



REQUEST FOR QUOTATIONS
MOIBEN UPPER PRIMARY SCHOOL

P.O BOX 40-30104 MOIBEN

**TENDER DOCUMENT FOR THE PROPOSED CONSTRUCTION OF 4NO. DOOR BOYS PIT
LATRINE WITH ONE OF THE CHAMBER FOR PERSONS WITH DISABILITIES**

TENDER NO: NG-CDF/MOIB/26/2024-2025

**REQUEST FOR QUOTATIONS FOR SMALL CONTRACTS
(BUILDING WORKS)**



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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.

NAME, LOGO AND ADDRESS OF THE PROCURING ENTITY.

NAME AND IDENTIFICATION OF QUOTATION.

REQUEST FOR QUOTATIONS.

- 1) NAME AND CONTACT ADDRESSES OF PROCURING ENTITY.

MOIBEN UPPER PRIMARY SCHOOL

P.O BOX 40-30104 MOIBEN

- 2) TENDER NO: **NG-CDF/MOIB/26/2025-2026**

- 3) Contract Name: **THE PROPOSED CONSTRUCTION OF 4NO. DOOR BOYS PIT LATRINE WITH ONE OF THE CHAMBER FOR PERSONS WITH DISABILITIES.**

REQUEST FOR QUOTATIONS (RFQ)

To:

From: **MOIBEN UPPER PRIMARY SCHOOL**

P.O BOX 40-30104 MOIBEN

THE PROPOSED CONSTRUCTION OF 4NO. DOOR BOYS PIT LATRINE WITH ONE OF THE CHAMBER FOR PERSONS WITH DISABILITIES

TENDER NO: AS PER THE ADVERT

1. The **MOIBEN UPPER PRIMARY SCHOOL P.O BOX 40-30104 MOIBEN** invites you to submit quotations for **The Proposed Construction of 4no. Door Boys Pit Latrine with One of the Chamber for Persons with Disabilities** Tender Ref no: **AS PER THE ADVERT** 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 **8:00 AM to 5:00PM** 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 **HEADTEACHER, MOIBEN UPPER PRIMARY SCHOOL P.O BOX 40-30104 MOIBEN**
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 **IMMEDIATELY** of receipt of this RFQ if you will not be submitting a quotation.

Address for Submission of Quotations.

- 1) Name of Procuring Entity: **MOIBEN UPPER PRIMARY SCHOOL P.O BOX 40-30104 MOIBEN**
- 2) Mailing Address:.....
- 3) Physical address:.....

Yours sincerely,

[Signature, Designation and Position of Authorized 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 **ONE FIFTY FOUR (154)** 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: **MOIBEN UPPER PRIMARY SCHOOL.**
 - 2) Mailing Address:
 - 3) Date of Submission (deadline): **AS PER ADVERT**

Time of Submission (deadline): **AS PER ADVERT**
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. (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 (Procuring Entity)	
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)

EVALUATION AND QUALIFICATION CRITERIA

This will be done through the following;

- A. Preliminary evaluation
- B. Technical evaluation
- C. Financial evaluation

A. PRELIMINARY EVALUATION

	QUALIFICATION REQUIREMENTS	Document to be completed by the tenderer	Responsiveness (Qualification Met Or not Met)
1.	Certificate of company incorporation/ Firm Registration	Attachment	
2.	Valid Tax Compliance Certificate (KRA)	Attachment	
3.	List of directors with respect to shareholding & details of citizenship-CR12 issued within the last one year	Attachment	
4.	KRA Pin certificate	Attachment	
5.	AGPO Registration certificate where applicable	Attachment	
6.	National Construction Authority N.C.A certificate 8 and 7 (Registration and practicing license)	Attachment	
7.	Valid business registration permit	Attachment	
8.	Power of attorney (of tender signatory)	Attachment	
9.	Litigation history-No consistent history of court arbitral award decisions against the tenderer for the last 10 years since 1 st January 2016	Attachment	
10.	Dully filled, signed and tamped quotation form		
11.	Dully filled, signed and stamped schedule of requirements table/ Bill of quantities		
12.	Dully filled, signed and stamped form for disclosure of interest		
13.	Dully filled, signed and stamped certificate of independent quotation determination		
14.	Dully filled, signed and stamped self-declaration form		
15.	Personal/company documents should be certified by an advocate as true of the original		
16.	Serialization/ pagination of original tender document on each page properly bound, perfect cover, hard cover or case bound (documents submitted in loose or spiral binding will be automatically disqualified)	Tender document in the prescribed formart	
	BN; Tenderers that do not pass the preliminary stage will be considered non-responsive and will be not be considered further		

B. TECHNICAL EVALUATION

	QUALIFICATION REQUIREMENTS	Document to be completed by the tenderer	Responsiveness (Qualification Met Or not Met)
1.	Financial resources/Capabilities	Attachment of Bank statement /line of credit	
2.	Audited accounts for the last three year	Attachments	
2.	Relevant experience in building and construction	Attachments	
3.	Technical key personnel in relevant engineering field	Attachments	
4.	Relevant Equipment's	Attachments	
5.	Work methodology and program of work	Attachments	
	BN; Tenderers that do not pass the preliminary stage will be considered non-responsive and will be not be considered for Financial evaluation		

ii) **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).

Item	Description of Goods/works/services (Procuring Entity to select one)	Quantity	Unit price	Total Price in Ksh
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
TOTAL PRICE IN KeS.				

Signature: _____

And seal/Stamp

Name: _____

Position:

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

Date _____

iii) **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**

	Type of Conflict	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 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 Contract?		

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	Sub contracts from Local sources			
1				
2				
3				
4				
5				
C	Local materials			
1				
2				
3				
4				
5				
D	Use of Local Plant and Equipment			
1				
2				
3				
4				
5				
E	Add any other items			
1				
2				
3				
4				
5				
6				
	TOTAL COST LOCAL CONTENT		XXXXX	
	PERCENTAGE OF CONTRACT PRICE			

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 (Procuring Entity to select one)	Quantity	Unit price	Total Price
	B	C	D	E
1.				
2.				
3.				
4.				
5.				
6.				
7.				
		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. QUOTATIONSUBMISSION 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

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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





