u>Bull nosed burnt clay, finished fair on all exposed surfaces and hoisting and placing in position, bedding, jointing and pointing ion pigmented cement and sand (1:3) moratr</u></i>					
A	150mm x 25mm thick clay window sill	23	LM			
	<u>Pelmet Box.</u>					
B	Comprising 150 x 25mm wide fascia, 2NO 150 x 25mm ends 100mm long, 100 x 25mm block board top; and 50 x 25mm wrot cypress bearer plugged	23	LM			
	<u>Curtain tracks</u>					
C	"Silent gliss" standard l-section light duty brass single curtain track screwed to soffits of timber pelmet top (M/s) with bras plated screws, one bracket runner per 75mm of rail, two end stops per length and complete accessories to approval.	23	LM			
	<i><u>Supply assemble and Fix the following purpose made mild steel casement windows standard metal section from approved manufacturer complete with framed transoms,mullions and with and including permanent metal woos 50mm high x 50mm projection to full width of window coupling mullions, approved ironmongery and one coat manufacturer's primer all welding ground stele for galvanizes with putty, lugs to two jambs, cutting and pinning to concrete or block work, fixing to head and still with crews plugging</u></i>					
D	Window overall size 2000 x 1200mm high	3	NO			
E	Window overall size 1500 x 1200mm high	9	NO			
F	Window overall size 900 x 1200mm high	3	NO			
G	Window overall size 600 x 600mm high	1	NO			
	<u>Glazing</u>					
H	4mm thick clear sheet glass panes over 0.1 but not exceeding 0.5m	32	SM			
J	Ditto but obscure glazing	0.5	SM			
	<u>Painting and Decoration</u>					
	<u>On metal work</u>					
	<i><u>Prepare and apply three coats oil paint full gloss to crown solo or other equal and approved to:</u></i>					
K	General window surfaces; over 300mm girth internal	32	SM			
L	General window surfaces; over 300mm girth external	32	SM			
	<u>On wood</u>					
M	Aluminium primer or other equal and approved wood backs of frame, board etc over 200mm but not exceeding 300mm girth	23	LM			
	<i><u>Prepare and apply three coats polythene clear varnish;</u></i>					
N	Frames 200 -300mm girth	23	LM			
	TOTAL FOR WINDOWS CARRIED TO SUMMARY.....			Ksh.		

ELEMENT NO.5 – DOORS

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
A	Double leaf timber paneled door size 1500 x 2100mm high	1	NO			
B	Ditto size 900 x 2100mm high	8	NO			
C	Double leaf steel paneled door size 1200 x 2100mm high	2	NO			
D	Ditto size 900 x 2100mm high	2	NO			
E	900 x 2100mm high timber flush doors	1	NO			
	<u>IRON MONGERY</u> <i>supply and fix the following to UNION catalogue or other equal and approved to softwood, hardwood or the like fixing with screws</i>					
F	Three lever mortise lock complete with set lever aluminium handle furniture	10	NO			
G	Steel door locks to schedule	4	NO			
H	100mm steel butt hinges <i>To concrete or block work; fixing with bolts plugging</i>	15	Prs			
J	Rubber door stop complete with 38mm rawl bolt	14	NO			
	<u>Painting and Decoration</u> <i>Prepare and apply one coat etching primer, one undercoat and two coats gloss oil paint to crown solo or equal and approved to:-</i>					
K	General surfaces of galvanized casement metal doors; over 300mm girth	18	SM			
L	50 x 20mm quadrant in prime grade wrot cypress timber	53	LM			
M	50 x 20mm architrave ditto	53	LM			
N	150 x 50mm frame with four labours ditto <i>Knot, prime and stop; prepare and apply one undercoat and two coats gloss oil paint</i>	53	LM			
P	General surfaces of timber doors over 300mm girth; external & internal	40	SM			
TOTAL FOR DOORS CARRIED TO SUMMARY.....				Ksh.		