BILL NO. 1

PARTICULAR PRELIMINARIES

ITEM	DESCRIPTION	AMOUNT
	<u>BILL NO. 1</u> <u>PARTICULAR PRELIMINARIES</u>	
A	PRICING ITEMS OF PRELIMINARIES Prices SHALL BE INSERTED against items of “preliminaries” in the tenderer’s priced Bills of Quantities. The contractor is advised to read and understand all preliminary items	
B	DESCRIPTION OF THE WORKS The works to be carried out comprises CONSTRUCTION OF 4NO. DOOR PIT LATRINE LATRINE AT MOIBEN UPPER PRIMARY SCHOOL.	
C	MEASUREMENTS In the event of any discrepancies arising between the Bills of Quantities and the actual works, the site measurements shall generally take precedence. However, such discrepancies between any contract documents shall immediately be referred to the PROJECT MANAGER in accordance with Clause 12 of the Conditions of Contract. The discrepancies shall then be treated as a variation and be dealt with in accordance with Clause 13 of the said Conditions.	
D	LOCATION OF SITE The site of the proposed works is <u>AT MOIBEN UPPER PRIMARY SCHOOL, MOIBEN CONSTITUENCY.</u> The Contractor is advised to visit the site, to familiarize with the nature and position of the site. No claims arising from the Contractor’s failure to do so will be entertained.	
E	SIGNING OF THE TENDER DOCUMENTS The bidder shall append his / her signature and / or company ‘s rubberstamp on each and every page of tender document.	
F	DEMOLITIONS AND ALTERATIONS The Contractor is to allow for all temporary protection required during the works including ordinary and special dust screens, hoardings, barriers, warning signs, etc as directed by the Project Manager and as necessary for the adequate propping and protection of existing property, finishes, workmen employed on the site, employer's agents and the public. Any damage or loss incurred due to the insufficiency of such protection must be made good by the Contractor. All protective devices are to be removed on completion of the works and any necessary making good consequent upon this is to be executed to the satisfaction of the Project Manager The works shall be propped, strutted and supported as necessary before any alteration or demolition work commences. Prices shall include for all cleaning and preparatory work to structure and finishes and for making good to all finishes on completion whether or not specifically described. Unless described as set aside for re-use all arising debris and surplus materials shall be carefully removed from building and carted away from site. The Contractor shall be entirely responsible for any breakage or damage which may occur to materials required for re-use during their removal unless it is certified by the Project Manager that such damage or breakage was inevitable as a result of the condition of the item concerned	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>CLEARING AWAY</p> <p>The Contractor shall remove all temporary works, rubbish, debris and surplus materials from the site as they accumulate and upon completion of the works, remove and clear away all plant, equipment, rubbish, unused materials and stains and leave in a clean and tidy state to the reasonable satisfaction of the Project Manager.</p> <p>The whole of the works shall be delivered up clean, complete and in perfect condition in every respect to the satisfaction of the Project Manager.</p>	
B	<p>CLAIMS</p> <p>It shall be a condition of this contract that upon it becoming reasonably apparent to the Contractor that he has incurred losses and / or expenses due to any of the contract conditions, or by any other reason whatsoever, he shall present such a claim or intent to claim notice to the PROJECT MANAGER within the contract period. No claim shall be entertained upon the expiry of the said contract period.</p>	
C	<p>PAYMENTS</p> <p>The tenderer's attention is drawn to the fact that the GOVERNMENT DOES NOT MAKE ADVANCE PAYMENTS but pays for work done and materials delivered to sit: all in accordance with Clause 14 of the Conditions of Contract Agreement. In order to facilitate this, a list of the general component elements for the works is given at the summary page of these specifications and the tenderer is requested to break down his tender sum commensurate to the said elements</p>	
D	<p>PREVENTION OF ACCIDENT, DAMAGE OR LOSS</p> <p>The Contractor is notified that these works are to be carried out on a restricted site where the client is going on with other normal activities. The Contractor is thus instructed to take reasonable care in the execution of the works as to prevent accidents, damage or loss and disruption of activities being carried out by the Client. The Contractor shall allow in his rates any expense he deemed necessary by taking such care within the site.</p>	
E	<p>WORKING CONDITIONS</p> <p>The Contractor shall allow in his rates for any interference that he may encounter in the course of the works for the Client may in some cases ask the Contractor not to proceed with the works until some activities within the site are completed, as the facility will be operating as usual during the course of the contract.</p>	
F	<p>SIGNBOARD</p> <p>Allow for providing, erecting, maintaining throughout the course of the Contract and afterwards clearing away a signboard as designed, specified and approved by the Project Manager.</p>	
G	<p>LABOUR CAMPS</p> <p>The Contractor shall not be allowed to house labour on site. Allow for transporting workers to and from the site during the tenure of the contract.</p>	
H	<p>MATERIALS FROM DEMOLITIONS</p> <p>Any materials arising from demolitions and not re-used shall become the property of the Client</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>PRICING RATES</p> <p>The tenderer shall include for all costs in executing the whole of the works, including transport, replacing damaged items, fixing, all to comply with the said Conditions of Contract.</p>	
B	<p>URGENCY OF THE WORKS</p> <p>The Contractor is notified that these “ works are urgent” and should be completed within the period stated in these Particular Preliminaries.</p> <p>The Contractor shall allow in his rates for any costs he/ she deems that he/she may incur by having to complete these works within the stipulated contract period.</p>	
C	<p>PAYMENT FOR MATERIALS ON SITE</p> <p>All materials for incorporation in the works must be stored on site before payment is effected, unless specifically exempted by the Project Manager. This is to include materials of the Contractor, nominated sub-Contractors and nominated suppliers.</p>	
D	<p>EXISTING SERVICES</p> <p>Prior to the commencement of any work, the Contractor is to ascertain from the relevant authority the exact position, depth and level of all existing services in the area and he/she shall make whatever provisions may be required by the authorities concerned for the support, maintenance and protection of such services.</p>	
E	<p>CONTRACT COMPLETION PERIOD</p> <p>The ‘PROJECT MANAGER’ shall strictly monitor the Contractors progress in relation to the progress chart and should it be found necessary the ‘PROJECT MANAGER’ shall inform the Contractor in writing that his actual performance on site is not satisfactory .In all such cases the Contractor shall accelerate his rate of performance production and progress by all means such as additional labour,plant, e.t.c and working overtime all at his cost.</p>	
F	<p>BID SECURITY</p> <p>The tenderer shall provide a Bid Security not exceeding 2% in accordance with clause 19 of the Instructions to Tenderers.</p>	
G	<p>TENDER DOCUMENTS</p> <p>Tender documents are as listed in Clause 6.1 of the Instruction to Tenderers</p>	
H	<p>DELIVERY OF TENDER</p> <p>Tenders and all documents in connection therewith, as specified above must be delivered in the addressed envelope which should be properly sealed and deposited at the offices as specified in the letter accompanying these documents or as indicated in the advertisement.</p> <p>Tenders will be opened at the time specified in the letter accompanying these Tender Documents or as indicated in the advertisement. Tenders delivered/received later than the above time will not be opened.</p>	
	Carried to collection	

ITEM	DESCRIPTION	AMOUNT
A	<p>VALUE ADDED TAX</p> <p>The Contractor's attention is drawn to the Legal Notice in the Finance Act part 3 Section 21(b) operative from 1st September, 1993 which requires payment of VAT on all contracts.</p> <p>The Contractor should therefore include allowance in his rates and prices for prices for VAT and any other Government taxes currently in force.</p> <p>The tenderer is advised that in accordance with Government public notice No. 35 & 36 Dated 11th September 2003 operational from 1st October 2003, VAT will be deducted against the contract sum at the prevailing rate by the Employer and remitted directly to the Commissioner of VAT through all interim certificates. It should however be noted that this is not additional tax but a new mode of payment for VAT, any excess payment will be refundable once the Contractor has submitted monthly returns to the Commissioner of VAT who will do the refunds when satisfied that the VAT regulations have been complied with.</p> <p><i>NB: The Rates Quoted Should be Inclusive of VAT and not added at the Grand Summary Page</i></p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p><u>PARTICULARS OF INSERTIONS TO BE MADE IN APPENDIX TO CONTRACT AGREEMENT</u></p> <p>The following are the insertions to be made in the appendix to the Contract Agreement: -</p> <p>Period of Final Measurement 3 Months From Practical completion</p> <p>Defects Liability Period 6 Months from Practical completion</p> <p>Date for Possession To be agreed with the Project Manager</p> <p>Date for Completion 12 weeks from date of Possession</p> <p>Liquidated and Ascertained At the rate of KSh 0.025% per day or part thereof</p> <p>Prime cost sums for which</p> <p>The Contractor desires to tender</p> <p>Period of Interim Certificates Monthly</p> <p>Period of Honouring Certificates 30 days</p> <p>Percentage of Certified Value Retained 10%</p> <p>Limit of Retention Fund 10%</p>	
	<i>Carried to collection</i>	
	<p><u>COLLECTION</u></p> <p>Brought Forward From Page PP/1</p> <p>Brought Forward From Page PP/2</p> <p>Brought Forward From Page PP/3</p> <p>Brought Forward From Page PP/4</p> <p>Brought Forward From Page PP/5</p>	
	TOTAL FOR PARTICULAR PRELIMINARIES CARRIED TO GRAND SUMMARY	