ELEMENT NO.6 – FINISHES

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
	<u>Floors</u>					
A	25mm thick cement sand (1:3) backing to receive ceramic tiles	264	SM			
B	300 x 300 x 6mm thick coloured non-slip ceramic tiles pointed in white cement grout and fixed to floor with approved adhesive	264	SM			
C	20 x 100mm skirting ditto	250	LM			
	<u>Walls</u>					
D	15mm thick two coat gauged plaster (1:1:6) to wlls internally	650	SM			
E	Ditto to reveals and jambs of openings	10	SM			
F	15mm thick cement and sand (1:4) render to walls externally	240	SM			
	<u>Ceiling Finishes (All wrot cypress)</u>					
G	50 x 50mm timber brandering	645	LM			
H	100 x 25mm moulded timber cornice	245	LM			
J	13mm thick chipboard ceiling nailed to timber brandering (M/S)	264	SM			
K	Extra over chipboard ceiling for trap door size 600 x 600 x 450mm will including 50 x 50mm timber framing	2	NO			
	<u>Painting and decoration</u>					
	<u>Prepare and apply one undercoat and two finishing coats silk vinyl emulsion paint to:</u>					
L	Plastered and rendered wall surfaces	900	SM			
M	Ditto to surfaces of reveals and jambs	10	SM			
N	Ceiling board surfaces	264	SM			
	TOTAL FOR FINISHES CARRIED TO SUMMARY.....			Ksh.		

ITEM	DESCRIPTION	KSHS	CTS
	<u>SUMMARY</u>		
A	SUBSTRUCTURES FROM PAGEPG/02		
B	REINFORCED CONCRETE FRAME PAGE.....PG/03		
C	WALLING FROM PAGEPG/04		
D	ROOF FROM PAGEPG/05		
E	WINDOWS FROM PAGEPG/06		
F	DOORS FROM PAGEPG/07		
	FINISHES FROM PAGEPG/08		
	TOTAL CARRIED TO GRAND SUMMARY.....KSH.		

BILL NO.2

MECHANICAL WORKS

	DESCRIPTION	QTY	UNIT	RATE	KSHS	CTS
	<u>PLUMBING WORKS</u>					
A	Allow a provisional sum of Kenya Shillings Twenty Thousand only for pipe fittings in cold water supply, storage and distribution to outlet areas including internal drainage.		SUM			
	<u>SANITARY FITTINGS</u>					
	<i><u>Supply, assemble and fix the following sanitary fittings:</u></i>					
B	Twyfords "classic" 10003 vitreous china pedestal type W.C suite complete with vitreous china 9 litre capacity cistern with seat and cover	1	NO			
C	Twyfords sola "510" or equal and approved ceramic wash hand basin complete with "P" trap and all other accessories	1	NO			
D	Ceramic recessed toilet paper roll holder	1	NO			
E	600 x 450 x 6mm thick polished plate glass mirror with beveled and smoothed edges and drilled four times for and including fixing to wall with plugged and dome shaped chromium plated screws	1	NO			
F	Supply and fix single bowl single drain stainless steel sink complete with trap, plug and chain	1	NO			
	<u>Worktop</u>					
G	600mm wide x 75mm thick concrete class 20/(20mm) – 1:2:4 reinforced with 3D8 bars including all formwork	3	SM			
H	200 x 300 x 6mm thick ceramic tiles fixed with approved adhesive	4	SM			
J	Allow a sum of Kenya Shillings Fifty Thousand for sundries		SUM			
	TOTAL FOR PLUMBING WORKS CARRIED TO COLLECTION.....				Ksh.	

PW/01

	DESCRIPTION	QTY	UNIT	RATE	KSHS	CTS
	<u>EXTERNAL DRAINAGE WORKS</u>					
	<u>Provisional</u>					
A	Construct manhole size 600mm x 450mm and average 750mm deep in natural stone including all excavations concrete 150mm thick base concrete benching, internal and external plastering, forming channels, concrete top cover complete with medium duty manhole cover and frame and all related works.	8	NO			
B	Excavate trench for 100mm UPVC pipe starting from ground level average depth 750mm, backfill after laying pipe in approved materials and cart away surplus materials as directed	30	LM			
C	Extract over for excavation in rock or hard murrum	4	LM			
D	Provide lay and joint in trench 110mm UPVC golden brown pipe class 41	30	LM			
E	Gulley trap size 250 x 250 x 300mm deep comprising of 75mm thick concrete 1:3:6 base, 100mm thick concrete block walling bedded in cement and sand (1:3) mortar complete with 12mm cement and sand (1:2) plaster and 3mm thick mild steel cover and grating	2	NO			
	TOTAL FOR EXTERNAL DRAINAGE WORKS CARRIED TO COLLECTION.....				Ksh.	