BILL NO. 2

GENERAL PRELIMINARIES

ITEM	DESCRIPTION	AMOUNT
A	<p>GENERAL PRELIMINARIES</p> <p>PRICING ITEMS OF PRELIMINARIES AND PREAMBLES</p> <p>Prices will be inserted against items of Preliminaries in the Contractor's priced Bills of Quantities and Specification.</p> <p>The Contractor shall be deemed to have included in his prices or rates for the various items in the Bills of Quantities or Specification for all costs involved in complying with all the requirements for the proper execution of the whole of the works in the Contract.</p>	
	<p>B ABBREVIATIONS</p> <p>Throughout these Bills, units of measurement and terms are abbreviated and shall be all the requirements for the proper execution of the whole of the works in the Contract.</p> <p><i>C.M.</i> Shall mean cubic metre</p> <p><i>S.M.</i> Shall mean square metre</p> <p><i>L.M.</i> Shall mean linear metre</p> <p><i>MM</i> Shall mean Millimetre</p> <p><i>Kg.</i> Shall mean Kilogramme</p> <p><i>No.</i> Shall mean Number</p> <p><i>Prs.</i> Shall mean Pairs</p> <p><i>B.S.</i> - Shall mean the British Standard Specification Published by the British Standards Institution, 2 Park Street, London W.I., England.</p> <p><i>Ditto</i> - Shall mean the whole of the preceding description except as qualified in the description in which it occurs.</p> <p><i>m.s.</i> Shall mean measured separately.</p> <p><i>a.b.d</i> Shall mean as before described.</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>EXCEPTION TO THE STANDARD METHOD OF MEASUREMENT <i>Attendance</i> ; Clause B19(a) of the Standard Method of Measurement is deleted and the following clause is substituted:- Attendance on nominated Sub-Contractors shall be given as an item in each case shall be deemed to include: allowing use of standing scaffolding, mess rooms, sanitary accommodation and welfare facilities; provision of special scaffolding where necessary; providing space for office accommodation and for storage of plant and materials; providing light and water for their work: clearing away rubbish; unloading checking and hoisting: providing electric power and removing and replacing duct covers, pipe casings and the like necessary for the execution and testing of Sub- Contractors' work and being responsible for the accuracy of the same. <i>Fix Only</i>:- "Fix Only" shall mean take delivery at nearest railway station (Unless otherwise stated),pay all demurrage charges, load and transport to site where necessary, unload, store,unpack, assemble as necessary, distribute to position, hoist and fix only.</p>	
B	<p>EMPLOYER The Employer is the MOIBEN UPPER PRIMARY SCHOOL. The term "Employer","Procuring Entity","Government" and "MOIBEN UPPER PRIMARY SCHOOL" wherever used in the contract document shall be synonymous.</p>	
C	<p>PROJECT MANAGER The term "P.M." wherever used in these Bills of Quantities shall be deemed to imply the Project Manager as defined in Condition 1 of the Conditions of Contract. In this contract the project manager is the REGIONAL WORKS OFFICER, STATE DEPARTMENT FOR PUBLIC WORKS, NORTH RIFT REGION P.O. Box 53-30100, ELDORET</p>	
D	<p>ARCHITECT The term "Architect" shall be deemed to mean "The P.M." as defined above whose address unless otherwise notified is Regional Works officer, P.O. Box 53-30100 Eldoret</p>	
E	<p>QUANTITY SURVEYOR The term "Quantity Surveyor" shall be deemed to mean "The P.M." as defined above whose address unless otherwise notified is Regional Works officer, P.O. Box 53-30100 Eldoret</p>	
F	<p>ELECTRICAL ENGINEER The term "Electrical Engineer" shall be deemed to mean "The P.M." as defined above whose address unless otherwise notified is Regional Works officer, P.O. Box 53-30100 Eldoret</p>	
G	<p>MECHANICAL ENGINEER The term "Mechanical Engineer" shall be deemed to mean "The P.M." as defined above whose address unless otherwise notified is Regional Works officer, P.O. Box 53-30100 Eldoret</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>STRUCTURAL ENGINEER</p> <p>The term "Structural Engineer" shall be deemed to mean "The P.M." as defined above whose address unless otherwise notified is Regional Works officer, P.O. Box 53-30100 Eldoret</p>	
B	<p>FORM OF CONTRACT</p> <p>The Form of Contract shall be as stipulated in the Republic of Kenya's Standard Tender Document for Building and Associated Civil Engineering Works (April 2022 Edition) included herein.</p> <p>The Conditions of Contract are also included herein</p> <p>Particulars of insertions to be made in the Appendix to the Contract Agreement will be found in the Particular Preliminaries part of these Bills of Quantities</p>	
C	<p>PERFORMANCE BOND.</p> <p>The Contractor shall find and submit on the Form of Tender an approved bank who will be willing to be bound to the Government in an amount equal to five per cent (5) of the Contract amount for the due performances of the Contract up to the date of completion as certified by the PROJECT MANAGER and who will, when and if called upon, sign a Bond to that effect on the relevant standard form included herein. (without the addition of any limitations) on the same day as the Contract Agreement is signed, by the Government, the Contractor shall furnish within seven days another Surety to the approval of the Government.</p>	
D	<p>PLANT, TOOLS AND VEHICLES</p> <p>Allow for providing all scaffolding, plant, tools and vehicles required for the works except in so far as may be stated otherwise herein and except for such items specificallyand only required for the use of nominated Sub-Contractors as described herein. No timber used for scaffolding, formwork or temporary works of any kind shall be used afterwards in the permanent work.</p>	
E	<p>TRANSPORT.</p> <p>Allow for transport of workmen, materials, etc., to and from the site at such hours and by such routes as may be permitted by the competent authorities.</p>	
F	<p>MATERIALS AND WORKMANSHIP.</p> <p>All materials and workmanship used in the execution of the work shall be of the best quality and description unless otherwise stated. The Contractor shall order all materials to be obtained from overseas immediately after the Contract is signed and shall also ensure they are onsite when required for use in the works. The Bills of Quantities shall not be used for the purpose of ordering materials.</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>SIGN FOR MATERIALS SUPPLIED.</p> <p>The Contractor will be required to sign a receipt for all articles and materials supplied by the PROJECT MANAGER at the time of taking deliver thereof, as having received them in good order and condition, and will thereafter be responsible for any loss or damage and for replacements of any such loss or damage with articles and/or materials which will be supplied by the PROJECT MANAGER at the current market prices including Customs Duty and V.A.T., all at the Contractor's own cost and expense, to the satisfaction of the PROJECT MANAGER</p>	
B	<p>STORAGE OF MATERIALS</p> <p>The Contractor shall provide at his own risk and cost where directed on the site weather proof lock-up sheds and make good damaged or disturbed surfaces upon completion to the satisfaction of the PROJECT MANAGER Nominated Sub-Contractors are to be made liable for the cost of any storage accommodation provided especially for their use.</p>	
C	<p>SAMPLES</p> <p>The Contractor shall furnish at his own cost any samples of materials or workmanship including concrete test cubes required for the works that may be called for by the PROJECT MANAGER for his approval until such samples are approved by the PROJECT MANAGER and the PROJECT MANAGER, may reject any materials or workmanship not in his opinion to be up to approved samples. The PROJECT MANAGER shall arrange for the testing of such materials as he may at his discretion deem desirable, but the testing shall be made at the expense of the Contractor and not at the expense of the PROJECT MANAGER. The Contractor shall pay for the testing in accordance with the current scale of testing charges laid down by the Ministry of Land, Housing and Urban Development</p> <p>The procedure for submitting samples of materials for testing and the method of marking for identification shall be as laid down by the PROJECT MANAGER The Contractor shall allow in his tender for such samples and tests except those in connection with nominated sub-contractors' work.</p>	
D	<p>GOVERNMENT ACTS REGARDING WORKPEOPLE ETC.</p> <p>Allow for complying with all Government Acts, Orders and Regulations in connection with the employment of Labour and other matters related to the execution of the works. In particular the Contractor's attention is drawn to the provisions of the Factory Act 1950 and his tender must include for all costs arising or resulting from compliance with any Act, Order or Regulation relating to Insurances, pensions and holidays for workpeople or so the safety, health and welfare of the workpeople.</p> <p>The Contractor must make himself fully acquainted with current Acts and Regulations, including Police Regulations regarding the movement, housing, security and control of labour, labour camps , passes for transport, etc. It is most important that the Contractor, before tendering, shall obtain from the relevant Authority the fullest information regarding all such regulations and/or restrictions which may affect the organisation of the works, supply and control of labour, etc., and allow accordingly in his tender. No claim in respect of want of knowledge in this connection will be entertained.</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>SECURITY OF WORKS ETC.</p> <p>The Contractor shall be entirely responsible for the security of all the works stores, materials, plant, personnel, etc., both his own and sub-contractors' and must provide all necessary watching, lighting and other precautions as necessary to ensure security against theft, loss or damage and the protection of the public.</p>	
B	<p>PUBLIC AND PRIVATE ROADS.</p> <p>Maintain as required throughout the execution of the works and make good any damage to public or private roads arising from or consequent upon the execution of the works to the satisfaction of the local and other competent authority and the PROJECT MANAGER</p>	
C	<p>EXISTING PROPERTY.</p> <p>The Contractor shall take every precaution to avoid damage to all existing property including roads, cables, drains and other services and he will be held responsible for and shall make good all such damage arising from the execution of this contract at his own expense to the satisfaction of the PROJECT MANAGER</p>	
D	<p>VISIT SITE AND EXAMINE DRAWINGS.</p> <p>The Contractor is recommended to examine the drawings and visit the site the location of which is described in the Particular Preliminaries hereof. He shall be deemed to have acquainted himself therewith as to its nature, position, means of access or any other matter which, may affect his tender. No claim arising from his failure to comply with this recommendation will be considered.</p>	
E	<p>ACCESS TO SITE AND TEMPORARY ROADS.</p> <p>Means of access to the Site shall be agreed with the PROJECT MANAGER prior to commencement of the work and Contractor must allow for building any necessary temporary access roads for the transport of the materials, plant and workmen as may be required for the complete execution of the works including the provision of temporary culverts, crossings, bridges, or any other means of gaining access to the Site. Upon completion of the works, the Contractor shall remove such temporary access roads; temporary culverts, bridges, etc., and make good and reinstate all works and surfaces disturbed to the satisfaction of the PROJECT MANAGER The Contractor should also allow for relocating existing fence (approx. 30 metres long).</p>	
F	<p>AREA TO BE OCCUPIED BY THE CONTRACTOR</p> <p>The area of the site which may be occupied by the Contractor for use of storage and for the purpose of erecting workshops, etc., shall be defined on site by the PROJECT MANAGER</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>OFFICE ETC. FOR THE PROJECT MANAGER</p> <p>The Contractor shall provide, erect and maintain where directed on site and afterwards dismantle the site office of the standard type, complete with furniture. He shall also provide a strong metal trunk complete with strong hasp and staple fastening and two keys. He shall provide, erect and maintain a lock-up type water or bucket closet for the sole use of the PROJECT MANAGER including making temporary connections to the drain where applicable to the satisfaction of Government and Medical Officer of Health and shall provide services of cleaner and pay all conservancy charges and keep both office and closet in a clean and sanitary condition from commencement to the completion of the works and dismantle and make good disturbed surfaces. The office and closet shall be completed before the Contractor is permitted to commence the works. The Contractor shall make available on the Site as and when required by the "PROJECT MANAGER" a modern and accurate level together with levelling staff, ranging rods and 50 metre metallic or linen tape.</p>	
B	<p>WATER AND ELECTRICITY SUPPLY FOR THE WORKS</p> <p>The Contractor shall provide at his own risk and cost all necessary water, electric light and power required for use in the works. The Contractor must make his own arrangements for connection to the nearest suitable water main and for metering the water used. He must also provide temporary tanks and meters as required at his own cost and clear away when no longer required and make good on completion to the entire satisfaction of the PROJECT MANAGER. The Contractor shall pay all charges in connection herewith. No guarantee is given or implied that sufficient water will be available from mains and the Contractor must make his own arrangements for augmenting this supply at his own cost. Nominated Sub--contractors are to be made liable for the cost of any water or electric current used and for any installation provided especially for their own use.</p>	
C	<p>SANITATION OF THE WORKS</p> <p>The Sanitation of the works shall be arranged and maintained by the Contractor to the satisfaction of the Government and/or Local Authorities, Labour Department and the PROJECT MANAGER</p>	
D	<p>SUPERVISION AND WORKING HOURS</p> <p>The works shall be executed under the direction and to the entire satisfaction in all respects of the PROJECT MANAGER who shall at all times during normal working hours have access to the works and to the yards and workshops of the Contractor and sub-Contractors or other places where work is being prepared for the contract.</p>	
E	<p>PROVISIONAL SUMS.</p> <p>The term "Provisional Sum" wherever used in these Bills of Quantities shall have the meaning stated in Section A item A7(i) of the Standard Method of Measurement. Such sums are net and no addition shall be made to them for profit.</p>	
F	<p>PRIME COST (OR P.C.) SUMS.</p> <p>The term "Prime Cost Sum" or "P.C. Sum" wherever used in these Bills of Quantities shall have the meaning stated in Section A item A7 (ii) of the Standard Method of Measurement. Persons or firms nominated by the PROJECT MANAGER to execute work or to provide and fix materials or goods are described herein as Nominated Sub-Contractors. Persons or firms so nominated to supply goods or materials are described herein as Nominated Suppliers.</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>PROGRESS CHART. The Contractor shall provide within two weeks of Possession of Site and in agreement with the PROJECT MANAGER a Progress Chart for the whole of the works including the works of Nominated Sub-Contractors ; one copy to be handed to the PROJECT MANAGER and a further copy to be retained on Site. Progress to be recorded and chart to be amended as necessary as the work proceeds.</p>	