DW/01

	DESCRIPTION	QTY	UNIT	RATE	KSHS	CTS
	<u>SEPTIC TANK (15000 LITRES)</u> <u>The following in 1No. Septic Tank complete with 1No. Inlet and 1No. Outlet manholes</u>					
A	Excavate pit for a septic Tank in normal soil not exceeding 1.5m deep from ground level.	31	CM			
B	Ditto 1.5-30m deep ditto	31	CM			
C	Extra over excavations in normal soil for excavation in rock occurring at any depth.	10	CM			
D	Return, fill and ram selected excavated materials from site.	22	CM			
E	Remove surplus excavated materials from site	72	CM			
F	Allow for plunking and strutting sides of excavations		ITEM			
G	Ditto removal of water / mud from excavations by bailing, pumping or otherwise.		ITEM			
	<u>Vibrated reinforced concrete 1:2:4mm aggregate as described in:-</u>					
H	150mm Thick base	15	SM			
J	150mm Thick suspended slab	15	SM			
K	100mm Thick Baffle walls	4	SM			
L	200 x 100mm thick beam	2	CM			
	<u>Reinforcement</u>					
M	8mm diameter mild steel reinforcement bar to B.S 4449	95	KGS			
N	10mm ditto	95	KGS			
P	12mm ditto	90	KGS			
Q	BRC mesh reinforcement ref:NO A142 in floor slab and baffle walls	15	SM			
	<u>Sawn Formwork to</u>					
R	Soffites of suspended slab	15	SM			
S	Sides of baffle walls	8	SM			
T	Edge of suspended slab 100-200mm girth	20	LM			
U	Boxing to formwork to form 600 x 450mm opening in 150mm thick suspended slab.	4	NO			
	Carried to Collection			Ksh.		

ST/01

	DESCRIPTION	QTY	UNIT	RATE	KSHS	CTS
A	12mm Thick water proof cement and sand (1:2) rendering to wall surfaces trowelled smooth.	132	SM			
B	Ditto to concrete floor slab/baffle walls	6	SM			
C	Ditto to surfaces and edges of concrete cover slab.	10	SM			
D	600 x 450mm medium duty cast iron manhole cover frame including bedding frame in cement and sand (1:2) mortar and cover in grease.	17	NO			
E	12mm thick water proof cement and sand 1:1 plaster trowelled smooth to manhole walls	4	SM			
F	200mm thick benching to manhole internal size 600 x 450mm with internal rounded angle against walls at top finish to slab with and including water proof cement and sand (1:2) plaster travelled smooth.	2	NO			
	<u>Extra over benching as described for forming external rounded angles finished with water proof cement.</u>					
G	100mm half-rounded section straight main channel 600mm long	2	NO			
H	100mm three quarter section curved branch channel, 300mm (average) long.	4	NO			
J	Make hole through 140mm thick solid block wall for large pipe and make good	4	NO			
K	200mm concrete block wall reinforced with hoop iron at every alternate course.	55	SM			
	Carried to Collection.....					
				Ksh.		

ST/02

	DESCRIPTION	QTY	UNIT	RATE	KSHS	CTS
A	100mm diameter PVC pipe in septic tank as per details on drawings	1	NO			
B	Extra over pipe for 100mm inspection bend.	2	NO			
	<u>Soak Pit</u>					
	<u>1NO. Soak pit size 1.5m diameter x 3000mm deep.</u>					
C	Allow Forty Thousand shillings (Ksh. 40,000.00/-) for construction of a soak pit per M.O.P standard drawing complete and including all the excavations, 150mm block walling, 150mm thick concrete (1:2:4) suspended slab hardcore filling loosely in the pit cast iron manhole cover, plaster to walls and to slab and carting away excavated materials.	1	NO			
	Carried to Collection.....				Ksh.	
	<u>COLLECTION</u>					
	Brought forward from page ST/01					
	Brought forward from Page ST/02					
	Brought down from above					
	TOTAL FOR 1NO SEPTIC TANK CARRIED TO COLLECTION.....				Ksh.	