B	<p>ADJUSTMENT OF P.C. SUMS. In the final account all P.C. Sums shall be deducted and the amount properly expended upon the PROJECT MANAGER'S order in respect of each of them added to the Contract sum. The Contractor shall produce to the PROJECT MANAGER such quotations, invoices or bills, properly receipted, as may be necessary to show the actual details of the sums paid by the Contractor. Items of profit upon P.C. Sums shall be adjusted in the final account pro-rata to the amount paid. Items of "attendance"</p> <p>Should the Contractor be permitted to tender and his tender be accepted of any work for which a P.C. Sum is included in these Bill of Quantities profit and attendance will be allowed at the same rate as it would be if the work were executed by a Nominated Sub-Contractor.</p>	
D	<p>ADJUSTMENT OF PROVISIONAL SUMS. In the final account all Provisional Sums shall be deducted and the value of the work properly executed in respect of them upon the PROJECT MANAGER's order added to the Contract Sum. Such work shall be valued as described for Variations, but should any part of the work be executed by a Nominated Sub-Contractor, the value of such work or articles for the work to be supplied by a Nominated Supplier, the value of such work or articles shall be treated as a P.C. Sum and profit and attendance comparable to that contained in the priced Bills of Quantities for similar items added.</p>	
E	<p>NOMINATED SUB-CONTRACTORS When any work is ordered by the PROJECT MANAGER to be executed by nominated sub-contractors, the Contractor shall enter into sub-contracts and shall thereafter be responsible for such sub-contractors in every respect. Unless otherwise described the Contractor is to provide for such Sub-Contractors any or all of the facilities described in these Preliminaries. The Contractor should price for these with the nominated Sub-contract Contractor's work concerned in the P.C. Sums under the description "add for Attendance".</p>	
F	<p>DIRECT CONTRACTS Notwithstanding the foregoing conditions, the Government reserves the right to place a "Direct Contract" for any goods or services required in the works which are covered by a P.C. Sum in the Bills of Quantities and to pay for the same direct. In any such instances, profit relative to the P.C. Sum the priced Bills of Quantities will be adjusted as described for P.C. Sums and allowed.</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>ATTENDANCE UPON OTHER TRADESMEN, ETC.</p> <p>The Contractor shall allow for the attendance of trade upon trade and shall afford any tradesmen or other persons employed for the execution of any work not included in this Contract every facility for carrying out their work and also for use of his ordinary scaffolding. The Contractor, however, shall not be required to erect any special scaffolding for them. The Contractor shall perform such cutting away for and making good after the work of such tradesmen or persons as may be ordered by the PROJECT MANAGER and the work will be measured and paid for to the extent executed at rates provided in these Bills.</p>	
B	<p>INSURANCE</p> <p>The Contractor shall insure as required in Clause 18 of the Conditions of Contract. No payment on account of the work executed will be made to the Contractor until he has satisfied the PROJECT MANAGER either by production of an Insurance Policy or and Insurance Certificate that the provision of the foregoing Insurance Clauses have been complied with in all respects. Thereafter the PROJECT MANAGER shall from time to time ascertain that premiums are duly paid up by the Contractor who shall if called upon to do so, produce the receipted premium renewals for the PROJECT MANAGER's inspection.</p>	
C	<p>PROVISIONAL WORK</p> <p>All work described as "Provisional" in these Bills of Quantities is subject to remeasurement in order to ascertain the actual quantity executed for which payment will be made. All "Provisional" and other work liable to adjustment under this Contract shall left uncovered for a reasonable time to allow all measurements needed for such adjustment to be taken by the PROJECT MANAGER Immediately the work is ready for measuring, the Contractor shall give notice to the PROJECT MANAGER. If the Contractor makes default in these respects he shall if the PROJECT MANAGER so directs uncover the work to enable all measurements to be taken and afterwards reinstate at his own expense.</p>	
D	<p>ALTERATIONS TO BILLS, PRICING, ETC.</p> <p>Any unauthorised alteration or qualification made to the text of the Bills of Quantities may cause the Tender to be disqualified and will in any case be ignored. The Contractor shall be deemed to have made allowance in his prices generally to cover any items against which no price has been inserted in the priced Bills of Quantities. All items of measured work shall be priced in detail and the Tenders containing Lump Sums to cover trades or groups of work must be broken down to show the price of each item before they will be accepted.</p>	
E	<p>BLASTING OPERATIONS</p> <p>Blasting will only be allowed with the express permission of the PROJECT MANAGER in writing. All blasting operations shall be carried out at the Contractor's sole risk and cost in accordance with any Government regulations in force for the time being, and any special regulations laid down by the PROJECT MANAGER governing the use and storage of explosives.</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	<p>MATERIALS ARISING FROM EXCAVATIONS</p> <p>Materials of any kind obtained from the excavations shall be the property of the Government. Unless the PROJECT MANAGER directs otherwise such materials shall be dealt with as provided in the Contract. Such materials shall only be used in the works, in substitution of materials which the Contractor would otherwise have had to supply with the written permission of the PROJECT MANAGER Should such permission be given, the Contractor shall make due allowance for the value of the materials so used at a price to be agreed.</p>	
B	<p>PROTECTION OF THE WORKS.</p> <p>Provide protection of the whole of the works contained in the Bills of Quantities, including casing , casing up, covering or such other means as may be necessary to avoid damage to the satisfaction of the PROJECT MANAGER and remove such protection when no longer required and make good any damage which may nevertheless have been done at completion free of cost to the Government.</p>	
C	<p>REMOVAL OF RUBBISH ETC.</p> <p>Removal of rubbish and debris from the Buildings and site as it accumulates and at the completion of the works and remove all plant, scaffolding and unused materials at completion.</p>	
D	<p>WORKS TO BE DELIVERED UP CLEAN</p> <p>Clean and flush all gutters, rainwater and waste pipes, manholes and drains, wash (except where such treatment might cause damage) and clean all floors, sanitary fittings, glass inside and outside and any other parts of the works and remove all marks, blemishes, stains and defects from joinery, fittings and decorated surfaces generally, polish door furniture and bright parts of metalwork and leave the whole of the buildings watertight, clean, perfect and fit for occupation to the approval of the PROJECT MANAGER</p>	
E	<p>GENERAL SPECIFICATION.</p> <p>For the full description of materials and workmanship, method of execution of the work and notes for pricing, the Contractor is referred to the Ministry of Roads, Public Works and Housing General Specification dated 1976 or any subsequent revision thereof which is issued as a separate document, and which shall be allowed in all respects unless it conflicts with the General Preliminaries, Trade Preambles or other items in these Bills of Quantities.</p>	
F	<p>TRAINING LEVY</p> <p>The Contractor's attention is drawn to legal notice No. 237 of October, 1971, which requires payment by the Contractor of a Training Levy at the rate of 1/4 % of the Contract sum on all contracts of more than Kshs. 50,000.00 in value.</p>	
G	<p>MATERIALS ON SITE</p> <p>All materials for incorporation in the works must be stored on or adjacent to the site before payment is effected unless specifically exempted by the PROJECT MANAGER. This includes the materials of the Main Contractor, Nominated Sub-Contractors and Nominated Suppliers.</p>	
	<i>Carried to collection</i>	

ITEM	DESCRIPTION	AMOUNT
A	HOARDING The Contractor shall enclose all the areas under construction with approved material to the satisfaction of the PROJECT MANAGER	
B	CONTRACTOR'S SUPERINTENDENCE/SITE AGENT The Contractor shall constantly keep on the works a literate English speaking Agent or Representative, competent and experienced in the kind of work involved who shall give his whole experience in the kind of work involved and shall give his whole time to the superintendence of the works. Such Agent or Representative shall receive on behalf of the Contractor all directions and instructions from the Project Manager and such directions shall be deemed to have been given to the Contractor in accordance with the Conditions of Contract.	
	<i>Carried to collection</i>	
	<u>COLLECTION</u> Brought Forward From Page GP/1 Brought Forward From Page GP/2 Brought Forward From Page GP/3 Brought Forward From Page GP/4 Brought Forward From Page GP/5 Brought Forward From Page GP/6 Brought Forward From Page GP/7 Brought Forward From Page GP/8 Brought Forward From Page GP/9 Brought Forward From Page GP/10	
	TOTAL FOR GENERAL PRELIMINARIES CARRIED TO GRAND SUMMARY	

BILL NO. 3

BUILDER'S WORKS

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>4NO. DOOR PIT LATRINE WITH 1NO. PIT FOR PWD</u>				
	<u>ELEMENT NO.1</u>				
	<u>SUBSTRUCTURES (All provisional)</u>				
	<u>Excavations</u>				
A	Clear site of all shrubs, bushes, trees and undergrowth including grubbing up of roots and dispose off as directed.	23	SM		
B	Excavate oversite average 200mm deep and cart away as directed	23	SM		
C	Excavation to reduce levels starting from stripped level not exceeding 1.5 meters deep and cart away	7	CM		
D	Bulk excavation from reduced level not exceeding 1.5m deep	4	CM		
E	Ditto starting from 1.5m deep but not exceeding 3.0m deep	4	CM		
F	Ditto starting from 3.0m deep but not exceeding 4.5m deep	4	CM		
G	Ditto starting from 4.5m deep but not exceeding 6.0m deep	2	CM		
H	Excavate trenches for strip foundation not exceeding 1.5metres from reduced level	21	CM		
J	Extra over excavation for rock in foundation	4	CM		
	<u>Filling and carting away</u>				
K	Return, fill and ram with selected and approved excavated material around excavations	6	CM		
L	Load and cart away excavated materials from site	36	CM		
	<u>Hardcore Fillings</u>				
M	300mm thick approved hardcore filling; well rolled, rammed and compacted in making up levels, in layers of 150mm maximum thickness.	7	SM		
N	50 mm murrum fillingl to hardcore surfaces, well rolled and levelled to receive concrete	7	SM		
	<u>Anti-termite treatment</u>				
P	Apply approved anti termite chemical treatment on blinded surfaces.	12	SM		
	<u>Damp Proof Membrane</u>				
Q	500 gauge polythene sheeting with sides and end laps as described laid on blinded surfaces	12	SM		
	Carried to Collection				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>SUBSTRUCTURE-(CONTINUED)</u>				
	<u>Disposal of water</u>				
A	Keeping all excavations free from all water including spring or running water		Item		
	<u>Planking and strutting</u>				
B	Uphold the sides of all excavations		Item		
	<u>Concrete Work</u>				
	<u>Plain concrete (1:4:8) in</u>				
C	50mm Thick blinding to strip foundation	16	SM		
	<u>Vibrated reinforced concrete grade 20/20 (1:2:4) in:</u>				
D	Strip footing	3	CM		
E	Ground beam	0	CM		
F	150mm Thick ground bed	12	SM		
G	Ditto suspended pit slab	11	SM		
	<u>Sawn formwork to:-</u>				
H	Sides of strip footing and pit collar	10	SM		
J	Sides and soffits of ground beam	0	SM		
K	Soffites of suspended pit slab	11	SM		
L	Edges of floor bed 75 - 150mm high	12	LM		
L	Edges of suspended floor bed 75 - 150mm high	15	LM		
M	Boxing formwork to form opening size 600 x 600mm in 150mm thick slab for manhole cover and frame (m.s) including planting fillet to form rebate.	0	LM		
	<u>Labour and materials</u>				
N	Form or leave drop hole size 200 x 150mm wide in reinforced concrete	4	NO		
	<u>Steel fabric mesh reinforcement to B.S. 4483</u>				
P	No. A 142 fabric weighing 2.22Kg/sm fixed in bed	12	SM		
	<u>Reinforcement</u>				
	<u>Ribbed steel reinforcement bars as described to B.S. 4449; including cutting to length, bending and fixing including all necessary tying wires and spacing blocks (all provisional)</u>				
Q	8mm diameter	34	KG		
R	10mm diameter	221	KG		
S	12mm diameter	0	KG		
	Carried to Collection				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>SUBSTRUCTURE-(CONTINUED)</u>				
	<u>Foundation Walling</u> <i>Natural stone walling in cement and sand (1:3) mortar and including reinforcing with 20 x 3mm thick hoop iron in every alternate course.</i>				
A	225mm Thick walling to strip footing and pit collar	38	SM		
	<u>Plinths</u>				
B	12mm thick cement and sand (1:3) render to plinths	9	SM		
C	Prepare and apply three coats bituminous paint to rendered plinths	9	SM		
	<u>Water proofing with penetron in accordance with manufacturer's instruction (10 yrs guarranty)</u>				
D	To buffer wall and pit collar walling	0	SM		
	<u>Manholes</u>				
	<i>Cast iron manhole cover and frame to B.S. manufacture by East Africa Foundary Works or other equal and approved</i>				
E	600 x 600mm medium duty grade B rectangular manhole cover and frame including bedding frame in cement mortar and setting cover in grease and coating all surfaces with bituminous paint.	0	NO		
	<u>Metal Works</u>				
F	Galvanised manhole step irons to B.S. 1247 built into concrete blockwork and making good.	0	NO		
	<u>Paving Slabs around building</u>				
G	1no. 600 x 600 x 50mm thick precast concrete paving slabs bedded and jointed in cement and sand (1:4) mortar laid on and including 50mm thick sand bed	12	SM		
	Carried to Collection Below				
	<u>COLLECTION</u> BROUGHT FORWARD FROM PAGE BW/1 BROUGHT FORWARD FROM PAGE BW/2 BROUGHT FORWARD FROM PAGE ABOVE				
	TOTAL FOR ELEMENT NO. 1 CARRIED TO (SUBSTRUCTURES) SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
A	<p>SUPERSTRUCTURE WORKS</p> <p>ELEMENT NO. 2</p> <p>CONCRETE WORKS</p> <p>Vibrated reinforced concrete grade 20/20 (1:2:4) in:-</p> <p>Ring Beam</p> <p>Reinforcement</p> <p><i>Ribbed steel reinforcement bars as described to B.S. 4449; including cutting to length, bending and fixing including all necessary tying wires and spacing blocks (all provisional)</i></p>	1	CM		
B	8mm diameter	31	KG		
C	12mm diameter	54	KG		
D	<p>Sawn formwork to:-</p> <p>Sides and soffits of beams</p>	9	SM		
	TOTAL FOR ELEMENT NO. 2 CARRIED TO (CONCRETE WORKS) SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>ELEMENT NO. 3</u>				
	<u>WALLING</u>				
	<i><u>Natural stone walling with a minimum of 7.0 N/mm² average compressive strength to B.S 5390; bedded and jointed in cement and sand (1:3) mortar reinforcing with 20 x 3mm thick hoop iron in every alternate course to approval</u></i>				
A	150mm Thick walling; externally	39	SM		
B	Ditto gable wall	1	SM		
C	150mm Thick walling; internally	11	SM		
	<u>Eaves filing</u>				
D	150 mm eaves filling, 300mm high including dressing between rafters	11	LM		
	<u>Damp-proofing</u>				
E	150 mm Wide Hessian based bituminous felt damp proofing course laid and bedded on cement sand (1:3) mortar; externally	21	LM		
F	Ditto internally	5	LM		
	<u>Labour & Sundries</u>				
G	Extra over walling for horizontal recessed key pointing on masonry walling in 10mm thick cement sand mortar (1:3), one coat of bituminous paint	39	SM		
	<u>Vent blocks</u>				
	<i><u>Supply and fix precast louvre vent blocks in cement sand mortar (1:3) and paint to architect's approval</u></i>				
H	150mm thick block walling	1	SM		
	TOTAL FOR ELEMENT NO. 3 CARRIED TO (WALLING) SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>ELEMENT NO. 4</u>				
	<u>ROOFING AND RAIN WATER DISPOSAL (ALL PROVISIONAL)</u>				
	<u>Structural timbers: sawn cypress: celcure treated</u>				
A	100x50mm wall plate mounted with hoop iron at 1000mm c/c	11	LM		
B	100 x 50 mm Rafters	22	LM		
C	75 x 50 mm Purlins	32	LM		
	<u>Roof Cover</u>				
	<u>Prepainted galvanized corrugated iron sheets gauge 28 from an approved manufacturer or any other equal and approved (measured net-no allowance made for laps) laid on purlins (allow for translucent sheets in washrooms)</u>				
D	Roof covering	23	SM		
	<u>Wrot Cypress</u>				
E	225 x 25mm Fascia or barge board	20	LM		
	<u>Painting and Decoration</u>				
	<u>Knot, prime and prepare and apply approved stain and two coats exterior wood preservative lacquer on wood surfaces to:</u>				
F	Surfaces 200 - 300mm girth	20	LM		
	TOTAL FOR ELEMENT NO. 4 CARRIED TO (ROOFING) SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>ELEMENT NO. 5</u>				
	<u>DOORS</u>				
	<u>30mm Thick match boarded door with approved softwood timber battens 100 x 25mm thick jointed with tongue and grooves supported with diagonal timber braces, 150 x 30mm thick ,horizontal timber ledges ,150 x 30 mm thick and vertical frames 150 x 30mm thick .</u>				
A	Single leaf overall door size 900 x 2100 mm high	3	NO		
B	Double leaf overall door size 1200 x 2100 mm high	1	NO		
	<u>Wrot cypress or other equal and approved :-</u>				
C	100 x 50 mm; 2 No. labours; plugged door frame	21	LM		
	<u>Ironmongery</u>				
	<u>To softwood, hardwood or the like fixing with screws</u>				
D	Aluminum tower bolts	4	NO.		
E	100mm Brass butts hinges	8	PRS		
	<u>To concrete or blockwork; fixing with bolts; plugging</u>				
F	Rubber door stop complete with 38 mm rawl bolt	5	NO.		
	<u>Painting and Decorations</u>				
	<u>Aluminum primer or other equal and approved wood primer before fixing: -</u>				
G	Backs of frame, board, etc. over 100mm but not exceeding 200mm girth	21	LM		
	<u>Prepare apply three coats gloss oil paint from approved manufacturer (s) to timberwork</u>				
H	General surfaces of timber doors over 300mm girth	16	SM		
I	Frame over 200mm but not exceeding 300mm girth	21	LM		
	TOTAL FOR ELEMENT NO. 5 CARRIED TO (DOORS) SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>ELEMENT NO. 6</u>				
	<u>FINISHES</u>				
	<u>Wall finishes</u>				
	<u>Insitu finishes</u>				
	<u>Render; 15mm thick, 1 No. coat work of cement and sand (1:3); wood floated to concrete or blockwork base generally to: -</u>				
A	Ring beam, eaves and gable walling	13	SM		
	<u>Plaster; 12mm thick, 2 No. coat work, 9mm first coat of cement sand (1:3); 3mm second coat of cement and lime putty (1:9); steel troweled to concrete or blockwork base</u>				
B	Walls; internal	61	SM		
	<u>Painting and Decorations</u>				
	<u>Prepare and apply one undercoat and three coats of first quality emulsion paint to the following surfaces</u>				
C	Rendered surfaces; external	13	SM		
	<u>Prepare and apply one undercoat and three finishing coats of interior quality emulsion equal and approved paint to:</u>				
D	Plastered walls	61	SM		
	<u>Floor finishes</u>				
	<u>Insitu Finishings</u>				
	<u>Cement sand screed 1:4 mixed with red oxide to approval to:-</u>				
E	40mm thick steel troweled smooth floor	23	SM		
F	Ditto to 100mm high skirting	30	LM		
G	300 x 75mm precast concrete coping to detail	11	LM		
	<u>Supply, deliver and install the following drainage fittings complete with screws, couplers including holder bats and clipping to wall.</u>				
H	PVC soil waste pipe size 100mm diameter	4	LM		
I	PVC pipe sweep bend size 100mm diameter	1	NO.		
J	PVC vent cowl size 100mm diameter	1	NO.		
	TOTAL FOR ELEMENT NO. 6 CARRIED TO (FINISHES) SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>SUMMARY</u>				
ELEMENT NO.	TITLE		PAGE NO.		AMOUNT
1	SUBSTRUCTURE (ALL PROVISIONAL)		BW/3		
2	CONCRETE WORK		BW/4		
3	EXTERNAL & INTERNAL WALLING		BW/5		
4	ROOF CONSTRUCTION.		BW/6		
5	DOORS		BW/7		
6	FINISHES		BW/8		
	TOTAL FOR BUILDER'S WORKS CARRIED TO GRAND SUMMARY				