ST/03

	DESCRIPTION	QTY	UNIT	RATE	KSHS	CTS
	<u>WATER TANK</u> <u>COLD WATER STORAGE TANK COMPLETE WITH BASE</u>					
A	Excavate over site to remove top vegetable soil average 300mm deep and cart away.	4	SM			
B	Excavate foundation trench not exceeding 1.5m deep	2	CM			
C	150mm Thick concrete block walling reinforced with hoop iron at every alternate course	4	SM			
D	Mass concrete (1:3:6) in foundations	1	CM			
E	450mm thick hand packed hardcore filling well compacted in layers of 150mm	4	SM			
F	50mm thick Murram blicnidng to hardcore surfaces	4	SM			
G	100mm Thick mass concrete (1:3:6) in slab	4	SM			
H	38mm Thick screed to surfaces of slab	4	SM			
J	12mm Diameter Reinforcement barsat 150mm centres both ways in slab	32	Kgs			
K	Supply and install cold water storage tank of capacity 10000 litres. The tank to be assembles complete with medium pressure ball valve inlet, outlet connections including ball valve and float. Tank shall be mounted on platform. The tank to be "Kentank Model" or approved equivalent	1	NO			
L	19mm 'Peglar' tap	1	NO			
M	19mm G.I Union	1	NO			
N	32mm overflow pipe 400mm long	1	NO			
P	Supply and install 2300 litres UPVC storage tank hoisted on 3m high steel tower to schedule (Cost to include steel tower)		ITEM			
Q	Allow a sum of Kenya Shillings Ten Thousand (Ksh.10,000) only for piping		ITEM			
R	Supply, deliver and install booster pump (IHP) with a total static head of 10m with single phase power source and mounted on anti vibration platform	1	NO			
	TOTAL FOR WATER TANK CARRIED TO COLLECTION.....			Ksh.		

WT/01

ITEM	DESCRIPTION	KSHS	CTS
	<u>COLLECTION</u>		
A	PLUMBING WORKSPW/01		
B	EXTERNAL DRAINAGEDW/01		
C	SEPTIC TANK.....ST/03		
D	WATER TANKWT/01		
	TOTAL FOR MECHANICAL WORKS CARRIED TO GRAND SUMMARY.....KSH.		

MW/07

BILL NO.3

4 DOOR PIT LATRINE

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
A	Excavate over site average 200mm deep to remove vegetable top soil and cart away	15	SM			
B	Excavate for foundation strips in normal soil n.e 1.5m deep	4	CM			
C	Excavate for pit in normal soil n.e 1.5m deep	3	CM			
D	Ditto 1.5m deep but not exceeding 3.0m deep	3	CM			
E	Ditto exceeding 3.0m deep but n.e 4.5m deep	3	CM			
F	Ditto exceeding 4.5m deep but not exceeding 6.0m deep	3	CM			
G	Ditto exceeding 6m deep but not exceeding 7.5m deep	3	CM			
H	Extra over excavating in rock	1	CM			
J	Return, fill and ram selected excavated materials around foundations	2	CM			
K	Load, wheel and cart away from site surplus excavated material	17	CM			
L	200mm thick hardcore filling	8	SM			
M	50mm thick Murrum/Quarry dust building to hardcore surface	8	SM			
N	150mm thick concrete (1:2:4) in floor slab	15	SM			
P	Concrete (1:2:4) in reinforced strip foundations	2	CM			
	<u>Reinforcement including tying wires and hooks and spacers blocks in slab.</u>					
Q	10mm diameter bars	55	KGS			
	<u>Sawn framework to:-</u>					
R	Soffites of suspended slab	5	SM			
S	Edges of slab 100-200mm girth	17	LM			
	<u>Walling</u>					
T	150mm thick concrete brick walling reinforced with hoop iron at every alternate course	32	SM			
U	150mm damp proof course	16	LM			
V	500 Gauge damp proof membrane	12	SM			
W	12mm thick render to plinth walls	4	SM			
X	Prepare and apply three coats black bituminous paint plinth walls	4	SM			
	Carried to Collection			Ksh.		

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
	Roof					
	The following in sawn celcured cypress roof trusses					
A	100 x 50mm wall plate	7	LM			
B	75 x 50mm purlins	18	LM			
C	30 Gauge pre-painted roofing sheets	16	SM			
D	200 x 25mm wrot cypress Fascia board.	12	LM			
E	Prepare and apply one undercoat and two coats gloss oil paint to general surface of wood 200-300mm girth.	10	LM			
	Doors					
F	45mm thick wrot hardwood batten door size 800 x 2100mm	4	NO			
G	100 x 50mm door frame	18	LM			
H	100mm pressed steel butt hinges	6	PRS			
J	100mm 'Aldrop' pad bolt	4	NO			
K	75mm Tower bolt	4	NO			
	Finishes					
L	40mm thick coloured cement and sand (1:4) screed steel trowelled smooth	13	SM			
M	15mm thick cement sand (1:3) plaster steel trowelled smooth internally	56	SM			
N	15mm thick cement sand (1:4) Render to walls externally	11	SM			
P	Prepare and apply one undercoat and two coats plastic emulsion paint to wall externally	11	SM			
	SCREEN WALL					
Q	150mm thick burnt clay brick walling in cement sand mortar(1:3) reinforced with hoop iron at every alternate course	12	SM			
R	12mm thick render (1:4) to walls	20	SM			
S	Precast concrete (1:2:4) coping size 350 x 75mm, reinforced as necessary for handling finished fair on all exposed surfaces, bedded, jointed and pointed in gauged mortar, twice throated and weathered, and fixed on top of 150mm thick wall.	8	LM			
T	Prepare ad apply three coats of first quality vinyl paint to plastered walls internally	56	SM			
U	100mm PVC vent pipe grey in colour heavy gauge 3000mm long complete with vent cowl	1	NO			
V	Prepare and apply one undercoat and two coats 1 st quality plastic emulsion paint as 'CROWN' to rendered screed wall or 12mm thick Tyrolean spray to rendered walls.	24	SM			
W	Paving slabs in precast concrete size 600 x 600mm on 100mm thick compacted murrum.	9	SM			
	Carried to Collection			Ksh.		

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS	CTS
	<u>COLLECTION</u>					
	BROUGHT FORWARD FROM PAGE 01					
	BROUGHT FORWARD FROM PAGE 02					
	TOTAL CARRIED TO GRAND SUMMARY.....			Ksh.		

TB/03

BILL No.4

P.C. AND PROVISIONAL SUMS

ITEM	P. C. AND PROVISIONAL SUMS	KSHS	CTS
A	Allow a provisional sum of Kenya shillings Two Hundred Thousand only for Electrical Works	200,000	00
B	Allow a sum of Kenya Shillings One Hundred Thousand only for project documentation and supervision expenses	100,000	00
C	Allow a sum of Kenya Shillings Eighty Thousand only for Contingencies	80,000	00
TOTAL FOR P.C. AND PROVISIONAL SUMS CARRIED TO GRAND SUMMARY..... Ksh.		380,000	00

GRAND SUMMARY

PROPOSED CONSTRUCTION OF MUSANDA DIVISIONAL HEADQUARTERES IN MUMIAS WEST CONSTITUENCY					
ITEM	DESCRIPTION	CONTRACTOR'S USE		OFFICIAL USE	
		SHS	CTS	SHS	CTS
A.	Bill No.1 – From page PG/08				
B.	Bill No. 02 – From Page MW/07				
C.	Bill No. 03 – From Page TB/03				
D.	Bill No.04 - From page PC/01				
E.	ALLOW FOR PRELIMINARIES (5%)				
	SUB-TOTAL				
	ADD VAT 16%				
	TOTAL CARRIED.....KSH.				
<p>AMOUNT IN WORDS:</p> <p>.....</p> <p>CONTRACTOR'S FIRM.....</p> <p>ADDRESS:</p> <p>SIGNATURE:</p> <p>DATE:</p> <p>WITNESS:</p> <p>SIGNATURE:</p> <p>ADDRESS:.....</p> <p>DATE:.....</p> <p>CLIENT'S NAME:</p> <p>ADDRESS:</p> <p>SIGNATURE:</p> <p>DATE:</p> <p>WITNESS:</p> <p>SIGNATURE:</p> <p>ADDRESS:.....</p> <p>DATE:.....</p>					