BILL NO. 4

PRIME COST & PROVISIONAL WORKS

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>PRIME COST AND PROVISIONAL SUMS</u>				
	<u>PROVISIONAL SUMS</u>				
	<u>Provisional sums are to be measured on completion and priced in accordance with the rates contained in these bills of quantities or prorata thereto or deducted in whole if not required</u>				
	<u>PROJECT MANAGEMENT EXPENSES</u>				
A	Allow a Provisional sum of Kenya Shillings Twenty Thousand (Kshs 20,000.00) only for Project Management Expenses		ITEM		20,000.00
B	Allow for profits and overheads		%		
C	Allow a Provisional sum of Kenya Shillings Five Thousand (Kshs 5,000.00) only for Project Documentation Expenses		ITEM		5,000.00
D	Allow for profits and overheads		%		
E	Allow a Provisional sum of Kenya Shillings Fifteen Thousand (Kshs 15,000.00) only for PMC		ITEM		15,000.00
F	Allow for profits and overheads		%		
	<u>CONTINGENCY</u>				
G	Allow a provisional sum of Kenya Shillings Twenty Thousand (Kshs. 20,000.00) only for contingencies to be spent as directed by the Project Manager		ITEM		20,000.00
	TOTAL PC/PROVISIONAL SUMS CARRIED TO GRAND SUMMARY				

GRAND SUMMARY

<u>GRAND SUMMARY</u>			
ITEM	DESCRIPTION	Page No.	FOR TENDERER USE ONLY KES.
			FOR OFFICIAL USE ONLY KES.
A	PARTICULAR PRELIMINARIES	From Page PP/5	
B	GENERAL PRELIMINARIES	From Page GP/10	
C	BUILDER'S WORKS	From Page BW/9	
D	PRIME COSTS AND PROVISIONAL SUMS	From Page PC/PS/1	
SUB-TOTAL:-			
E	ADD PUBLIC PROCUREMENT CAPACITY BUILDING LEVY AT 0.03% OF SUBTOTAL 1		
TOTAL CARRIED TO FORM OF TENDER (VAT INCLUSIVE)			

Amount in words. Kenya shillings.....Cents.....

Tenderer's signature and stamp.....

Address.....

Date

Witness's name :.....

Signature:.....

Address:

Date:

