# COUNTY GOVERNMENT OF KIAMBU

**DEPARTMENT OF, ADMINISTRATION AND PUBLIC SERVICE-(KENYA DEVOLUTION SUPPORT PROGRAM LEVEL II)- (KDSPII)**

## CONSTRUCTION OF WORKSHOP, PERIMETER WALL, ABLUTION BLOCK AND RENOVATION OF EXISTING WORKSHOP AND OFFICES AT NDUMBERI VTC.

**FY 2026/2027**

**Tender No. -ONT/KIA/NDUMBERI VTC /KDSP II/002/2026/2027**

**Issued on: Friday 27th November 2026.**

**RESERVED FOR WOMEN**

**CLOSING DATE: Monday 7th December before10:00 AM,**

**P.O Box 2344-00900 Kiambu TEL: +254709877000**
Website: www.kiambu.go.ke

*SUBMISSION OF TENDERS IS IN A TENDER BOX LOCATED AT THE COUNTY GOVERNMENT OF KIAMBU HEADQUARTERS, GROUND FLOOR, MAIN RECEPTION-GOVERNOR'S OFFICE*

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## INVITATION TO TENDER

PROCURING ENTITY: **KIAMBU COUNTY GOVERNMENT** (**ADMINISTRATION AND PUBLIC SERVICE- (KENYA DEVOLUTION SUPPORT PROGRAM LEVEL II)**

**CONTRACT NAME AND DESCRIPTION: CONSTRUCTION OF WORKSHOP, PERIMETER WALL, ABLUTION BLOCK AND RENOVATION OF EXISTING WORKSHOP AND OFFICES AT NDUMBERI VTC**

**TENDER NUMBER: ONT/KIA/NDUMBERI VTC/KDSP II/002/2026/2027**

1. The ***County Government of Kiambu*** invites tenders for the **CONSTRUCTION OF WORKSHOP, PERIMETER WALL, ABLUTION BLOCK AND RENOVATION OF EXISTING WORKSHOP AND OFFICES AT NDUMBERI VTC.** Tendering will be conducted under Open National Tender Procurement method using a standardized tender document.

2. The tender is reserved for women.

3. Eligible and interested bidders may obtain further information and inspect the bidding documents at the office of the Director, Supply Chain Management, County Government of KIAMBU between 8.00am and 5.00pm Kenyan Time, during Official working days.

4. The document may be downloaded free of charge from the Public Procurement Information Portal ***www.tenders.go.ke*** and or County Website ***(www.kiambu.go.ke*** ).

5. Tenders shall be quoted be in Kenya Shillings and shall include all taxes. Tenders shall remain valid for **126 days** from the date of opening of tenders.

6. The Tenderer shall chronologically serialize all pages of the tender documents submitted numerically in the order of 1, 2, 3…. of all the documents submitted.

7. Completed tender documents should be enclosed in plain sealed envelopes clearly marked with the "Tender Number and Tender Description and be deposited in the TENDER BOX located at County Government of Kiambu Headquarters ground floor, main reception-governor's office not later than **Monday 7th December 2026 at 10:00 am.**

8. Tenders will be opened immediately thereafter in the presence of bidders or their representatives who chose to attend.

9. Late tenders will be rejected.

10. The addresses referred to above are:

### A. Address for obtaining further information

Director, Supply Chain Management
2nd Floor, Red Nova Offices-Block B
County Government of Kiambu
P.O Box 2344-00900 Kiambu
TEL: 0202540022 / 0113326142
Email: dscm@kiambu.go.ke or tenders@kiambu.go.ke

### B. Address for Submission of Tenders.

1) **Name of Procuring Entity**: County Government of Kiambu- Department of Administration and Public Service

2) **Attention:** Chief Officer- Administration and Public Service

3) **Postal Address**: P. O. Box 2344-00900 Kiambu

4) **Tender Box:** Drop-off sealed tenders in a plain envelope clearly marked the Tender Name and Tender Number in the Tender Box Located at the Ground Floor main reception- County Government of Kiambu Headquarters (Governor's offices) in Kiambu Town

**C. Address for Opening of Tenders.**

COUNTY GOVERNMENT OF KIAMBU HEADQUARTERS IN KIAMBU TOWN – Deputy Governor's Boardroom

**Chief Officer- Department Administration and Public Service**
**County Government of Kiambu**

# PART 1 - TENDERING PROCEDURES

## SECTION I: INSTRUCTIONS TO TENDERERS

### A General Provisions

### 1. Scope of Tender

1.1 The Procuring Entity as defined in the Appendix to Conditions of Contract invites tenders for Works Contract as described in the tender documents. The name, identification, and number of lots (contracts) of this Tender Document are **specified in the TDS.**

### 2. Fraud and Corruption

2.1 The Procuring Entity requires compliance with the provisions of the Public Procurement and Asset Disposal Act, 2015, Section 62 "Declaration not to engage in corruption". The tender submitted by a person shall include a declaration that the person shall not engage in any corrupt or fraudulent practice and a declaration that the person or his or her sub-contractors are not debarred from participating in public procurement proceedings.

2.2 The Procuring Entity requires compliance with the provisions of the Competition Act 2010, regarding collusive practices in contracting. Any tenderer found to have engaged in collusive conduct shall be disqualified and criminal and/or civil sanctions may be imposed. To this effect, Tenders shall be required to complete and sign the "Certificate of Independent Tender Determination" annexed to the Form of Tender.

2.3 Unfair Competitive Advantage - Fairness and transparency in the tender process require that the firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender. To that end, the Procuring Entity shall indicate in the **Data Sheet** and make available to all the firms together with this tender document all information that would in that respect give such firm any unfair competitive advantage over competing firms.

2.4 Unfair Competitive Advantage -Fairness and transparency in the tender process require that the Firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender being tendered for. The Procuring Entity shall indicate in the **TDS** firms (if any) that provided consulting services for the contract being tendered for. The Procuring Entity shall check whether the owners or controllers of the Tenderer are same as those that provided consulting services. The Procuring Entity shall, upon request, make available to any tenderer information that would give such firm unfair competitive advantage over competing firms.

### 3. Eligible Tenderers

3.1 A Tenderer may be a firm that is a private entity, a state- owned enterprise or institution subject to ITT 3.7 or any combination of such entities in the form of a joint venture (JV) under an existing agreement or with the intent to enter into such an agreement supported by a letter of intent. Public employees and their close relatives *(spouses, children, brothers, sisters and uncles and aunts)* are not eligible to participate in the tender. In the case of a joint venture, all members shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the tendering process and, in the event the JV is awarded the Contract, during contract execution. The maximum number of JV members shall be specified in the **TDS.**

3.2 Public Officers of the Procuring Entity, their Spouses, Child, Parent, Brothers or Sister. Child, Parent, Brother or Sister of a Spouse, their business associates or agents and firms/organizations in which they have a substantial or controlling interest shall not be eligible to tender or be awarded a contract. Public Officers are also not allowed to participate in any procurement proceedings.

3.3 A Tenderer shall not have a conflict of interest. Any tenderer found to have a conflict of interest shall be disqualified. A tenderer may be considered to have a conflict of interest for the purpose of this tendering process, if the tenderer:

a) Directly or indirectly controls, is controlled by or is under common control with another tenderer; or

b) Receives or has received any direct or indirect subsidy from another tenderer; or

c) Has the same legal representative as another tenderer; or

d) Has a relationship with another tenderer, directly or through common third parties, that puts it in a position

to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering process; or

e) Any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender; or

f) any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as Engineer for the Contract implementation; or

g) Would be providing goods, works, or non-consulting services resulting from or directly related to consulting services for the preparation or implementation of the contract specified in this Tender Document or

h) Has a close business or family relationship with a professional staff of the Procuring Entity who:

i) are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract, and/or the Tender evaluation process of such contract; or

ii) would be involved in the implementation or supervision of such Contract unless the conflict stemming from such relationship has been resolved in a manner acceptable to the Procuring Entity throughout the tendering process and execution of the Contract.

3.4 A tenderer shall not be involved in corrupt, coercive, obstructive, collusive or fraudulent practice. A tenderer that is proven to have been involved any of these practices shall be automatically disqualified.

3.5 A Tenderer (either individually or as a JV member) shall not participate in more than one Tender, except for permitted alternative tenders. This includes participation as a subcontractor in other Tenders. Such participation shall result in the disqualification of all Tenders in which the firm is involved. A firm that is not a tenderer or a JV member may participate as a subcontractor in more than one tender. Members of a joint venture may not also make an individual tender, be a subcontractor in a separate tender or be part of another joint venture for the purposes of the same Tender.

3.6 A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT 4.8.A Tenderer shall be deemed to have the nationality of a country if the Tenderer is constituted, incorporated or registered in and operates in conformity with the provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed subcontractors or sub-consultants for any part of the Contract including related Services.

3.7 Tenderer that has been debarred from participating in public procurement shall be ineligible to tender or be awarded a contract. The list of debarred firms and individuals is available from the website of PPRA www.ppra.go.ke.

3.8 Tenderers that are state-owned enterprises or institutions may be eligible to compete and be awarded a Contract(s) only if they are accredited by PPRA to be (i) a legal public entity of the state Government and/or public administration, (ii) financially autonomous and not receiving any significant subsidies or budget support from any public entity or Government, and (iii) operating under commercial law and vested with legal rights and liabilities similar to any commercial enterprise to enable it compete with firms in the private sector on an equal basis.

3.9 A Firms and individuals maybe ineligible if their countries of origin (a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country, or (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods or contracting of works or services from that country, or any payments to any country, person, or entity in that country. A tenderer shall provide such documentary evidence of eligibility satisfactory to the Procuring Entity, as the Procuring Entity shall reasonably request.

3.10 Foreign tenderers are required to source at least forty (40%) percent of their contract inputs (in supplies, subcontracts and labor) from national suppliers and contractors. To this end, a foreign tenderer shall provide in its tender documentary evidence that this requirement is met. Foreign tenderers not meeting this criterion will be automatically disqualified. Information required to enable the Procuring Entity determine if this condition is met shall be provided in for this purpose is be provided in *"SECTION III - EVALUATIONAND QUALIFICATION CRITERIA, Item9".*

3.11 Pursuant to the eligibility requirements of ITT 4.10, a tender is considered a foreign tenderer, if the tenderer is not registered in Kenya or if the tenderer is registered in Kenya and has <u>less than 51 percent</u> ownership by Kenyan

Citizens. JVs are considered as foreign tenderers if the individual member firms are not registered in Kenya or if are registered in Kenya and have less than 51 percent ownership by Kenyan citizens. The JV shall not subcontract to foreign firms more than 10 percent of the contract price, excluding provisional sums.

3.12 The National Construction Authority Act of Kenya requires that all local and foreign contractors be registered with the National Construction Authority and be issued with a Registration Certificate before they can undertake any construction works in Kenya. Registration shall not be a condition for tender, but it shall be a condition of contract award and signature. A selected tenderer shall be given opportunity to register before such award and signature of contract. Application for registration with National Construction Authority may be accessed from the website www.nca.go.ke.

3.13 The Competition Act of Kenya requires that firms wishing to tender as Joint Venture undertakings which may prevent, distort or lessen competition in provision of services are prohibited unless they are exempt in accordance with the provisions of Section 25 of the Competition Act, 2010. JVs will be required to seek for exemption from the Competition Authority. Exemption shall not be a condition for tender, but it shall be a condition of contract award and signature. A JV tenderer shall be given opportunity to seek such exemption as a condition of award and signature of contract. Application for exemption from the Competition Authority of Kenya may be accessed from the website www.cak.go.ke

3.14 A Kenyan tenderer shall provide evidence of having fulfilled his/her tax obligations by producing a valid tax clearance certificate or tax exemption certificate issued by the Kenya Revenue Authority.

### 4. Eligible Goods, Equipment, and Services

4.1 Goods, equipment and services to be supplied under the Contract may have their origin in any country that is not eligible under ITT 3.9. At the Procuring Entity's request, Tenderers may be required to provide evidence of the origin of Goods, equipment and services.

4.2 Any goods, works and production processes with characteristics that have been declared by the relevant national environmental protection agency or by other competent authority as harmful to human beings and to the environment shall not be eligible for procurement.

### 5. Tenderer's Responsibilities

5.1 The tenderer shall bear all costs associated with the preparation and submission of his/her tender, and the Procuring Entity will in no case be responsible or liable for those costs.

5.2 The tenderer, at the tenderer's own responsibility and risk, is encouraged to visit and examine the Site of the Works and its surroundings, and obtain all information that may be necessary for preparing the tender and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the tenderer's own expense.

5.3 The Tenderer and any of its personnel or agents will be granted permission by the Procuring Entity to enter upon its premises and lands for the purpose of such visit. The Tenderer shall indemnify the Procuring Entity against all liability arising from death or personal injury, loss of or damage to property, and any other losses and expenses incurred as a result of the inspection.

5.4 The tenderer shall provide in the Form of Tender and Qualification Information, a preliminary description of the proposed work method and schedule, including charts, as necessary or required.

## B. Contents of Tender Documents

### 6. Sections of Tender Document

6.1 The tender document consists of Parts 1, 2, and 3, which includes all the sections specified below, and which should be read in conjunction with any Addenda issued in accordance with ITT 8.

**PART 1 Tendering Procedures**

i) Section I - Instructions to Tenderers (ITT)
ii) Section II - Tender Data Sheet (TDS)
iii) Section III - Evaluation and Qualification Criteria
iv) Section IV - Tendering Forms

**PART 2 Works Requirements**

i) Section V - Drawings
ii) Section VI - Specifications
iii) Section VII - Bills of Quantities

**PART 3 Conditions of Contract and Contract Forms**

i) Section VIII – General Conditions of Contract (GCC)
ii) Section IX - Special Conditions of Contract (SC)
iii) Section X - Contract Forms

6.2 The Invitation to Tender Document (ITT) issued by the Procuring Entity is not part of the Contract documents.

6.3 Unless obtained directly from the Procuring Entity, the Procuring Entity is not responsible for the completeness of the Tender document, responses to requests for clarification, the minutes of the pre-Tender meeting (if any), or Addenda to the Tender document in accordance with ITT 8. In case of any contradiction, documents obtained directly from the Procuring Entity shall prevail.

The Tenderer is expected to examine all instructions, forms, terms, and specifications in the Tender Document and to furnish with its Tender all information and documentation as is required by the Tender document.

**7. Site Visit**

7.1 The Tenderer, at the Tenderer's own responsibility and risk, is encouraged to visit and examine and inspect the Site of the Required Services and its surroundings and obtain all information that may be necessary or preparing the Tender and entering into a contract for the Services. The costs of visiting the Site shall be at the Tenderer's own expense.

**8. Pre-Tender Meeting**

8.1 The Procuring Entity shall specify in the **TDS** if a pre-tender meeting will be held, when and where. The Procuring Entity shall also specify in the **TDS** if a pre-arranged pretender site visit will be held and when. The Tenderer's designated representative is invited to attend a pre-arranged pretender visit of the site of the works. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.

8.2 The Tenderer is requested to submit any questions in writing, to reach the Procuring Entity not later than the period specified in the **TDS** before the meeting.

8.3 Minutes of the pre-Tender meeting and the pre-arranged pretender site visit of the site of the works, if applicable, including the text of the questions asked by Tenderers and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Tenderers who have acquired the Tender Documents in accordance with ITT 6.3. Minutes shall not identify the source of the questions asked.

8.4 The Procuring Entity shall also promptly publish anonym zed (*no names*) Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the works at the web page identified in the **TDS**. Any modification to the Tender Documents that may become necessary as a result of the pre-tender meeting and the pre-arranged pretender site visit, shall be made by the Procuring Entity exclusively through the issue of an Addendum pursuant to ITT 8 and not through the minutes of the pre-Tender meeting. Nonattendance at the pre-Tender meeting will not be a cause for disqualification of a Tenderer.

**9. Clarification and amendments of Tender Documents**

9.1 A Tenderer requiring any clarification of the Tender Document shall contact the Procuring Entity in writing at the Procuring Entity's address specified in the **TDS** or raise its enquiries during the pre-Tender meeting and the pre-

arrangedpretender visit of the site of the works if provided for in accordance with ITT 8.4. The Procuring Entity will respond in writing to any request for clarification, provided that such request is received no later than the period specified in the **TDS** prior to the deadline for submission of tenders. The Procuring Entity shall forward copies of its response to all tenderers who have acquired the Tender Documents in accordance with ITT 6.3, including a description of the inquiry but without identifying its source. If specified in the **TDS**, the Procuring Entity shall also promptly publish its response at the web page identified in the **TDS**. Should the clarification result in changes to the essential elements of the Tender Documents, the Procuring Entity shall amend the Tender Documents appropriately following the procedure under ITT 8.4.

### 10. Amendment of Tendering Document

10.1 At any time prior to the deadline for submission of Tenders, the Procuring Entity may amend the Tendering document by issuing addenda.

10.2 Any addendum issued shall be part of the tendering document and shall be communicated in writing to all who have obtained the tendering document from the Procuring Entity in accordance with ITT 6.3. The Procuring Entity shall also promptly publish the addendum on the Procuring Entity's web page in accordance with ITT 8.4.

10.3 To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their Tenders, the Procuring Entity shall extend, as necessary, the deadline for submission of Tenders, in accordance with ITT 25.2 below**.**

## C. Preparation of Tenders

### 11. Cost of Tendering

11.1 The Tenderer shall bear all costs associated with the preparation and submission of its Tender, and the Procuring Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

### 12. Language of Tender

12.1 The Tender, as well as all correspondence and documents relating to the tender exchanged by the tenderer and the Procuring Entity, shall be written in the English Language. Supporting documents and printed literature that are part of the Tender may be in another language provided they are accompanied by an accurate and notarized translation of the relevant passages into the English Language, in which case, for purposes of interpretation of the Tender, such translation shall govern.

### 13. Documents Comprising the Tender

13.1 The Tender shall comprise the following:

a) Form of Tender prepared in accordance with ITT 14;
b) Schedules including priced Bill of Quantities, completed in accordance with ITT 14 and ITT 16;
c) Tender Security or Tender-Securing Declaration, in accordance with ITT 21.1;
d) Alternative Tender, if permissible, in accordance with ITT 15;
e) Authorization: written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT 22.3;
f) Qualifications: documentary evidence in accordance with ITT 19establishing the Tenderer's qualifications to perform the Contract if its Tender is accepted;
g) Conformity: a technical proposal in accordance with ITT 18;
h) Any other document required in the **TDS**.

13.2 In addition to the requirements under ITT 11.1, Tenders submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful Tender shall be signed by all members and submitted with the Tender,

together with a copy of the proposed Agreement. The Tenderer shall chronologically serialize pages of all tender documents submitted.

13.3 The Tenderer shall furnish in the Form of Tender information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Tender**.**

**14. Form of Tender and Schedules**

14.1 The Form of Tender and Schedules, including the Bill of Quantities, shall be prepared using the relevant forms furnished in Section IV, Tendering Forms. The forms must be completed without any alterations to the text, and no substitutes shall be accepted except as provided under ITT 20.3. All blank spaces shall be filled in with the information requested.

**15. Alternative Tenders**

15.1 Unless otherwise specified in the **TDS**, alternative Tenders shall not be considered.

15.2 When alternative times for completion are explicitly invited, a statement to that effect will be included in the **TDS**, and the method of evaluating different alternative times for completion will be described in Section III, Evaluation and Qualification Criteria.

15.3 Except as provided under ITT 13.4 below, Tenderers wishing to offer technical alternatives to the requirements of the Tender Documents must first price the Procuring Entity's design as described in the Tender Documents and shall further provide all information necessary for a complete evaluation of the alternative by the Procuring Entity, including drawings, design calculations, technical specifications, breakdown of prices, and proposed construction methodology and other relevant details. Only the technical alternatives, if any, of the Tenderer with the Winning Tender conforming to the basic technical requirements shall be considered by the Procuring Entity. When specified in the **TDS**, Tenderers are permitted to submit alternative technical solutions for specified parts of the Works, and such parts will be identified in the **TDS**, as will the method for their evaluating, and described in Section VII, Works' Requirements.

**16. Tender Prices and Discounts**

16.1 The prices and discounts (including any price reduction) quoted by the Tenderer in the Form of Tender and in the Bill of Quantities shall conform to the requirements specified below.

16.2 The Tenderer shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items against which no rate or price is entered by the Tenderer shall be deemed covered by the rates for other items in the Bill of Quantities and will not be paid for separately by the Procuring Entity. An item not listed in the priced Bill of Quantities shall be assumed to be not included in the Tender, and provided that the Tender is determined substantially responsive notwithstanding this omission, the average price of the item quoted by substantially responsive Tenderers will be added to the Tender price and the equivalent total cost of the Tender so determined will be used for price comparison.

16.3 The price to be quoted in the Form of Tender, in accordance with ITT 14.1, shall be the total price of the Tender, including any discounts offered.

16.4 The Tenderer shall quote any discounts and the methodology for their application in the Form of Tender, in accordance with ITT 14.1.

16.5 It will be specified in the **TDS** if the rates and prices quoted by the Tenderer are or are not subject to adjustment during the performance of the Contract in accordance with the provisions of the Conditions of Contract, except in cases where the contract is subject to fluctuations and adjustments, not fixed price. In such a case, the Tenderer shall furnish the indices and weightings for the price adjustment formulae in the Schedule of Adjustment Data and the Procuring Entity may require the Tenderer to justify its proposed indices and weightings.

16.6 Where tenders are being invited for individual lots (contracts)or for any combination of lots (packages), tenderers wishing to offer discounts for the award of more than one Contract shall specify in their Tender the price reductions applicable to each package, or alternatively, to individual Contracts within the package. Discounts shall be submitted in accordance with ITT 16.4, provided the Tenders for all lots (contracts) are opened at the same time.

16.7 All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, as of the date 30 days prior to the deadline for submission of Tenders, shall be included in the rates and prices and the total Tender Price submitted by the Tenderer.

**17. Currencies of Tender and Payment**

17.1 Tenderers shall quote entirely in Kenya Shillings. The unit rates and the prices shall be quoted by the Tenderer in the Bill of Quantities, entirely in Kenya shillings. A Tenderer expecting to incur expenditures in other currencies for inputs to the Works supplied from outside Kenya shall device own ways of getting foreign currency to meet those expenditures.

**18. Documents Comprising the Technical Proposal**

18.1 The Tenderer shall furnish a technical proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in Section IV, Tender Forms, in sufficient detail to demonstrate the adequacy of the Tenderer's proposal to meet the work's requirements and the completion time.

**19. Documents Establishing the Eligibility and Qualifications of the Tenderer**

19.1 Tenderers shall complete the Form of Tender, included in Section IV, Tender Forms, to establish Tenderer's eligibility in accordance with ITT 4.

19.2 In accordance with Section III, Evaluation and Qualification Criteria, to establish its qualifications to perform the Contract the Tenderer shall provide the information requested in the corresponding information sheets included in Section IV, Tender Forms.

19.3 A margin of preference will not be allowed. Preference and reservations will be allowed, individually or in joint ventures. Applying for eligibility for Preference and reservations shall supply all information required to satisfy the criteria for eligibility specified in accordance with ITT 33.1.

19.4 Tenderers shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a contractor or group of contractors qualifies for a margin of preference. Further the information will enable the Procuring Entity identify any actual or potential conflict of interest in relation to the procurement and/or contract management processes, or a possibility of collusion between tenderers, and thereby help to prevent any corrupt influence in relation to the procurement process or contract management.

19.5 The purpose of the information described in ITT 19.4 above overrides any claims to confidentiality which a tenderer may have. There can be no circumstances in which it would be justified for a tenderer to keep information relating to its ownership and control confidential where it is tendering to undertake public sector work and receive public sector funds. Thus, confidentiality will not be accepted by the Procuring Entity as a justification for a Tenderer's failure to disclose, or failure to provide required information on its ownership and control.

19.6 The Tenderer shall provide further documentary proof, information or authorizations that the Procuring Entity may request in relation to ownership and control which information on any changes to the information which was provided by the tenderer under ITT 6.3. The obligations to require this information shall continue for the duration of the procurement process and contract performance and after completion of the contract, if any change to the information previously provided may reveal a conflict of interest in relation to the award or management of the contract.

19.7 All information provided by the tenderer pursuant to these requirements must be complete, current and accurate as at the date of provision to the Procuring Entity. In submitting the information required pursuant to these requirements, the Tenderer shall warrant that the information submitted is complete, current and accurate as at the date of submission to the Procuring Entity.

19.8 If a tenderer fails to submit the information required by these requirements, its tender will be rejected. Similarly, if the Procuring Entity is unable, after taking reasonable steps, to verify to a reasonable degree the information submitted by a tenderer pursuant to these requirements, then the tender will be rejected.

19.9 If information submitted by a tenderer pursuant to these requirements, or obtained by the Procuring Entity (whether through its own enquiries, through notification by the public or otherwise), shows any conflict of

19.10 interest which could materially and improperly benefit the tenderer in relation to the procurement or contract management process, then:

i) if the procurement process is still ongoing, the tenderer will be disqualified from the procurement process,

ii) if the contract has been awarded to that tenderer, the contract award will be set aside,

iii) the tenderer will be referred to the relevant law enforcement authorities for investigation of whether the tenderer or any other persons have committed any criminal offence.

19.11 If a tenderer submits information pursuant to these requirements that is incomplete, inaccurate or out-of-date, or attempts to obstruct the verification process, then the consequences ITT 6.7 will ensue unless the tenderer can show to the reasonable satisfaction of the Procuring Entity that any such act was not material, or was due to genuine error which was not attributable to the intentional act, negligence or recklessness of the tenderer.

**20. Period of Validity of Tenders**

20.1 Tenders shall remain valid for the Tender Validity period specified in the **TDS**. The Tender Validity period starts from the date fixed for the Tender submission deadline (as prescribed by the Procuring Entity in accordance with ITT 24). A Tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.

20.2 In exceptional circumstances, prior to the expiration of the Tender validity period, the Procuring Entity may request Tenderers to extend the period of validity of their Tenders. The request and the responses shall be made in writing. If a Tender Security is requested in accordance with ITT 21.1, it shall also be extended for thirty (30) days beyond the deadline of the extended validity period. A Tenderer may refuse the request without forfeiting its Tender security. A Tenderer granting the request shall not be required or permitted to modify its Tender, except as provided in ITT 20.3.

20.3 If the award is delayed by a period exceeding the number of days to be specified in the **TDS** days beyond the expiry of the initial tender validity period, the Contract price shall be determined as follows**:**

a) in the case of **fixed price** contracts, the Contract price shall be the tender price adjusted by the factor specified in the **TDS**;

b) in the case of **adjustable price** contracts, no adjustment shall be made; or in any case, tender evaluation shall be based on the tender price without taking into consideration the applicable correction from those indicated above.

**21. Tender Security**

21.1 The Tenderer shall furnish as part of its Tender, either a Tender-Securing Declaration or a Tender Security as specified in the **TDS**, in original form and, in the case of a Tender Security, in the amount and currency specified in the **TDS**. A Tender-Securing Declaration shall use the form included in Section IV, Tender Forms**.**

21.2 If a Tender Security is specified pursuant to ITT 19.1, the Tender Security shall be a demand guarantee in any of the following forms at the Tenderer's option:

a) An unconditional Bank Guarantee issued by reputable commercial bank); or

b) An irrevocable letter of credit;

c) a Banker's cheque issued by a reputable commercial bank; or

d) another security specified **in the TDS**,

21.3 If an unconditional bank guarantee is issued by a bank located outside Kenya, the issuing bank shall have a correspondent bank located in Kenya to make it enforceable. The Tender Security shall be valid for thirty (30) days beyond the original validity period of the Tender, or beyond any period of extension if requested under ITT 20.2.

21.4 If a Tender Security or Tender-Securing Declaration is specified pursuant to ITT 19.1, any Tender not accompanied by a substantially responsive Tender Security or Tender-Securing Declaration shall be rejected by the Procuring Entity as non-responsive.

21.5 If a Tender Security is specified pursuant to ITT 21.1, the Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer's signing the Contract and furnishing the Performance Security and any other documents required in the **TDS**. The Procuring Entity shall also promptly return the tender security to the tenderers where the procurement proceedings are terminated, all tenders were

determined nonresponsive or a bidder declines to extend tender validity period.

21.6 The Tender Security of the successful Tenderer shall be returned as promptly as possible once the successful Tenderer has signed the Contract and furnished the required Performance Security, and any other documents required in the **TDS**.

21.7 The Tender Security may be forfeited or the Tender-Securing Declaration executed:

e) if a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer on the Form of Tender, or any extension there to provide by the Tenderer; or

f) if the successful Tenderer fails to:

i) sign the Contract in accordance with ITT 50; or

ii) furnish a Performance Security and if required in the **TDS**, and any other documents required in the **TDS**.

21.8 Where tender securing declaration is executed, the Procuring Entity shall recommend to the PPRA that PPRA debars the Tenderer from participating in public procurement as provided in the law.

21.9 The Tender Security or the Tender-Securing Declaration of a JV shall be in the name of the JV that submits the Tender. If the JV has not been legally constituted into a legally enforceable JV at the time of tendering, the Tender Security or the Tender-Securing Declaration shall be in the names of all future members as named in the letter of intent referred to in ITT 4.1 and ITT 11.2.

21.10 A tenderer shall not issue a tender security to guarantee itself.

**22. Format and Signing of Tender**

22.1 The Tenderer shall prepare one original of the documents comprising the Tender as described in ITT 13 and clearly mark it "ORIGINAL." Alternative Tenders, if permitted in accordance with ITT 15, shall be clearly marked "ALTERNATIVE." In addition, the Tenderer shall submit copies of the Tender, in the number specified in the **TDS** and clearly mark them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.

22.2 Tenderers shall mark as "CONFIDENTIAL" all information in their Tenders which is confidential to their business. This may include proprietary information, trade secrets, or commercial or financially sensitive information.

22.3 The original and all copies of the Tender shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Tenderer. This authorization shall consist of a written confirmation as specified in the **TDS** and shall be attached to the Tender. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Tender where entries or amendments have been made shall be signed or initialed by the person signing the Tender.

22.4 In case the Tenderer is a JV, the Tender shall be signed by an authorized representative of the JV on behalf of the JV, and to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

22.5 Any inter-lineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Tender.

**D. Submission and Opening of Tenders**

**23. The tenders shall be submitted Manually and to be deposited in the TENDER BOX situated at the** County Government of Kiambu Headquarters ground floor, main reception-governor's office ON OR BEFORE THE **Deadline for Submission of Tenders**

24.1 Tenders shall follow the electronic Tender submission procedures specified in the **TDS**.

24.2 The Procuring Entity may, at its discretion, extend the deadline for the submission of Tenders by amending the Tender Documents in accordance with ITT 8, in which case all rights and obligations of the Procuring Entity and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

## 24. Late Tenders

25.1 The Procuring Entity shall not consider any Tender that arrives after the deadline for submission of tenders, in accordance with ITT 24. Any Tender received by the Procuring Entity after the deadline for submission of Tenders shall be declared late, rejected, and returned unopened to the Tenderer.

## 25. Withdrawal, Substitution, and Modification of Tenders

26.1 A Tenderer may withdraw, substitute, or modify its Tender after it has been submitted by sending a written notice, duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITT 22.3, (except that withdrawal notices do not require copies). The corresponding substitution or modification of the Tender must accompany the respective written notice. All notices must be:

a) prepared and submitted in accordance with ITT 22 and ITT 23 (except that withdrawals notices do not require copies), and in addition, the respective envelopes shall be clearly marked "WITHDRAWAL," "SUBSTITUTION," "MODIFICATION;" and

b) received by the Procuring Entity prior to the deadline prescribed for submission of Tenders, in accordance with ITT 24.

26.2 Tenders requested to be withdrawn in accordance with ITT 26.1 shall be returned unopened to the Tenderers.

26.3 No Tender may be withdrawn, substituted, or modified in the interval between the deadline for submission of Tenders and the expiration of the period of Tender validity specified by the Tenderer on the Form of Tender or any extension thereof.

## 26. Tender Opening

27.1 Except in the cases specified in ITT 23 and ITT 26.2, the Procuring Entity shall publicly open and read out all Tenders received by the deadline, at the date, time and place specified in the **TDS**, in the presence of Tenderers' designated representatives who chooses to attend. Any specific electronic Tender opening procedures required if electronic Tendering is permitted in accordance with ITT 24.1, shall be as specified in the **TDS**.

27.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelopes with the corresponding Tender shall not be opened, but returned to the Tenderer. No Tender withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at Tender opening.

27.3 Next, envelopes marked "SUBSTITUTION" shall be opened and read out and exchanged with the corresponding Tender being substituted, and the substituted Tender shall not be opened, but returned to the Tenderer. No Tender substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at Tender opening.

27.4 Next, envelopes marked "MODIFICATION" shall be opened and read out with the corresponding Tender. No Tender modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Tender opening.

27.5 Next, all remaining envelopes shall be opened one at a time, reading out: the name of the Tenderer and whether there is a modification; the total Tender Price, per lot (contract) if applicable, including any discounts and alternative Tenders; the presence or absence of a Tender Security or Tender-Securing Declaration, if required; and any other details as the Procuring Entity may consider appropriate.

27.6 Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further for evaluation. The Form of Tender and pages of the Bills of Quantities are to be initialed by the members of the tender opening committee attending the opening. The number of representatives of the Procuring Entity to sign shall be specified in the **TDS**.

27.7 At the Tender Opening, the Procuring Entity shall neither discuss the merits of any Tender nor reject any Tender (except for late Tenders, in accordance with ITT 25.1).

27.8 The Procuring **Entity shall prepare minutes of the Tender Opening that shall include, as a minimum:**

a) the name of the Tenderer and whether there is a withdrawal, substitution, or modification;

b) the Tender Price, per lot (contract) if applicable, including any discounts;

c) any alternative Tenders;
d) the presence or absence of a Tender Security, if one was required.
e) number of pages of each tender document submitted.

27.9 The Tenderers' representatives who are present shall be requested to sign the minutes. The omission of a Tenderer's signature on the minutes shall not invalidate the contents and effect of the minutes. A copy of the tender opening register shall be distributed to all Tenderers upon request.

**E. Evaluation and Comparison of Tenders**

**27. Confidentiality**

28.1 Information relating to the evaluation of Tenders and recommendation of contract award shall not be disclosed to Tenderers or any other persons not officially concerned with the Tender process until information on Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT 46.

28.2 Any effort by a Tenderer to influence the Procuring Entity in the evaluation of the Tenders or Contract award decisions may result in the rejection of its tender.

28.3 Notwithstanding ITT 28.2, from the time of tender opening to the time of contract award, if a tenderer wishes to contact the Procuring Entity on any **matter related to the tendering process, it shall do so in writing.**

**28. Clarification of Tenders**

29.1 To assist in the examination, evaluation, and comparison of the tenders, and qualification of the tenderers, the Procuring Entity may, at its discretion, ask any tenderer for a clarification of its tender, given a reasonable time for a response. Any clarification submitted by a tenderer that is not in response to a request by the Procuring Entity shall not be considered. The Procuring Entity's request for clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Procuring Entity in the evaluation of the tenders, in accordance with ITT 33.

29.2 If a tenderer does not provide clarifications of its tender by the date and time set in the Procuring Entity's request for clarification, its Tender may be rejected.

**29. Deviations, Reservations, and Omissions**

30.1 During the evaluation of tenders, the following definitions apply:
a) "Deviation" is a departure from the requirements specified in the tender document;
b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the tender document; and
c) "Omission" is the failure to submit part or all of the information or documentation required in the Tender document.

**30. Determination of Responsiveness**

31.1 The Procuring Entity's determination of a Tender's responsiveness is to be based on the contents of the tender itself, as defined in ITT 13.

31.2 A substantially responsive Tender is one that meets the requirements of the Tender document without material deviation**, reservation, or omission. A material deviation, reservation, or omission is one that, if accepted, would:**
a) affect in any substantial way the scope, quality, or performance of the Works specified in the Contract; or
b) limit in any substantial way, inconsistent with the tender document, the Procuring Entity's rights or the tenderer's obligations under the proposed contract; or
c) if rectified, would unfairly affect the competitive position of other tenderers presenting substantially responsive tenders.

31.3 The Procuring Entity shall examine the technical aspects of the tender submitted in accordance with ITT 18, to confirm that all requirements of Section VII, Works' Requirements have been met without any material deviation, reservation or omission.

31.4 If a tender is not substantially responsive to the requirements of the tender document, it shall be rejected by the Procuring Entity and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

**31. Non-material non-conformities**

32.1 Provided that a tender is substantially responsive, the Procuring Entity may waive any non-conformities in the tender.

32.2 Provided that a Tender is substantially responsive, the Procuring Entity may request that the tenderer submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial non-conformities in the tender related to documentation requirements. Requesting information or documentation on such non-conformities shall not be related to any aspect of the price of the tender. Failure of the tenderer to comply with the request may result in the rejection of its tender.

32.3 Provided that a tender is substantially responsive, the Procuring Entity shall rectify quantifiable nonmaterial non-conformities related to the Tender Price. To this effect, the Tender Price shall be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component in the manner specified in the **TDS.**

**32. Arithmetical Errors**

33.1 The tender sum as submitted and read out during the tender opening shall be absolute and final and shall not be the subject of correction, adjustment or amendment in any way by any person or entity.

33.2 Provided that the Tender is substantially responsive, the Procuring Entity shall handle errors on the following basis:

a) Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive.

b) Any errors in the submitted tender arising from a miscalculation of unit price, quantity, and subtotal and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive. and

c) if there is a discrepancy between words and figures, the amount in words shall prevail

33.3 Tenderers shall be notified of any error detected in their bid during the notification of a ward.

**33. Currency provisions**

34.1 Tenders will priced be in Kenya Shillings only. Tenderers quoting in currencies other than in Kenya shillings will be determined non-responsive and rejected.

**34. Margin of Preference and Reservations**

35.1 No margin of preference shall be allowed on contracts for small works.

35.2 Where it is intended to reserve the contract to specific groups under Small and Medium Enterprises, or enterprise of women, youth and/or persons living with disability, who are appropriately registered as such by the authority to be specified in the **TDS**, a procuring entity shall ensure that the invitation to tender specifically indicates that only businesses/firms belonging to those specified groups are the only ones eligible to tender. Otherwise, if no so stated, the invitation will be open to all tenderers.

**35. Nominated Subcontractors**

36.1 Unless otherwise stated in the **TDS**, the Procuring Entity does not intend to execute any specific elements of the Works by subcontractors selected in advance by the Procuring Entity.

36.2 Tenderers may propose subcontracting up to the percentage of total value of contracts or the volume of works as specified in the **TDS**. Subcontractors proposed by the Tenderer shall be fully qualified for their parts of the Works.

36.3 The subcontractor's qualifications shall not be used by the Tenderer to qualify for the Works unless their specialized parts of the Works were previously designated by the Procuring Entity in the **TDS** as can be met by subcontractors referred to hereafter as 'Specialized Subcontractors', in which case, the qualifications of the Specialized

Subcontractors proposed by the Tenderer may be added to the qualifications of the Tenderer.

**36. Evaluation of Tenders**

37.1 The Procuring Entity shall use the criteria and methodologies listed in this ITT and Section III, Evaluation and Qualification Criteria. No other evaluation criteria or methodologies shall be permitted. By applying the criteria and methodologies the Procuring Entity shall determine the Best Evaluated Tender in accordance with ITT 40.

37.2 To evaluate a Tender, the Procuring Entity shall consider the following:

a) price adjustment due to discounts offered in accordance with ITT 16;
b) converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with ITT39;
c) price adjustment due to quantifiable nonmaterial non-conformities in accordance with ITT 30.3; and
d) any additional evaluation factors specified **in the TDS** and Section III, Evaluation and Qualification Criteria.

37.3 The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be considered in Tender evaluation.

37.4 In the case of multiple contracts or lots, Tenderers shall be allowed to tender for one or more lots and the methodology to determine the lowest evaluated cost of the lot (contract) combinations, including any discounts offered in the **Form of Tender, is specified in Section III, Evaluation and Qualification Criteria.**

**37. Comparison of Tenders**

38.1 The Procuring Entity shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 38.2 to determine the Tender that has the lowest evaluated cost.

**38. Abnormally Low Tenders**

39.1 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer in regards to the Tenderer's ability to perform the Contract for the offered Tender Price or that genuine competition between Tenderers is compromised.

39.2 In the event of identification of a potentially Abnormally Low Tender, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tender document.

39.3 After evaluation of the price analyses, in the event that the Procuring Entity determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the offered Tender Price, the Procuring Entity shall reject the Tender.

**39. Abnormally High Tenders**

40.1 An abnormally high price is one where the tender price, in combination with other constituent elements of the Tender, appears unreasonably too high to the extent that the Procuring Entity is concerned that it (the Procuring Entity) may not be getting value for money or it may be paying too high a price for the contract compared with market prices or that genuine competition between Tenderers is compromised.

40.2 In case of an abnormally high tender price, the Procuring Entity shall make a survey of the market prices, check if the estimated cost of the contract is correct and review the Tender Documents to check if the specifications, scope of work and conditions of contract are contributory to the abnormally high tenders. The Procuring Entity may also seek written clarification from the tenderer on the reason for the high tender price. The Procuring Entity shall proceed as follows:

i) If the tender price is abnormally high based on wrong estimated cost of the contract, the Procuring Entity may accept or not accept the tender depending on the Procuring Entity's budget considerations.
ii) If specifications, scope of work and/or conditions of contract are contributory to the abnormally high tender prices, the Procuring Entity shall reject all tenders and may retender for the contract based on revised estimates, specifications, scope of work and conditions of contract, as the case maybe.

40.3 If the Procuring Entity determines that the Tender Price is abnormally too high because genuine competition between tenderers is compromised (*often due to collusion, corruption or other manipulations*), the Procuring Entity shall reject all Tenders and shall institute or cause competent Government Agencies to institute an investigation on the cause of the compromise, before retendering**.**

**40. Unbalanced and/or Front-Loaded Tenders**

41.1 If in the Procuring Entity's opinion, the Tender that is evaluated as the lowest evaluated price is seriously unbalanced and/or front loaded, the Procuring Entity may require the Tenderer to provide written clarifications. Clarifications may include detailed price analyses to demonstrate the consistency of the tender prices with the scope of works, proposed methodology, schedule and any other requirements of the Tender document.

41.2 After the evaluation of the information and detailed price analyses presented by the Tenderer, the Procuring Entity may as appropriate:

a) accept the Tender; or
b) require that the total amount of the Performance Security be increased at the expense of the Tenderer to a level not exceeding a 30% of the Contract Price; or
c) agree on a payment mode that eliminates the inherent risk of the Procuring Entity paying too much for undelivered works; or
d) reject the Tender,

**41. Qualifications of the Tenderer**

42.1 The Procuring Entity shall determine to its satisfaction whether the eligible Tenderer that is selected as having submitted the lowest evaluated cost and substantially responsive Tender, meets the qualifying criteria specified in Section III, Evaluation and Qualification Criteria.

42.2 The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 19. The determination shall not take into consideration the qualifications of other firms such as the Tenderer's subsidiaries, parent entities, affiliates, subcontractors (other than Specialized Subcontractors if permitted in the Tender document), or any other firm(s) different from the Tenderer.

42.3 An affirmative determination shall be a prerequisite for award of the Contract to the Tenderer. A negative determination shall result in disqualification of the Tender, in which event the Procuring Entity shall proceed to the Tenderer who offers a substantially responsive Tender with the next lowest evaluated price to make a similar determination of that Tenderer's qualifications to perform satisfactorily.

42.4 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer in regards to the Tenderer's ability to perform the Contract for the offered Tender Price.

42.5 In the event of identification of a potentially Abnormally Low Tender, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tender document.

42.6 After evaluation of the price analyses, if the Procuring Entity determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the offered Tender Price, the Procuring Entity shall reject the Tender.

**42. Best Evaluated Tender**

43.1 Having compared the evaluated prices of Tenders, the Procuring Entity shall determine the Best Evaluated Tender. The Best Evaluated Tender is the Tender of the Tenderer that meets the Qualification Criteria and whose Tender has been determined to be:

a) Most responsive to the Tender document; and
b) the lowest evaluated price.

**43. Procuring Entity's Right to Accept Any Tender, and to Reject Any or All Tenders.**

44.1 The Procuring Entity reserves the right to accept or reject any Tender and to annul the Tender process and reject all Tenders at any time prior to Contract Award, without thereby incurring any liability to Tenderers. In case of annulment, all Tenderers shall be notified with reasons and all Tenders submitted and specifically, Tender securities, shall be promptly returned to the Tenderers.

**F. Award of Contract**

**44. Award Criteria**

45.1 The Procuring Entity shall award the Contract to the successful tenderer whose tender has been determined to be the Lowest Evaluated Tender.

**45. Notice of Intention to enter into a Contract**

46.1 Upon award of the contract and Prior to the expiry of the Tender Validity Period the Procuring Entity shall issue a Notification of Intention to Enter into a Contract / Notification of award to all tenderers which shall contain, at a minimum, the following information:

a) the name and address of the Tenderer submitting the successful ender;
b) the Contract price of the successful tender;
c) a statement of the reason(s) the tender of the unsuccessful tenderer to whom the letter is addressed was unsuccessful, unless the price information in (c) above already reveals the reason;
d) the expiry date of the Standstill Period; and
e) instructions on how to request a debriefing and/or submit a complaint during the standstill period;

**46. Standstill Period**

47.1 The Contract shall not be signed earlier than the expiry of a Standstill Period of 14 days to allow any dissatisfied tender to launch a complaint. Where only one Tender is submitted, the Standstill Period shall not apply.

47.2 Where a Standstill Period applies, it shall commence when the Procuring Entity has transmitted to each Tenderer the Notification of Intention to Enter **into a Contract with the successful Tenderer.**

**47. Debriefing by the Procuring Entity**

48.1 On receipt of the Procuring Entity's Notification of Intention to Enter into a Contract referred to in ITT 46, an unsuccessful tenderer may make a written request to the Procuring Entity for a debriefing on specific issues or concerns regarding their tender. The Procuring Entity shall provide the debriefing within five days of receipt of the request.

48.2 Debriefings of unsuccessful Tenderers may be done in writing or verbally. The Tenderer shall bear its own costs of attending **such a debriefing meeting.**

**48. Letter of Award**

49.1 Prior to the expiry of the Tender Validity Period and upon expiry of the Standstill Period specified in ITT 42.1, upon addressing a complaint that has been filed within the Standstill Period, the Procuring Entity shall transmit the Letter of Award to the successful Tenderer. The letter of award shall request the successful tenderer to furnish the Performance Security within 21days of the date of the letter.

**49. Signing of Contract**

50.1 Upon the expiry of the fourteen days of the Notification of Intention to enter into contract and upon the parties meeting their respective statutory requirements, the Procuring Entity shall send the successful Tenderer the Contract Agreement.

50.2 Within fourteen (14) days of receipt of the Contract Agreement, the successful Tenderer shall sign, date, and return it to the Procuring Entity.

50.3 The written contract shall be entered into within the period specified in the notification of award and before

expiry of the tender validity period

**50. Appointment of Adjudicator**

51.1 The Procuring Entity proposes the person named in the **TDS** to be appointed as Adjudicator under the Contract, at the hourly fee specified in the **TDS**, plus reimbursable expenses. If the Tenderer disagrees with this proposal, the Tenderer should so state in his Tender. If, in the Letter of Acceptance, the Procuring Entity does not agree on the appointment of the Adjudicator, the Procuring Entity will request the Appointing Authority designated in the Special Conditions of Contract (SCC) pursuant to Clause 23.1 of the General Conditions of Contract (GCC), to appoint the Adjudicator.

**51. Performance Security**

52.1 Within twenty-one (21) days of the receipt of the Letter of Acceptance from the Procuring Entity, the successful Tenderer shall furnish the Performance Security and, any other documents required in the **TDS**, in accordance with the General Conditions of Contract, subject to ITT 40.2 (b), using the Performance Security and other Forms included in Section X, Contract Forms, or another form acceptable to the Procuring Entity. A foreign institution providing a bank guarantee shall have a correspondent financial institution located in Kenya, unless the Procuring Entity has agreed in writing that a correspondent bank is not required.

52.2 Failure of the successful Tenderer to submit the above-mentioned Performance Security and other documents required in the **TDS**, or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security. In that event the Procuring Entity may award the Contract to the Tenderer offering the next Best Evaluated Tender.

52.3 Performance security shall not be required for contracts estimated to cost less than Kenya shillings five million shillings**.**

**52. Publication of Procurement Contract**

53.1 Within fourteen days after signing the contract, the Procuring Entity shall publish the awarded contract at its notice boards and websites; and on the Website of the Authority. At the minimum, the notice shall contain the following information:

a) name and address of the Procuring Entity;
b) name and reference number of the contract being awarded, a summary of its scope and the selection method used;
c) the name of the successful Tenderer, the final total contract price, the contract duration.
d) dates of signature, commencement and completion of contract;
e) names of all Tenderers that submitted Tenders, and their Tender prices as read out at Tender opening.

**53. Procurement Related Complaints and Administrative Review**

54.1 The procedures for making Procurement-related Complaints are as specified in the **TDS**.

54.2 A request for administrative review shall be made in the form provided under contract forms.

## Section II - Tender Data Sheet (TDS)

The following specific data shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT). Whenever there is a conflict, the provisions herein shall prevail over those in ITT.

| ITT Reference | PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS |
|---|---|
| | **A. General** |
| **ITT 1.1** | The name of the contract is **CONSTRUCTION OF WORKSHOP, PERIMETER WALL, ABLUTION BLOCK AND RENOVATION OF EXISTING WORKSHOP AND OFFICES AT NDUMBERI VTC**<br>The reference number of the Contract is **ONT/KIA/NDUMBERI VTC/KDSP II/002/2026/2027** |
| **ITT 2.3** | The Information made available on competing firms is as follows: - **N/A** |
| **ITT 2.4** | The firms that provided consulting services for the contract being tendered for are: **N/A** |
| **ITT 3.1** | ~~Maximum number of members in the Joint Venture (JV) shall be: two (2). - *N/A*~~ |
| **B. Contents of Tender Document** | |
| **8.1** | (A) Pre-Tender conference *shall not* take place<br><br>(B) A pre-arranged pretender visit of the site of the works *shall not* take place. |
| **ITT 8.2** | The Tenderer will submit any questions in writing, to reach the Procuring Entity not later than ***3 days before closing date.*** |
| **ITT 8.4** | The Procuring Entity's website where Minutes of the pre-Tender meeting and the pre-arranged pretender site visit will be:N/a |
| **ITT 9.1** | (i) The Tenderer will submit any request for clarifications in writing at the Address Attention **Director, Supply Chain Management** Floor, Red Nova Offices-Block B County Government of Kiambu P.O Box 2344-00900 Kiambu or send and email to dscm@kiambu.go.ke or *tenders@kiambu.go.ke* to reach the Procuring Entity not later than three (3) days before the tender opening date<br><br>(ii) The Procuring Entity will publish its response at the website www.tenders.go.ke |
| **C. Preparation of Tenders** | |
| ITP 13.1 (h) | The Tenderer shall submit the following additional documents in its Tender: *[as indicated in the evaluation criteria:]* – |
| **ITT 15.1** | Alternative Tenders ***shall not be*** considered |

| ITT Reference | PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS |
|---|---|
| ITT 15.2 | Alternative times for completion ***shall not be*** permitted. |
| **ITT 15.4** | Alternative technical solutions shall not be permitted for the following parts of the Works: _____ |
| **ITT 16.5** | The prices quoted by the Tenderer shall be: **fixed** |
| **ITT 20.1** | The Tender validity period shall be **126** days. |
| **ITT 20.3 (a)** | (a) The delayed to exceeding _____number of days.<br><br>(b) The Tender price shall be adjusted by the following percentages of the tender price:<br><br>(i) By N/A% of t*he local currency portion of the Contract price adjusted to reflect local inflation during the period of extension,*<br>*and*<br><br>*(ii) By N/A% the foreign currency portion of the Contract price adjusted to reflect the international inflation during the period of extension.* |
| **ITT 21.1** | A Tender-Securing Declaration for AGPO categories are required. |
| **ITT 21.2 (d)** | The other Tender Security shall- N/A |
| **ITT 21.5** | On the Performance Security, other documents required shall be FORM NO. 9 BENEFICIAL OWNERSHIP DISCLOSURE FORM (Duly filled and signed) |
| **ITT 22.1** | In addition to the original of the Tender, the number of copies is: ***(1)*** |
| **ITT 22.3** | The written confirmation of authorization to sign on behalf of the Tenderer shall consist of:<br>*[Name, Title, ID Number/ any personal identification document.]* |

| ITT Reference | PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS |
|---|---|
| **D. Submission and Opening of Tenders** | |
| **ITT 24.1** | For **Tender submission purposes** only, the Procuring Entity's address is:<br><br>**Attention**: *Chief Officer*- **ADMINISTARION AND PUBLIC SERVICE**<br><br>**Postal Address**: *2344-00900 Kiambu*<br>**Physical Address**: submit manually in tender box located outside the governor's office reception in Kiambu head quarter offices<br><br>**The deadline for Tender submission is:**<br><br>Date Monday 7th December 2026 Time: ***10:00 AM***<br>Tenderers ***shall not*** have the option of submitting their Tenders electronically. |
| **ITT 27.1** | The Tender opening shall take place at the time and the address for Opening of Tenders provided below:<br><br>County Government of Kiambu Headquarters in Kiambu Town – Deputy Governor's Boardroom<br>**Open date and time:** Monday 7th December 2026 **at 10:00 AM** |
| **ITT 27.1** | If Tenderers are allowed to submit Tenders electronically, they shall follow the electronic tender submission procedures **specified below:** NA |

| | |
|---|---|
| **ITT 27.6** | The number of representatives of the Procuring Entity to sign is – ***Tender Opening Committee.*** |
| **E. Evaluation, and Comparison of Tenders** | |
| **ITT 32.3** | The adjustment shall be based on the _____*average* price of the item or component as quoted in other substantially responsive Tenders. If the price of the item or component cannot be derived from the price of other substantially responsive Tenders, the Procuring Entity shall use its best estimate. |
| **ITT 35.2** | The invitation to tender is extended to the following groups that qualify for Reservations WOMEN |
| **ITT 36.1** | At this time, the Procuring Entity ___***does not intend*** to execute certain specific parts of the Works by subcontractors selected in advance. |
| **ITT 36.2** | Contractor's may propose subcontracting: Maximum percentage of subcontracting permitted is: *25% of the total contract amount.* Tenderers planning to subcontract more than 10% of total volume of work shall specify, in the Form of Tender, the activity (ies) or parts of the Works to be subcontracted along with complete details of the subcontractors and their qualification and experience.<br>- ***N/A*** |
| **ITT 36.3** | The parts of the Works for which the Procuring Entity permits Tenderers to propose Specialized Subcontractors are designated as follows: - ***N/A***<br><br>For the above-designated parts of the Works that may require Specialized Subcontractors, the relevant qualifications of the proposed Specialized Subcontractors will be added to the qualifications of the Tenderer for the purpose of evaluation. |
| **ITT 37.2 (d)** | Additional requirements apply.<br>i. The Successful bidder shall be required to **submit performance Security of 10% of the tender sum from a Financial Institution.**<br>ii. Successful bidder to submit dully filled and signed, Beneficial Ownership Disclosure Form.<br><br>The Bidders shall submit with its bid the following additional documents:<br><br>Contractor's Environmental, Social, Health, and Safety Management Strategy and Implementation Plans (ESHS-MSIP) outlining how environmental, social health and safety risks and impacts likely to be associated with the proposed investment project will be managed. This will also be a demonstration of compliance with environmental, social, health and safety regulations and standards guiding the implementation of the proposed project. In preparation of the ESHS-MSIP, the following provisions shall be taken into consideration:<br><br>(i) Environmental, Social, Health, and Safety Policy outlining the contractor's commitment to protect the environment and safeguard the health and safety of workers and neighboring communities as well as promoting inclusivity in the execution of the project.<br><br>(ii) Identification and Analysis of the Potential Risks that could impact negatively the environment, health and safety of the workers and community neighboring the project site<br><br>(iii) Environmental Management Plan (s) (EMP) which shall comprise of procedures to be adopted in order to address environmental impacts that would be associated with the project such as:<br>a) Waste Management Plans outlining how all types of waste |

(liquid and solid) including any hazardous waste generated from the project site will be stored, collected and disposed safely

b) Air Quality Management Plans outlining measures to be adopted to minimize emission of dust, fumes and gases in the atmosphere
c) Water Pollution Control Plans
d) Noise and Excessive Vibration Control (inclusive of blasting) Plans
e) Biodiversity Management Plans that will stipulate how destruction and disturbance of flora and fauna (plant and animal life) within the project site will be minimized.
f) Environmental Restoration Plans stating measures to restore degraded areas such as planting of vegetation that will be cleared during the construction activities and restoration of borrow pits and quarries used of extraction of construction materials
g) Resources Efficiency Plans outlining how resources such as water, energy, materials and labour will be used in order to reduce, cost, wastage and environmental impact
h) Climate Adaptation and Mitigation Strategies detailing how climate change issues will be integrated in the project in order to reduce vulnerability of the infrastructure and communities to the impacts of climate change and enhance their resilience.
i) Erosion and Sediment Control Plan indicating how the risk of soil erosion and sedimentation of water sources and drains will be minimized

(iv) Social Management Plan (s) (SMPs) this is a framework that should guide in the identification, mitigation and management of social risks that would be associated with the execution of the proposed project which shall include:

a) Traffic Management Plan that spells out measures to be put in place to manage the movement of vehicles and pedestrians around the project site. This shall minimize risk of traffic related accidents both for the workers and members of the public

b) Community and Stakeholders Engagement and Communication Plans which will detail the procedures of how the contractor will identify and involve stakeholders, educate and sensitize them about the project and update them about progress of project implementation

c) Grievance Redress Mechanism (GRM) that stipulates the procedures through which concerns or complaints that the workers and community members may have regarding the proposed projects will be raised and resolved

(v) Gender Based Violence (GBV) and Sexual Exploitation, and Abuse (SEA) Prevention and Response Action Plan which outlines measures that will be adopted in reporting, assessing and managing GBV and SEA related grievances including sexual harassment that re project related. The plan will also outline the support that will be given to the victims

(vi) Labor and Working Conditions Plan stipulating clear terms of

engagement and measures to prevent child labour and forced labour.

(vii) **Health and Safety Management Plans** which stipulate the procedures and precautions that will be taken to safeguard the health and safety of workers and communities and for promote safe working environment such as**;**

a) Emergency Preparedness and Response Procedures

b) Fire safety protocols

c) First Aids Protocols

d) Accidents prevention protocols

iii. Environmental, Social, Health, and Safety (ESHS) Code of Conduct outlining the best practices and set of behavioral standards that the contractor (s), sub-contractor (s) and workers will be expected to adhere to while implementing the proposed investment project(s). The ESHS Code of conduct is aimed at promoting environmental conservation, creation of a healthy and safe work environment for the workers and communities within the project site and prevention of unethical and unlawful behavior such as Gender-Based Violence (GBV), Sexual Exploitation and Abuse (SEA)/ Sexual Harassment (SH) and Child Labou

iv. Protection of the environment

The Contractor shall ensure that emissions, surface discharges, effluent, and any other pollutants from the Contractor's activities shall exceed neither the values indicated in the Specification nor those prescribed by applicable laws; and In the event of damage to the environment, property and/or nuisance to people, on or off-Site as a result of the Contractor's operations, the Contractor shall agree with the Engineer the appropriate actions and time scale to remedy, as practicable, the damaged environment to its former condition. The Contractor shall implement such remedies at its cost to the satisfaction of the Engineer.

iv. Labor Management of Workers

the contractor shall keep complete and accurate employment records of all workers on site. The records shall include the names, ages, genders, hours worked, and wages paid to all workers. These records shall be summarized on a monthly basis and submitted to the Engineer. All workers shall acknowledge an employment contract stipulating terms and conditions and a Code of Conduct. Forced and/or child labor shall not be tolerated.

iv. Contractor's Grievance Redress Mechanism (GRM)

The Contractor shall have a GRM for the Contractor's Personnel to raise workplace concerns. The GRM shall be proportionate to the nature, scale, risks, and impacts of the Contract.

v. Code of Conduct

The contractor shall have a Code of Conduct that will apply to its employees and subcontractors, to ensure compliance with its Environmental, Social, Health and Safety (ESHS) obligations under the contract;

vi. Security of the Site

the Contractor shall be responsible for the security of the Site, and:

. the Contractor shall submit for the Engineer's No-objection a security management plan that sets out the security arrangements for the Site;

. The Contractor shall not permit any use of force by security personnel in providing security except when used for preventive and defensive purposes in proportion to the nature and extent of the threat

| | |
|---|---|
| | iv. Progress Reports<br><br>The contractor shall Monitor progress of the Works and submit to the Engineer progress report and any updated Program showing the actual progress achieved and the effect of the progress achieved on the timing of the remaining Works. Each progress report shall include the Environmental, Social, Health and Safety (ESHS)**.** |

| ITT Reference | PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS |
|---|---|
| **ITT 51.1** | The person named to be appointed as Adjudicator is as nominated by the Employer who is registered by the CIARB at an hourly fee as provided by CIARB per day |
| **ITT 52.2** | Other documents required are: ***Form No. 9 Beneficial Ownership Disclosure Form*** |
| **ITT 54.1** | The procedures for making a Procurement-related Complaints are detailed in the "Regulations" available from the PPRA Website www.ppra.go.ke or email complaints@ppra.go.ke. If a Tenderer wishes to make a Procurement-related Complaint, the Tenderer should submit its complaint following these procedures, in writing (by the quickest means available, that is either by hand delivery or email to:<br><br>For the attention: *[County Secretary- County Government of Kiambu]*<br><br>Title/position: *[County Secretary]*<br><br>Procuring Entity: *[County Government of Kiambu]*<br><br>Email address*: [countysecretary@kiambu.go.ke]*<br><br>In summary, a Procurement-related Complaint may challenge any of the following:<br><br>(i) the terms of the Tender Documents; and<br>the Procuring Entity's decision to award the contract. |

## SECTION III - EVALUATION AND QUALIFICATION CRITERIA

### 1. General Provisions

Wherever a Tenderer is required to state a monetary amount, Tenderers should indicate the Kenya Shilling equivalent using the rate of exchange determined as follows:

a) For construction turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted) was originally established.
b) Value of single contract - Exchange rate prevailing on the date of the contract signature.
c) Exchange rates shall be taken from the publicly available source identified in the ITT 14.3. Any error in determining the exchange rates in the Tender may be corrected by the Procuring Entity.

This section contains the criteria that the Employer shall use to evaluate tender and qualify tenderers. No other factors, methods or criteria shall be used other than specified in this tender document. The Tenderer shall provide all the information requested in the forms included in Section IV, Tendering Forms. The Procuring Entity should use **the Standard Tender Evaluation Document for Goods and Works** for evaluating Tenders.

**Evaluation and contract award Criteria**

The Procuring Entity shall use the criteria and methodologies listed in this Section to evaluate tenders and arrive at the Lowest Evaluated Tender. The tender that (i) meets the qualification criteria, (ii) has been determined to be substantially responsive to the Tender Documents, and (iii) is determined to have the Lowest Evaluated Tender price shall be selected for award of contract.

1. **Tender Evaluation (ITT 35) Price evaluation:** in addition to the criteria listed in ITT 35.2 (a) – (c) the

following criteria shall apply:

**i)** **Alternative Completion Times, i**f permitted under ITT 13.2, will be evaluated as follows: ……

**ii)** **Alternative Technical Solutions** for specified parts of the Works, if permitted under ITT 13.4, will be evaluated as follows: ……

**iii)** **Other Criteria; i**f permitted under ITT 35.2(d): ……

2. **Multiple Contracts**

Multiple contracts will be permitted in accordance with ITT 35.4. Tenderers are evaluated on basis of Lots and the lowest evaluated tenderer identified for each Lot. The Procuring Entity will select one Option of the two Options listed below for award of Contracts.

**OPTION 1**

i) If a tenderer wins only one Lot, the tenderer will be awarded a contract for that Lot, provided the tenderer

meets the Eligibility and Qualification Criteria for that Lot.

ii) If a tenderer wins more than one Lot, the tender will be awarded contracts for all won Lots, provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the Lots. The tenderer will be awarded the combination of Lots for which the tenderer qualifies and the others will be considered for award to second lowest the tenderers.

**OPTION 2**

The Procuring Entity will consider all possible combinations of won Lots [contract(s)] and determine the combinations with the lowest evaluated price. Tenders will then be awarded to the Tenderer or Tenderers in the combinations provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the won Lots.

**3. Alternative Tenders (ITT 13.1)**

*An alternative if permitted under ITT 13.1, will be evaluated as follows:*

The Procuring Entity shall consider Tenders offered for alternatives as specified in Part 2- Works Requirements. Only the technical alternatives, if any, of the Tenderer with the Best Evaluated Tender conforming to the basic technical requirements shall be considered by the Procuring Entity.

**4. Margin of Preference** is not applicable

**5. Post qualification and Contract ward (ITT 39), more specifically,**

a) In case the tender was subject to post-qualification, the contract shall be awarded to the lowest evaluated tenderer, subject to confirmation of pre-qualification data, if so required.

b) In case the tender was not subject to post-qualification, the tender that has been determined to be the lowest evaluated tenderer shall be considered for contract award, subject to meeting each of the following conditions.

i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow of Kenya Shillings _____.

ii) Minimum average annual construction turnover of Kenya Shillings _____ *[insert amount]*, equivalent calculated as total certified payments received for contracts in progress and/or completed within the last _____ *[insert of year]* years.

iii) At least _____ (*insert number)* of contract(s) of a similar nature executed within Kenya, or the East African Community or abroad, that have been satisfactorily and substantially completed as a prime contractor, or joint venture member or sub-contractor each of minimum value Kenya shillings _____ equivalent.

iv) Contractor's Representative and Key Personnel, which are specified as _____

*v)* Contractors key equipment listed on the table "Contractor's Equipment" below and more specifically listed as *[specify requirements for each lotas applicable]* _____

vi) Other conditions depending on their seriousness.

a) **History of non-performing contracts**:
Tenderer and each member of JV in case the Tenderer is a JV, shall demonstrate that non-performance of a contract did not occur because of the default of the Tenderer, or the member of a JV in the last _____ (*specify years*). The required information shall be furnished in the appropriate form.

b) **Pending Litigation**
Financial position and prospective long-term profitability of the Single Tenderer, and in the case the Tenderer is a JV, of each member of the JV, shall remain sound according to criteria established with respect to Financial Capability under Paragraph (i) above if all pending litigation will be resolved against the Tenderer. Tenderer shall provide information on pending litigations in the appropriate form.

**c) Litigation History**
There shall be no consistent history of court/arbitral award decisions against the Tenderer, in the last _____ (*specify years*). All parties to the contract shall furnish the information in the appropriate form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the years specified. A consistent history of awards against the Tenderer or any member of a JV may result in rejection of the tender.

## 6. QUALIFICATION FORM SUMMARY

| 1 | 2 | 3 | *4* | *5* |
|---|---|---|---|---|
| **Item No.** | **Qualification Subject** | **Qualification Requirement** | ***Document To be Completed by Tenderer*** | ***For Procuring Entity's Use (Qualification met or Not Met)*** |
| 1 | Nationality | Nationality in accordance with ITT 3.6 | Forms ELI – 1.1 and 1.2, with attachments | |
| 2 | Tax Obligations for Kenyan Tenderers | Has produced a current tax clearance certificate or tax exemption certificate issued by the the Kenya Revenue Authority in accordance with ITT 3.14. | Form of Tender | |
| 3 | Conflict of Interest | No conflicts of interest in accordance with ITT 3.3 | Form of Tender | |
| 4 | PPRA Eligibility | Not having been declared ineligible by the PPRA as described in ITT 3.8 | Form of Tender | |
| 5 | State- owned Enterprise | Meets conditions of ITT 3.7 | Forms ELI – 1.1 and 1.2, with attachments | |
| 6 | Goods, equipment and services to be supplied under the contract | To have their origin in any country that is not determined ineligible under ITT 4.1 | Forms ELI – 1.1 and 1.2, with attachments | |
| 7 | History of Non-Performing Contracts | Non-performance of a contract did not occur as a result of contractor default since 1st January […….]. | Form CON-2 | |
| 8 | Suspension Based on Execution of Tender/Proposal Securing Declaration by the Procuring Entity | Not under suspension based on-execution of a Tender/Proposal Securing Declaration pursuant to ITT 19.9 | Form of Tender | |
| 9 | Pending Litigation | Tender's financial position and prospective long-term profitability still sound according to criteria established in 3.1 and assuming that all pending litigation will NOT be resolved against the Tenderer. | Form CON – 2 | |
| 10 | Litigation History | No consistent history of court/arbitral award decisions against the Tenderer since 1st January *[insert year]* | Form CON – 2 | |
| 11 | Financial Capabilities | (i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow requirements estimated as Kenya Shillings *[insert amount]* equivalent for the subject contract(s) net of the Tenderer's other commitments.<br><br>(ii) The Tenderers shall also demonstrate, to the satisfaction of the Procuring Entity, that it has adequate sources of | Form FIN – 3.1, with attachments | |

| 1 | 2 | 3 | 4 | 5 |
|---|---|---|---|---|
| **Item No.** | **Qualification Subject** | **Qualification Requirement** | ***Document To be Completed by Tenderer*** | ***For Procuring Entity's Use (Qualification met or Not Met)*** |
| | | finance to meet the cash flow requirements on works currently in progress and for future contract commitments.<br><br>(iii) The audited balance sheets or, if not required by the laws of the Tenderer's country, other financial statements acceptable to the Procuring Entity, for the last *[insert number of years]* years shall be submitted and must demonstrate the current soundness of the Tenderer's financial position and indicate its prospective long-term profitability. | | |
| 12 | Average Annual Construction Turnover | Minimum average annual construction turnover of Kenya Shillings *[insert amount]*, equivalent calculated as total certified payments received for contracts in progress and/or completed within the last *[insert of year]* years, divided by *[insert number of years]* years | Form FIN – 3.2 | |
| 13 | General Construction Experience | Experience under construction contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last *[insert number of years]* years, starting 1st January *[insert year]*. | Form EXP – 4.1 | |
| | Specific Construction & Contract Management Experience | A minimum number of *[state the number]* similar contracts specified below that have been satisfactorily and substantially completed as a prime contractor, joint venture member, management contractor or sub-contractor between 1st January [*insert year*] and tender submission deadline i.e.<br>…. (number) contracts, each of minimum value Kenya shillings .....equivalent.<br>[*In case the Works are to be tender as individual contracts under multiple contract procedure, the minimum number of contracts required for purposes of evaluating qualification shall be selected from the options mentioned in ITT 35.4]*<br><br>The similarity of the contracts shall be based on the following: [*Based on Section VII, Scope of Works, specify the minimum key requirements in terms of physical size, complexity, construction method, technology and/or other characteristics including part of the requirements that may* | Form EXP 4.2(a) | |

| 1 | 2 | 3 | *4* | *5* |
|---|---|---|---|---|
| **Item No.** | **Qualification Subject** | **Qualification Requirement** | ***Document To be Completed by Tenderer*** | ***For Procuring Entity's Use (Qualification met or Not Met)*** |
| | | *be met by specialized subcontractors, if permitted in accordance with ITT 34.3]* | | |

*PRELIMINARY/MANDATORY EVALUATION CRITERIA*

| No. | Mandatory Requirements | Yes/No |
|---|---|---|
| 1. | Attach a copy of certificate of incorporation/ certificate of business name registration | |
| 2. | A copy of current Valid single business permit | |
| 3. | Copy of a valid Tax compliance certificate. (To be verified through TCC Checker) | |
| 4. | Attach a copy of current registration certificate and Practicing Licenses with National Construction Authority (NCA) 6 or higher for Building Works ( To be Verified Through NCA portal) | |
| 5. | Attach a copy of current CR12/ 13 for the last 6 months | |
| 6. | Attach a copy of valid AGPO certificate under women)-VERIFIABLE | |
| 7. | Filled signed and stamped Tender-Securing Declaration form | |
| 8. | Duly filled, signed and stamped form of tender prepared on **contractor's letterhead clearly showing the Tenderer's complete name and business address.** | |
| 9. | Duly filled, signed and stamped Certificate of Independent Tender Determination Form. | |
| 10. | Duly filled, signed and stamped Self Declaration Form SD2. | |
| 11. | Duly filled, signed and stamped Declaration and Commitment to the code of ethics Form. | |
| 12. | Attach valid DOSH certification evidence for ongoing or complete projects (payment receipts will be admissible) | |
| 13. | The written confirmation of authorization to sign on behalf of the Tenderer shall consist of: **Written Power of Attorney for the person(s) duly authorized to bind the tenderer certified by commissioner of Oath.** | |
| 14. | Written declaration letter signed and stamped by an attorney/commissioner for oaths that the firm/person/tenderer is not debarred from participating in procurement proceedings Form SD 1. | |
| 15. | Tender document MUST be sequentially **Paginated/serialized/ Numbered on each page including all the attachments.** | |
| 16. | One (1) **ORIGINAL copy** properly bound and One (1) COPY of the original document and **MUST** be paginated/pages be sequentially numbered. | |

***Note: Bidders not meeting mandatory requirements shall not proceed to technical evaluation***

## TECHNICAL EVALUATION

## DETAILED TECHNICAL EXAMINATION

Award of marks for the Technical Evaluation will be as follows: -

| | | TECHNICAL EVALUATION | | MARKS |
|---|---|---|---|---|
| 1) | **Technical staff** | **The director/partner (10 MARKS)**<br>Should possess;<br>i. Degree in construction related field.**5marks**<br>ii. At least 8 years' experience in building works projects of similar magnitude **3 marks**<br>iii. Valid registration with relevant professional body such as Engineers Board of Kenya, Board of Registration of Architects and Quantity Surveyors or any other relevant professional body**-2 marks**<br>**Site Agent 10 MARKS)**<br>i. Degree in construction related field.-**5marks**<br>ii. Minimum 5 years' experience in supervision of building works-**3 marks**<br>iii. Registered and licensed by professional body such as engineers Board of Kenya, Board of Registration of Architects and Quantity Surveyors or any other relevant professional body-**2 marks**<br>**Site agent (8 MARKS**<br>i. Diploma in relevant construction related field-**4marks**<br>ii. Minimum 8 years' relevant experience-**4marks**<br>**Site agent (6 marks)**<br>i. Certificate in construction related field-**3marks.**<br>ii. Minimum 12 years' experience in construction projects of similar nature and magnitude-**3marks** | **FORM PER -1**<br>**And FORM PER-2:**<br>**provide the following for each proposed staff member:**<br>i. Updated Curriculum Vitae (CV) signed by the staff member.<br>ii. Copies of academic and professional certificates.<br>iii. Copies of valid licenses where applicable.<br>iv. Copies of registration certificates from relevant professional bodies where applicable.<br>v. Signed commitment letters from the proposed personnel confirming availability for the project or copy of employment contract. | 20 |
| 2) | Financial Capabilities | i. **Access to Credit Facility / Bank Support** – The bidder shall provide current and verifiable evidence of access to a credit facility, overdraft facility, bank guarantee, or bank support from a reputable financial institution. The letter must be certified, stamped, and signed by the issuing bank, and demonstrate the bid is in capacity to access Ksh. 50,000,000 and above. | Provide as required<br>Any of the requirement provided is **25 marks** | 25 |

| | | | | |
|---|---|---|---|---|
| 3) | Building work experience | The bidder shall demonstrate experience in successfully undertaking building construction works of similar nature, scope and complexity. The bidder must provide copies of signed contracts or order (lso), and respective practical completion certificates, Successfully completed (4) four or more similar building projects, each contract/lso to have a minimum of Ksh30,000,000 within the last five (5) years. | Form EXP -4.1 ***Attach, LSO, Contract agreement and corresponding Completion Certificates. (each LSO and corresponding practical Completion Certificate 5 marks)*** | 20 |
| 4) | Equipment | The bidder shall demonstrate possession or access (owned, leased, or hired) to adequate and suitable construction equipment key required equipment:<br>i. Concrete mixer<br>ii. Poker vibrator<br>iii. Plate compactor or roller compactor<br>iv. Water pump<br>v. Welding machine set<br>vi. Dump truck or tipper (for material transport)<br>vii. Scaffolding and formwork systems<br>viii. Measuring and surveying instruments (e.g., level, theodolite where applicable)<br>**24 marks-(3marks each)** | **Fill FORM EQU: EQUIPMENT in tender document**<br>**Provide as required:**<br>a) Logbooks (for owned equipment)<br>b) Lease or hire agreements (for rented equipment)<br>c) Photographs of equipment | 24 |
| 5) | Work methodology and work safety management | **Work Methodology** that should include clear timelines for each activity in the form of a Gantt chart and Work Breakdown Schedule indicating the number of calendar days to complete the works. **(7 marks)**<br>**Work safety management**<br>Proposal on workers' safety & accident prevention. **(4marks)** | **Provide as stated** | 11 |
| | | | **TOTAL MARKS 100**<br>***Successful bidder must score 80 marks in technical evaluation to proceed to financial evaluation.*** | 100 |

***NOTE: only bids which attain the pass mark of 80 of the technical requirements will be subjected to further evaluation.***

**FINANCIAL EVALUATION**

1. Award shall be to the lowest evaluated substantially responsive bidder. The amount indicated on the form of tender will be used for comparison.

2. For a bidder to be considered for award of a project, they **MUST** have attached the duly filled Priced BQ for the project.

3. Any errors in the submitted tender arising from a miscalculation of unit price, quantity, subtotal, and total bid price shall be considered as a major deviation that affects the substance of the tender.

***In the event of a tie in the tender sums, the tender with the highest technical score shall be awarded.***

## QUALIFICATION FORMS

### 1. FORM EQU: EQUIPMENT

The Tenderer shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key equipment listed in Section III, Evaluation and Qualification Criteria. A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Tenderer.

| Item of equipment | | |
|---|---|---|
| Equipment information | Name of manufacturer | Model and power rating |
| | Capacity | Year of manufacture |
| Current status | Current location | |
| | Details of current commitments | |
| Source | Indicate source of the equipment<br>☐ Owned ☐ Rented ☐ Leased ☐ Specially manufactured | |

Omit the following information for equipment owned by the Tenderer.

| Owner | Name of owner | |
|---|---|---|
| | Address of owner | |
| | Telephone | Contact name and title |
| | Fax | Telex |
| Agreements | Details of rental / lease / manufacture agreements specific to the project | |
| | | |
| | | |

## 2. FORM PER -1

**Contractor's Representative and Key Personnel Schedule**

Tenderers should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

**Contractor' Representative and Key Personnel**

| | | |
|---|---|---|
| **1.** | **Title of position: Contractor's Representative** | |
| | **Name of candidate:** | |
| | **Duration of appointment:** | [*insert the whole period (start and end dates) for which this position will be engaged*] |
| | **Time commitment: for this position:** | [*insert the number of days/week/months/ that has been scheduled for this position*] |
| | **Expected time schedule for this position:** | [*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] |
| **2.** | **Title of position:** *[_____]* | |
| | **Name of candidate:** | |
| | **Duration of appointment:** | [*insert the whole period (start and end dates) for which this position will be engaged*] |
| | **Time commitment: for this position:** | [*insert the number of days/week/months/ that has been scheduled for this position*] |
| | **Expected time schedule for this position:** | [*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] |
| **3.** | **Title of position:** *[_____]* | |
| | **Name of candidate:** | |
| | **Duration of appointment:** | [*insert the whole period (start and end dates) for which this position will be engaged*] |
| | **Time commitment: for this position:** | [*insert the number of days/week/months/ that has been scheduled for this position*] |
| | **Expected time schedule for this position:** | [*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] |
| **4.** | **Title of position:** *[_____]* | |
| | **Name of candidate:** | |
| | **Duration of appointment:** | [*insert the whole period (start and end dates) for which this position will be engaged*] |
| | **Time commitment: for this position:** | [*insert the number of days/week/months/ that has been scheduled for this position*] |
| | **Expected time schedule for this position:** | [*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] |
| **5.** | **Title of position:** *[insert title]* | |
| | **Name of candidate** | |
| | **Duration of appointment:** | [*insert the whole period (start and end dates) for which this position will be engaged*] |
| | **Time commitment: for this position:** | [*insert the number of days/week/months/ that has been scheduled for this position*] |
| | **Expected time schedule for this position:** | [*insert the expected time schedule for this position (e.g. attach high level Gantt chart*] |

## 3. FORM PER-2:

Resume and Declaration - Contractor's Representative and Key Personnel.

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

| **Name of Tenderer** |
|---|
| |

| Position [*#1*]: [*title of position from Form PER-1*] | | |
|---|---|---|
| Personnel information | Name: | Date of birth: |
| | Address: | E-mail: |
| | | |
| | Professional qualifications: | |
| | Academic qualifications: | |
| | Language proficiency: *[language and levels of speaking, reading and writing skills]* | |
| Details | | |
| | Address of Procuring Entity: | |
| | Telephone: | Contact (manager / personnel officer): |
| | Fax: | |
| | Job title: | Years with present Procuring Entity: |

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

| **Project** | **Role** | **Duration of involvement** | **Relevant experience** |
|---|---|---|---|
| *[main project details]* | *[role and responsibilities on the project]* | *[time in role]* | *[describe the experience relevant to this position]* |
| | | | |
| | | | |
| | | | |

## Declaration

I, the undersigned *[insert either "Contractor's Representative" or "Key Personnel" as applicable]*, certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Tender:

| **Commitment** | **Details** |
|---|---|
| Commitment to duration of contract: | *[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]* |
| Time commitment: | *[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]* |

I understand that any misrepresentation or omission in this Form may:

a) be taken into consideration during Tender evaluation;
b) result in my disqualification from participating in the Tender;
c) result in my dismissal from the contract.

Name of Contractor's Representative or Key Personnel: [*insert name*]

Signature: _____

Date:(day month year):_____Countersignature

of authorized representative of the Tenderer:

Signature:_____Date:(daymonth

year):_____

## 4. TENDERER'S QUALIFICATION WITHOUT PRE-QUALIFICATION

To establish its qualifications to perform the contract in accordance with Section III, Evaluation and Qualification Criteria the Tenderer shall provide the information requested in the corresponding Information Sheets included hereunder.

### 4.1 FORM ELI -1.1

Tenderer Information Form
Date: _____

ITT No. and title: _____

| |
|---|
| Tenderer's name |
| In case of Joint Venture (JV), name of each member: |
| Tenderer's actual or intended country of registration:<br>*[indicate country of Constitution]* |
| Tenderer's actual or intended year of incorporation: |
| Tenderer's legal address [in country of registration]: |
| Tenderer's authorized representative information<br>Name: _____<br>Address: _____<br>Telephone/Fax numbers: _____<br>E-mail address: _____ |
| 1. Attached are copies of original documents of<br>☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITT 3.6<br>☐ In case of JV, letter of intent to form JV or JV agreement, in accordance with ITT 3.5<br>☐ In case of state-owned enterprise or institution, in accordance with ITT 3.8, documents establishing:<br>• Legal and financial autonomy<br>• Operation under commercial law<br>• Establishing that the Tenderer is not under the supervision of the Procuring Entity<br>2. Included are the organizational chart and a list of Board of Directors. |

**4.2 FORM ELI -1.2**

Tenderer's JV Information Form
(to be completed for each member of Tenderer's JV)
Date: _____

ITT No. and title: _____

| |
|---|
| Tenderer's JV name: |
| JV member's name: |
| JV member's country of registration: |
| JV member's year of constitution: |
| JV member's legal address in country of constitution: |
| JV member's authorized representative information<br>Name: _____<br>Address: _____<br>Telephone /Fax numbers: _____<br>E-mail address: _____ |
| 1. Attached are copies of original documents of<br>☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITT 3.6.<br>☐ In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Procuring Entity, in accordance with ITT 3.8.<br><br>2. Included are the organizational chart and a list of Board of Directors. |

## 4.3 FORM CON – 2

Historical Contract Non-Performance, Pending Litigation and Litigation History

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

| Non-Performed Contracts in accordance with Section III, Evaluation and Qualification Criteria | | | |
|---|---|---|---|
| ☐ Contract non-performance did not occur since 1st January *[insert year]* specified in Section III, Evaluation and Qualification Criteria, Sub-Factor 2.1.<br><br>☐ Contract(s) not performed since 1st January *[insert year]* specified in Section III, Evaluation and Qualification Criteria, requirement 2.1 | | | |
| **Year** | **Non- performed portion of contract** | **Contract Identification** | **Total Contract Amount (current value, currency, exchange rate and Kenya Shilling equivalent)** |
| *[insert year]* | *[insert amount and percentage]* | Contract Identification: *[indicate complete contract name/ number, and any other identification]*<br>Name of Procuring Entity: *[insert full name]*<br>Address of Procuring Entity: *[insert street/city/country]*<br>Reason(s) for nonperformance: *[indicate main reason(s)]* | *[insert amount]* |
| Pending Litigation, in accordance with Section III, Evaluation and Qualification Criteria | | | |
| ☐ No pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3.<br>☐ Pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3 as indicated below. | | | |

| **Year of dispute** | **Amount in dispute (currency)** | **Contract Identification** | **Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)** |
|---|---|---|---|
| | | Contract Identification: _____<br>Name of Procuring Entity: _____<br>Address of Procuring Entity: _____<br>Matter in dispute: _____<br>Party who initiated the dispute:<br>Status of dispute: _____ | |
| | | Contract Identification:<br>Name of Procuring Entity:<br>Address of Procuring Entity:<br>Matter in dispute:<br>Party who initiated the dispute:<br>Status of dispute: | |
| Litigation History in accordance with Section III, Evaluation and Qualification Criteria | | | |
| ☐ No Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4.<br>☐ Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4 as indicated below. | | | |

| Year of award | Outcome as percentage of Net Worth | Contract Identification | Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate) |
|---|---|---|---|
| *[insert year]* | *[insert percentage]* | Contract Identification: [indicate complete contract name, number, and any other identification]<br>Name of Procuring Entity: *[insert full name]*<br>Address of Procuring Entity: *[insert street/city/country]*<br>Matter in dispute: *[indicate main issues in dispute]*<br>Party who initiated the dispute: *[indicate "Procuring Entity" or "Contractor"]*<br>Reason(s) for Litigation and award decision *[indicate main reason(s)]* | *[insert amount]* |

### 4.4 FORM FIN – 3.1:

**Financial Situation and Performance**

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

#### 4.4.1. Financial Data

| **Type of Financial information in_____ (currency)** | **Historic information for previous _____ *years*, (amount in currency, currency, exchange rate*, USD equivalent)** | | | | |
|---|---|---|---|---|---|
| | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** |
| Statement of Financial Position (Information from Balance Sheet) | | | | | |
| Total Assets (TA) | | | | | |
| Total Liabilities (TL) | | | | | |
| Total Equity/Net Worth (NW) | | | | | |
| Current Assets (CA) | | | | | |
| Current Liabilities (CL) | | | | | |
| Working Capital (WC) | | | | | |
| Information from Income Statement | | | | | |
| Total Revenue (TR) | | | | | |

| **Type of Financial information in_____ (currency)** | **Historic information for previous _____ *years,* (amount in currency, currency, exchange rate*, USD equivalent)** | | | | |
|---|---|---|---|---|---|
| | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** |
| Profits Before Taxes (PBT) | | | | | |
| Cash Flow Information | | | | | |
| Cash Flow from Operating Activities | | | | | |

*Refer to ITT 15 for the exchange rate

### 4.4.2 Sources of Finance

Specify sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

| **No.** | **Source of finance** | **Amount (Kenya Shilling equivalent)** |
|---|---|---|
| 1 | | |
| 2 | | |
| 3 | | |

### 4.4.3 Financial documents

The Tenderer and its parties shall provide copies of financial statements for _____ years pursuant Section III, Evaluation and Qualifications Criteria, Sub-factor 3.1. The financial statements shall:

**(a) reflect the financial situation of the Tenderer or in case of JV member, and not an affiliated entity (such as parent company or group member).**

(b) be independently audited or certified in accordance with local legislation.

(c) be complete, including all notes to the financial statements.

**(d) correspond to accounting periods already completed and audited.**

☐ Attached are copies of financial statements***1*** for the _____ years required above; and complying with the requirements

## 4.5 FORM FIN – 3.2:

**Average Annual Construction Turnover**

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

| | Annual turnover data (construction only) | | |
|---|---|---|---|
| **Year** | **Amount Currency** | **Exchange rate** | **Kenya Shilling equivalent** |
| *[indicate year]* | *[insert amount and indicate currency]* | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Average Annual Construction Turnover * | | | |

* See Section III, Evaluation and Qualification Criteria, Sub-Factor 3.2.

## 4.6 FORM FIN – 3.3:

**Financial Resources**

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as specified in Section III, Evaluation and Qualification Criteria

| **Financial Resources** | | |
|---|---|---|
| **No.** | **Source of financing** | **Amount (Kenya Shilling equivalent)** |
| 1 | | |
| 2 | | |
| 3 | | |
| | | |

**FORM FIN – 3.4:**

**Current Contract Commitments / Works in Progress**

Tenderers and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

| Current Contract Commitments | | | | | |
|---|---|---|---|---|---|
| | **Name of Contract** | **Procuring Entity's Contact Address, Tel,** | **Value of Outstanding Work [Current Kenya Shilling /Month Equivalent]** | **Estimated Completion Date** | **Average Monthly Invoicing Over Last Six Months [Kenya Shilling /month)]** |
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |
| | | | | | |

## 4.7 FORM EXP - 4.1

General Construction Experience

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

Page _____of _____pages

| Starting Year | Ending Year | Contract Identification | Role of Tenderer |
|---|---|---|---|
| | | Contract name: _____<br>Brief Description of the Works performed by the Tenderer: _____<br>Amount of contract: _____<br>Name of Procuring Entity: _____<br>Address: _____ | |
| | | Contract name: _____<br>Brief Description of the Works performed by the Tenderer: _____<br>Amount of contract: _____<br>Name of Procuring Entity: _____<br>Address: _____ | |
| | | Contract name: _____<br>Brief Description of the Works performed by the Tenderer: _____<br>Amount of contract: _____<br>Name of Procuring Entity: _____<br>Address: _____ | |

## 4.8 FORM EXP - 4.2(a)

**Specific Construction and Contract Management Experience**

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

| **Similar Contract No.** | **Information** | | | |
|---|---|---|---|---|
| Contract Identification | | | | |
| Award date | | | | |
| Completion date | | | | |
| Role in Contract | Prime Contractor ☐ | Member in JV ☐ | Management Contractor ☐ | Sub-contractor ☐ |
| Total Contract Amount | | | **Kenya Shilling** | |
| If member in a JV or sub-contractor, specify participation in total Contract amount | | | | |
| Procuring Entity's Name: | | | | |
| Address:<br>Telephone/fax number<br>E-mail: | | | | |

## 4.9 FORM EXP - 4.2 (a) (cont.)

**Specific Construction and Contract Management Experience (cont.)**

| **Similar Contract No.** | **Information** |
|---|---|
| Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III: | |
| 1. Amount | |
| 2. Physical size of required works items | |
| 3. Complexity | |
| 4. Methods/Technology | |
| 5. Construction rate for key activities | |
| 6. Other Characteristics | |

## 4.10 FORM EXP - 4.2(b)

Construction Experience in Key Activities

Tenderer's Name: _____
Date: _____
Tenderer's JV Member Name: _____
Sub-contractor's Name*2* (as per ITT 34): _____
ITT No. and title: _____

All Sub-contractors for key activities must complete the information in this form as per ITT 34 and Section III, Evaluation and Qualification Criteria, Sub-Factor 4.2.

1. Key Activity No One: _

_____

| | **Information** | | | |
|---|---|---|---|---|
| Contract Identification | | | | |
| Award date | | | | |
| Completion date | | | | |
| Role in Contract | Prime Contractor ☐ | Member in JV ☐ | Management Contractor ☐ | Sub-contractor ☐ |
| Total Contract Amount | | | **Kenya Shilling** | |
| Quantity (Volume, number or rate of production, as applicable) performed under the contract per year or part of the year | Total quantity in the contract (i) | | Percentage participation (ii) | Actual Quantity Performed (i) x (ii) |
| Year 1 | | | | |
| Year 2 | | | | |
| Year 3 | | | | |
| Year 4 | | | | |
| Procuring Entity's Name: | | | | |
| Address:<br>Telephone/fax number<br>E-mail: | | | | |

| | **Information** |
|---|---|
| Description of the key activities in accordance with Sub-Factor 4.2(b) of Section III: | |
| | |
| | |
| | |
| | |
| | |

2. Activity No. Two
3. ……

## OTHER FORMS

### 5. FORM OF TENDER
**(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)**

***INSTRUCTIONS TO TENDERERS***

*i) All italicized text is to help the Tenderer in preparing this form.*

*ii) The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address. Tenderers are reminded that this is a mandatory requirement.*

*iii) Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION FORMS OF THE TENDERER as listed under (s) below.*

**Date of this Tender submission**:.....*[insert date (as day, month and year) of Tender submission]* **Tender Name and Identification**:.....*[insert identification]* **Alternative No.**:.....*[insert identification No if this is a Tender for an alternative]*

To .....*[Insert complete name of Procuring Entity]*

Dear Sirs,

1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities for the execution of the above named Works, we, the undersigned offer to construct and complete the Works and remedy any defects therein for the sum of Kenya Shillings [*[Amount in figures]*_____Kenya Shillings *[amount in words]*_____.

   The above amount includes foreign currency amount (s) of [*state figure or a percentage and currency*] [figures]_____[words]_____.

   The percentage or amount quoted above does not include provisional sums, and only allows not more than two foreign currencies.

2. We undertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Project Manager's notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the Special Conditions of Contract.

3. We agree to adhere by this tender until_____*[Insert date],* and it shall remain binding upon us and may be accepted at any time before that date.

4. Unless and until a formal Agreement is prepared and executed this tender together with your written acceptance thereof, shall constitute a binding Contract between us. We further understand that you are not bound to accept the lowest or any tender you may receive.

5. We, the undersigned, further declare that:
   i) *No reservations:* We have examined and have no reservations to the tender document, including Addenda issued in accordance with ITT 28;
   ii) *Eligibility:* We meet the eligibility requirements and have no conflict of interest in accordance with ITT 3 and 4;
   iii) *Tender-Securing Declaration:* We have not been suspended nor declared ineligible by the Procuring Entity based on execution of a Tender-Securing or Proposal-Securing Declaration in the Procuring Entity's Country in accordance with ITT 19.8;
   *iv) Conformity:* We offer to execute in conformity with the tendering documents and in accordance with the implementation and completion specified in the construction schedule, the following Works: *[insert a brief description of the Works];*

*v)* *Tender Price:* The total price of our Tender, excluding any discounts offered in item 1 above is: *[Insert one of the options below as appropriate]*

vi Option 1, in case of one lot: Total price is: [*insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies]*; Or

Option 2, in case of multiple lots:

a) Total price of each lot [*insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies*]; and

b) Total price of all lots (sum of all lots) [*insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies*];

vii) *Discounts:* The discounts offered and the methodology for their application are:

viii) The discounts offered are: [*Specify in detail each discount offered.*]

ix) The exact method of calculations to determine the net price after application of discounts is shown below: [*Specify in detail the method that shall be used to apply the discounts*];

x) *Tender Validity Period:* Our Tender shall be valid for the period specified in TDS 18.1 (as amended, if applicable) from the date fixed for the Tender submission deadline specified in TDS 22.1 (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

xi) *Performance Security:* If our Tender is accepted, we commit to obtain a Performance Security in accordance with the Tendering document;

xii) *One Tender Per Tender:* We are not submitting any other Tender(s) as an individual Tender, and we are not participating in any other Tender(s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT 3.4, other than alternative Tenders submitted in accordance with ITT 13.3;

xiii) *Suspension and Debarment:* We, along with any of our subcontractors, suppliers, Project Manager, 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.

xiv) *State-owned enterprise or institution:* [*select the appropriate option and delete the other*] [*We are not a state-owned enterprise or institution*] / [*We are a state-owned enterprise or institution but meet the requirements of ITT 3.8*];

*xv)* *Commissions, gratuities, fees:* We have paid, or will pay the following commissions, gratuities, or fees with respect to the tender process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity]*.

| Name of Recipient | Address | Reason | Amount |
|---|---|---|---|
| | | | |
| | | | |
| | | | |

*(If none has been paid or is to be paid, indicate "none.")*

xvi) Binding Contract: We understand that this Tender, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;

xvii) Not Bound to Accept: We understand that you are not bound to accept the lowest evaluated cost Tender, the Most Advantageous Tender or any other Tender that you may receive;

xviii) Fraud and Corruption: 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;

xix) Collusive practices: We hereby certify and confirm that the tender 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 Tender Determination" attached below.

xx) We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from_____(*specify website*) during the procurement process and the execution of any resulting contract.

xxi) **Beneficial Ownership Information:** We commit to provide to the procuring entity the Beneficial Ownership Information in conformity with the Beneficial Ownership Disclosure Form upon receipt of notification of intention to enter into a contract in the event we are the successful tenderer in this subject procurement proceeding.

xxii) We, the Tenderer, have duly completed, signed and stamped the following Forms as part of our Tender:
- a) Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest.
- b) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.
- c) Self-Declaration of the Tenderer – to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
- d) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in **"Appendix 1- Fraud and Corruption**" attached to the Form of Tender.

**Name of the Tenderer:** *[*insert complete name of person signing the Tender*]

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

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

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

*above*] **Date signed** [*insert date of signing*] day of [*insert month*],[*insert year*]

Date signed_____day of_____, _____

***Notes***
** In the case of the Tender submitted by joint venture specify the name of the Joint Venture as Tenderer*
*** Person signing the Tender shall have the power of attorney given by the Tenderer to be attached with the Tender.*

## A. TENDERER'S ELIGIBILITY- CONFIDENTIAL BUSINESS QUESTIONNAIRE

**Instruction to Tenderer**

Tender is instructed to complete the particulars required in this Form, *one form for each entity if Tender is a JV.* Tenderer is further reminded that it is an offence to give false information on this Form.

(a) **Tenderer's details**

| | **ITEM** | **DESCRIPTION** |
|---|---|---|
| 1 | Name of the Procuring Entity | |
| 2 | Reference Number of the Tender | |
| 3 | Date and Time of Tender Opening | |
| 4 | Name of the Tenderer | |
| 5 | Full Address and Contact Details of the Tenderer. | 1. Country<br>2. City<br>3. Location<br>4. Building<br>5. Floor<br>6. Postal Address<br>7. Name and email of contact person. |
| 6 | Current Trade License Registration Number and Expiring date | |
| 7 | Name, country and full address (*postal and physical addresses, email, and telephone number*) of Registering Body/Agency | |
| 8 | Description of Nature of Business | |
| 9 | Maximum value of business which the Tenderer handles. | |
| 10 | State if Tenders Company is listed in stock exchange, give name and full address (*postal and physical addresses, email, and telephone number*) of<br>state which stock exchange | |

**General and Specific Details**

**b) Sole Proprietor,** provide the following details.

Name in full_____Age_____Nationality_____Country of Origin_____Citizenship _____

**c) Partnership,** provide the following details.

| | Names of Partners | Nationality | Citizenship | % Shares owned |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

**d) Registered Company,** provide the following details.

i) Private or public Company_____

ii) State the nominal and issued capital of the Company_____

Nominal Kenya Shillings (Equivalent).....Issued

Kenya Shillings (Equivalent).....

iii) Give details of Directors as follows.

| | Names of Director | Nationality | Citizenship | % Shares owned |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

**(e) 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 | Tender has a relationship with another tenderer, directly or through common third parties, that puts it in a position to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering 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 tender. | | |
| 6 | Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Tender 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 Tender document or specifications of the Contract, and/or the Tender 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 tendering process and execution of the Contract. | | |

**f) 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)*

## B. CERTIFICATE OF INDEPENDENT TENDER DETERMINATION

I, the undersigned, in submitting the accompanying Letter of Tender to the_____[Name of Procuring Entity] for:_____[Name and number of tender] 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 Tender 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 Tender on behalf of the Tenderer;

4. For the purposes of this Certificate and the Tender, 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 Tender in response to this request for tenders;
   b) could potentially submit a tender in response to this request for tenders, 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 Tender 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 tenders, 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 tender; or
   d) the submission of a tender which does not meet the specifications of the request for Tenders; 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 Tender 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 tender 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].*

## C. ELF - DECLARATION FORMS

### FORM SD1

**SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENTAND ASSET DISPOSALACT 2015.**

I, ……., of Post Office Box ..... being a resident of …….. in the Republic of ..... do hereby make a statement as follows: -

**1.** THAT I am the Company Secretary/ Chief Executive/Managing Director/Principal Officer/Director of … .....*(insert name of the Company)* who is a Bidder in respect of Tender No. …….. for ……. *(insert tender title/description)* for ..... *(insert name of the Procuring entity)* and duly authorized and competent to make this statement.

**2.** THAT the aforesaid Bidder, its directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.

**3.** THAT what is deponed to hereinabove is true to the best of my knowledge, information and belief.

……. ……. ….....(Title)
(Signature) (Date)

Bidder Official Stamp

**FORM SD2**

## SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE

I, ……. of P. O. Box ..... being a resident of ……... in the Republic of ……. do hereby make a statement as follows: -

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of .....*(insert name of the Company)* who is a Bidder in respect of Tender No. .....for …….. *(insert tender title/description)* for .....*(insert name of the Procuring entity)* and duly authorized and competent to make this statement.

2. THAT the aforesaid Bidder, its servants and/or agents /subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of.....*(insert name of the Procuring entity)* which is the procuring entity.

3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of ..... (name of the procuring entity)

4. THAT the aforesaid Bidder will not engage /has not engaged in any corrosive practice with other bidders participating in the subject tender

5. THAT what is deponed to hereinabove is true to the best of my knowledge information andbelief.

…… ……..…… .....……

(Title) (Signature) (Date)

Bidder's Official Stamp

## DECLARATION AND COMMITMENT TO THE CODE OF ETHICS

I ……..……. (person) on behalf of *(Name of the Business/ Company/Firm*)..... declare that I have read and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the Code.

I do hereby commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement and Asset Disposal.

Name of Authorized signatory……..... Sign…….....

Position…….....…….....

Office address……. Telephone…….....…….

E-mail…….....….....…

Name of the Firm/Company…….....……

Date..... (Company Seal/ Rubber

Stamp where applicable)

Witness

Name ……..... Sign.....

Date……

## D. APPENDIX 1- FRAUD AND CORRUPTION

*(Appendix 1 shall not be modified)*

### 1. Purpose

**2.** The Government of Kenya's Anti-Corruption and Economic Crime laws and their sanction's policies and procedures, Public Procurement and Asset Disposal Act *(no. 33 of 2015)* and its Regulation, and any other Kenya's Acts or Regulations related to Fraud and Corruption, and similar offences, shall apply with respect to Public Procurement Processes and Contracts that are governed by the laws of Kenya.

### 3. Requirements

The Government of Kenya requires that all parties including Procuring Entities, Tenderers, (applicants/proposers), Consultants, Contractors and Suppliers; any Sub-contractors, Sub-consultants, Service providers or Suppliers; any Agents (whether declared or not); and any of their Personnel, involved and engaged in procurement under Kenya's Laws and Regulation, observe the highest standard of ethics during the procurement process, selection and contract execution of all contracts, and refrain from Fraud and Corruption and fully comply with Kenya's laws and Regulations as per paragraphs 1.1 above.

Kenya's public procurement and asset disposal act *(no. 33 of 2015)* under Section 66 describes rules to be followed and actions to be taken in dealing with Corrupt, Coercive, Obstructive, Collusive or Fraudulent practices, and Conflicts of Interest in procurement including consequences for offences committed. A few of the provisions noted below highlight Kenya's policy of no tolerance for such practices and behavior: -

1) a person to whom this Act applies shall not be involved in any corrupt, coercive, obstructive, collusive or fraudulent practice; or conflicts of interest in any procurement or asset disposal proceeding;
2) A person referred to under subsection (1) who contravenes the provisions of that sub-section commits an offence;
3) Without limiting the generality of the subsection (1) and (2), the person shall be: -
   a) disqualified from entering into a contract for a procurement or asset disposal proceeding; or
   b) if a contract has already been entered into with the person, the contract shall be voidable;
4) The voiding of a contract by the procuring entity under subsection (7) does not limit any legal remedy the procuring entity may have;
5) An employee or agent of the procuring entity or a member of the Board or committee of the procuring entity who has a conflict of interest with respect to a procurement: -
   a) shall not take part in the procurement proceedings;
   b) shall not, after a procurement contract has been entered into, take part in any decision relating to the procurement or contract; and

c) shall not be a subcontractor for the bidder to whom was awarded contract, or a member of the group of bidders to whom the contract was awarded, but the subcontractor appointed shall meet all the requirements of this Act.

6) An employee, agent or member described in subsection (1) who refrains from doing anything prohibited under that subsection, but for that subsection, would have been within his or her duties shall disclose the conflict of interest to the procuring entity;
7) If a person contravenes subsection (1) with respect to a conflict of interest described in subsection (5)(a) and the contract is awarded to the person or his relative or to another person in whom one of them had a direct or indirect pecuniary interest, the contract shall be terminated and all costs incurred by the public entity shall be made good by the awarding officer. Etc.

Incompliance with Kenya's laws, regulations and policies mentioned above, the Procuring Entity:

a) Defines broadly, for the purposes of the above provisions, the terms set forth below as follows:
   i) "Corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
   ii) "Fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;

iii) "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;

iv) "coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

v) "obstructive practice" is:

- deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede investigation by Public Procurement Regulatory Authority (PPRA) or any other appropriate authority appointed by Government of Kenya into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
- acts intended to materially impede the exercise of the PPRA's or the appointed authority's inspection and audit rights provided for under paragraph 2.3 e. below.

b) Defines more specifically, in accordance with the above procurement Act provisions set forth for fraudulent and collusive practices as follows:

"fraudulent practice" includes a misrepresentation of fact in order to influence a procurement or disposal process or the exercise of a contract to the detriment of the procuring entity or the tenderer or the contractor, and includes collusive practices amongst tenderers prior to or after tender submission designed to establish tender prices at artificial non-competitive levels and to deprive the procuring entity of the benefits of free and open competition.

c) Rejects a proposal for award[1] of a contract if PPRA determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;

d) Pursuant to the Kenya's above stated Acts and Regulations, may sanction or recommend to appropriate authority (ies) for sanctioning and debarment of a firm or individual, as applicable under the Acts and Regulations;

e) Requires that a clause be included in Tender documents and Request for Proposal documents requiring (i) Tenderers (applicants/proposers), Consultants, Contractors, and Suppliers, and their Sub-contractors, Sub-consultants, Service providers, Suppliers, Agents personnel, permit the PPRA or any other appropriate authority appointed by Government of Kenya to inspect[2] all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the PPRA or any other appropriate authority appointed by Government of Kenya; and

f) Pursuant to Section 62 of the above Act, requires Applicants/Tenderers to submit along with their Applications/Tenders/Proposals a "Self-Declaration Form" as included in the procurement document declaring that they and all parties involved in the procurement process and contract execution have not engaged/will not engage in any corrupt or fraudulent practices.

**FORM OF TENDER SECURITY-[Option 1–Demand Bank Guarantee ]**

**Beneficiary:**_____

**Request for Tenders No:**

_____

**Date:**_____

**TENDER GUARANTEE No.:**_____

**Guarantor:** _____

1. We have been informed that_____(here in after called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here in after called" the Tender") for the execution of_____ under Request for Tenders No. _____("the ITT").

2. Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.

3. At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of_____(_____) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:

(a) has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Applicant; or

b) having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension there to provided by the Applicant, (i) has failed to execute the contract agreement, or (ii) has failed to furnish the Performance.

4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) thirty days after the end of the Tender Validity Period.

5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

_____

*[signature(s)]*

**FORMAT OF TENDER SECURITY [Option 2–Insurance Guarantee]**

**TENDER GUARANTEE No.: _____**

1. Whereas …… [*Name of the tenderer]* (hereinafter called "the tenderer") has submitted its tender dated …… [*Date of submission of tender]* for the …… *[Name and/or description of the tender]* (hereinafter called "the Tender") for the execution of under Request for Tenders No._____("the ITT").

2. KNOW ALL PEOPLE by these presents that WE …… of …… [**Name of Insurance Company**] having our registered office at …… (hereinafter called "the Guarantor"), are bound unto …….. [*Name of Procuring Entity*] (hereinafter called "the Procuring Entity") in the sum of …… (Currency and guarantee amount) for which payment well and truly to be made to the said Procuring Entity, the Guarantor binds itself, its successors and assigns, jointly and severally, firmly by these presents.

   Sealed with the Common Seal of the said Guarantor this ___day of _____20 __.

3. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Applicant:

   a) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Principal; or

   b) having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to tenderers ("ITT") of the Procuring Entity's Tendering document.

   then the guarantee undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity's first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii)twenty-eight days after the end of the Tender Validity Period.

5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

| | |
|---|---|
| _____ | _____ |
| *[Date ]* | *[Signature of the Guarantor]* |
| _____ | _____ |
| *[Witness]* | *[Seal]* |

## TENDER-SECURING DECLARATION FORM

*[The Bidder shall complete this Form in accordance with the instructions indicated]*

Date..... *[insert date (as day, month and year) of Tender Submission]*
Tender No ..... ..... *[insert number of tendering processes]*
To:..... *[insert complete name of Purchaser]* I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Tender-Securing Declaration.

2. I/We accept that I/we will automatically be suspended from being eligible for tendering in any contract with the Purchaser for the period of time of [insert number of months or years] starting on [insert date], if we are in breach of our obligation(s) under the bid conditions, because we – (a) have withdrawn our tender during the period of tender validity specified by us in the Tendering Data Sheet; or (b) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to tenders.

3. I/We understand that this Tender Securing Declaration shall expire if we are not the successful Tenderer(s), upon the earlier of:
   a) our receipt of a copy of your notification of the name of the successful Tenderer; or
   b) thirty days after the expiration of our Tender.

4. I/We understand that if I am/we are/in a Joint Venture, the Tender Securing Declaration must be in the name of the Joint Venture that submits the bid, and the Joint Venture has not been legally constituted at the time of bidding, the Tender Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed ..... Capacity/ title (director

or partner or sole proprietor, etc.) …….…….....……. Name:

…..... Duly authorized to sign the bid

for and on behalf of: *[insert complete name of Tenderer]*

Dated on …….. day of ..... *[Insert date of signing]* Seal or stamp

## Appendix to Tender

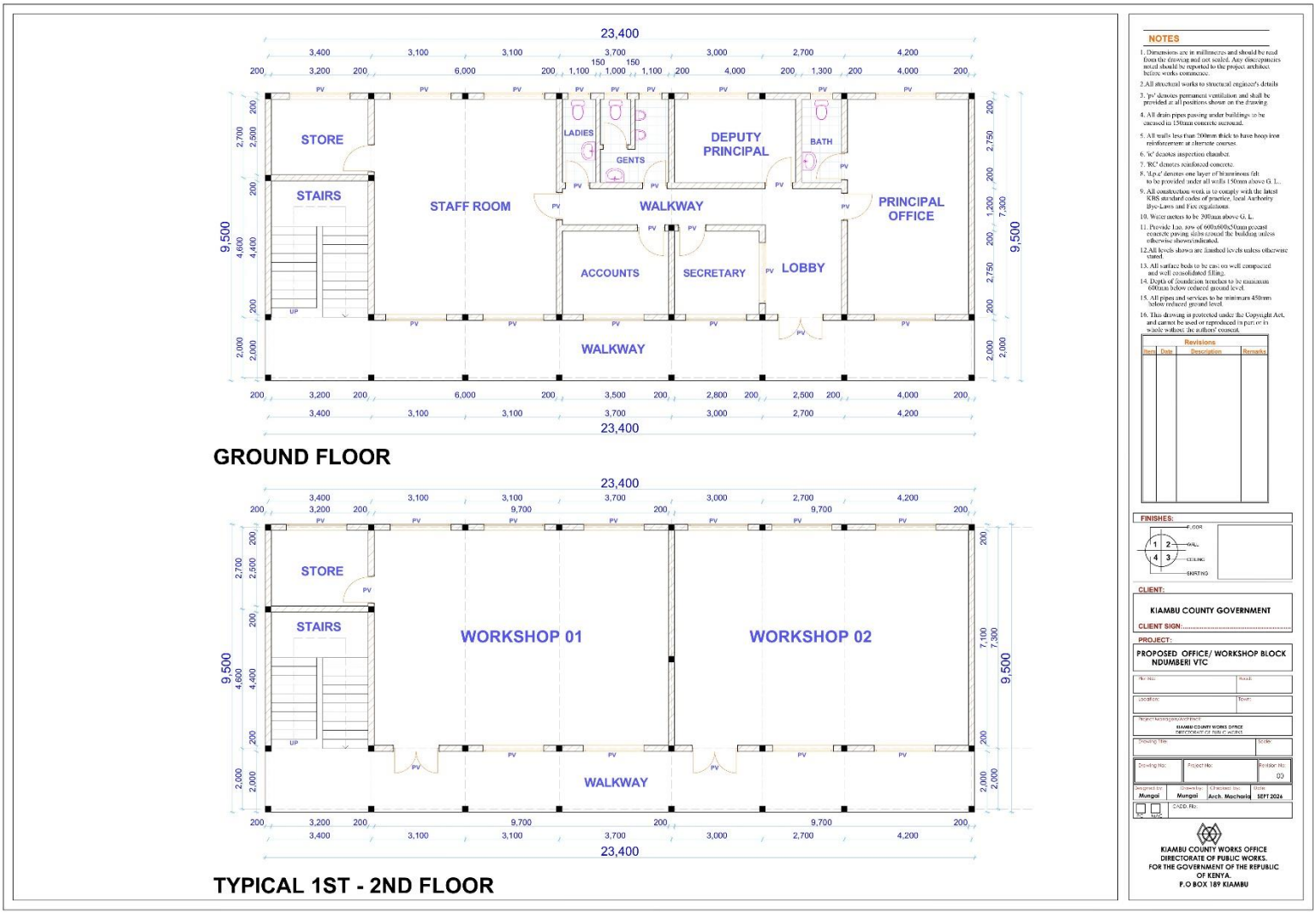
### Schedule of Currency requirements

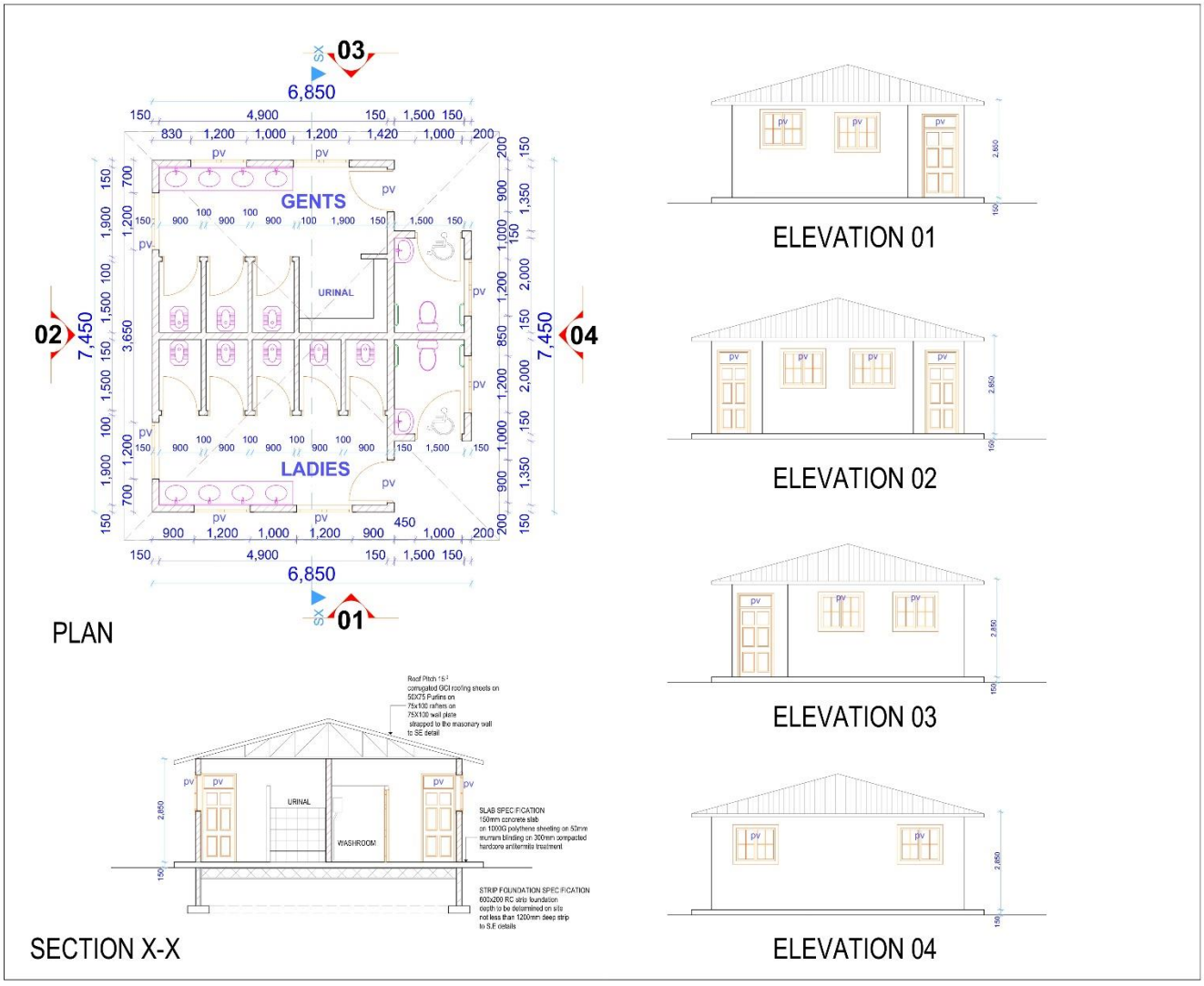
Summary of currencies of the Tender for_____*[insert name of Section of the Works]*

| ***Name of currency*** | ***Amounts payable*** |
|---|---|
| Local currency: _____ | |
| Foreign currency #1: _____ | |
| Foreign currency #2: _____ | |
| Foreign currency #3: _____ | |
| Provisional sums expressed in local currency _____ | [To be entered by the Procuring Entity] |

# PART II - WORK REQUIREMENTS

# SECTION V DRAWING






## NOTES

1. Dimensions are in millimetres and should be read from the drawing and not scaled. Any discrepancies noted should be reported to the project architect before works commence.
2. All structural works to structural engineer's details.
3. 'pv' denotes permanent ventilation and shall be provided at all positions shown on the drawing.
4. All drain pipes passing under buildings to be encased in 150mm concrete surround.
5. All walls less than 200mm thick to have hoop iron reinforcement at alternate courses.
6. 'ic' denotes inspection chamber.
7. 'RC' denotes reinforced concrete.
8. 'dpc' denotes one layer of bituminous felt to be provided under all walls 150mm above G. L.
9. All construction work is to comply with the latest KBS standard codes of practice, local Authority Bye-Laws and Fire regulations.
10. Water meters to be 300mm above G. L.
11. Provide 1no. row of 600x600x50mm precast concrete paving slabs around the building unless otherwise shown/indicated.
12. All levels shown are finished levels unless otherwise stated.
13. All surface beds to be cast on well compacted and well consolidated filling.
14. Depth of foundation trenches to be minimum 600mm below reduced ground level.
15. All pipes and services to be minimum 450mm below reduced ground level.
16. This drawing is protected under the Copyright Act, and cannot be used or reproduced in part or in whole without the authors' consent.

**Revisions**

| Item | Date | Description | Remarks |
|---|---|---|---|
| | | | |

**FINISHES:**

FLOOR
WALL
CEILING
SKIRTING

**CLIENT:**

NDUMBERI VOCATIONAL TRAINING CENTRE

**CLIENT SIGN:**.....

**PROJECT:**

PROPOSED TOILET BLOCK

| | |
|---|---|
| Plot No: | Road: |
| Location: | Town: |
| Project Manager/Architect: KIAMBU COUNTY WORKS OFFICE DIRECTORATE OF PUBLIC WORKS | |
| Drawing Title: | Scale: |
| Drawing No: | Project No: | Revision No: 00 |
| Designed by: Mungai | Drawn by: Mungai | Checked by: Arch. Macharia | Date: SEPT 2026 |
| PC VAC | CADD. File: | |

KIAMBU COUNTY WORKS OFFICE
DIRECTORATE OF PUBLIC WORKS.
FOR THE GOVERNMENT OF THE REPUBLIC OF KENYA.
P.O BOX 189 KIAMBU

## SECTION VII – BILLS OF QUANTITY

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| | **PARTICULAR** | |
| **A** | **PRELIMINARIES PRICING ITEMS OF** | |
| **B** | **PRELIMINARIES**<br>Prices **SHALL BE INSERTED** against items of "preliminaries" in the tenderer's priced<br>Bills of Quantities. 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.The contractor is advised to read and understand all preliminary items. | |
| **C** | **DESCRIPTION OF THE WORKS**<br>The works to be carried out under this contract involves works directed by the Pm and as described in the elements . | |
| **D** | **MEASUREMENTS**<br>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 22 of the Conditions of Contract. The discrepancies shall then be treated as a variation and be dealt with in accordance with Clause 22 of the said Conditions. | |
| | **LOCATION OF SITE**<br>The site is located within Kiambu County. 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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **CLEARING AWAY**<br>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. 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. | |
| B | **CLAIMS**<br>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 claim or intent to claim notice to the PROJECT MANAGER within the contract period. No claims shall be entertained upon the expiry of the said contract period. | |
| C | **PAYMENTS**<br>The tenderer's attention is drawn to the fact that the **GOVERNMENT SHALL NOT MAKE ADVANCE PAYMENTS** but pays for the work done and materials delivered to site:all in accordance with clause 23 of the Conditions of Contract Agreement ,in order to facilitate this,a list of general component elements for this works is given at the summary page of these specifications and the tender is required to break down his tender sum commensurate to the said elements. | |
| D | **PREVENTION OF ACCIDENT, DAMAGE OR LOSS**<br>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 instructed to take reasonable care in the execution of the works as to prevent accidents, damage or loss and disruption of normal activities being carried out by the Client. The Contractor shall allow in his rates any expense he deems necessary by taking such care within the site. | |
| | **Carried to Collection** | |
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| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **BID SECURITY**<br>The contractor shall provide a bid security duly signed, sealed and stamped from an approved Bank of required amount. | |
| B | **WORKING CONDITIONS**<br>The Contractor shall allow in his rates for any interference that he may encounter in the course of execution 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. | |
| C | **SIGNBOARD**<br>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. | |
| D | **LABOUR CAMPS**<br>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. | |
| E | **MATERIALS FROM DEMOLITIONS**<br>Any materials arising from demolitions and not re-used shall become the property of the government. The Contractor shall allow in his rates the cost of transporting the demolished materials to the Location as directed by the Project Manager. | |
| F | **PRICING RATES**<br>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. | |
| G | **SECURITY**<br>The Contractor shall allow for providing adequate security for the works and the workers in the course of execution of this contract. No claim will be entertained from the Contractor for not maintaining adequate security for both the works and workers. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **URGENCY OF THE WORKS**<br>The Contractor is notified that these "works are urgent" and should be completed within the period stated in these Particular Preliminaries.The Contractor shall allow in his rates for any costs he deems that he/she may incur by having to complete the works within the stipulated contract period. | |
| B | **PAYMENT FOR MATERIALS ON SITE**<br>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. | |
| C | **EXISTING SERVICES**<br>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. | |
| D | **TENDER DOCUMENTS**<br>Tender documents are as listed in Clause 2.1 of the Instruction to Tenderer's Page 7 | |
| E | **DELIVERY OF TENDER**<br>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.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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **PERFORMANCE BOND**<br>A bond of 5 % of the contract sum will be required. No payment on account for the works executed will be made to the contractor until he has submitted the Performance Bond to the Project Manager duly signed, sealed and stamped from an approved Bank. | |
| B | **PARTICULARS OF INSERTIONS TO BE MADE IN APPENDIX TO CONTRACT AGREEMENT**<br><br>The following are the insertions to be made in the appendix to the Contract Agreement<br><br>**Period of Final Measurement:60days**<br><br>**Defects Liability Period : 180days**<br><br>**Date for Possession : To be agreed with the Project Manager**<br><br>**Date for Completion : As per the contract**<br><br>**Liquidated and Ascertained Damages:As per the contract**<br><br>**Period of Interim Certificates:As per the contract**<br><br>**Period of Honouring Certificates:As per the contract**<br><br>**Percentage of Certified Value Retained:10%**<br><br>**Limit of Retention Fund:10%** | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| | **COLLECTION** | |
| | Brought forward from page PP/1 | |
| | Brought forward from page PP/2 | |
| | Brought forward from page PP/3 | |
| | Brought forward from page PP/4 | |
| | Brought forward from page PP/4 | |
| | **TOTAL FOR PARTICULAR PRELIMINARIES CARRIED TO GRAND SUMMARY** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| | **GENERAL PRELIMINARIES** | |
| **A** | **PRICING OF ITEMS OF PRELIMINARIES AND**<br><br>**PREAMBLES**<br><br>**Prices will be inserted against items of Preliminaries in the Contractor's priced Bills of Quantities and Specification.**<br>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. | |
| **B** | **ABBREVIATIONS**<br>Throughout these Bills, units of measurement and terms are abbreviated and shall be interpreted as follows:-<br>***C.M.*** Shall mean cubic metre<br><br>***S.M.*** Shall mean square metre<br><br>***MM*** Shall mean Millimetre<br><br>***Kg.*** Shall mean Kilogramme<br><br>***No.*** Shall mean Number<br><br>***Prs.*** Shall mean Pairs<br><br>***B.S.*** Shall mean the British Standard Specification Published by the British Standards Institution, 2 Park Street, London W.I., England. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| | ***Ditto*** Shall mean the whole of the preceding description except as qualified in the description in which it occurs.<br><br>***m.s.*** Shall mean measured separately.<br><br>***a.b.d*** Shall mean as before described. | |
| **A** | **EXCEPTION TO THE STANDARD METHOD OF MEASUREMENT**<br>***Attendance ;*** Clause B19(a) of the Standard Method of Measurement is deleted and the following clause is substituted:-<br>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. | |
| **B** | ***Fix Only:-***<br>"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. | |
| **C** | **EMPLOYER**<br>The "Employer" is the Procuring Department represented by the Chief Officer as Client User.<br>The term "Employer" and "County Government" wherever used in the contract document shall be synonymous | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **PROJECT MANAGER**<br><br>The term "P.M." wherever used in these Bills of Quantities shall be deemed to imply the Director County Public Works in the Directorate of Public Works whose address unless otherwise notified is County Works Office,P.O.Box 2344-00900,Kiambu as defined in Condition 1 of the Conditions of Contract or such person or persons as may be duly authorised to represent him on behalf of the Government. | |
| B | **ARCHITECT**<br>The term "Architect" shall be deemed to mean " County Architect." as defined above whose address unless otherwise notified is P.O. Box 2344-00900, Kiambu. | |
| C | **QUANTITY SURVEYOR**<br>The term "Quantity Surveyor" shall be deemed to mean "County Quantity Surveyor" as defined above whose address unless otherwise notified is P.O. Box 2344-00900, Kiambu. | |
| D | **ELECTRICAL**<br>The term "Electrical Engineer" shall be deemed to mean "County Electrical Engineer" as defined above whose address unless otherwise notified is P.O. Box 2344-00900, Kiambu. | |
| E | **MECHANICAL ENGINEER**<br>The term "Mechanical Engineer" shall be deemed to mean "County Mechanical Engineer." as defined above whose address unless otherwise notified is P.O. Box 189-00900, Kiambu. | |
| F | **STRUCTURAL/CIVIL ENGINEER**<br>The term "Structural/Civil Engineer" shall be deemed to mean "Structural/Civil Engineer." as defined above whose address unless otherwise notified is P.O. Box 2344-00900, Kiambu. | |
| G | **FORM OF CONTRACT**<br>The Form of Contract shall be as stipulated in the Republic of Kenya's Standard Tender Document for Procurement of Building Works(2006 Edition) included herein The Conditions of Contract are also included herein | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **BOND.**<br>The Contractor shall find and submit on the Form of Tender an **approved bank/Insurance Company** and who will be willing to be bound the Government in and 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. | |
| B | **PLANT, TOOLS AND VEHICLES**<br>Allow for providing all scaffolding, plant, tools and vehicles required for the worksexcept in so far as may be stated otherwise herein and except for such items specifically and 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. | |
| C | **TRANSPORT.**<br>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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **MATERIALS AND WORKMANSHIP.**<br>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 materialsto be obtained from overseas immediately after the Contract is signed and shall also order materials to be obtained from local sources as early as necessary to ensure that they are onsite when required for use in the works. The Bills of Quantities shall not be used for the purpose of ordering materials. | |
| B | **SIGN FOR MATERIALS SUPPLIED.**<br>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 | |
| C | **STORAGE OF MATERIALS**<br>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. | |
| D | **SECURITY OF WORKS ETC.**<br>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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **PUBLIC AND PRIVATE ROADS.**<br>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 | |
| B | **EXISTING PROPERTY.**<br>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 | |
| C | **VISIT SITE AND EXAMINE DRAWINGS.**<br>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. | |
| D | **ACCESS TO SITE AND TEMPORARY ROADS.**<br>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 | |
| E | **AREA TO BE OCCUPIED BY THE CONTRACTOR**<br>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 | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **SANITATION OF THE WORKS**<br>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 | |
| B | **SAMPLES**<br>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 theDirectorate of Public Works.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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| **A** | 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. 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 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.<br><br>No claim in respect of want of knowledge in this connection will be entertained. | |
| **B** | **SUPERVISION AND WORKING HOURS**<br>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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **OFFICE ETC. FOR THE PROJECT MANAGER**<br>The Contractor shall provide, erect and maintain where directed on site and afterwards dismantle the site office of the type noted in the Particular Preliminaries, 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. | |
| B | **WATER AND ELECTRICITY SUPPLY FOR THE WORKS**<br>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. | |
| C | **PROVISIONAL SUMS.**<br>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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **PRIME COST (OR P.C.) SUMS.**<br>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. | |
| B | **PROGRESS CHART.**<br>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. | |
| C | **TRAINING LEVY**<br>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. | |
| D | **MATERIALS ON SITE**<br>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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **ADJUSTMENT OF P.C. SUMS.**<br>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" (as previously described) following P.C. Sums shall be adjusted pro-rata to the physical extent of the work executed (not pro-rata to the amount paid) and this shall apply even though the Contractor's priced Bill shows a percentage in the rate column in respect of them. 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. | |
| B | **ADJUSTMENT OF PROVISIONAL SUMS.**<br>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 , 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. | |
| C | **NOMINATED SUB-CONTRACTORS**<br>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". | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **DIRECT CONTRACTS**<br>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. | |
| B | **ATTENDANCE UPON OTHER TRADESMEN, ETC.**<br>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. | |
| C | **INSURANCE**<br>The Contractor shall insure as required in Conditions No. 30 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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **PROVISIONAL WORK**<br>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. | |
| B | **ALTERATIONS TO BILLS, PRICING, ETC.**<br>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. | |
| C | **BLASTING OPERATIONS**<br>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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **MATERIALS ARISING FROM EXCAVATIONS**<br>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. | |
| B | **PROTECTION OF THE WORKS.**<br>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. | |
| C | **REMOVAL OF RUBBISH ETC.**<br>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. | |
| D | **WORKS TO BE DELIVERED UP CLEAN**<br>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 | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| A | **GENERAL SPECIFICATION.**<br>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 and 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. | |
| B | **HOARDING**<br>The Contractor shall enclose the site or part of the works under construction with a hoarding 2400 mm high consisting of iron sheets on 100 x 50 mm timber posts firmly secured at 1800 mm centres with two 75 x 50 mm timber rails for a total length of approximately three hundred meters. The Contractor is in addition required to take all precautions necessary for the safe custody of the works,materials, plant, public and Employer's property on the site. | |
| C | **PROJECT MANAGEMENT EXPENSES** | |
| i. | Provide a Provisional Sum of Kenya Shillings One Hundred Thousand (Kshs 100,000/=) only for Project Manager's Stationery and Office Equipment. | |
| ii | Provide a Provisional Sum of Kenya Shillings Two Hundred Thousand only (Kshs 200,000/=) only for Project Manager's Allowances and Expenses | |
| ii | Provide a Provisional Sum of Kenya Shillings One Hundred Thousand only (Kshs 100,000/=) only for CIT Members Allowances and Expenses | |
| iv | Provide a Provisional Sum of Kenya Shillings Fifty Thousand (Kshs 50,000/=) only for Airtime | |
| | Provide a Provisional Sum of Kenya Shillings One Hundred Thousand (Kshs 100,000/=) only for Training and Continous Prefossional Development. | |
| | Allow for Contractor's overheads, taxes and profits for above (… ....)% | |
| D | **CONTRACTOR'S SUPERINTENDENCE/SITE AGENT**<br>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. | |
| | **Carried to Collection** | |

| ITEM | DESCRIPTION | AMOUNT |
|---|---|---|
| | **COLLECTION** | |
| | **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** | |
| | **Brought Forward From Page GP/11** | |
| | **Brought Forward From Page GP/12** | |
| | **Brought Forward From Page GP/13** | |
| | **Brought Forward From Page GP/14** | |
| | **Brought Forward From Page GP/15** | |
| | **TOTAL FOR GENERAL PRELIMINARIES CARRIED TO GRAND SUMMARY** | **-** |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **BILL NO.3: TUITION BLOCK** | | | | |
| | **GROUND FLOOR** | | | | |
| | **ELEMENT NO. 1:SUBSTRUCTURE (ALL PROVISIONAL)** | | | | |
| A | **Site Preparations** | | | | |
| | Allow for Incidental Demolitions of existing works as directed by the PM. | 1 | Sum | | |
| B | Clear site of all bushes, shrubs and undergrowth, grub up roots and and dispose all the arisings as directed by the Architect | 268 | Sm | | |
| C | Excavate oversite to remove vegetable soil average 200mm thick and load up, wheel and cart away from site as directed | 268 | Sm | | |
| | **Excavations and Earthworks** | | | | |
| D | Mechanical excavation to reduce levels,depth not exceeding 1.5m, starting from stripped level; Spread and compact on site to Levels. | 121 | Cm | | |
| E | Excavate foundation trench commencing from reduced level and not exceeding 1.50m deep. | 76 | Cm | | |
| F | Ditto but column bases | 90 | Cm | | |
| G | Extra over all excavations for excavating all classes of rock occuring at any depth | 4 | Cm | | |
| H | Return fill and ram selected imported murram material around foundations. | 88 | Cm | | |
| J | Load, wheel and landscape surplus excavated materials where directed | 77 | Cm | | |
| K | Hardcore filling<br>Hardcore fill under floor beds, hand packed and compacted in 150mm layers, average thickness | 78 | Cm | | |
| L | 50mm thick quarry dust to surfaces of hardcore | 222 | Sm | | |
| M | Antitermite treatment<br>Chemical antitermite treatment | 222 | Sm | | |
| N | DPM<br>1000 gauge DPM | 222 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | Plain concrete (1:3:6) - Class C15/20 | | | | |
| A | 50mm binding to column bases | 60 | Sm | | |
| B | Ditto to strip foundations | 50 | Sm | | |
| | Vibrated Reinforced Concrete 1:1.5:3, as described in:- | | | | |
| C | Strip Foundations | 10 | Cm | | |
| D | Ground beam | 4 | Cm | | |
| E | Column bases | 26 | Cm | | |
| E | Sub-columns | 2 | Cm | | |
| G | 150mm thick surface bed | 222 | Sm | | |
| | Fabric reinforcement to B.S. 4483 | | | | |
| H | Fabric Mesh ref:142 in ground slab | 222 | Sm | | |
| | Ribbed mild steel reinforcement | | | | |
| J | Asorted 8-20mm diameter bars | 4,202 | Kg | | |
| | Sawn formwork | | | | |
| K | Sides of strip foundations | 34 | Sm | | |
| L | Ground beams | 40 | Sm | | |
| M | Column Bases | 66 | Sm | | |
| N | Sub-columns | 34 | Sm | | |
| P | Edge of ground floor slab 75 - 150mm high | 66 | Lm | | |
| | Sub-walling walling | | | | |
| Q | Natural coursed obtained from an approved quarry | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | 200mm thick wall in foundations | 169 | Sm | | |
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Plinth** | | | | |
| | 12mm Cement and sand (1:3) render on stone or concrete work | | | | |
| A | Concrete or masonry walling plinths | 20 | Sm | | |
| | Prepare and apply two coats black bituminous paint to:- | | | | |
| B | Rendered concrete or stone surfaces | 20 | Sm | | |
| | **Paving slabs** | | | | |
| C | Supply and lay rows of pre-cast concrete slabs size 600 x 600mm 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 | 46 | Sm | | |
| | **Carried to Collection** | | | | - |
| | **COLLECTION: SUBSTRUCTURE WORKS** | | | | |
| | Brought forward from page 1 | | | | - |
| | Brought forward from page 2 | | | | - |

| | | | | | |
|---|---|---|---|---|---|
| | Brought forward from page 3 above | | | | - |
| | **TOTAL FOR SUBSTRUCTURE CARRIED TO SUMMARY.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 2 : R.C. SUPERSTRUCTURE** | | | | |
| | **Concrete work** | | | | |
| | **Reinforced vibrated in-situ concrete; class 25/20 (1:1.5:3 mix) using ordinary portland cement in:** | | | | |
| A | Columns | 5 | Cm | | |
| B | Beam | 15 | Cm | | |
| C | Staircases | 3 | Cm | | |
| D | 150mm staircase landings | 5 | Sm | | |
| E | Suspended slab; 150mm thick | 208 | Sm | | |
| | **Reinforcement-** (Provisional) | | | | |
| | **Reinforcement to BS 4449:1997 , Grade 460B high strength type 2 Ribbed bars with proof stress of 460 N/mm2; Including all necessary cutting, bending fixing and provision of spacer blocks and stools to S.E's detail** | | | | |
| F | Asorted 8-20mm diameter bars | 8,194 | Kg | | |
| | **Wrought formwork to provide a fair face finish** | | | | |
| G | Sides of columns | 76 | Sm | | |
| H | Soffits of suspended slab | 208 | Sm | | |
| J | Sides and soffits of beam | 159 | Sm | | |
| K | Edges of suspended slab:75mm to 150mm | 81 | Lm | | |

| | | | | | |
|---|---|---|---|---|---|
| L | Soffits of horizontal suspended staircase landing | 5 | Sm | | |
| M | Soffits of sloping slabs of staircase | 11 | Sm | | |
| N | 150mm girth to risers | 32 | Lm | | |
| P | Edges of staircase string : 300mm wide extreme | 14 | Lm | | |
| | **TOTAL FOR REINFORCED CONCRETE FRAME CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 3: WALLING** | | | | |
| | **External walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| A | 200mm thick wall | 110 | Sm | | |
| | **Internal walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| B | 200mm thick wall | 122 | Sm | | |
| C | 150mm thick wall | 14 | Sm | | |
| | **B.S 743; type A; bitumen hessian base; 150 mm laps; under walls; including levelling bed with cement mortar (1:4)** | | | | |
| | 200mm wide bituminous felt damp proof course | 101 | Lm | | |

| | | | | | |
|---|---|---|---|---|---|
| D | 150mm wide bituminous felt damp proof course | 5 | Lm | | |
| E | | | | | |
| | **TOTAL FOR WALLING CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 05 : WINDOWS** | | | | |
| | *Window Cills* | | | | |
| A | 250 x 30 mm thick machine cut blue stone window cill with one curved edge including bedding and pointing in cement and sand mortar (1:3) mortar (zero joints) | 28 | Lm | | |
| | **Curtain Rods** | | | | |
| B | Supply and fix set of double curtain rods fixed to masonry with and including decorative fixing brackets complete with final ends; | 25 | Lm | | |
| | **Glazing** | | | | |
| | **4mm thick one way sheet glass and glazing with putty in steel frames: in panes** | | | | |
| C | Windows; pane size to Architect's details | 39 | Sm | | |
| | **4mm thick obscured glass and glazing** | | | | |
| D | Windows to washroom areas; pane size to Architect's details | 3 | Sm | | |
| | **STEEL CASEMENT WINDOWS** | | | | |
| | **Supply and fix the following purpose made mild steel casement windows complete with bronze handles, peg** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | **stays and other ironmongery; factory primed with red oxide primer including cutting and pining fixing lugs to concrete or masonry work jambs; bedding in cement and sand (1:3) mortar, pointing all round frames in mastic, easing, oiling and adjusting opening lights on completion** | | | | |
| E | 2000mm x1800mm overall height | 10 | No | | |
| F | 2000mm x 1500mm overall height | 1 | No | | |
| G | 850mm x 800mm overall height | 4 | No | | |
| | **Touch up primer, prepare and apply one undercoat and two finishing coats gloss paint on metal work** | | | | |
| H | General surfaces; windows | 83 | Sm | | |
| | **Windows carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 06: DOORS**<br>**WOODEN DOORS** | | | | |
| | **Wrot Prime Grade Mahogany seasoned to a moisture content not exceeding 5% to be sourced from an approved supplier. Frame to have guarantee against warping or shrinkage.** | | | | |
| A | 150x 50mm once rebated frame fixed with expanded foam onto plastered jambs | 51 | Lm | | |
| B | 150x50mm transome | 5 | Lm | | |
| C | 75x25mm decorative Architrave to Architect's details. | 51 | Lm | | |
| D | 25x25mm decorative Quadrant to Architect's details. | 51 | Lm | | |
| | **Steel Doors**<br>**Supply, assemble and fix the following purpose made (standard W20 medium duty section)steel casement doors finished in one Zinc Chrome primer, complete with opening accessories and permanent vents as detailed including cutting and 6mm thick glazing fixing lugs and pointing all round frames in mastic with 25 x 3mm steel flats burglarproofing at opening sashes only** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | **and full enamel decoration as necessary:-** | | | | |
| E | Single Leaf door overall size 900mm wide x 2700mm high | 1 | No | | |
| F | Double Leaf door overall size 1500mm wide x 2700mm high | 2 | No | | |
| | **Flush doors**<br>**Supply and fix the following 45mm thick standard flush doors : solid core ; faced on both sides with 6mm thick high quality plywood veneer : hardwood lipped all round; All as per the Architect's detailed schedule** | | | | |
| G | Single door;45 mm thick;800 mm wide x 2100 mm high | 4 | No | | |
| | **Panel Doors**<br>**Supply and Fix the following 50mm thick solid Mahogany PANEL DOOR with wenge laminate edgings/lippings all round; Panel sizes and details to architect's schedule.** | | | | |
| H | Solid Mahogany door overall size 900mm wide x 2400mm high in two equal leaves each | 5 | No | | |
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Fanlights** | | | | |
| A | Supply and fix 4mm thick glass and glazing with beads (m/s) in panes between 0.1 sm and 0.5sm. | 1 | Sm | | |
| | **Glazing bead; Mahogany** | | | | |
| B | 15 x 25mm glazing bead | 8 | Lm | | |
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |
| C | General surfaces of mild steel Door | 21 | Sm | | |
| | **Ironmongery**<br>**Supply and fix the following ironmongery as per "Union" or other equal and approved manufacturer complete with hand levers and fixing with matching screws** | | | | |
| D | 150mm Heavy Duty stainless steel finished double washer 90 degree hinges | 14 | Prs | | |
| E | Half moon brass finished rubber door stop plugged | 9 | No | | |
| | 5-lever mortice lock with handles- To Steel Doors | 3 | No | | |

| | | | | | |
|---|---|---|---|---|---|
| F | 3-lever mortice lock with handles | 5 | No | | |
| G | 2 Lever Bathroom lock complete with handles | 4 | No | | |
| H | **Painting and decorating** | | | | |
| | **One coat aluminium primer to timber surfaces before fixing:-** | | | | |
| | Surfaces between 200 and 300mm girth | 56 | Lm | | |
| J | Surfaces not exceeding 100mm girth | 103 | Lm | | |
| K | **Prepare surfaces and apply three coats matt polyurethane varnish; to** | | | | |
| | Surfaces between 200 and 300mm girth | 56 | Lm | | |
| L | Surfaces not exceeding 100mm girth | 103 | Lm | | |
| M | Timber doors surfaces | 34 | Sm | | |
| N | | | | | |
| | **Carried to Collection** | | | | - |
| | **COLLECTION: DOORS** | | | | |
| | From page 7 | | | | - |
| | From page 8 above | | | | - |
| | **Doors carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 5; STAIRCASE FINISHES** | | | | |
| | **Plaster; 9mm first coat of cement and sand(1:6); 3mm second coat of cement and lime putty (1:10); steel trowelled; internal** | | | | |
| A | 12mm thick to horizontal soffites of landing | 5 | Sm | | |
| B | 12mm thick to sloping soffites of staircase | 11 | Sm | | |
| C | 12mm thick plaster to open edges of staircase 300mm(ext). | 4 | Sm | | |
| | **Cement/sand (1:3) screed** | | | | |
| D | 30mm thick to receive Terrazzo (measured elsewhere) | 5 | Sm | | |
| E | 12mm thick to risers 150mm high | 32 | Lm | | |
| F | Ditto; 300mm tread | 30 | Lm | | |
| | **TERRAZZO FLOOR FINISH** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | **15mm Thick insitu terrazzo paving which chippings of colours approved by the Project Manager and to Project Manager's design and patterns on screeded bed (m.s.)** | | | | |
| G | Terrazzo landings | 5 | Sm | | |
| H | 300mm Wide x 15mm thick ditto, to treads; to profile, including 25mm nosing with treatment in carborundum to make non-slip. | 30 | Lm | | |
| J | 150mm High x 15mm thick terrazzo, to risers. | 32 | Lm | | |
| K | 100 x 20mm Thick terrazzo skirting. Generally. | 14 | Lm | | |
| L | **BALUSTRADING.**<br>900mm high Mild steel balustrading consisting of 50mmx 3mm diameter Mild steel top-rail and bottom rails, 20mmx3mm diameter Mild steel balusters smooth welded to posts at 200mm centres vertically and 40mmx 3mm Mild steel posts at every two alternating steps including setting into concrete and making good.; handrail projecting 250mm beyond end of balusters. Including all mounting accesories as detailed. | 7 | Lm | | |
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |
| A | General surfaces of mild steel Balustranding | 13 | Sm | | |
| | **Prepare and apply three coats of approved silk Vinyl paint as "Crown paints" or other equal and approved to plastered ;** | | | | |
| B | Soffits of landing ;internal | 5 | Sm | | |
| | Sloping soffits of stairs;internal | 11 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| C<br>D | Open strings; over 300mm high;internal | 4 | Sm | | |
| | **Carried to Collection** | | | | - |
| | **<u>COLLECTION: STAIRCASE</u>**<br><br>From page 9<br><br>From page 10 above | | | | - |
| | **Staircase Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|

| | | | | | |
|---|---|---|---|---|---|
| | **ELEMENT NO. 6; INTERNAL WALL FINISHES** | | | | |
| | *Internal wall finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| A | Concrete and masonry surfaces | 378 | Sm | | |
| | *Waterproofed cement and sand (1:4 ) backings etc* | | | | |
| B | 12mm render finished to receive ceramic wall tiles (measured separately) | 45 | Sm | | |
| | **Painting and Decorating** | | | | |
| | Prepare surfaces, skillfully skim all walls to approval, roller apply three coats emulsion paint as first quality "Crown" or equal and approved silk vinyl paint on following surfaces : of | | | | |
| C | Plastered concrete or masonry surfaces | 378 | Sm | | |
| | **Ceramic wall tiles** | | | | |
| | **Provide a Prime Cost rate of Ksh . /m2** | | | | |
| | Supply and fix Ceramic wall tiles or equal and approved : fixed with proprietary adhesive : jointed and pointed in matching coloured proprietary grouting : incorporating proprietary pvc spacers and expansion joint as necessary: Rate to include supply and fixing polished stainless steel proprietary corner strips all to Interior designers approval | | | | |
| D | Wall surfaces ; Approved size of Ceramic tile wall finish : | 45 | Sm | | |
| | **Internal Wall Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 7; FLOOR FINISHES** | | | | |
| | In-situ cement and sand (1:4) screeded beds, with wood floated finish, on concrete to receive ceramic tiles in: | | | | |
| A | 32 mm thick wood floated screed to receive non slip ceramic tiles (measured separately) | 140 | Sm | | |
| B | 25mm Thick screed with approved integral dust proofing additive; laid to falls and cross falls, wood float finished; to receive terrazzo finish (m.s). | 61 | Sm | | |
| | **Ceramic Floor Tiles** | | | | |
| | **Provide a Prime Cost rate of Ksh….. /m2** | | | | |
| | Supply and fix Ceramic Floor tiles or equal and approved : fixed with proprietary adhesive : jointed and pointed in matching coloured proprietary grouting : incorporating proprietary pvc spacers and expansion joint as necessary: Rate to include supply and fixing polished stainless steel proprietary corner strips all to designers approval | | | | |
| C | Approved tiles - sizes to Architect's selection- General Flooring | 140 | Sm | | |
| D | Ditto but 100 mm high skirting, lapping, edging and forming joints along the lengths; All to Architect's directions | 141 | Lm | | |
| | **Terrazzo Paving** | | | | |
| E | 15mm Thick insitu terrazzo paving which chippings of colours approved by the Project Manager and to Project Manager's design and patterns on screeded bed (m.s.) | 61 | Sm | | |
| F | 100 x 20mm Thick terrazzo skirting. Generally. | 63 | Lm | | |
| G | 32 x 3 mm Plastic dividing strips to Project Manager's design. | 139 | Lm | | |
| | **Floor Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 8; CEILING FINISHES** | | | | |
| | *Ceiling Finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| A | Soffits of concrete slab | 208 | Sm | | |
| | PAINTING AND DECORATING | | | | |
| | Prepare, skillfully skim with and including Altek or equal and approved plaster smoothener, prepare and apply One undercoat ; and roller apply; two coats "washable" solo first grade quality "Crown" matt emulsion paint or equal and approved to all exposed surfaces of ceiling | | | | |
| B | Horizontal Ceiling surfaces | 208 | Sm | | |
| | **Ceiling Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 9; EXTERNAL WALL FINISHES** | | | | |
| | **25mm cement/sand (1:4) render;on concrete or blockwork; externally;to** | | | | |
| A | Walls surfaces;vertical;externally | 128 | Sm | | |
| | **Prepare surfaces: Apply an undercoat and two finishing coats of silicon based weather resistant paint on wall and column surfaces or other equal and approved: on rendered wall;** | | | | |
| | **In approved Colour Code** | | | | |
| B | Walls surfaces;vertical;externally | 128 | Sm | | |
| | **External Wall Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **SUMMARY: GROUND FLOOR** | | | | |
| | SUBSTRUCTURE WORKS | | | | - |
| | REINFORCED CONCRETE FRAME | | | | - |
| | WALLING | | | | - |
| | WINDOWS | | | | - |
| | DOORS | | | | - |
| | STAIRCASE FINISHES | | | | - |
| | INTERNAL WALL FINISHES | | | | - |
| | FLOOR FINISHES | | | | - |
| | CEILING FINISHES | | | | - |
| | EXTERNAL WALL FINISHES | | | | - |
| | **TOTAL FOR GROUND FLOOR WORKS CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **FIRST FLOOR** | | | | |
| | **ELEMENT NO. 1 : R.C. SUPERSTRUCTURE** | | | | |
| | **Concrete work** | | | | |
| | **Reinforced vibrated in-situ concrete; class 25/20 (1:1.5:3 mix) using ordinary portland cement in:** | | | | |
| A | Columns | 5 | Cm | | |
| B | Beam | 15 | Cm | | |
| C | Staircases | 3 | Cm | | |
| D | 150mm staircase landings | 5 | Sm | | |
| E | Suspended slab; 150mm thick | 208 | Sm | | |
| | **Reinforcement-** (Provisional) | | | | |
| | **Reinforcement to BS 4449:1997 , Grade 460B high strength type 2 Ribbed bars with proof stress of 460 N/mm2; Including all necessary cutting, bending fixing and provision of spacer blocks and stools to S.E's detail** | | | | |
| F | Asorted 8-20mm diameter bars | 8,194 | Kg | | |
| | **Wrought formwork to provide a fair face finish** | | | | |
| G | Sides of columns | 76 | Sm | | |
| H | Soffits of suspended slab | 208 | Sm | | |
| J | Sides and soffits of beam | 159 | Sm | | |
| K | Edges of suspended slab:75mm to 150mm | 81 | Lm | | |
| L | Soffits of horizontal suspended staircase landing | 5 | Sm | | |
| M | Soffits of sloping slabs of staircase | 11 | Sm | | |
| N | 150mm girth to risers | 32 | Lm | | |
| P | Edges of staircase string : 300mm wide extreme | 14 | Lm | | |
| | **TOTAL FOR REINFORCED CONCRETE FRAME CARRIED** | | | | - |

| | | | |
|---|---|---|---|
| | **TO SUMMARY** | | |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 2: WALLING** | | | | |
| | **External walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| A | 200mm thick wall | 85 | Sm | | |
| | **Internal walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| B | 200mm thick wall | 46 | Sm | | |
| | **SAFETY RAILING** | | | | |
| C | 900mm high Mild steel balustrading consisting of 50mmx 3mm diameter Mild steel top-rail and bottom rails, 20mmx3mm diameter Mild steel balusters smooth welded to posts at 200mm centres vertically and 40mmx 3mm Mild steel posts at every two alternating steps including setting into concrete and making good.; handrail projecting 250mm beyond end of balusters. Including all mounting accesories as detailed. | 27 | Lm | | |
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| D | General surfaces of mild steel Balustranding | 49 | Sm | | |
| | **TOTAL FOR WALLING CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 03 : WINDOWS** | | | | |
| | *Window Cills* | | | | |
| A | 250 x 30 mm thick machine cut blue stone window cill with one curved edge including bedding and pointing in cement and sand mortar (1:3) mortar (zero joints) | 24 | Lm | | |
| | **Curtain Rods** | | | | |
| B | Supply and fix set of double curtain rods fixed to masonry with and including decorative fixing brackets complete with final ends; | 22 | Lm | | |
| | **Glazing** | | | | |
| | **4mm thick one way sheet glass and glazing with putty in steel frames: in panes** | | | | |
| C | Windows; pane size to Architect's details | 39 | Sm | | |
| | **4mm thick obscured glass and glazing** | | | | |
| D | Windows to washroom areas; pane size to Architect's details | - | Sm | | |
| | **STEEL CASEMENT WINDOWS** | | | | |
| | **Supply and fix the following purpose made mild steel casement windows complete with bronze handles, peg stays and other ironmongery; factory primed with red oxide primer including cutting and pining fixing lugs to concrete or masonry work jambs; bedding in cement and sand (1:3) mortar, pointing all round frames in mastic, easing, oiling and adjusting opening lights on completion** | | | | |
| | 2000mm x1800mm overall height | 10 | No | | |

| | | | | | |
|---|---|---|---|---|---|
| E | 2000mm x 1500mm overall height | 1 | No | | |
| F | **Touch up primer, prepare and apply one undercoat and two finishing coats gloss paint on metal work** | | | | |
| G | General surfaces; windows | 78 | Sm | | |
| | **Windows carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 04: DOORS** | | | | |
| | **Steel Doors** | | | | |
| | **Supply, assemble and fix the following purpose made (standard W20 medium duty section)steel casement doors finished in one Zinc Chrome primer, complete with opening accessories and permanent vents as detailed including cutting and 6mm thick glazing fixing lugs and pointing all round frames in mastic with 25 x 3mm steel flats burglarproofing at opening sashes only and full enamel decoration as necessary:-** | | | | |
| A | Double Leaf door overall size 1500mm wide x 2700mm high | 2 | No | | |
| B | Single Leaf door overall size 900mm wide x 2700mm high | 1 | No | | |
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |
| C | General surfaces of mild steel Door | 21 | Sm | | |
| | **4mm thick one way sheet glass and glazing with putty in steel frames: in panes** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| D | Doors; pane size to Architect's details | 2 | Sm | | |
| | **Doors carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 5; STAIRCASE FINISHES** | | | | |
| | **Plaster; 9mm first coat of cement and sand(1:6); 3mm second coat of cement and lime putty (1:10); steel trowelled; internal** | | | | |
| A | 12mm thick to horizontal soffites of landing | 5 | Sm | | |
| B | 12mm thick to sloping soffites of staircase | 11 | Sm | | |
| C | 12mm thick plaster to open edges of staircase 300mm(ext). | 4 | Sm | | |
| | **Cement/sand (1:3) screed** | | | | |
| D | 30mm thick to receive Terrazzo (measured elsewhere) | 5 | Sm | | |
| E | 12mm thick to risers 150mm high | 32 | Lm | | |
| F | Ditto; 300mm tread | 30 | Lm | | |
| | **TERRAZZO FLOOR FINISH** | | | | |
| | **15mm Thick insitu terrazzo paving which chippings of colours approved by the Project Manager and to Project Manager's design and patterns on screeded bed (m.s.)** | | | | |
| G | Terrazzo landings | 5 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| H | 300mm Wide x 15mm thick ditto, to treads; to profile, including 25mm nosing with treatment in carborundum to make non-slip. | 30 | Lm | | |
| J | 150mm High x 15mm thick terrazzo, to risers. | 32 | Lm | | |
| K | 100 x 20mm Thick terrazzo skirting. Generally. | 14 | Lm | | |
| L | **BALUSTRADING.** | | | | |
| | 900mm high Mild steel balustrading consisting of 50mmx 3mm diameter Mild steel top-rail and bottom rails, 20mmx3mm diameter Mild steel balusters smooth welded to posts at 200mm centres vertically and 40mmx 3mm Mild steel posts at every two alternating steps including setting into concrete and making good.; handrail projecting 250mm beyond end of balusters. Including all mounting accesories as detailed. | 7 | Lm | | |
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |
| A | General surfaces of mild steel Balustranding | 13 | Sm | | |
| | **Prepare and apply three coats of approved silk Vinyl paint as "Crown paints" or other equal and approved to plastered ;** | | | | |
| B | Soffits of landing ;internal | 5 | Sm | | |
| C | Sloping soffits of stairs;internal | 11 | Sm | | |
| D | Open strings; over 300mm high;internal | 4 | Sm | | |
| | **Carried to Collection** | | | | - |

| | | | | | |
|---|---|---|---|---|---|
| | **COLLECTION: STAIRCASE** | | | | |
| | From page 5 | | | | - |
| | From page 6 above | | | | - |
| | **Staircase Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 6; INTERNAL WALL FINISHES** | | | | |
| | *Internal wall finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| A | Concrete and masonry surfaces | 209 | Sm | | |
| | **Painting and Decorating** | | | | |
| | Prepare surfaces, skillfully skim all walls to approval, roller apply three coats emulsion paint as first quality "Crown" or equal and approved silk vinyl paint on following surfaces : of | | | | |

| | | | | | |
|---|---|---|---|---|---|
| B | Plastered concrete or masonry surfaces | 209 | Sm | | |
| | **Internal Wall Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 7; FLOOR FINISHES** | | | | |
| | In-situ cement and sand (1:4) screeded beds, with wood floated finish, on concrete to receive ceramic tiles in: | | | | |
| A | 25mm Thick screed with approved integral dust proofing additive; laid to falls and cross falls, wood float finished; to receive terrazzo finish (m.s). | 194 | Sm | | |
| | **Terrazzo Paving** | | | | |
| B | | 194 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| | 15mm Thick insitu terrazzo paving which chippings of colours approved by the Project Manager and to Project Manager's design and patterns on screeded bed (m.s.) | | | | |
| C | 100 x 20mm Thick terrazzo skirting. Generally. | 124 | L | | |
| D | 32 x 3 mm Plastic dividing strips to Project Manager's design. | 447 | m | | |
| | | | L | | |
| | | | m | | |
| | **Floor Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 8; CEILING FINISHES** | | | | |
| | *Ceiling Finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| A | Soffits of concrete slab | 208 | Sm | | |
| | PAINTING AND DECORATING | | | | |

| | | | | | |
|---|---|---|---|---|---|
| B | Prepare, skillfully skim with and including Altek or equal and approved plaster smoothener, prepare and apply One undercoat ; and roller apply; two coats "washable" solo first grade quality "Crown" matt emulsion paint or equal and approved to all exposed surfaces of ceiling<br><br>Horizontal Ceiling surfaces | 208 | Sm | | |
| | **Ceiling Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 9; EXTERNAL WALL FINISHES**<br><br>**25mm cement/sand (1:4) render;on concrete or blockwork; externally;to** | | | | |
| A | Walls surfaces;vertical;externally | 132 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| | **Prepare surfaces: Apply an undercoat and two finishing coats of silicon based weather resistant paint on wall and column surfaces or other equal and approved: on rendered wall;** | | | | |
| B | Walls surfaces;vertical;externally | 132 | Sm | | |
| | **External Wall Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **SUMMARY: FIRST FLOOR** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | REINFORCED CONCRETE FRAME | | | | - |
| | WALLING | | | | - |
| | WINDOWS | | | | - |
| | DOORS | | | | - |
| | STAIRCASE FINISHES | | | | - |
| | INTERNAL WALL FINISHES | | | | - |
| | FLOOR FINISHES | | | | - |
| | CEILING FINISHES | | | | - |
| | EXTERNAL WALL FINISHES | | | | - |
| | **TOTAL FOR FIRST FLOOR WORKS CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **SECOND FLOOR** | | | | |
| | **ELEMENT NO. 1 : R.C. SUPERSTRUCTURE** | | | | |
| | **Concrete work** | | | | |
| | **Reinforced vibrated in-situ concrete; class 25/20 (1:1.5:3 mix) using ordinary portland cement in:** | | | | |
| A | Columns | 5 | Cm | | |
| B | Ring Beam | 11 | Cm | | |
| | **Reinforcement-** (Provisional) | | | | |
| | **Reinforcement to BS 4449:1997 , Grade 460B high strength type 2 Ribbed bars with proof stress of 460 N/mm2; Including all necessary cutting, bending fixing and provision of spacer blocks and stools to S.E's detail** | | | | |
| C | Asorted 8-20mm diameter bars | 2,393 | Kg | | |
| | **Wrought formwork to provide a fair face finish** | | | | |
| D | Sides of columns | 76 | Sm | | |
| E | Sides and soffits of Ring beam | 130 | Sm | | |
| | **TOTAL FOR REINFORCED CONCRETE FRAME CARRIED** | | | | - |

| | | | |
|---|---|---|---|
| | **TO SUMMARY** | | |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 02 : ROOF CONSTRUCTION AND FINISHES** | | | | |
| | **Roof Coverings** | | | | |
| A | Gauge 28 Prepainted Galvanized Roofing Sheets of approved colour as "MRM Kenya" or other equal and approved, laid with 75mm laps on and on 75x 50mm pressure impregnated sawn cypress purlins at 600mm (maximum) (Ms)<br>Roofing not exceeding 45 degrees from horizontal | 300 | Sm | | |
| B | **Roofing accessories** | | | | |
| C | Ridge capping to match roofing : gauge 30 : 450mmm wide | 42 | Lm | | |
| | Ditto : valley lining : 570mm girth | - | Lm | | |
| D | The following in trusses fabricated and jointed to the Structural Engineer's details, including hoisting and placing in position approximately 10.00 metres above ground level<br>150 x 50mm rafter | 207 | Lm | | |
| E | 150x50mmt tie beam | 182 | Lm | | |
| F | Ditto but king post | 51 | Lm | | |
| G | 100 x 50mm tie or strut | 207 | Lm | | |
| H | Ditto wall plate fixed with and including 200mm long mild steel "J" bolts cast into concrete at 1500mm centres | 108 | Lm | | |
| J | 75 x 50mm purlins | 344 | Lm | | |
| | **RainWater Goods** | | | | |
| K | UPVC<br>110mm Diameter UPVC gutter fixed to fascia; including gutter clips, gutter ends and connectors. | 71 | Lm | | |
| L | Extra over ditto for gutter outlet | 4 | No | | |
| M | 75mm UPVC Downpipe fixed with plastic pipe clips. | 28 | LM | | |
| N | Extra over for shoes and socketed bends to details. | 8 | No | | |

| | | | | | |
|---|---|---|---|---|---|
| P | Wrot cypress, prime grade<br>150 x 25mm thick fascia board; Painted to approval | 71 | Lm | | |
| | **Roof Construction and Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 3: WALLING** | | | | |
| | **External walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| A | 200mm thick wall | 85 | Sm | | |
| | **Internal walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| B | 200mm thick wall | 46 | Sm | | |
| | **SAFETY RAILING** | | | | |
| C | 900mm high Mild steel balustrading consisting of 50mmx 3mm diameter Mild steel top-rail and bottom rails, 20mmx3mm diameter Mild steel balusters smooth welded to posts at 200mm centres vertically and 40mmx 3mm Mild steel posts at every two alternating steps including setting into concrete and making good.; handrail projecting 250mm beyond end of balusters. Including all mounting accesories as detailed. | 27 | Lm | | |
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| D | General surfaces of mild steel Balustranding | 49 | Sm | | |
| | **TOTAL FOR WALLING CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 04 : WINDOWS** | | | | |
| | *Window Cills* | | | | |
| A | 250 x 30 mm thick machine cut blue stone window cill with one curved edge including bedding and pointing in cement and sand mortar (1:3) mortar (zero joints) | 24 | Lm | | |
| | **Curtain Rods** | | | | |
| B | Supply and fix set of double curtain rods fixed to masonry with and including decorative fixing brackets complete with final ends; | 22 | Lm | | |
| | **Glazing** | | | | |
| | **4mm thick one way sheet glass and glazing with putty in steel frames: in panes** | | | | |
| C | Windows; pane size to Architect's details | 39 | Sm | | |
| | **4mm thick obscured glass and glazing** | | | | |
| D | Windows to washroom areas; pane size to Architect's details | - | Sm | | |
| | **STEEL CASEMENT WINDOWS** | | | | |
| | **Supply and fix the following purpose made mild steel casement windows complete with bronze handles, peg stays and other ironmongery; factory primed with red oxide primer including cutting and pining fixing lugs to concrete or masonry work jambs; bedding in cement and sand (1:3) mortar, pointing all round frames in mastic, easing, oiling and adjusting opening lights on completion** | | | | |
| | 2000mm x1800mm overall height | 10 | No | | |

| | | | | | |
|---|---|---|---|---|---|
| E | 2000mm x 1500mm overall height | 1 | No | | |
| F | **Touch up primer, prepare and apply one undercoat and two finishing coats gloss paint on metal work** | | | | |
| G | General surfaces; windows | 78 | Sm | | |
| | **Windows carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 05: DOORS** | | | | |
| | **Steel Doors** | | | | |
| | **Supply, assemble and fix the following purpose made (standard W20 medium duty section)steel casement doors finished in one Zinc Chrome primer, complete with opening accessories and permanent vents as detailed including cutting and 6mm thick glazing fixing lugs and pointing all round frames in mastic with 25 x 3mm steel flats burglarproofing at opening sashes only and full enamel decoration as necessary:-** | | | | |
| A | Double Leaf door overall size 1500mm wide x 2700mm high | 2 | No | | |
| B | Single Leaf door overall size 900mm wide x 2700mm high | 1 | No | | |
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |
| C | General surfaces of mild steel Door | 21 | Sm | | |
| | **4mm thick one way sheet glass and glazing with putty in steel frames: in panes** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| D | Doors; pane size to Architect's details | 2 | Sm | | |
| | **Doors carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 6; INTERNAL WALL FINISHES** | | | | |
| | *Internal wall finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| A | Concrete and masonry surfaces | 209 | Sm | | |
| | **Painting and Decorating** | | | | |
| | Prepare surfaces, skillfully skim all walls to approval, roller apply three coats emulsion paint as first quality "Crown" or equal and approved silk vinyl paint on following surfaces : of | | | | |

| | | | | | |
|---|---|---|---|---|---|
| B | Plastered concrete or masonry surfaces | 209 | Sm | | |
| | **Internal Wall Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 7; FLOOR FINISHES** | | | | |
| | In-situ cement and sand (1:4) screeded beds, with wood floated finish, on concrete to receive ceramic tiles in: | | | | |
| A | 25mm Thick screed with approved integral dust proofing additive; laid to falls and cross falls, wood float finished; to receive terrazzo finish (m.s). | 194 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| | **Terrazzo Paving** | | | | |
| B | 15mm Thick insitu terrazzo paving which chippings of colours approved by the Project Manager and to Project Manager's design and patterns on screeded bed (m.s.) | 194 | Sm | | |
| C | 100 x 20mm Thick terrazzo skirting. Generally. | 124 | L | | |
| D | 32 x 3 mm Plastic dividing strips to Project Manager's design. | 447 | m | | |
| | | | L | | |
| | | | m | | |
| | **Floor Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 8; CEILING FINISHES** | | | | |
| | **Suspended Plasterboard ceiling**<br>9mm Gyproc Wallboards; suspended gypsum ceiling: taped and filled joints: on and including Treated timber suspended brandering system at 600 mm centres both ways with brandering end trims as specified: including all cutting and trimming to light fittings, AC unit or other | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | equipments as required, (all quantities measured flat overall over light fittings): | | | | |
| A | Suspended ceiling fixed to roof trusses | 205 | Sm | | |
| B | Moulded Gypsum Ceiling 150mm wide | 147 | L m | | |
| | PAINTING AND DECORATING | | | | |
| | Prepare, skillfully skim with and including Altek or equal and approved plaster smoothener, prepare and apply One undercoat ; and roller apply; two coats "washable" solo first grade quality "Crown" matt emulsion paint or equal and approved to all exposed surfaces of ceiling | | | | |
| C | Horizontal Ceiling surfaces | 205 | Sm | | |
| D | Surfaces of Cornice 100-200mm girth | 147 | L m | | |
| | **Ceiling Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 9; EXTERNAL WALL FINISHES** | | | | |
| | **25mm cement/sand (1:4) render;on concrete or blockwork; externally;to** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | Walls surfaces;vertical;externally | 132 | Sm | | |
| A | **Prepare surfaces: Apply an undercoat and two finishing coats of silicon based weather resistant paint on wall and column surfaces or other equal and approved: on rendered wall;** | | | | |
| | Walls surfaces;vertical;externally | 132 | Sm | | |
| B | | | | | |
| | **External Wall Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|

| | | | | | |
|---|---|---|---|---|---|
| | **SUMMARY: SECOND FLOOR** | | | | |
| | REINFORCED CONCRETE FRAME | | | | - |
| | ROOF CONSTRUCTION AND FINISHES | | | | - |
| | WALLING | | | | - |
| | WINDOWS | | | | - |
| | DOORS | | | | - |
| | INTERNAL WALL FINISHES | | | | - |
| | FLOOR FINISHES | | | | - |
| | CEILING FINISHES | | | | - |
| | EXTERNAL WALL FINISHES | | | | - |
| | **TOTAL FOR SECOND FLOOR WORKS CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **SUMMARY: TUITION BLOCK** | | | | |
| 1.00 | GROUND FLOOR | | | | - |
| 2.00 | FIRST FLOOR | | | | - |
| 3.00 | SECOND FLOOR | | | | - |
| | **TOTAL FOR TUITION BLOCK CARRIED TO GRAND SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **BILL NO.4: ABLUTION BLOCK** | | | | |
| | **ELEMENT NO. 1:SUBSTRUCTURE (ALL PROVISIONAL)** | | | | |
| | **Site Preparations** | | | | |
| A | Clear site of all bushes, shrubs and undergrowth, grub up roots and and dispose all the arisings as directed by the Architect | 70 | Sm | | |
| B | Excavate oversite to remove vegetable soil average 200mm thick and load up, wheel and cart away from site as directed | 70 | Sm | | |
| | **Excavations and Earthworks** | | | | |
| C | Excavate foundation trench commencing from reduced level and not exceeding 1.50m deep. | 41 | Cm | | |
| D | Ditto but column bases | 30 | Cm | | |
| E | Extra over all excavations for excavating all classes of rock occuring at any depth | 2 | Cm | | |
| F | Return fill and ram selected imported murram material around foundations. | 45 | Cm | | |
| G | Load, wheel and landscape surplus excavated materials where directed | 26 | Cm | | |
| H | Hardcore filling<br>Hardcore fill under floor beds, hand packed and compacted in 150mm layers, average thickness | 15 | Cm | | |
| J | 50mm thick quarry dust to surfaces of hardcore | 51 | Sm | | |
| | Antitermite treatment | | | | |
| K | Chemical antitermite treatment | 51 | Sm | | |
| L | DPM<br>1000 gauge DPM | 51 | Sm | | |
| | Plain concrete (1:3:6) - Class C15/20 | | | | |
| M | 50mm binding to column bases | 20 | Sm | | |
| N | Ditto to strip foundations | 27 | Sm | | |
| | **Carried to** | | | | - |

| | Collection | | | | |
|---|---|---|---|---|---|

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | Vibrated Reinforced Concrete 1:1.5:3, as described in:- | | | | |
| A | Strip Foundations | 5 | Cm | | |
| B | Column bases | 6 | Cm | | |
| C | Sub-columns | 1 | Cm | | |
| D | 150mm thick surface bed | 51 | Sm | | |
| | Fabric reinforcement to B.S. 4483 | | | | |
| E | Fabric Mesh ref:142 in ground slab | 51 | Sm | | |
| | Ribbed mild steel reinforcement | | | | |
| F | Asorted 8-20mm diameter bars | 749 | Kg | | |
| | Sawn formwork | | | | |
| G | Sides of strip foundations | 18 | Sm | | |
| H | Column Bases | 16 | Sm | | |
| J | Sub-columns | 13 | Sm | | |
| K | Edge of ground floor slab 75 - 150mm high | 29 | Lm | | |
| | Sub-walling walling | | | | |
| | Natural coursed obtained from an approved quarry | | | | |
| L | 200mm thick wall in foundations | 54 | Sm | | |
| | **Plinth** | | | | |
| | 12mm Cement and sand (1:3) render on stone or concrete work | | | | |

| | | | | | |
|---|---|---|---|---|---|
| M | Concrete or masonry walling plinths | 9 | Sm | | |
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | Prepare and apply two coats black bituminous paint to:- | | | | |
| A | Rendered concrete or stone surfaces | 9 | Sm | | |
| | **Paving slabs** | | | | |
| B | Supply and lay rows of pre-cast concrete slabs size 600 x 600mm 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 | 19 | Sm | | |
| | **Carried to Collection** | | | | - |
| | **COLLECTION: SUBSTRUCTURE WORKS** | | | | |
| | Brought forward from page 1 | | | | - |

| | | | | | |
|---|---|---|---|---|---|
| | Brought forward from page 2 | | | | - |
| | Brought forward from page 3 above | | | | - |
| | **TOTAL FOR SUBSTRUCTURE CARRIED TO SUMMARY.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 2 : R.C. SUPERSTRUCTURE** | | | | |
| | **Concrete work** | | | | |
| | **Reinforced vibrated in-situ concrete; class 25/20 (1:1.5:3 mix) using ordinary portland cement in:** | | | | |
| A | Columns | 2 | Cm | | |
| B | Beam | 3 | Cm | | |
| C | Suspended slab; 150mm thick | 53 | Sm | | |
| | **Reinforcement-** (Provisional) | | | | |
| | **Reinforcement to BS 4449:1997 , Grade 460B high strength type 2 Ribbed bars with proof stress of 460 N/mm2; Including all necessary cutting, bending fixing and provision of spacer blocks and stools to S.E's detail** | | | | |
| D | Asorted 8-20mm diameter bars | 1,581 | Kg | | |
| | **Wrought formwork to provide a fair face finish** | | | | |
| E | Sides of columns | 26 | Sm | | |
| F | Soffits of suspended slab | 53 | Sm | | |
| G | Sides and soffits of beam | 36 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| H | Edges of suspended slab:75mm to 150mm | 29 | Lm | | |
| | **TOTAL FOR REINFORCED CONCRETE FRAME CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 3: WALLING** | | | | |
| | **External walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| A | 200mm thick external wall | 47 | Sm | | |
| B | 150mm thick parapet wall | 26 | Sm | | |
| | **Internal walling** | | | | |
| | **Approved local machine cut natural stone walling; bedded and jointed in cement and sand (1:4) mortar reinforced with 20 gauge x 25mm wide hoop iron in every alternate course** | | | | |
| C | 200mm thick wall | 27 | Sm | | |
| D | 150mm thick wall | 29 | Sm | | |
| | **B.S 743; type A; bitumen hessian base; 150 mm laps; under walls; including levelling bed with cement mortar (1:4)** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | 200mm wide bituminous felt damp proof course | 51 | Lm | | |
| E | 150mm wide bituminous felt damp proof course | 14 | Lm | | |
| F | **Precast concrete coping**<br><br>Precast concrete units : class 25/20 mm : vibrated : reinforced as necessary for handling : fair face finished on all exposed faces : bedded and pointed in cement mortar (1:3) | | | | |
| G | 300 x 75mm copping : weathered and throated to sides | 29 | Lm | | |
| | **TOTAL FOR WALLING CARRIED TO SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 04 : WINDOWS**<br>*Window Cills* | | | | |
| A | 250 x 30 mm thick machine cut blue stone window cill with one curved edge including bedding and pointing in cement and sand mortar (1:3) mortar (zero joints) | 11 | Lm | | |
| | **STEEL CASEMENT WINDOWS**<br><br>**Supply and fix the following purpose made mild steel casement windows complete with bronze handles, peg stays and other ironmongery; factory primed with red oxide primer including cutting and pining fixing lugs to concrete or masonry work jambs; bedding in cement and sand (1:3) mortar, pointing all round frames in mastic, easing, oiling and adjusting opening lights on completion** | | | | |
| B | 1200mm x 1200mm overall height | 8 | No | | |
| | **Glazing** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | **4mm thick obscured glass and glazing** | | | | |
| C | Windows to washroom areas; pane size to Architect's details | 12 | Sm | | |
| | **Touch up primer, prepare and apply one undercoat and two finishing coats gloss paint on metal work** | | | | |
| D | General surfaces; windows | 23 | Sm | | |
| | **Windows carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 05: DOORS**<br>**WOODEN DOORS** | | | | |
| | **Wrot Prime Grade Cypress seasoned to a moisture content not exceeding 5% to be sourced from an approved supplier. Frame to have guarantee against warping or shrinkage.** | | | | |
| A | 150x 50mm once rebated frame fixed with expanded foam onto plastered jambs | 40 | Lm | | |
| B | 75x25mm decorative Architrave to Architect's details. | 40 | Lm | | |
| | **Flush doors**<br>**Supply and fix the following 45mm thick standard flush doors : solid core ; faced on both sides with 6mm thick high quality plywood veneer : hardwood lipped all round; All as per the Architect's detailed schedule** | | | | |
| C | Single door;45 mm thick;800 mm wide x 2100 mm high | 8 | No | | |
| | **Painting and decorating**<br>**One coat aluminium primer to timber surfaces before fixing:-** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| D | Surfaces between 200 and 300mm girth | 40 | Lm | | |
| E | Surfaces not exceeding 100mm girth | 40 | Lm | | |
| | **Prepare surfaces and apply three coats matt polyurethane varnish; to** | | | | |
| F | Surfaces between 200 and 300mm girth | 40 | Lm | | |
| G | Surfaces not exceeding 100mm girth | 40 | Lm | | |
| H | Timber doors surfaces | 27 | Sm | | |
| | **Ironmongery** | | | | |
| | **Supply and fix the following ironmongery as per "Union" or other equal and approved manufacturer complete with hand levers and fixing with matching screws** | | | | |
| J | 150mm Heavy Duty stainless steel finished double washer 90 degree hinges | 12 | Prs | | |
| K | 2 Lever Bathroom lock complete with handles | 8 | No | | |
| L | Rubber door stop plugged | 8 | No | | |
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Steel Doors** | | | | |
| | **Supply, assemble and fix the following purpose made (standard W20 medium duty section)steel casement doors finished in one Zinc Chrome primer, complete with opening accessories and permanent vents as detailed including cutting and 6mm thick glazing fixing lugs and pointing all round frames in mastic with 25 x 3mm steel flats burglarproofing at opening sashes only** | | | | |
| | **and full enamel decoration as necessary:-** | | | | |
| A | Single Leaf door overall size 900mm wide x 2400mm high | 2 | No | | |
| B | Single Leaf door overall size 1100mm wide x 2400mm high | 2 | No | | |
| | **Prepare and apply one undercoat and two finishing coats gloss paint on** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| C | General surfaces of mild steel Door | 19 | Sm | | |
| | **Carried to Collection** | | | | - |
| | **COLLECTION: DOORS**<br><br>From page 7<br><br>From page 8 above | | | | - |
| | **Doors carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|

| | | | | | |
|---|---|---|---|---|---|
| | **ELEMENT NO. 5 FINISHES** | | | | |
| | *Internal wall finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| A | Concrete and masonry surfaces | 75 | Sm | | |
| | *Waterproofed cement and sand (1:4 ) backings etc* | | | | |
| B | 12mm render finished to receive ceramic wall tiles (measured separately) | 98 | Sm | | |
| | **Painting and Decorating** | | | | |
| | Prepare surfaces, skillfully skim all walls to approval, roller apply three coats emulsion paint as first quality "Crown" or equal and approved silk vinyl paint on following surfaces : of | | | | |
| C | Plastered concrete or masonry surfaces | 75 | Sm | | |
| | **Ceramic wall tiles** | | | | |
| | **Provide a Prime Cost rate of Ksh . /m2** | | | | |
| | Supply and fix Ceramic wall tiles or equal and approved : fixed with proprietary adhesive : jointed and pointed in matching coloured proprietary grouting : incorporating proprietary pvc spacers and expansion joint as necessary: Rate to include supply and fixing polished stainless steel proprietary corner strips all to Interior designers approval | | | | |
| D | Wall surfaces ; Approved size of Ceramic tile wall finish : | 98 | Sm | | |
| | **FLOOR FINISHES** | | | | |
| | In-situ cement and sand (1:4) screeded beds, with wood floated finish, on concrete to receive ceramic tiles in: | | | | |
| E | 32 mm thick wood floated screed to receive non slip ceramic tiles (measured separately) | 51 | Sm | | |
| | **Carried to Collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Ceramic Floor Tiles** | | | | |
| | **Provide a Prime Cost rate of Ksh….. /m2** | | | | |
| | Supply and fix Ceramic Floor tiles or equal and approved : fixed with proprietary adhesive : jointed and pointed in matching coloured proprietary grouting : incorporating proprietary pvc spacers and expansion joint as necessary: Rate to include supply and fixing polished stainless steel proprietary corner strips all to designers approval | | | | |
| A | Approved tiles - sizes to Architect's selection- General Flooring | 51 | Sm | | |
| B | Ditto but 100 mm high skirting, lapping, edging and forming joints along the lengths; All to Architect's directions | 29 | Lm | | |
| | **CEILING FINISHES** | | | | |
| | *Ceiling Finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| C | Soffits of concrete slab | 53 | Sm | | |
| | PAINTING AND DECORATING | | | | |
| | Prepare, skillfully skim with and including Altek or equal and approved plaster smoothener, prepare and apply One undercoat ; and roller apply; two coats "washable" solo first grade quality "Crown" matt emulsion paint or equal and approved to all exposed surfaces of ceiling | | | | |
| D | Horizontal Ceiling surfaces | 53 | Sm | | |
| | **EXTERNAL WALL FINISHES** | | | | |
| | **25mm cement/sand (1:4) render;on concrete or blockwork; externally;to** | | | | |
| E | Walls surfaces;vertical;externally | 112 | Sm | | |
| | **Carried to** | | | | - |

| | | | | | |
|---|---|---|---|---|---|
| | **Collection** | | | | |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Prepare surfaces: Apply an undercoat and two finishing coats of silicon based weather resistant paint on wall and column surfaces or other equal and approved: on rendered wall; In approved Colour Code** | | | | |
| A | Walls surfaces;vertical;externally | 112 | Sm | | |
| | **Waterproofing** | | | | |
| | Vandex or Xypex or other equal and approved waterproofing treatment to concrete surfaces applied strictly to manufacturer's | | | | |
| B | Waterproofing to concrete slab | 53 | Sm | | |
| C | Working waterproofing around 100mm diameter rainwater outlet (m.s) including dressing outlet; to approval | 2 | No | | |
| | **Light weight cement sand and pumice (1:3:7) roof screeds; on concrete;75mm thick average;to receive/protect waterproofing (m/s)** | | | | |
| D | 32mm thick ; Roof level;horizontal;external; to receive Waterproofing | 53 | Sm | | |
| E | Ditto but to protect waterproofing | 53 | Sm | | |
| F | 100mm Diameter fulbora outlet | 2 | No | | |
| | **Carried to Collection** | | | | - |
| | **COLLECTION: FINISHES** | | | | |
| | From Page 9 | | | | - |
| | From Page 10 | | | | - |

| | | | | | |
|---|---|---|---|---|---|
| | From Page 11 above | | | | - |
| | **Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 6 HANDWASH POINT- 2 NO.** | | | | |
| | **The following in low level Sinks worktop** | | | | |
| A | 150mm thick Machine Cut block walling bedded and jointed in cement and sand mortar mix 1:4 reinforced with 25x2mm hoop iron every course | 2 | Sm | | |
| | **Sawn formwork to:** | | | | |
| B | Soffites of Slopping suspended slab | 4 | Sm | | |
| C | Edges of slab 75 - 150 mm high | 8 | Lm | | |
| | **Reinforcement** | | | | |
| D | BRC mesh type A - 142 | 4 | Sm | | |
| | **Concrete** | | | | |
| E | 100 mm thick insitu reinforced concrete (1:2:4) worktop Slopping to details | 4 | Sm | | |
| | **Finishes Walls** | | | | |
| F | 12 mm thick cement and sand plaster 1:4; steel trowelled; Masonry walls. | 4 | Sm | | |
| | **Troughs** | | | | |
| | **Screed; cement and sand (1:4);wood floated; to receive floor finish(m/s); to concrete Worktop.** | | | | |
| G | 32mm thick;one coat bed;to receive tile Finish | 4 | Sm | | |
| | **TiLe Finish** | | | | |
| H | 300x200x6mm approved ceramic tiles; finished to approval | 4 | Sm | | |
| J | Ditto 100mm high Fascia | 8 | Lm | | |

| | | | | | |
|---|---|---|---|---|---|
| K | Ditto 300mm high Backsplash | 8 | Lm | | |
| | **Handwash Point carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **SUMMARY: ABLUTION BLOCK- BUILDERS WORKS** | | | | |
| | SUBSTRUCTURE | | | | - |
| | R.C. SUPERSTRUCTURE | | | | - |
| | WALLING | | | | - |
| | WINDOWS | | | | - |
| | DOORS | | | | - |
| | FINISHES | | | | - |
| | HANDWASH POINT | | | | - |
| | **TOTAL FOR ABLUTION BLOCK CARRIED TO GRAND SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **BILL NO. 03: PERIMETER WAL (All provisional)** | | | | |
| | **Site Preparations** | | | | |
| A | Clear Site of all Shrubs, Small Trees and Overgrowths | 400 | Sm | | |
| | **Excavations** | | | | |
| B | Excavate trenches for strip footing not exceeding 1.5m deep commencing at stripped level. | 186 | Cm | | |
| C | Ditto;column bases | 154 | Cm | | |
| D | Ditto but for Retaining Wall Bases | 90 | Cm | | |
| | **Disposal of excavated materials** | | | | |
| E | Load and Cart Away Excess excavated materials to approved dump site. | 208 | Cm | | |
| F | Return fill and compact selected excavated materials around foundations | 222 | Cm | | |
| | **Concrete work** | | | | |
| | **50mm thick mass concrete 1:3:6 class 15/20 in:** | | | | |
| G | Under strip footing | 155 | Sm | | |
| H | Under column bases | 128 | Sm | | |
| J | Under Retaining Wall Bases | 60 | Sm | | |
| | **Vibrated reinforced concrete: 1:1.5:3 mix;class 25/20 in;** | | | | |
| K | Strip footing | 31 | Cm | | |
| L | Column bases | 26 | Cm | | |
| M | Columns + Beams | 56 | Cm | | |
| N | Retaining wall Footing | 18 | Cm | | |
| P | 200mm thick RC wall | 100 | Sm | | |
| | **High yield square twisted rod reinforcement to BS 4461: (provisional)** | | | | |
| Q | Asorted bars 8-12mm | 13,968 | Kg | | |
| | **Formwork;to** | | | | |
| R | Columns bases; vertical sides | 284 | Sm | | |
| S | Strip footing ;vertical sides | 52 | Sm | | |
| T | Columns + Beams ;vertical sides | 505 | Sm | | |
| U | Sides of Retaining wall | 200 | Sm | | |
| | **Total carried to** | | | | - |

| | collection | | | | |
|---|---|---|---|---|---|

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Expansion joints; including all necessary formwork** | | | | |
| A | 25mm thick "STYROFOAM" (or other equal and approved joint filler) sandwiched between columns | 14 | Sm | | |
| B | 20 mm x 20 mm deep Mastic sealant or other equal and approved expansion joint filler | 68 | Lm | | |
| | **Approved Concrete Blocks walling bedded in cement and sand mortar (1:3) with minimum stone crushing strength of 7N/mm² and reinforced with hoop iron in every alternative course.** | | | | |
| C | 200mm thick substructure walling | 480 | Sm | | |
| | **Approved Concrete Blocks walling bedded in cement and sand mortar (1:3) with minimum stone crushing strength of 7N/mm² and reinforced with hoop iron in every alternative course.** | | | | |
| D | Superstructure boundary wall | 943 | Sm | | |
| | **Precast concrete coping** | | | | |
| E | 250mm x 50mm precast concrete coping weathered and throated both sides laid on masonry wall in cement and sand (1:4) mortar and fixing bars for every length of coping | 346 | Lm | | |
| F | Ditto but 250x350x50mm column caps | 158 | No | | |
| | **20mm Cement/sand (1:4) render: on concrete or blockwork: externally: to** | | | | |
| G | Wall and columns | 1,886 | Sm | | |
| | **Prepare and apply two finishing coats exterior quality Silicon based paint or other equal and approved exterior surface paint with County branded colour bands (3No) to:-** | | | | |
| | Plastered wall and concrete surfaces | 943 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| H<br><br>J | Extra Over Ditto for Branding Inclusive of County Logo Painting to details | 2 | No | | |
| | **Total carried to collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **COLLECTION: PERIMETER WALL** | | | | |
| | Brought forward from page 1 | | | | - |
| | Brought forward from page 2 | | | | - |
| | **TOTAL FOR PERIMETER WALL CARRIED TO GRAND SUMMARY** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **GATE HOUSES AND GATES** | | | | |
| | **ELEMENT 01: SUBSTRUCTURE WORKS "ALL PROVISIONAL"** | | | | |
| | *Site Preparations* | | | | |
| A | Clear site off bushes, scrubs undergrowth and the like including grubbing up their roots and burn the arising on site as directed. | 14 | SM | | |
| B | Excavate for column pits not exceeding 1.50 metres deep, starting from reduced levels | 5 | CM | | |
| C | Trenches to receive foundations; starting from reduced level; not exceeding 1.50 metres deep | 14 | Cm | | |
| D | Extra over for excavation in all classes of rock | 1 | Cm | | |
| | **Disposal** | | | | |
| E | Load, cart away and dispose to a site as approved by the local Authority. | 9 | Cm | | |
| F | Return, fill and ram selected excavated materials to sides of foundations | 11 | Cm | | |
| | **Earthwork support** | | | | |
| G | Sides of excavations; upholding by any means eg planking and strutting Including shoring where necessary. | 1 | Item | | |
| | **Disposal of water** | | | | |
| H | Keeping excavations free from all water including pumping and bailing | 1 | Item | | |
| | **Concrete Works** | | | | |
| | **Insitu mass concrete class 15 (20 mm aggregates):vibrated: to** | | | | |
| J | 50mm blinding under bases | 4 | Sm | | |
| K | Ditto; to foundation strip | 12 | Sm | | |
| | **Insitu concrete of Specified Class (20 mm aggregate): vibrated: reinforced** | | | | |
| L | Columns bases & Columns- **Class 25/20** | 2 | Cm | | |
| M | Strip Foundations- -Class 25/20 | 2 | Cm | | |
| N | 150mm thick ground floor slab-**Class 25/20** | 14 | Sm | | |
| | **Total carried to** | | | | - |

| | collection | | | | |
|---|---|---|---|---|---|

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Reinforcement-** (Provisional) | | | | |
| | **High Tensile Reinforcement Bars to B. S. 4461 including cutting, bending and all necessary spacer blocks:-** | | | | |
| A | Asorted bars 8-32 mm diameter | 395 | Kg | | |
| | **Sawn formwork as described to :-** | | | | |
| B | Sides of columns | 4 | Sm | | |
| C | Strip foundations; vertical sides. | 4 | Sm | | |
| D | Column bases; vertical sides. | 2 | Sm | | |
| E | To edges of slab 75-150mm Girth | 15 | Lm | | |
| | **Approved Concrete Blocks walling bedded in cement and sand mortar (1:3) with minimum stone crushing strength of 7N/mm² and reinforced with hoop iron in every alternative course.** | | | | |
| F | 200mm thick foundation walling | 19 | Sm | | |
| | **Filling** | | | | |
| G | **Hardcore or The Like** | | | | |
| | 300mm thick approved hardcore filling; well watered and compacted to 100% maximum dry density; in layers not exceeding 150mm thick all to Engineer's directions and satisfaction | 14 | Sm | | |
| H | 50 mm thick quarry dust or other equal and approved blinding material. | 14 | Sm | | |
| | **Mild Steel Reinforcement Bars to B. S. 4449 including cutting, bending and all necessary spacer blocks : (Provisional ) :-** | | | | |
| J | B. R. C. A142 mesh reinforcement to Engineers specification- ; measured net. | 14 | Sm | | |
| | **Damp Proof Membranes** | | | | |
| K | 500g polythene damp proof membrane with 300mm side and end laps ( measured nett allow for laps) | 14 | Sm | | |
| | **Anti-termite Treatment** | | | | |

| | | | | | |
|---|---|---|---|---|---|
| L | Aldrex 48: 0.50% solution. At the rate of 7 litres per square metre hardcore beds and tops of foundation walls | 14 | Sm | | |
| | **Total carried to collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|

| | | | | | |
|---|---|---|---|---|---|
| | **COLLECTION: SUBSTRUCTURE WORKS** | | | | |
| | From Page 1 | | | | - |
| | From Page 2 | | | | - |
| | **Substructure Works carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT 02: SUPERSTRUCTURE WORKS** | | | | |
| | **Insitu concrete of Specified Class (20 mm aggregate): vibrated: reinforced** | | | | |
| A | Columns- C25/20 | 1 | C | | |
| B | 150mm thick suspended slabs- C25/20 | 14 | m | | |
| C | Beams-C25/20 | 1 | Sm | | |
| | **Reinforcement-** (Provisional) | | C | | |
| | **High Tensile Reinforcement Bars to B. S. 4461 including cutting, bending and all necessary spacer blocks:-** | | m | | |
| D | Asorted bars 8-32 mm diameter | 398 | | | |
| | **Sawn formwork as described to :-** | | | | |
| E | Sides of columns | 9 | Kg | | |
| F | Soffits of suspended slabs | 14 | | | |
| G | Sides and soffits of beams | 16 | S | | |
| H | To edges of slab 75-150mm Girth | 15 | m | | |
| | **WALLING** | | S | | |
| | **Approved Concrete Blocks walling bedded in cement and sand mortar (1:3) with minimum stone crushing strength of 7N/mm² and reinforced with hoop iron in every alternative course.** | | m | | |
| | | | S | | |
| J | 200mm thick walls Extenal | 25 | m | | |
| K | Ditto but Internal | 12 | L | | |
| L | Ditto but Parapet Walling | 14 | m | | |
| | **B.S 743; type A; bitumen hessian base; 150 mm laps; under walls; including levelling bed with cement mortar (1:4)** | | | | |
| M | 200mm wide bituminous felt damp proof course | 18 | | | |
| | | | S | | |
| | | | m | | |
| | | | S | | |

| | | | | | |
|---|---|---|---|---|---|
| | | | m<br>S<br>m<br><br><br>Lm | | |
| | **Superstructure Works carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT No. 3: DOORS AND WINDOWS** | | | | |
| | **All Doors to Architect's Schedule and Specifications** | | | | |
| | **Steel Doors** | | | | |
| | **Supply, assemble and fix the following purpose made (standard W20 medium duty section)steel casement doors finished in one Zinc Chrome primer, complete with opening accessories and permanent vents as detailed including cutting and 6mm thick glazing fixing lugs and pointing all round frames in mastic with 25 x 3mm steel flats burglarproofing at opening sashes only** | | | | |
| | **and full enamel decoration as necessary:-** | | | | |
| A | Single leaf door size 900x2400mm high | 1 | No | | |
| | **Prepare surfaces and apply three coats of approved paint to mild steel metal surfaces; spray painted to** | | | | |
| B | **approval** Doors; both sides measured | 4 | Sm | | |
| | **WINDOWS** | | | | |
| | **Supply and fix the following purpose made mild steel casement windows with 25 mm thick "Z" section framing, for both openable and fixed panels and 25mmx3mm thick Moulded flat bars burglar proofing to the inside behind the 25 mm T - sections maximum spacing for both 250 - 350mm horizontal and 250 - 350mm vertically including all coupling mullions etc; and complete with bronze handles, peg stays and other ironmongery; factory primed with red oxide primer including cutting and pining fixing lugs to concrete or masonry work jambs; bedding in cement and sand (1:3) mortar, pointing all round frames in mastic, easing, oiling and adjusting opening lights on completion** | | | | |
| C | 1500mm x 1500mm overall height | 1 | No | | |
| D | 900mm x 1500mm overall height | 1 | No | | |
| | **Glazing** | | | | |
| | **4mm thick Clear sheet glass and glazing with putty in steel frames: in panes** | | | | |
| E | Windows; pane size to Architect's details | 4 | Sm | | |
| | **Prepare surfaces and apply three coats of approved paint to mild steel metal surfaces; to approval** | | | | |
| F | Surface of Windows Externally & Internally | 7 | Sm | | |

| | | | | | |
|---|---|---|---|---|---|
| | **Doors & Windows carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **ELEMENT NO. 4; FINISHES** | | | | |
| | *Internal wall finishes* | | | | |
| | *15mm (minimum) two coat lime plaster as described to* | | | | |
| A | Concrete and masonry surfaces | 36 | Sm | | |
| | *Waterproofed cement and sand (1:4 ) backings etc* | | | | |
| B | 12mm render finished to receive ceramic wall tiles (measured separately) | 8 | Sm | | |
| | **Painting and Decorating** | | | | |
| | Prepare surfaces, skillfully skim all walls to approval, roller apply three coats emulsion paint as first quality "Crown" or equal and approved silk vinyl paint on following surfaces : of | | | | |
| C | Plastered concrete or masonry surfaces | 36 | Sm | | |
| | **Ceramic wall tiles** | | | | |
| | Supply and fix ceramic wall tiles or equal and approved : | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | fixed with proprietary adhesive : jointed and pointed in matching coloured proprietary grouting : incorporating proprietary pvc spacers and expansion joint as necessary: Rate to include supply and fixing polished stainless steel proprietary corner strips all to Interior designers approval | | | | |
| D | Wall surfaces ; 300 x 200 mm Ceramic tile wall finish : | 8 | Sm | | |
| | **FLOOR FINISHES** | | | | |
| | **Beds or Backing** | | | | |
| | Cement and sand (1:4) backing 32mm thick : wood float finish to receive tiles | | | | |
| E | Supply and fix approved non-slip Ceramic floor tiles : | 11 | Sm | | |
| F | Approved tiles - sizes 400 x 400 mm or to Architect's selection- Wet areas Flooring | 11 | Sm | | |
| G | Ditto but100 mm high skirting, lapping, edging and forming joints along the lengths; All to Architect's directions | 23 | Lm | | |
| | **CEILING FINISHES** | | | | |
| | *15mm (minimum) two coat lime plaster as described to* Concrete masonry surfaces | | | | |
| H | | 11 | Sm | | |
| | **Total carried to collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|

| | | | | | |
|---|---|---|---|---|---|
| | Prepare, skillfully skim with and including Altek or equal and approved plaster smoothener, prepare and apply One undercoat ; and roller apply; two coats "washable" solo first grade quality "Crown" matt emulsion paint or equal and approved to all exposed surfaces of ceiling | | | | |
| A | Plastered Ceiling surfaces | 11 | Sm | | |
| | **EXTERNAL WALL FINISHES** | | | | |
| | **25mm cement/sand (1:4) render;on concrete or blockwork; externally;to** | | | | |
| B | Walls surfaces;vertical;externally | 59 | Sm | | |
| | Prepare and apply two finishing coats exterior quality acrylic paint or other equal and approved exterior surface paint with County branded colours to:- | | | | |
| C | Wall Surfaces: externally | 59 | Sm | | |
| | **Branding and Signage** | | | | |
| | ( NOTE: Contractors to ask for PM Specifications and Requirements of this Item) | | | | |
| D | Allow for Branding and Signage in Approved County Colours Inclusive of County Logo and Specified Writing. | 1 | No | | |
| E | 300 mm wide x 75 mm thick Coping; twice weathered; throated; reinforced as necessary for handling; bedding, jointing and pointing in cement mortar (1:4); | 15 | Lm | | |
| | **Waterproofing** | | | | |
| | Vandex or Xypex or other equal and approved waterproofing treatment to concrete surfaces applied strictly to manufacturer's | | | | |
| F | Waterproofing to concrete slab | 14 | Sm | | |
| G | Working waterproofing around 100mm diameter rainwater outlet (m.s) including dressing outlet; to approval | 2 | No | | |
| | **Light weight cement sand and pumice (1:3:7) roof screeds; on concrete;75mm thick average;to receive/protect waterproofing (m/s)** | | | | |
| H | 32mm thick ; Roof level;horizontal;external; to receive Waterproofing | 14 | Sm | | |
| J | Ditto but to protect waterproofing | 14 | Sm | | |
| | **Total carried to collection** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **COLLECTION: FINISHES** | | | | |
| | From Page 6 | | | | - |
| | From Page 7 | | | | - |
| | **Finishes carried to Section summary.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **SUMMARY: GATE HOUSE** | | | | |
| | SUBSTRUCTURES | | | | - |
| | SUPERSTRUCTURES | | | | - |
| | DOORS AND WINDOWS | | | | - |
| | FINISHES | | | | - |
| | **TOTAL FOR GATE HOUSE** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **MODERN GATE** | | | | |
| | **Site Preparation** | | | | |
| A | Demolish Existing Gate and Dispose off as Directeb by PM. | 1 | Sum | | |
| | **Excavations** | | | | |
| B | Excavate for column pits not exceeding 1.50 metres deep, starting from reduced levels | 24 | Cm | | |
| C | Trenches to receive foundations; starting from reduced level; not exceeding 1.50 metres deep | 5 | Cm | | |
| | **Disposal of excavated materials** | | | | |
| D | Load and Cart Away Excess excavated materials to approved dump site. | 9 | Cm | | |
| E | Return fill and compact selected excavated materials around foundations | 20 | Cm | | |
| | **Concrete work** | | | | |
| | **50mm thick mass concrete 1:3:6 class 15/20 in:** | | | | |
| F | Under strip footing | 4 | Sm | | |
| G | Under column bases | 16 | Sm | | |
| | **Vibrated reinforced concrete: 1:1.5:3 mix;class 25/20 in;** | | | | |
| H | Strip footing | 1 | C | | |
| J | Column bases | 6 | m | | |
| K | Columns; | 7 | C | | |
| L | Beams | 5 | m | | |
| | **High yield square twisted rod reinforcement to BS 4461: (provisional)** | | C | | |
| M | Asorted bars 8-16mm | 3,713 | m<br>C | | |
| | **Formwork;to** | | | | |
| N | Columns bases; vertical sides | 11 | m | | |
| P | Strip footing ;vertical sides | 3 | | | |
| Q | Columns;vertical sides | 48 | Kg | | |
| R | Beams; Soffits and sides | 24 | S | | |

| | | | | | |
|---|---|---|---|---|---|
| | | | m<br>S<br>m<br>S<br>m<br>S<br>m | | |
| | **Total carried to collection** | | | | **-** |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **Approved Quarry Stone walling bedded in cement and sand mortar (1:3) with minimum stone crushing strength of 7N/mm² and reinforced with hoop iron in every alternative course.** | | | | |
| A | 200mm thick substructure walling | 9 | Sm | | |
| | **20mm Cement/sand (1:4) render: on concrete or blockwork: externally: to** | | | | |
| B | Beams and columns | 72 | Sm | | |
| | **Prepare and apply two finishing coats exterior quality Silicon based paint or other equal and approved exterior surface paint with Approved colour to:-** | | | | |
| C | Plastered wall and concrete surfaces | 72 | Sm | | |
| D | Extra Over Ditto for Branding Inclusive of Logo Painting to details | 1 | No | | |
| E | **GATES**<br>Mild steel gate overall size 6600x3400mm high consisting of 75x75x3mm frame with 40x40x3mm SHS infills at 200mm centres vertically including 40x40x3mm SHS infills at 200mm centres vertically with spearheads and 75x75x3mm SHS horizontal bracing including 1.5mm thick checkered platewith decorative moulding including fixing to RC. Columns with lugs and all necessary approved ironmongery. | 1 | No | | |
| F | Mild steel Pedestrian gate overall size 2000x2800mm high consisting of 50x50x2mm frame with 25x25x1.5mm SHS infills at 200mm centres vertically including 25x25x1.5mm SHS infills at 200mm centres vertically with spearheads and 50x50x1.5mm RHS horizontal bracing including 1.5mm thick checkered platewith decorative moulding including fixing to columns with lugs and all necessary approved ironmongery. | 2 | No | | |
| | **Prepare surfaces and apply three coats of approved paint to mild steel metal surfaces; spray painted to approval** | | | | |
| G | Gates; both sides measured | 67 | Sm | | |
| | **Total carried to collection** | | | | - |
| | **COLLECTION MODERN GATE** | | | | |
| | From Page 10 | | | | - |
| | From Page 11 above | | | | - |

| | | | | | |
|---|---|---|---|---|---|
| | **TOTAL FOR MODERN GATE** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **SUMMARY** | | | | |
| | GATE HOUSE | | | | - |
| | MODERN GATE | | | | - |
| | **TOTAL FOR MODERN GATE AND GATE HOUSE CARRIED TO GRAND SUMMARY** | | | | - |

| | Description | Unit | Qty | Rate | Amount (Kshs.) |
|---|---|---|---|---|---|
| | **MECHANICAL WORKS** | | | | |
| | **A. ABLUTION BLOCK**<br>**SANITARY FITTINGS**<br>Supply, deliver, install and fix the following sanitary fittings including all materials and jointing to supply, waste/soil and overflow pipes. Duravit products are specified only as indication of quality. Equal and approved appliances may be supplied. Where trade names are mentioned, the Ref. no is intended only as a guide to the type of quality of fittings. | | | | |
| | **Water Closet** | | | | |
| A | Closed Couple WC Suite in Vitereous China and approved colour comprising of WC bowl, 'P' or 'S' trap connector, heavy duty matching seat and cover with metal fixed chrome plated hinges and 9L plastic cistern with chrome plated push button with all other necessary accessories. All fittings to be approved. | No. | 2 | | - |
| B | Asian type water closet suite in vitreous china comprising of water closet bowl with top plate and integral foot threads, with 'P' or 'S' trap connector complete with plastic 6L cistern | No. | 8 | | - |
| C | 600 x 35mm Galvanized steel grab rails (2No.) | Set | 2 | | - |
| | **Wash Hand Basin** | | | | |
| D | semi pedestal wash hand basin size 450 x 300mm in vetereous china with one tap hole, 32mm diameter chrome chain waste, chain stay hole, chrome plated non-conclusive time delay press, Pillar tap as Vado Astra model, universal angle valve and heavy duty chrome platted bottle trap (32mm 'P' trap) with 75mm seal. All fittings to be approved. | No. | 2 | | - |
| E | Counter-top wash hand basin size 575 x 500mm with two tap hole, 32mm diameter chrome chain waste, chain stay hole, chrome plated non-conclusive time delay press, action pillar tap as COBRA model and heavy duty chrome platted bottle trap (32mm 'P' trap) with 75mm seal. All fittings to be approved. | No. | 8 | | - |
| | **Total C/F to next page** | | | | **-** |

| | Description | Unit | Qty | Rate | Amount (Kshs.) |
|---|---|---|---|---|---|
| | **Total B/D From prev page** | | | | - |
| | **Urinals bowls** | | | | |
| A | Ceramic urinal bowl complete with 40mm heavy duty plastic bottle trap and 40mm diameter chrome plated outlet with grating firmly fixed on the wall with chrome plated screws. To include 9L automatic flash cistern. All fittings to be approved. | No. | 4 | | - |
| | **Urinal Bowl Divisions** | | | | |
| B | Ceramic urinal bowl divisions separating the above described urinal bowls fixed firmly on the wall. The fittings are to be approved. | No | 3 | | - |
| C | Chrome Platted Exposed urinal Flush valves. To be as Tapis or equal approved | No | 4 | | - |
| | **Toilet roll holder** | | | | |
| D | Toilet roll holder in vitreous china to BS 3402 in white colour of size 165x165mm and recessed into wall. Toilet roll holder to be as Twyfords "SEMI RECESSED & ORNAMENTAL" accessories | No. | 10 | | - |
| E | 6mm thick polished plate glass, silver backed mirror with bevelled edge size 610x497mm plugged and screwed to wall with 4No. Chrome platted. | No. | 10 | | - |
| F | **Angle Valves**<br>15mm (1/2-inch) diameter chrome plated quarter-turn angle valve | No. | 20 | | - |
| G | **15mm Flexible Tubing**<br>15mm (1/2-inch) diameter x 450mm (18-inch) long 1/2" X 1/2" B.S.P. braided steel flexible connector **c/w hexagon nuts.** | No. | 20 | | - |
| | **Total C/F to collection** | | | | - |

| | Description | Unit | Qty | Rate | Amount (Kshs.) |
|---|---|---|---|---|---|
| | **WATER PIPING & FITTINGS - SUPPLY & INSTALL**<br>Supply, deliver, install and pressure test at 1.5 times the system working pressure, following plastic PP-R PN 16 pipes manufactured to KS ISO 15874 standard and specifications and shall be as "DANCO" or approved equivalent | | | | |
| A | **PPR** | | | | |
| B | 25 mm -diameter pipe- | Lm | 50 | | - |
| | 20mm -ditto- | Lm | 30 | | - |
| C | **Bends** | | | | |
| | 20mm Diameter Bend | No. | 20 | | - |
| D | **Tees** | | | | |
| | 20 -ditto- | No. | 15 | | - |
| E | **Reducers** | | | | |
| | 25x20 -ditto- | No. | 2 | | - |
| F | **Threaded Fittings** | | | | |
| | 20mm diameter male/female threaded 90° elbow | No. | 24 | | - |
| G | **Water storage tank - Roof tank** | | | | |
| | Supply and install water storage tanks of capacity 5000 litres made of plastic as Roto or equivalent approved. The tank shall be complete with inlet, outlet, overflow and drain connection. It should have a 20mm diameter medium ball valve with silencer pipe, bronze lever and copper float all as "Glenfield or approved equivalent. The tank shall be firmly supported in the roof at high level. Mounted on a plynth for as approved | No. | 1 | | - |
| H | **Valves** | | | | |
| | 25mm dia. Approved medium pressure screw down full way non-rising stem wedge gate valve to BS 5154 or series b rating, with wheel and head joints to steel tubing and complete with male threaded transition fittings. The gate valve to be as "Pegler" or approved equivalent | No. | 2 | | - |
| I | **Unions** | | | | |
| J | 25mm diameter union | No | 2 | | - |
| | Pressure testing and commissioning the internal plumbing installations | Item | 1 | | - |

| Total C/F to collection page | - |
|---|---|

| | Description | Unit | Qty | Rate | Amount (Kshs.) |
|---|---|---|---|---|---|
| | **SANITARY DRAINAGE - SUPPLY & INSTALL**<br>*Supply ,deliver and install the following* ***CLASS 41*** *UPVC, MUPVC, soil and waste systems respectively to* ***KS ISO 3633 : 2002*** *with fittings fixed to Manufactures Printed instructions and manufactured by reputable manufacturers. Tenderers must allow in their pipework prices for all the couplings, clippings, connectors, joints etc. as required in the running lengths of pipework and also where necessary,*<br>*for pipe fixing clips, holder bats plugged and screwed for the proper and satisfactory functioning of the system. The pipes and fittings shall be as* ***"ADVANCE"*** *or approved Equivalent* | | | | |
| | **UPVC and MUPVC Soil and Waste** | | | | |
| A | 150mm diameter Heavy gauge golden brown UPVC pipe | Lm | 30 | | - |
| B | 100mm diameter Heavy gauge grey UPVC pipe | Lm | 30 | | - |
| C | 50mm -ditto- | Lm | 20 | | - |
| | **Bends** | | | | |
| D | 100mm diameter bend with access | No. | 5 | | - |
| E | 50mm diameter sweep bend | No. | 5 | | - |
| | **Tees** | | | | |
| F | 100mm diameter sweep tee | No. | 6 | | - |
| G | 50mm diameter sweep tee | No. | 2 | | - |
| H | 100mm diameter WC connector | No. | 2 | | - |
| | **Traps** | | | | |
| J | 100 x 50mm diameter four way floor trap and grating | No. | 2 | | - |
| K | Standard 300 x 300 x 450mm masonry gully trap complete with 125mm reinforced concrete cover | No. | 4 | | - |
| | **Weathering slates and vent cowls** | | | | |
| L | 100mm weathering slate and apron | No. | 1 | | - |
| M | 100mm vent cowl | No. | 1 | | - |
| N | Inspection chamber complete with concrete cover (600 | No. | 6 | | - |

| | | | | | |
|---|---|---|---|---|---|
| | x 450 mm) | | | | |
| **Total C/F to collection page** | | | | | **-** |

**COLLECTION PAGE FOR SANITARY FITTINGS, PLUMBING AND DRAINAGE**

| Item | Description | Amount (Ksh) |
|---|---|---|
| 1 | Total Carried Forward from Page 1 | - |
| 2 | Total Carried Forward from Page 2 | - |
| 3 | Total Carried Forward from Page 3 | - |
| | **TOTAL FOR ABLUTION CARRIED TO GRAND SUMMARY** | - |

| ITEM | DESCRIPTION | QTY | UNIT | RATE | AMOUNT |
|---|---|---|---|---|---|
| | **B. TUITION BLOCK** | | | | |
| | **SANITARY APPLIANCES - SUPPLY & FIX**<br>The Contractor to Supply and Install the following sanitary appliances complete with all the accessories.<br>(i) The Model and Ref No. indicated is only a guide to the type and quality of fittings.<br>(ii) Equivalent may be acceptable upon sample submission and approval | | | | |
| A | **Water Closet**<br>Water Closet type; Closed couple water closet suite in vitreous china comprising of water closet pan with 6L ceramic push top cistern, 'P' or 'S' trap connector. White in colour.<br>Accessories to include; Toilet seat and cover, white in colour complete with Chrome platted seat connectors | No. | 3 | | - |
| B | **Toilet roll holder**<br>Aisi 304 stainless steel Toilet roll holder of size 165x165mm and mounted on the wall. | No. | 3 | | - |
| C | **Wash hand basin (WHB) - Semi Pedestal**<br>WHB Type: White SEMI-PEDESTAL ceramic wash hand basin with one tap hole. **To be as Tapis Gemme or equal approved**<br>Accessories to include:<br>(i) 32mm diameter chrome waste and chrome bottle trap (32mm 'P' trap) with 75mm seal.<br>(ii) Chrome platted quarter turn lever bib tap | No. | 3 | | - |
| E | 6mm thick polished plate glass, silver backed mirror with bevelled edge size 610x497mm plugged and screwed to wall with 4No. Chrome platted. | No. | 3 | | - |
| | **Total C/F** | | | | - |

| ITEM No. | DESCRIPTION | QTY | UNIT | RATE | AMOUNT |
|---|---|---|---|---|---|
| | **Total B/D** | | | | - |
| | **Urinals bowls** | | | | |
| A | Ceramic urinal bowl complete with 40mm heavy duty plastic bottle trap and 40mm diameter chrome plated outlet with grating firmly fixed on the wall with chrome plated screws. To include 9L automatic flash cistern. All fittings to be approved. | No. | 2 | | - |
| | **Urinal Bowl Divisions** | | | | |
| B | Ceramic urinal bowl divisions separating the above described urinal bowls fixed firmly on the wall. The fittings are to be approved. | No | 1 | | - |
| C | Chrome Platted Exposed urinal Flush valves. To be as Tapis or equal approved | No | 2 | | - |
| E | **Angle Valves**<br>15mm (1/2-inch) diameter chrome plated quarter-turn angle valve | No. | 6 | | - |
| F | **15mm Flexible Tubing**<br>15mm (1/2-inch) diameter x 450mm (18-inch) long 1/2" X 1/2" B.S.P. braided steel flexible connector **c/w hexagon nuts.** | No. | 6 | | - |

| Total C/F to collection page | - |
|---|---|

| ITEM | DESCRIPTION | QTY | UNIT | RATE | AMOUNT |
|---|---|---|---|---|---|
| | **WATER PIPING & FITTINGS - SUPPLY & INSTALL** | | | | |
| | Supply, deliver, install and pressure test at 1.5 times the system working pressure, following plastic PP-R PN 16 pipes manufactured to KS ISO 15874 standard and specifications and shall be as "DANCO" or approved equivalent | | | | |
| A | **PPR** | | | | |
| B | 25 mm -diameter pipe- | Lm | 50 | | - |
| | 20mm -ditto- | Lm | 20 | | - |
| C | **Bends** | | | | |
| | 20mm Diameter Bend | No. | 10 | | - |
| D | **Tees** | | | | |
| | 20 -ditto- | No. | 15 | | - |
| E | **Reducers** | | | | |
| | 25x20 -ditto- | No. | 2 | | - |
| F | **Threaded Fittings** | | | | |
| | 20mm diameter male/female threaded 90° elbow | No. | 24 | | - |
| G | **Water storage tank - Roof tank** | | | | |
| | Supply and install water storage tanks of capacity 3000 litres made of plastic as Roto or equivalent approved. The tank shall be complete with inlet, outlet, overflow and drain connection. It should have a 20mm diameter medium ball valve with silencer pipe, bronze lever and copper float all as "Glenfield or approved equivalent. The tank shall be firmly supported in the roof at high level. Mounted on a plynth for as approved | No. | 1 | | - |
| H | Quote for supply of materials and fabrication of a single level 4m High water tower capable of holding a 3000l tank to Eng Specification | Item | 1 | | - |
| H | **Valves** | | | | |
| | 25mm dia. Approved medium pressure screw down full way non-rising stem wedge gate valve to BS 5154 or series b rating, with wheel and head joints to steel tubing and complete with male threaded transition fittings. The gate valve to be as "Pegler" or approved equivalent | No. | 1 | | - |
| I | **Unions** | | | | |
| J | 25mm diameter union | No | 2 | | - |

| | | | | | |
|---|---|---|---|---|---|
| | Pressure testing and commissioning the internal plumbing installations | Item | 1 | | - |
| **Total C/F to collection page** | | | | | - |

| ITEM | DESCRIPTION | QTY | UNIT | RATE | AMOUNT |
|---|---|---|---|---|---|
| | **SANITARY DRAINAGE - SUPPLY & INSTALL**<br>*Supply ,deliver and install the following* ***CLASS 41*** *UPVC, MUPVC, soil and waste systems respectively to* ***KS ISO 3633 : 2002*** *with fittings fixed to Manufactures Printed instructions and manufactured by reputable manufacturers. Tenderers must allow in their pipework prices for all the couplings, clippings, connectors, joints etc. as required in the running lengths of pipework and also where necessary,*<br>*for pipe fixing clips, holder bats plugged and screwed for the proper and satisfactory functioning of the system. The pipes and fittings shall be as* ***"ADVANCE"*** *or approved Equivalent* | | | | |
| A | **UPVC and MUPVC Soil and Waste** | | | | |
| B | 150mm diameter Heavy gauge golden brown UPVC pipe | Lm | 40 | | - |
| C | 100mm diameter Heavy gauge grey UPVC pipe | Lm | 12 | | - |
| | 50mm -ditto- | Lm | 10 | | - |
| D | **Bends** | | | | |
| E | 100mm diameter bend with access | No. | 5 | | - |
| | 50mm diameter sweep bend | No. | 5 | | - |
| F | **Tees** | | | | |
| G | 100mm diameter sweep tee | No. | 6 | | - |
| H | 50mm diameter sweep tee | No. | 2 | | - |
| | 100mm diameter WC connector | No. | 3 | | - |
| J | **Traps** | | | | |
| K | 100 x 50mm diameter four way floor trap and grating | No. | 2 | | - |
| | Standard 300 x 300 x 450mm masonry gully trap complete with 125mm reinforced concrete cover | No. | 4 | | - |
| L | | | | | |
| M | **Weathering slates and vent cowls** | | | | |
| N | 100mm weathering slate and apron | No. | 1 | | - |
| | 100mm vent cowl | No. | 1 | | - |
| Y | Inspection chamber complete with concrete cover (600 x 450 mm) | No. | 6 | | - |

| | | | | | |
|---|---|---|---|---|---|
| | Testing and commissioning the internal drainage installations | Item | 1 | | - |
| **Total C/F to collection page** | | | | | - |

**COLLECTION PAGE FOR SANITARY FITTINGS, PLUMBING, DRAINAGE AND FIRE PROTECTION SERVICES**

| Item | Description | Amount (Ksh) |
|---|---|---|
| 1 | Total For Sanitary Fittings Brought Forward | - |
| 2 | Total For Plumbing Brought Forward | - |
| 3 | Total For Drainage Carried Forward | - |
| | **TOTAL FOR TUTION BLOCK CARRIED TO GRAND SUMMARY** | - |

**GRAND SUMMARY**

| | Description | Amount (Kshs.) |
|---|---|---|
| 1 | **Total for Ablutin Block Carried forward** | - |
| 2 | **Total for Tuition Block Carried Forward** | - |
| 3 | **Allow Ksh. 300,000.00 for Connection to Sewer** | |
| 4 | **Contigency Ksh 200,000** | |
| | **TOTAL** | - |

**Amount in Words: ……**

**……...……..**

**Tenderer's Name and Stamp:**

**…… Sub**

**contract period. .....Weeks**

**Signature Date: ……**

**PIN NO. …… VAT CERTIFICATE No. ……..…..…….**
**(Provide copy) (Provide copy)**

**Witness Address: ……**

**Signature Date: ……..……..**

| Item | Description | Qty | Unit | Rate | Amount |
|---|---|---|---|---|---|
| | **A. TUITION BLOCK** | | | | |
| | Supply, Install, test and commission the following:- | | | | |
| | **LIGHTING POINTS** | | | | |
| 1.1 | Lighting points wired in 1.5mm2 SC CU cables concealed 20mm Ø HG PVC conduits concealed in building fabrics.for:- | | | | |
| | a) One way switching | 50 | No | | - |
| | b) Two way switching | 8 | No | | - |
| | **SWITCHES** | | | | |
| 1.2 | 10Amps, switch plate as T&G, PANASONIC or approved equivalent as | | | | |
| | a) One gang two way | 20 | No | | - |
| | b) Two gang two way | 3 | No | | - |
| | **LIGTING FITTINGS** | | | | |
| 1.3 | Lighting fittings complete with bulbs or tubes as follows:- | | | | |
| | (a) 1200mm, 1x28 Watts Fluorescent batten light fitting THORN or approved equivalent | 51 | No | | - |
| | (b) Round Black Warm White LED Bulkhead 20 Watts (WP) | 7 | No | | - |
| | (c) Outdoor Slim LED Solar Floodlights 200Watts, IP65 | 6 | No | | - |

| | | | | | |
|---|---|---|---|---|---|
| | RATED | | | | |
| | **SUB-TOTAL C/F TO NEXT PAGE** | | | | - |

| | | | | | |
|---|---|---|---|---|---|
| | **SOCKET OUTLETS AND OTHER POWER POINTS** | | | | |
| | **SUB-TOTAL B/F FROM PREVIOUS PAGE** | | | | - |
| 1.4 | 13 Amps Socket outlet points wired ring comprising of 3x2.5 mm sq. single core PVCI copper cables concealed 25mm Ø HG PVC conduits concealed in building fabrics. | 41 | No | | - |
| | (a) 13 Amps switched double Socket outlet for item above | 41 | No | | - |
| 1.5 | 32A 3-phase industrial socket outlet points wired in 5×4.0mm² SC PVC copper cables drawn in 32mm Ø HG PVC conduits (including earth) | 8 | No | | - |
| | (a) 32A 3-phase industrial socket outlet, IP66 rated, with interlocked switch, MK/ABB or approved equivalent | 8 | | | - |
| 1.6 | Data & VoiceOutlet points complete with draw wire in concealed 25mm Ø HG PVC conduits concealed in building fabrics. | 20 | No. | | - |
| | (a) Dual CAT 6 Data Socket for item above | 20 | NO | | - |
| | **DISTRIBUTION BOARDS** | | | | |
| 1.7 | Flush mounted consumer units/ DB complete with 100A intergral isolator a HAGER or approved equivalent complete with all accessories but excluding MCBs | | | | |
| | (a) TPN 12-way DB | 2 | No | | - |

| | | | | | |
|---|---|---|---|---|---|
| | (b) SPN 8-way CU | 1 | No | | - |
| 1.8 | MCB's for item above | | | | |
| | a) 10A, SP | 3 | No | | - |
| | b) 20A,SP | 4 | No | | - |
| | c) 32A,SP | 3 | No | | - |
| | d) 100A DP MCB | 2 | No | | - |
| | (c)125A 3-pole MCCB | 1 | No | | - |
| | (f) 32A, 3-pole MCB | 8 | No | | - |
| | (g) 100A, 4-pole RCD (residual current protection) | 1 | No | | - |
| 1.9 | 4×16.0mm² + 1×10.0mm² single-core PVC copper submain cables drawn in 40mm Ø HG PVC conduit (from KPLC meter to DB) | 35 | LM | | - |
| 2.0 | 3×10.0mm² single-core PVC copper submain cables | 20 | LM | | - |
| 2.1 | Meterbox to accommodate I no. 3 phase energy meters, cutouts and outgoing MCCB/MCBs | 1 | No | | - |
| | (a) Complete earthing for item above | 1 | Lot | | - |
| 2.2 | Allow three hundrend kenya shillings only for supply of power by KP&LC | 1 | Lot | | - |
| 2.3 | Allow one hundred and fifty thousand kenya shillings only for contigency | 1 | Lot | | - |
| 2.4 | Allow fifty thousand kenya shillings only for preparation of as build drawings | 1 | lot | | - |
| | **GRAND TOTAL FOR ELECTRICAL WORKS- TUITION BLOCK** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount |
|---|---|---|---|---|---|
| | **B- ABLUTION BLOCK** | | | | |
| | Supply, Install, test and commission the following:- | | | | |
| | **LIGHTING POINTS** | | | | |
| | Lighting points wired in 1.5mm2 SC CU cables concealed | | | | |
| 1.1 | 20mm Ø HG PVC conduits concealed in building fabrics.for:- | | | | |
| | a) One way switching | 10 | No | | - |
| | b) Two way switching | 1 | No | | - |
| | **SWITCHES** | | | | |
| 1.2 | 10Amps, switch plate as T&G, PANASONIC or approved equivalent as | | | | |
| | a) One gang two way | 3 | No | | - |
| | b) Two gang two way | 1 | No | | - |
| | **LIGTING FITTINGS** | | | | |
| 1.3 | Lighting fittings complete with bulbs or tubes as follows:- | | | | |

| | | | | | |
|---|---|---|---|---|---|
| | (a) Round Black Warm White LED Bulkhead 20 Watts (WP) | 11 | No | | - |
| | (b) Outdoor Slim LED Solar Floodlights 200Watts, IP65 RATED | 4 | No | | - |
| 1.4 | 3x2.5 mm sq. single core PVCI copper cables concealed 25mm Ø HG PVC conduits concealed in building fabrics. | 40 | Lm | | - |
| 1.5 | Flush mounted consumer units complete with 100A intergral isolator a HAGER or approved equivalent complete with all accessories but excluding MCBs | | | | |
| | (b) SPN 4-way CU | 1 | No | | - |
| 1.6 | MCB's for item above | | | | |
| | a) 10A, SP | 1 | No | | - |
| | b) 20A,SP | 1 | No | | - |
| | d) 63A DP MCB | 2 | No | | - |
| 1.7 | Allow ten thousand kenya shillings only for contigency | 1 | lot | | - |
| | **GRAND TOTAL FOR ELECTRICAL WORKS** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount |
|---|---|---|---|---|---|
| | **<u>SUMMARY: ELECTRICAL WORKS</u>** | | | | |
| | TUITION BLOCK | | | | - |
| | ABLUTION BLOCK | | | | - |
| | **GRAND TOTAL FOR ELECTRICAL WORKS CARRIED TO GRAND SUMMARY PAGE.** | | | | - |

| Item | Description | Qty | Unit | Rate | Amount (Ksh.) |
|---|---|---|---|---|---|
| | **PRIME COST SUMS AND PROVISIONAL SUMS**<br>**The Contractor shall include in his tender the following**<br>**to be deducted in whole or in part as directed by the Project Manager.** | | | | |
| | **PROVISIONAL SUMS** | | | | |
| | **PROJECT MANAGEMENT** | | | | |
| A | Allow Kenya Shillings Two Hundred and Fifty Thousand (250,000/=) Only for project management | | Sum | | - |
| | **CONTIGENCIES** | | | | |
| B | Allow a Provisional Sum of Kenya Shillings Six Hundred Thousand (Kshs. 600,000/=)only for Contigencies | | Sum | | - |
| | **TOTAL PROVISIONAL SUMS CARRIED TO GRAND SUMMARY PAGE** | | | | - |

| ITEM | DESCRIPTION | TENDERER'S AMOUNT | OFFICIAL USE |
|---|---|---|---|
| | **PROPOSED CONSTRUCTION OF A TUITION BLOCK, ABLUTION BLOCK AND PERIMETER WALL AT NDUMBERI VOCATIONAL TRAINING CENTRE.** | | |
| | **GRAND SUMMARY PAGE** | | |
| **1.00** | **PARTICULAR PRELIMINARIES FROM PAGE PP/6** | | |
| **2.00** | **GENERAL PRELIMINARIES FROM PAGE GP/16** | | |
| **3.00** | **TUITION BLOCK** | | **-** |
| **4.00** | **ABLUTION BLOCK** | | **-** |
| **5.00** | **PERIMETER WALL** | | **-** |
| **6.00** | **GATE AND GATE HOUSE** | | **-** |
| **7.00** | **ELECTRICAL INSTALLATIONS** | | **-** |
| **8.00** | **MECHANICAL INSTALLATIONS** | | **-** |
| **9.00** | **PRIME COSTS AND PROVISIONAL SUMS** | | **-** |
| | **TOTAL (INCLUSIVE OF VAT 16 % AND 0.03 % CAPACITY BUILDING LEVY) CARRIED TO FORM OF TENDER** | | **-** |

**AMOUNT IN WORDS……**

**……**
**…….. TENDERER'S NAME…….**

**ADDRESS……**

**SIGNATURE……**

**OFFICIAL STAMP……..**

**DATE……**

**…… NAME OF WITNESS……**

**SIGNATURE……**

**DATE……**

# PART III - CONDITIONS OF CONTRACT AND CONTRACT FORMS

## SECTION VIII - GENERAL CONDITIONS OF CONTRACT

These General Conditions of Contract (GCC), read in conjunction with the Special Conditions of Contract (SCC) and other documents listed therein, should be a complete document expressing fairly the rights and obligations of both parties.

These General Conditions of Contract have been developed on the basis of considerable international experience in the drafting and management of contracts, bearing in mind a trend in the construction industry towards simpler, more straightforward language.

The GCC can be used for both smaller admeasurement contracts and lump sum contracts.

**General Conditions of Contract**

**A. General**

**1. Definitions**

1.1 Bold face type is used to identify defined terms.

a) **The Accepted Contract** Amount means the amount accepted in the Letter of Acceptance for the execution and completion of the Works and the remedying of any defects.

b) **The Activity Schedule** is a schedule of the activities comprising the construction, installation, testing, and commissioning of the Works in a lump sum contract. It includes a lump sum price for each activity, which is used for valuations and for assessing the effects of Variations and Compensation Events.

c) **The Adjudicator** is the person appointed jointly by the Procuring Entity and the Contractor to resolve disputes in the first instance, as provided for in GCC 23.

d) **Bill of Quantities** means the priced and completed Bill of Quantities forming part of the Bid.

e) **Compensation Events** are those defined in GCC Clause 42 hereunder.

f) **The Completion Date** is the date of completion of the Works as certified by the Project Manager, in accordance with GCC Sub-Clause 53.1.

g) **The Contract** is the Contract between the Procuring Entity and the Contractor to execute, complete, and maintain the Works. It consists of the documents listed in GCC Sub-Clause 2.3 below.

h) **The Contractor** is the party whose Bid to carry out the Works has been accepted by the Procuring Entity.

i) **The Contractor's Bid** is the completed bidding document submitted by the Contractor to the Procuring Entity.

j) **The Contract Price** is the Accepted Contract Amount stated in the Letter of Acceptance and thereafter as adjusted in accordance with the Contract.

k) **Days** are calendar days; months are calendar months.

l) **Day work**s are varied work inputs subject to payment on a time basis for the Contractor's employees and Equipment, in addition to payments for associated Materials and Plant.

m) **A Defect** is any part of the Works not completed in accordance with the Contract.

n) **The Defects** Liability Certificate is the certificate issued by Project Manager upon correction of defects by the Contractor.

o) **The Defects Liability Period** is the period **named in the SCC** pursuant to Sub-Clause 34.1 and calculated from the Completion Date.

p) **Drawings** means the drawings of the Works, as included in the Contract, and any additional and modified drawings issued by (or on behalf of) the Procuring Entity in accordance with the Contract, include calculations and other information provided or approved by the Project Manager for the execution of the Contract.

q) **The Procuring Entity** is the party who employs the Contractor to carry out the Works, **as specified in the SCC,** who is also the Procuring Entity.

r) **Equipmen**t is the Contractor's machinery and vehicles brought temporarily to the Site to construct the Works.

s) **"In writing" or "written"** means hand-written, type-written, printed or electronically made, and resulting in a permanent record;

t) The Initial Contract Price is the Contract Price listed in the Procuring Entity's Letter of Acceptance.

u) **The Intended Completion Date** is the date on which it is intended that the Contractor shall complete the Works. The Intended Completion Date is **specified in the SCC**. The Intended Completion Date may be revised only by the Project Manager by issuing an extension of time or an acceleration order.

v) **Materials** are all supplies, including consumables, used by the Contractor for incorporation in the Works.

w) **Plant i**s any integral part of the Works that shall have a mechanical, electrical, chemical, or biological function.

x) **The Project Manager** is the person **named in the SCC** (or any other competent person appointed by the Procuring Entity and notified to the Contractor, to act in replacement of the Project Manager) who is responsible for supervising the execution of the Works and administering the Contract.

y) **SCC** means Special Conditions of Contract.

z) **The Site** is the area of the works as **defined as such in the SCC**.

aa) **Site Investigation Reports** are those that were included in the bidding document and are factual and interpretative reports about the surface and subsurface conditions at the Site.

bb) **Specification** means the Specification of the Works included in the Contract and any modification or addition made or approved by the Project Manager.

cc) **The Start Date** is **given in the SCC**. It is the latest date when the Contractor shall commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.

dd) **A Subcontractor** is a person or corporate body who has a Contract with the Contractor to carry out a part of the work in the Contract, which includes work on the Site.

ee) **Temporary Works** are works designed, constructed, installed, and removed by the Contractor that are needed for construction or installation of the Works.

ff) **A Variation** is an instruction given by the Project Manager which varies the Works.

gg) **The Works** are what the Contract requires the Contractor to construct, install, and turn over to the Procuring Entity, **as defined in the SCC**.

## 2. Interpretation

2.1 In interpreting these GCC, words indicating one gender include all genders. Words indicating the singular also include the plural and words indicating the plural also include the singular. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined. The Project Manager shall provide instructions clarifying queries about these GCC.

2.2 If sectional completion is specified in the SCC, references in the GCC to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

2.3 The documents forming the Contract shall be interpreted in the following order of priority:

a) Agreement,
b) Letter of Acceptance,
c) Contractor's Bid,
d) Special Conditions of Contract,
e) General Conditions of Contract, including Appendices,
f) Specifications,
g) Drawings,
h) Bill of Quantities[6], and
i) Any other document **listed in the SCC** as forming part of the Contract.

## 3. Language and Law

3.1 The language of the Contract is English Language and the law governing the Contract are the Laws of Kenya.

3.2 Throughout the execution of the Contract, the Contractor shall comply with the import of goods and services prohibitions in the Procuring Entity's Country when

a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country; or

b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods from that country or any payments to any country, person, or entity in that country.

## 4. Project Manager's Decisions

4.1 Except where otherwise specifically stated, the Project Manager shall decide contractual matters between the Procuring Entity and the Contractor in the role representing the Procuring Entity.

## 5. Delegation

5.1 Otherwise **specified in the SCC,** the Project Manager may delegate any of his duties and responsibilities to other people, except to the Adjudicator, after notifying the Contractor, and may revoke any delegation after notifying the Contractor.

## 6. Communications

6.1 Communications between parties that are referred to in the Conditions shall be effective only when in writing. A notice shall be effective only when it is delivered.

## 7. Subcontracting

7.1 The Contractor may subcontract with the approval of the Project Manager, but may not assign the Contract without the approval of the Procuring Entity in writing. Subcontracting shall not alter the Contractor's obligations.

## 8. Other Contractors

8.1 The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and the Procuring Entity between the dates given in the Schedule of Other Contractors, as **referred to in the SCC.** The Contractor shall also provide facilities and services for them as described in the Schedule. The Procuring Entity may modify the Schedule of Other Contractors, and shall notify the Contractor of any such modification.

## 9. Personnel and Equipment

9.1 The Contractor shall employ the key personnel and use the equipment identified in its Bid, to carry out the Works or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of key personnel and equipment only if their relevant qualifications or characteristics are substantially equal to or better than those proposed in the Bid.

9.2 If the Project Manager asks the Contractor to remove a person who is a member of the Contractor's staff or work force, stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no further connection with the work in the Contract.

9.3 If the Procuring Entity, Project Manager or Contractor determines, that any employee of the Contractor be determined to have engaged in Fraud and Corruption during the execution of the Works, then that employee shall be removed in accordance with Clause 9.2 above.

## 10. Procuring Entity's and Contractor's Risks

10.1 The Procuring Entity carries the risks which this Contract states are Procuring Entity's risks, and the Contractor carries the risks which this Contract states are Contractor's risks.

## 11. Procuring Entity's Risks

11.1 From the Start Date until the Defects Liability Certificate has been issued, the following are Procuring Entity's risks:

a) The risk of personal injury, death, or loss of or damage to property (excluding the Works, Plant, Materials, and Equipment), which are due to

i) use or occupation of the Site by the Works or for the purpose of the Works, which is the unavoidable result of the Works or

ii) negligence, breach of statutory duty, or interference with any legal right by the Procuring Entity or by any person employed by or contracted to him except the Contractor.

b) The risk of damage to the Works, Plant, Materials, and Equipment to the extent that it is due to a fault of the Procuring Entity or in the Procuring Entity's design, or due to war or radioactive contamination directly affecting the country where the Works are to be executed.

11.2 From the Completion Date until the Defects Liability Certificate has been issued, the risk of loss of or damage to the Works, Plant, and Materials is a Procuring Entity's risk except loss or damage due to

aa) a Defect which existed on the Completion Date,

bb) an event occurring before the Completion Date, which was not itself a Procuring Entity's risk, or

cc) the activities of the Contractor on the Site after the Completion Date.

## 12. Contractor's Risks

12.1 From the Starting Date until the Defects Liability Certificate has been issued, the risks of personal injury, death, and loss of or damage to property (including, without limitation, the Works, Plant, Materials, and Equipment) which are not Procuring Entity's risks are Contractor's risks.

## 13. Insurance

13.1 The Contractor shall provide, in the joint names of the Procuring Entity and the Contractor, insurance cover from the Start Date to the end of the Defects Liability Period, in the amounts and deductibles **stated in the SCC** for the following events which are due to the Contractor's risks:

a) loss of or damage to the Works, Plant, and Materials;

b) loss of or damage to Equipment;

c) loss of or damage to property (except the Works, Plant, Materials, and Equipment) in connection with the Contract; and

d) personal injury or death.

13.2 Policies and certificates for insurance shall be delivered by the Contractor to the Project Manager for the Project Manager's approval before the Start Date. All such insurance shall provide for compensation to be payable in the types and proportions of currencies required to rectify the loss or damage incurred.

13.3 If the Contractor does not provide any of the policies and certificates required, the Procuring Entity may affect the insurance which the Contractor should have provided and recover the premiums the Procuring Entity has paid from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.

13.4 Alterations to the terms of an insurance shall not be made without the approval of the Project Manager.

13.5 Both parties shall comply with any conditions of the insurance policies.

## 14. Site Data

14.1 The Contractor shall be deemed to have examined any Site Data **referred to in the SCC**, supplemented by any information available to the Contractor.

## 15. Contractor to Construct the Works

15.1 The Contractor shall construct and install the Works in accordance with the Specifications and Drawings.

**16.** The Works to Be Completed by the Intended Completion Date

16.1 The Contractor may commence execution of the Works on the Start Date and shall carry out the Works in accordance with the Program submitted by the Contractor, as updated with the approval of the Project Manager, and complete them by the Intended Completion Date.

**17.** Approval by the Project Manager

17.1 The Contractor shall submit Specifications and Drawings showing the proposed Temporary Works to the Project Manager, for his approval.

17.2 The Contractor shall be responsible for design of Temporary Works.

17.3 The Project Manager's approval shall not alter the Contractor's responsibility for design of the Temporary Works.

17.4 The Contractor shall obtain approval of third parties to the design of the Temporary Works, where required.

17.5 All Drawings prepared by the Contractor for the execution of the temporary or permanent Works, are subject to prior approval by the Project Manager before this use.

**18. Safety**

18.1 The Contractor shall be responsible for the safety of all activities on the Site.

**19. Discoveries**

19.1 Anything of historical or other interest or of significant value unexpectedly discovered on the Site shall be the property of the Procuring Entity. The Contractor shall notify the Project Manager of such discoveries and carry out the Project Manager's instructions for dealing with them.

**20. Possession of the Site**

20.1 The Procuring Entity shall give possession of all parts of the Site to the Contractor. If possession of a part is not given by the date **stated in the SCC,** the Procuring Entity shall be deemed to have delayed the start of the relevant activities, and this shall be a Compensation Event.

**21. Access to the Site**

21.1 The Contractor shall allow the Project Manager and any person authorized by the Project Manager access to the Site and to any place where work in connection with the Contract is being carried out or is intended to be carried out.

**22. Instructions, Inspections and Audits**

22.1 The Contractor shall carry out all instructions of the Project Manager which comply with the applicable laws where the Site is located.

22.2 The Contractor shall keep, and shall make all reasonable efforts to cause its Subcontractors and sub-consultants to keep, accurate and systematic accounts and records in respect of the Works in such form and details as will clearly identify relevant time changes and costs.

22.3 The Contractor shall permit and shall cause its subcontractors and sub-consultants to permit, the Procuring Entity and/or persons appointed by the Public Procurement Regulatory Authority to inspect the Site and/or the accounts and records relating to the procurement process, selection and/or contract execution, and to have such accounts and records audited by auditors appointed by the Public Procurement Regulatory Authority. The Contractor's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 25.1 (Fraud and Corruption) which provides, inter alia, that acts intended to materially impede the exercise of the Public Procurement Regulatory Authority's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the Public Procurement Regulatory Authority's prevailing sanctions procedures).

## 23. Appointment of the Adjudicator

23.1 The Adjudicator shall be appointed jointly by the Procuring Entity and the Contractor, at the time of the Procuring Entity's issuance of the Letter of Acceptance. If, in the Letter of Acceptance, the Procuring Entity does not agree on the appointment of the Adjudicator, the Procuring Entity will request the Appointing Authority designated in the SCC, to appoint the Adjudicator within 14 days of receipt of such request.

23.2 Should the Adjudicator resign or die, or should the Procuring Entity and the Contractor agree that the Adjudicator is not functioning in accordance with the provisions of the Contract, a new Adjudicator shall be jointly appointed by the Procuring Entity and the Contractor. In case of disagreement between the Procuring Entity and the Contractor, within 30 days, the Adjudicator shall be designated by the Appointing Authority designated in the SCC at the request of either party, within 14 days of receipt of such request.

## 24. Settlement of Claims and Disputes

### 24.1 Contractor's Claims

24.1.1 If the Contractor considers itself to be entitled to any extension of the Time for Completion and/or any additional payment, under any Clause of these Conditions or otherwise in connection with the Contract, the Contractor shall give Notice to the Project Manager, describing the event or circumstance giving rise to the claim. The notice shall be given as soon as practicable, and not later than 30 days after the Contractor became aware, or should have become aware, of the event or circumstance.

24.1.2 If the Contractor fails to give notice of a claim within such period of 30 days, the Time for Completion shall not be extended, the Contractor shall not be entitled to additional payment, and the Procuring Entity shall be discharged from all liability in connection with the claim. Otherwise, the following provisions of this Sub- Clause shall apply.

24.1.3 The Contractor shall also submit any other notices which are required by the Contract, and supporting particulars for the claim, all as relevant to such event or circumstance.

24.1.4 The Contractor shall keep such contemporary records as may be necessary to substantiate any claim, either on the Site or at another location acceptable to the Project Manager. Without admitting the Procuring Entity's liability, the Project Manager may, after receiving any notice under this Sub-Clause, monitor the record- keeping and/or instruct the Contractor to keep further contemporary records. The Contractor shall permit the Project Manager to inspect all these records, and shall (if instructed) submit copies to the Project Manager.

24.1.5 Within 42 days after the Contractor became aware (or should have become aware) of the event or circumstance giving rise to the claim, or within such other period as may be proposed by the Contractor and approved by the Project Manager, the Contractor shall send to the Project Manager a fully detailed claim which includes full supporting particulars of the basis of the claim and of the extension of time and/or additional payment claimed. If the event or circumstance giving rise to the claim has a continuing effect:

a) this fully detailed claim shall be considered as interim;
b) the Contractor shall send further interim claims at monthly intervals, giving the accumulated delay and/or amount claimed, and such further particulars as the Project Manager may reasonably require; and
c) the Contractor shall send a final claim within 30 days after the end of the effects resulting from the event or circumstance, or within such other period as may be proposed by the Contractor and approved by the Project Manager.

24.1.6 Within 42 days after receiving a Notice of a claim or any further particulars supporting a previous claim, or within such other period as may be proposed by the Project Manager and approved by the Contractor, the Project Manager shall respond with approval, or with disapproval and detailed comments. He may also request any necessary further particulars, but shall nevertheless give his response on the principles of the claim within the above defined time period.

24.1.7 Within the above defined period of 42 days, the Project Manager shall proceed in accordance with Sub-Clause

24.1.8 [Determinations] to agree or determine (i) the extension (if any) of the Time for Completion (before or

after its expiry) in accordance with Sub-Clause 8.4 [Extension of Time for Completion], and/or (ii) the additional payment (if any) to which the Contractor is entitled under the Contract.

24.1.9 Each Payment Certificate shall include such additional payment for any claim as has been reasonably substantiated as due under the relevant provision of the Contract. Unless and until the particulars supplied are sufficient to substantiate the whole of the claim, the Contractor shall only be entitled to payment for such part of the claim as he has been able to substantiate.

24.1.10 If the Project Manager does not respond within the timeframe defined in this Clause, either Party may consider that the claim is rejected by the Project Manager and any of the Parties may refer to Arbitration in accordance with Sub-Clause 24.4 [Arbitration].

24.1.11 The requirements of this Sub-Clause are in addition to those of any other Sub-Clause which may apply to a claim. If the Contractor fails to comply with this or another Sub-Clause in relation to any claim, any extension of time and/or additional payment shall take account of the extent (if any) to which the failure has prevented or prejudiced proper investigation of the claim, unless the claim is excluded under the second paragraph of this Sub-Clause 24.3.

**24.2 Amicable Settlement**

24.2.1 Where a notice of a claim has been given, both Parties shall attempt to settle the dispute amicably before the commencement of arbitration. However, unless both Parties agree otherwise, the Party giving a notice of a claim in accordance with Sub-Clause 24.1 above should move to commence arbitration after the fifty-sixth day from the day on which a notice of a claim was given, even if no attempt at an amicable settlement has been made.

**24.3 Matters that may be referred to arbitration**

24.3.1 Notwithstanding anything stated herein the following matters may be referred to arbitration before the practical completion of the Works or abandonment of the Works or termination of the Contract by either party:

a) The appointment of a replacement Project Manager upon the said person ceasing to act.
b) Whether or not the issue of an instruction by the Project Manager is empowered by these Conditions.
c) Whether or not a certificate has been improperly withheld or is not in accordance with these Conditions.
e) Any dispute arising in respect of war risks or war damage.
f) All other matters shall only be referred to arbitration after the completion or alleged completion of the Works or termination or alleged termination of the Contract, unless the Procuring Entity and the Contractor agree otherwise in writing.

**24.4 Arbitration**

24.4.1 Any claim or dispute between the Parties arising out of or in connection with the Contract not settled amicably in accordance with Sub-Clause 24.3 shall be finally settled by arbitration.

24.4.2 No arbitration proceedings shall be commenced on any claim or dispute where notice of a claim or dispute has not been given by the applying party within ninety days of the occurrence or discovery of the matter or issue giving rise to the dispute.

24.4.3 Notwithstanding the issue of a notice as stated above, the arbitration of such a claim or dispute shall not commence unless an attempt has in the first instance been made by the parties to settle such claim or dispute amicably with or without the assistance of third parties. Proof of such attempt shall be required.

24.4.4 The Arbitrator shall, without prejudice to the generality of his powers, have powers to direct such measurements, computations, tests or valuations as may in his opinion be desirable in order to determine the rights of the parties and assess and award any sums which ought to have been the subject of or included in any certificate.

24.4.5 The Arbitrator shall, without prejudice to the generality of his powers, have powers to open up, review and revise any certificate, opinion, decision, requirement or notice and to determine all matters in dispute which shall be submitted to him in the same manner as if no such certificate, opinion, decision requirement or notice had been given.

24.4.6 The arbitrators shall have full power to open up, review and revise any certificate, determination, instruction, opinion or valuation of the Project Manager, relevant to the dispute. Nothing shall disqualify representatives of the Parties and the Project Manager from being called as a witness and giving evidence before the arbitrators on any matter whatsoever relevant to the dispute.

24.4.7 Neither Party shall be limited in the proceedings before the arbitrators to the evidence, or to the reasons for dissatisfaction given in its Notice of Dissatisfaction.

24.4.8 Arbitration may be commenced prior to or after completion of the Works. The obligations of the Parties, and the Project Manager shall not be altered by reason of any arbitration being conducted during the progress of

the Works.

24.4.9 The terms of the remuneration of each or all the members of Arbitration shall be mutually agreed upon by the Parties when agreeing the terms of appointment. Each Party shall be responsible for paying one-half of this remuneration.

**24.5 Arbitration with National Contractors**

24.5.1 If the Contract is with national contractors, arbitration proceedings will be conducted in accordance with the Arbitration Laws of Kenya. In case of any claim or dispute, such claim or dispute shall be notified in writing by either party to the other with a request to submit it to arbitration and to concur in the appointment of an Arbitrator within thirty days of the notice. The dispute shall be referred to the arbitration and final decision of a person to be agreed between the parties. Failing agreement to concur in the appointment of an Arbitrator, the Arbitrator shall be appointed, on the request of the applying party, by the Chairman or Vice Chairman of any of the following professional institutions;

i) Architectural Association of Kenya
ii) Institute of Quantity Surveyors of Kenya
iii) Association of Consulting Engineers of Kenya
iv) Chartered Institute of Arbitrators (Kenya Branch)
v) Institution of Engineers of Kenya

24.5.2 The institution written to first by the aggrieved party shall take precedence over all other institutions.

**24.6 Alternative Arbitration Proceedings**

24.6.1 Alternatively, the Parties may refer the matter to the Nairobi Centre for International Arbitration (NCIA) which offers a neutral venue for the conduct of national and international arbitration with commitment to providing institutional support to the arbitral process.

**24.7 Failure to Comply with Arbitrator's Decision**

24.7.1 The award of such Arbitrator shall be final and binding upon the parties.

24.7.2 In the event that a Party fails to comply with a final and binding Arbitrator's decision, then the other Party may, without prejudice to any other rights it may have, refer the matter to a competent court of law.

**24.8 Contract operations to continue**

24.8.1 Notwithstanding any reference to arbitration herein,

a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
b) the Procuring Entity shall pay the Contractor any monies due the Contractor.

**25. Fraud and Corruption**

25.1 The Government requires compliance with the country's Anti-Corruption laws and its prevailing sanctions policies and procedures as set forth in the Constitution of Kenya and its Statutes.

25.2 The Procuring Entity requires the Contractor to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

**B. Time Control**

**26. Program**

26.1 Within the time stated in the SCC, after the date of the Letter of Acceptance, the Contractor shall submit to the Project Manager for approval a Program showing the general methods, arrangements, order, and timing for all the activities in the Works. In the case of a lump sum contract, the activities in the Program shall be consistent with those in the Activity Schedule.

26.2 An update of the Program shall be a program showing the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.

26.3 The Contractor shall submit to the Project Manager for approval an updated Program at intervals no longer

than the period stated in the SCC. If the Contractor does not submit an updated Program within this period, the Project Manager may withhold the amount stated in the SCC from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program has been submitted. In the case of a lump sum contract, the Contractor shall provide an updated Activity Schedule within 14 days of being instructed to by the Project Manager.

26.4 The Project Manager's approval of the Program shall not alter the Contractor's obligations. The Contractor may revise the Program and submit it to the Project Manager again at any time. A revised Program shall show the effect of Variations and Compensation Events.

### 27. Extension of the Intended Completion Date

27.1 The Project Manager shall extend the Intended Completion Date if a Compensation Event occurs or a Variation is issued which makes it impossible for Completion to be achieved by the Intended Completion Date without the Contractor taking steps to accelerate the remaining work, which would cause the Contractor to incur additional cost.

27.2 The Project Manager shall decide whether and by how much to extend the Intended Completion Date within 21 days of the Contractor asking the Project Manager for a decision upon the effect of a Compensation Event or Variation and submitting full supporting information. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.

### 28. Acceleration

28.1 When the Procuring Entity wants the Contractor to finish before the Intended Completion Date, the Project Manager shall obtain priced proposals for achieving the necessary acceleration from the Contractor. If the Procuring Entity accepts these proposals, the Intended Completion Date shall be adjusted accordingly and confirmed by both the Procuring Entity and the Contractor.

28.2 If the Contractor's priced proposals for an acceleration are accepted by the Procuring Entity, they are incorporated in the Contract Price and treated as a Variation.

### 29. Delays Ordered by the Project Manager

29.1 The Project Manager may instruct the Contractor to delay the start or progress of any activity within the Works.

### 30. Management Meetings

30.1 Either the Project Manager or the Contractor may require the other to attend a management meeting. The business of a management meeting shall be to review the plans for remaining work and to deal with matters raised in accordance with the early warning procedure.

30.2 The Project Manager shall record the business of management meetings and provide copies of the record to those attending the meeting and to the Procuring Entity. The responsibility of the parties for actions to be taken shall be decided by the Project Manager either at the management meeting or after the management meeting and stated in writing to all who attended the meeting.

### 31. Early Warning

31.1 The Contractor shall warn the Project Manager at the earliest opportunity of specific likely future events or circumstances that may adversely affect the quality of the work, increase the Contract Price, or delay the execution of the Works. The Project Manager may require the Contractor to provide an estimate of the expected effect of the future event or circumstance on the Contract Price and Completion Date. The estimate shall be provided by the Contractor as soon as reasonably possible.

31.2 The Contractor shall cooperate with the Project Manager in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced by anyone involved in the work and in carrying out any resulting instruction of the Project Manager.

## C. Quality Control

### 32. Identifying Defects

32.1 The Project Manager shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Project Manager may instruct the Contractor to search for a Defect and to uncover and test any work that the Project Manager considers

May have a Defect.

### 33. Tests

33.1 If the Project Manager instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a Defect and the test shows that it does, the Contractor shall pay for the test and any samples. If there is no Defect, the test shall be a Compensation Event.

### 34. Correction of Defects

34.1 The Project Manager shall give notice to the Contractor of any Defects before the end of the Defects Liability Period, which begins at Completion, and is defined in the SCC. The Defects Liability Period shall be extended for as long as Defects remain to be corrected.

34.2 Every time notice of a Defect is given, the Contractor shall correct the notified Defect within the length of time specified by the Project Manager's notice.

### 35. Uncorrected Defects

35.1 If the Contractor has not corrected a Defect within the time specified in the Project Manager's notice, the Project Manager shall assess the cost of having the Defect corrected, and the Contractor shall pay this amount.

## D. Cost Control

### 36. Contract Price[7]

36.1 The Bill of Quantities shall contain priced items for the Works to be performed by the Contractor. The Bill of Quantities is used to calculate the Contract Price. The Contractor will be paid for the quantity of the work accomplished at the rate in the Bill of Quantities for each item.

### 37. Changes in the Contract Price[8]

37.1 If the final quantity of the work done differs from the quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 1 percent of the Initial Contract Price, the Project Manager shall adjust the rate to allow for the change. The Project Manager shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 15 percent, except with the prior approval of the Procuring Entity.

37.2 If requested by the Project Manager, the Contractor shall provide the Project Manager with a detailed cost breakdown of any rate in the Bill of Quantities.

### 38. Variations

38.1 All Variations shall be included in updated Programs9 produced by the Contractor.

38.2 The Contractor shall provide the Project Manager with a quotation for carrying out the Variation when requested to do so by the Project Manager. The Project Manager shall assess the quotation, which shall be given within seven (7) days of the request or within any longer period stated by the Project Manager and before the Variation is ordered.

38.3 If the Contractor's quotation is unreasonable, the Project Manager may order the Variation and make a change to the Contract Price, which shall be based on the Project Manager's own forecast of the effects of the Variation on the Contractor's costs.

38.4 If the Project Manager decides that the urgency of varying the work would prevent a quotation being given and considered without delaying the work, no quotation shall be given and the Variation shall be treated as a Compensation Event.

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[7] *In lump sum contracts, replace GCC Sub-Clauses 36.1 as follows:*

*36.1 The Contractor shall provide updated Activity Schedules within 14 days of being instructed to by the Project Manager. The Activity Schedule shall contain the priced activities for the Works to be performed by the Contractor. The Activity Schedule is used to monitor and control the performance of activities on which basis the Contractor will be paid. If payment for materials on site shall be made separately, the Contractor shall show delivery of Materials to the Site separately on the Activity Schedule.*

[8] *In lump sum contracts, replace entire GCC Clause 37 with new GCC Sub-Clause 37.1, as follows:*
*The Activity Schedule shall be amended by the Contractor to accommodate changes of Program or method of working made at the Contractor's own discretion. Prices in the Activity Schedule shall not be altered when the Contractor makes such changes to the Activity Schedule.*

38.5 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning

38.6 If the work in the Variation corresponds to an item description in the Bill of Quantities and if, in the opinion of the Project Manager, the quantity of work above the limit stated in Sub-Clause 39.1 or the timing of its execution do not cause the cost per unit of quantity to change, the rate in the Bill of Quantities shall be used to calculate the value of the Variation. If the cost per unit of quantity changes, or if the nature or timing of the work in the Variation does not correspond with items in the Bill of Quantities, the quotation by the Contractor shall be in the form of new rates for the relevant items of work

38.7 Value Engineering: The Contractor may prepare, at its own cost, a value engineering proposal at any time during the performance of the contract. The value engineering proposal shall, at a minimum, include the following;

a) the proposed change(s), and a description of the difference to the existing contract requirements;
b) a full cost/benefit analysis of the proposed change(s) including a description and estimate of costs (including life cycle costs) the Procuring Entity may incur in implementing the value engineering proposal; and
c) a description of any effect(s) of the change on performance/functionality.

38.8 The Procuring Entity may accept the value engineering proposal if the proposal demonstrates benefits that:

a) accelerate the contract completion period; or
b) reduce the Contract Price or the life cycle costs to the Procuring Entity; or
c) improve the quality, efficiency, safety or sustainability of the Facilities; or
d) yield any other benefits to the Procuring Entity, without compromising the functionality of the Works.

38.9 If the value engineering proposal is approved by the Procuring Entity and results in:

a) a reduction of the Contract Price; the amount to be paid to the Contractor shall be the **percentage specified in the SCC** of the reduction in the Contract Price; or
b) an increase in the Contract Price; but results in a reduction in life cycle costs due to any benefit described in (a) to (d) above, the amount to be paid to the Contractor shall be the full increase in the Contract Price.

## 39. Cash Flow Forecasts

39.1 When the Program[11], is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast. The cash flow forecast shall include different currencies, as defined in the Contract, converted as necessary using the Contract exchange rates.

## 40. Payment Certificates

40.1 The Contractor shall submit to the Project Manager monthly statements of the estimated value of the work executed less the cumulative amount certified previously.

40.2 The Project Manager shall check the Contractor's monthly statement and certify the amount to be paid to the Contractor.

40.3 The value of work executed shall be determined by the Project Manager.

40.4 The value of work executed shall comprise the value of the quantities of work in the Bill of Quantities that have been completed12.

40.5 The value of work executed shall include the valuation of Variations and Compensation Events.

40.6 The Project Manager may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.

40.7 Where the contract price is different from the corrected tender price, in order to ensure the contractor is not paid less or more relative to the contract price (which would be the tender price), payment valuation certificates and variation orders on omissions and additions valued based on rates in the Bill of Quantities or schedule of rates in the Tender, will be adjusted by a plus or minus percentage. The percentage already worked out during tender evaluation is worked out as follows:*(corrected tender price – tender price)/tender price X 100*.

## 41. Payments

41.1 Payments shall be adjusted for deductions for advance payments and retention. The Procuring Entity shall pay the Contractor the amounts certified by the Project Manager within 30 days of the date of each certificate. If the Procuring Entity makes a late payment, the Contractor shall be paid interest on the late payment in the next payment. Interest shall be calculated from the date by which the payment should have been made up to the date when the late payment is made at the prevailing rate of interest for commercial borrowing for each of the currencies in which payments are made.

41.2 If an amount certified is increased in a later certificate or as a result of an award by the Adjudicator or an Arbitrator, the Contractor shall be paid interest upon the delayed payment as set out in this clause. Interest shall be calculated from the date upon which the increased amount would have been certified in the absence of dispute.

41.3 Unless otherwise stated, all payments and deductions shall be paid or charged in the proportions of currencies comprising the Contract Price.

41.4 Items of the Works for which no rate or price has been entered in shall not be paid for by the Procuring Entity and shall be deemed covered by other rates and prices in the Contract.

## 42. Compensation Events

42.1 The following shall be Compensation Events:

d) The Procuring Entity does not give access to a part of the Site by the Site Possession Date pursuant to GCC Sub-Clause 20.1.

e) The Procuring Entity modifies the Schedule of Other Contractors in a way that affects the work of the Contractor under the Contract.

f) The Project Manager orders a delay or does not issue Drawings, Specifications, or instructions required for execution of the Works on time.

g) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon work, which is then found to have no Defects.

h) The Project Manager unreasonably does not approve a subcontract to be let.

i) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to bidders (including the Site Investigation Reports), from information available publicly and from a visual inspection of the Site.

j) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by the Procuring Entity, or additional work required for safety or other reasons.

k) Other contractors, public authorities, utilities, or the Procuring Entity does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.

l) The advance payment is delayed.

m) The effects on the Contractor of any of the Procuring Entity's Risks.

n) The Project Manager unreasonably delays issuing a Certificate of Completion.

42.2 If a Compensation Event would cause additional cost or would prevent the work being completed before the Intended Completion Date, the Contract Price shall be increased and/or the Intended Completion Date shall be extended. The Project Manager shall decide whether and by how much the Contract Price shall be increased and whether and by how much the Intended Completion Date shall be extended.

42.3 As soon as information demonstrating the effect of each Compensation Event upon the Contractor's forecast cost has been provided by the Contractor, it shall be assessed by the Project Manager, and the Contract Price shall be adjusted accordingly. If the Contractor's forecast is deemed unreasonable, the Project Manager shall adjust the Contract Price based on the Project Manager's own forecast. The Project Manager shall assume that the Contractor shall react competently and promptly to the event.

42.4 The Contractor shall not be entitled to compensation to the extent that the Procuring Entity's interests are adversely affected by the Contractor's not having given early warning or not having cooperated with the Project Manager.

**43. Tax**

43.1 The Project Manager shall adjust the Contract Price if taxes, duties, and other levies are changed between the date 30 days before the submission of bids for the Contract and the date of the last Completion certificate. The adjustment shall be the change in the amount of tax payable by the Contractor, provided such changes are not already reflected in the Contract Price or are a result of GCC Clause 44.

**44. Currency of Payment**

44.1 All payments under the contract shall be made in Kenya Shillings

**45. Price Adjustment**

45.1 Prices shall be adjusted for fluctuations in the cost of inputs only if **provided for in the SCC.** If so provided, the amounts certified in each payment certificate, before deducting for Advance Payment, shall be adjusted by applying the respective price adjustment factor to the payment amounts due in each currency. A separate formula of the type specified below applies:

**P = A + B Im/Io**

where: P is the adjustment factor for the portion of the Contract Price payable.

A and B are coefficients[13] **specified in the SCC,** representing the non-adjustable and adjustable portions, respectively, of the Contract Price payable and Im is the index prevailing at the end of the month being invoiced and IOC is the index prevailing 30 days before Bid opening for inputs payable.

45.2 If the value of the index is changed after it has been used in a calculation, the calculation shall be corrected and an adjustment made in the next payment certificate. The index value shall be deemed to take account of all changes in cost due to fluctuations in costs.

**46. Retention**

46.1 The Procuring Entity shall retain from each payment due to the Contractor the proportion stated in the **SCC** until Completion of the whole of the Works.

46.2 Upon the issue of a Certificate of Completion of the Works by the Project Manager, in accordance with GCC 53.1, half the total amount retained shall be repaid to the Contractor and half when the Defects Liability Period has passed and the Project Manager has certified that all Defects notified by the Project Manager to the Contractor before the end of this period have been corrected. The Contractor may substitute retention money with an “on demand” Bank guarantee.

**47. Liquidated Damages**

47.1 The Contractor shall pay liquidated damages to the Procuring Entity at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. The Procuring Entity may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

47.2 If the Intended Completion Date is extended after liquidated damages have been paid, the Project Manager shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in GCC Sub-Clause 41.1.

**48. Bonus**

48.1 The Contractor shall be paid a Bonus calculated at the rate per calendar day **stated in the SCC** for each day (less any days for which the Contractor is paid for acceleration) that the Completion is earlier than the Intended Completion Date. The Project Manager shall certify that the Works are complete, although they may not be due to be complete.

**49. Advance Payment**

49.1 The Procuring Entity shall make advance payment to the Contractor of the amounts stated in the **SCC** by the date stated in the **SCC**, against provision by the Contractor of an Unconditional Bank Guarantee in a form and by a bank acceptable to the Procuring Entity in amounts and currencies equal to the advance payment. The Guarantee shall remain effective until the advance payment has been repaid, but the amount of the Guarantee shall be progressively reduced by the amounts repaid by the Contractor. Interest shall not be charged on the advance payment.

49.2 The Contractor is to use the advance payment only to pay for Equipment, Plant, Materials, and mobilization expenses required specifically for execution of the Contract. The Contractor shall demonstrate that advance payment has been used in this way by supplying copies of invoices or other documents to the Project Manager.

49.3 The advance payment shall be repaid by deducting proportionate amounts from payments otherwise due to the Contractor, following the schedule of completed percentages of the Works on a payment basis. No account shall be taken of the advance payment or its repayment in assessing valuations of work done, Variations, price adjustments, Compensation Events, Bonuses, or Liquidated Damages.

**50. Securities**

50.1 The Performance Security shall be provided to the Procuring Entity no later than the date specified in the Letter of Acceptance and shall be issued in an amount **specified in the SCC,** by a bank or surety acceptable to the Procuring Entity, and denominated in the types and proportions of the currencies in which the Contract Price is payable. The Performance Security shall be valid until a date 28 day from the date of issue of the Certificate of Completion in the case of a Bank Guarantee, and until one year from the date of issue of the Completion Certificate in the case of a Performance Bond.

**51. Dayworks**

51.1 If applicable, the Dayworks rates in the Contractor's Bid shall be used only when the Project Manager has given written instructions in advance for additional work to be paid for in that way.

51.2 All work to be paid for as Dayworks shall be recorded by the Contractor on forms approved by the Project Manager. Each completed form shall be verified and signed by the Project Manager within two days of the work being done.

51.3 The Contractor shall be paid for Dayworks subject to obtaining signed Dayworks forms.

**52. Cost of Repairs**

52.1 Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Correction periods shall be remedied by the Contractor at the Contractor's cost if the loss or damage arises from the Contractor's acts or omissions.

**E. Finishing the Contract**

**53. Completion**

53.1 The Contractor shall request the Project Manager to issue a Certificate of Completion of the Works, and the Project Manager shall do so upon deciding that the whole of the Works is completed.

**54. Taking Over**

54.1 The Procuring Entity shall take over the Site and the Works within seven days of the Project Manager's issuing a certificate of Completion.

**55. Final Account**

55.1 The Contractor shall supply the Project Manager with a detailed account of the total amount that the Contractor considers payable under the Contract before the end of the Defects Liability Period. The Project Manager shall issue a Defects Liability Certificate and certify any final payment that is due to the Contractor within 56 days of receiving the Contractor's account if it is correct and complete. If it is not, the Project Manager shall issue within 56 days a schedule that states the scope of the corrections or additions that are necessary. If the Final Account is still unsatisfactory after it has been resubmitted, the Project Manager shall decide on the amount payable to the Contractor and issue a payment certificate.

## 56. Operating and Maintenance Manuals

56.1 If "as built" Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the SCC.

56.2 If the Contractor does not supply the Drawings and/or manuals by the dates stated in the SCC pursuant to GCC Sub-Clause 56.1, or they do not receive the Project Manager's approval, the Project Manager shall withhold the amount **stated in the SCC** from payments due to the Contractor.

## 57. Termination

57.1 The Procuring Entity or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract.

57.2 Fundamental breaches of Contract shall include, but shall not be limited to, the following:

a) the Contractor stops work for 30 days when no stoppage of work is shown on the current Program and the stoppage has not been authorized by the Project Manager;
b) the Project Manager instructs the Contractor to delay the progress of the Works, and the instruction is not withdrawn within 30 days;
c) the Procuring Entity or the Contractor is made bankrupt or goes into liquidation other than for a reconstruction or amalgamation;
d) a payment certified by the Project Manager is not paid by the Procuring Entity to the Contractor within 84 days of the date of the Project Manager's certificate;
e) the Project Manager gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Project Manager;
f) the Contractor does not maintain a Security, which is required;
g) the Contractor has delayed the completion of the Works by the number of days for which the maximum amount of liquidated damages can be paid, as **defined in the SCC**; or
h) if the Contractor, in the judgment of the Procuring Entity has engaged in Fraud and Corruption, as defined in paragraph 2.2 a of the Appendix A to the GCC, in competing for or in executing the Contract, then the Procuring Entity may, after giving fourteen (14) days written notice to the Contractor, terminate the Contract and expel him from the Site.

57.3 Notwithstanding the above, the Procuring Entity may terminate the Contract for convenience.

57.4 If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.

57.5 When either party to the Contract gives notice of a breach of Contract to the Project Manager for a cause other than those listed under GCC Sub-Clause 56.2 above, the Project Manager shall decide whether the breach is fundamental or not.

## 58. Payment upon Termination

58.1 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Project Manager shall issue a certificate for the value of the work done and Materials ordered less advance payments received up to the date of the issue of the certificate and less the percentage to apply to the value of the work not completed, as specified in the SCC. Additional Liquidated Damages shall not apply. If the total amount due to the Procuring Entity exceeds any payment due to the Contractor, the difference shall be a debt payable to the Procuring Entity.

58.2 If the Contract is terminated for the Procuring Entity's convenience or because of a fundamental breach of Contract by the Procuring Entity, the Project Manager shall issue a certificate for the value of the work done, Materials ordered, the reasonable cost of removal of Equipment, repatriation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works, and less advance payments received up to the date of the certificate.

## 59. Property

59.1 All Materials on the Site, Plant, Equipment, Temporary Works, and Works shall be deemed to be the property of the Procuring Entity if the Contract is terminated because of the Contractor's default.

## 60. Release from Performance

60.1 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either the Procuring Entity or the Contractor, the Project Manager shall certify that the Contract has been frustrated. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all work carried out before receiving it and for any work carried out afterwards to which a commitment was made.

## SECTION IX - SPECIAL CONDITIONS OF CONTRACT

The following Particular Conditions shall supplement the GCC. Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

| Number of GC Clause | Amendments of, and Supplements to, Clauses in the General Conditions of Contract |
|---|---|
| | **A. General** |
| **GCC 1.1 (q)** | The Procuring Entity is *County Government of Kiambu, Department PUBLIC SERVICE AND ADMINISTRATION (KDSP II)* |
| **GCC 1.1 (u)** | The Intended Completion Date for the whole of the Works shall be fifty-four (54) weeks *from the Notice to commence* |
| **GCC 1.1 (x)** | The Project Manager is *[Director- PUBLIC WORKS AND UTILITIES]*. |
| **GCC 1.1 (z)** | The Site is located at *[Kiambu County]* and is defined in drawings No. |
| **GCC 1.1 (cc)** | The Start Date shall be *14 days from the Notice to commence.* |
| **GCC 1.1 (gg)** | The Works consist of *[As per the bills of quantities]*. |
| **GCC 2.2** | Sectional Completions are: *[N/A]* |
| **GCC 5.1** | The Project manager *[may]* delegate any of his duties and responsibilities. |
| **GCC 8.1** | Schedule of other contractors: *[N/A]* |
| **GCC 9.1** | **Key Personnel**<br>GCC 9.1 is replaced with the following:<br><br>9.1 Key Personnel are the Contractor's personnel named in this GCC 9.1 of the Special Conditions of Contract. The Contractor shall employ the Key Personnel and use the equipment identified in its Bid, to carry out the Works or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of Key Personnel and equipment only if their relevant qualifications or characteristics are substantially equal to or better than those proposed in the Bid. |
| **GCC 13.1** | The minimum insurance amounts and deductibles shall be:<br><br>(a) for loss or damage to the Works, Plant and Materials: *[not less than Ksh, 2,000,000.00]*.<br><br>(b) For loss or damage to Equipment: *[Ksh, 2,000,000.00]*.<br><br>(c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with Contract *Ksh, 2,000,000.00]*.<br><br>(d) for personal injury or death:<br><br>(i) of the Contractor's employees: *[not less than Ksh, 2,000,000.00]*.<br>(ii) of other people: [*not less than Ksh, 2,000,000.00]*. |
| **GCC 14.1** | Site Data are:*AS PROVIDED IN DRAWINGS AND BQ* |
| **GCC 20.1** | The Site Possession Date(s) shall be: *[As indicated in the letter of site possession]* |
| **GCC 23.1 & GCC 23.2** | Appointing Authority for the Adjudicator: [*CIARB]*. |
| | Hourly rate and types of reimbursable expenses to be paid to the Adjudicator: *(as determined by the CIARB* |
| **B. Time Control** | |

| Number of GC Clause | Amendments of, and Supplements to, Clauses in the General Conditions of Contract |
|---|---|
| **GCC 26.1** | The Contractor shall submit for approval a Program for the Works within *14 days after issuance of the order to commence* |
| **GCC 26.3** | The period between Program updates is *14 days after instructions from the Project Manager.*<br><br>The amount to be withheld for late submission of an updated Program is *[N/A]*. |
| **C. Quality Control** | |
| **GCC 34.1** | The Defects Liability Period is: *six* months. |
| **D. Cost Control** | |
| **GCC 38.9** | If the value engineering proposal is approved by the Procuring Entity the amount to be paid to the Contractor shall be_N/A_% of the reduction in the Contract Price. |
| **GCC 44.1** | The currency of the Procuring Entity's Country is: *[Kenya Shillings]*. |
| **GCC 45.1** | The Contract *is not* subject to price adjustment in accordance with GCC Clause 45, and the following information regarding coefficients *does not* apply.<br><br>The coefficients for adjustment of prices are:<br><br>(a) *[N/A]* percent nonadjustable element (coefficient A).<br><br>(b) *[N/A]* percent adjustable element (coefficient B).<br><br>(c) The Index I for shall be *[insert index]*. |
| **GCC 46.1** | The proportion of payments retained is: *[10% of the interim certificate up to a maximum of 5% of the contract sum]* |
| **GCC 47.1** | The liquidated damages for the whole of the Works are *0.05%* per day of the contract price. The maximum number of liquidated damages for the whole of the Works is *[5%]* of the final Contract Price. |
| **GCC 48.1** | The Bonus for the whole of the Works is *[N/A* per day. The maximum amount of Bonus for the whole of the Works is *[N/A]* of the final Contract Price. |
| **GCC 49.1** | The Advance Payments shall be: *[N/A)]* and shall be paid to the Contractor no later than *[N/A]*. |
| **GCC 50.1** | The Performance Security amount is :<br><br>(a) Performance Security – Bank Guarantee: in the amount(s) of ***5%*** percent of the Accepted Contract Amount and in the same currency(ies) of the Accepted Contract Amount. |
| **E. Finishing the Contract** | |
| **GCC 56.1** | The date by which operating and maintenance manuals are required is *upon completion*<br><br>The date by which "as built" drawings are required is *[During Site Handover Over by the Contractor]*. |
| **GCC 56.2** | The amount to be withheld for failing to produce "as built" drawings and/or operating and maintenance manuals by the date required in GCC 58.1 is *1,000,000]*. |
| **GCC 57.2 (g)** | The maximum number of days is: *[60 days]*. ` |
| **GCC 58.1** | The percentage to apply to the value of the work not completed, representing the Procuring Entity's additional cost for completing the Works, is *12%*. |

**FORM No 1: NOTIFICATION OF INTENTION TO AWARD**

This Notification of Intention to Award shall be sent to each Tenderer that submitted a Tender. Send this Notification to the Tenderer's Authorized Representative named in the Tender Information Form on the format below.

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**FORMAT**

1. For the attention of Tenderer's Authorized Representative
   - *i)* Name: *[insert Authorized Representative's name]*
   - *ii)* Address: *[insert Authorized Representative's Address]*
   - *iii)* Telephone: *[insert Authorized Representative's telephone/fax numbers]*
   - *iv)* Email Address: *[insert Authorized Representative's email address]*

   *[IMPORTANT: insert the date that this Notification is transmitted to Tenderers. The Notification must be sent to all Tenderers simultaneously. This means on the same date and as close to the same time as possible.]*

2. Date of transmission: [*email*] on [*date*] (local time)

   This Notification is sent by (*Name and designation*) _____

3. Notification of Intention to Award

   - *i)* Procuring Entity: *[insert the name of the Procuring Entity]*
   - *ii)* Project: *[insert name of project]*
   - *iii)* Contract title: *[insert the name of the contract]*
   - *iv)* Country: *[insert country where ITT is issued]*
   - *v)* ITT No: *[insert ITT reference number from Procurement Plan]*

   This Notification of Intention to Award (Notification) notifies you of our decision to award the above contract. The transmission of this Notification begins the Standstill Period. During the Standstill Period, you may:

4. Request a debriefing in relation to the evaluation of your tender

   Submit a Procurement-related Complaint in relation to the decision to award the contract.

   a) The successful tenderer

      i) Name of successful Tender _____

      ii) Address of the successful Tender _____

      iii) Contract price of the successful Tender Kenya Shillings _____ (in words

      b) Other Tenderers

   Names of all Tenderers that submitted a Tender. If the Tender's price was evaluated include the evaluated price as well as the Tender price as read out. For Tenders not evaluated, give one main reason the Tender was unsuccessful.

| SNo | Name of Tender | Tender Price as read out | Tenders evaluated price (Note a) | One Reason Why not Evaluated |
|---|---|---|---|---|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |
| 5 | | | | |
| | | | | |

*(Note a) State NE if not evaluated*

5. How to request a debriefing

a) DEADLINE: The deadline to request a debriefing expires at midnight on [*insert date*] (*local time*).

b) You may request a debriefing in relation to the results of the evaluation of your Tender. If you decide to request a debriefing your written request must be made within three (5) Business Days of receipt of this Notification of Intention to Award.

c) Provide the contract name, reference number, name of the Tenderer, contact details; and address the request for debriefing as follows:

i) Attention: [*insert full name of person, if applicable*]

ii) Title/position: [*insert title/position*]

ii) Agency: [*insert name of Procuring Entity*]

iii) Email address: [*insert email address*]

d) If your request for a debriefing is received within the 3 Days deadline, we will provide the debriefing within five (3) Business Days of receipt of your request. If we are unable to provide the debriefing within this period, the Standstill Period shall be extended by five (3) Days after the date that the debriefing is provided. If this happens, we will notify you and confirm the date that the extended Standstill Period will end.

e) The debriefing may be in writing, by phone, video conference call or in person. We shall promptly advise you in writing how the debriefing will take place and confirm the date and time.

f) If the deadline to request a debriefing has expired, you may still request a debriefing. In this case, we will provide the debriefing as soon as practicable, and normally no later than fifteen (15) Days from the date of publication of the Contract Award Notice.

**6. How to make a complaint**

a) Period: Procurement-related Complaint challenging the decision to award shall be submitted by midnight, [*insert date*] (local time).

b) Provide the contract name, reference number, name of the Tenderer, contact details; and address the Procurement-related Complaint as follows:

i) Attention: [*insert full name of person, if applicable*]

ii) Title/position: [*insert title/position*]

iii) Agency: [*insert name of Procuring Entity*]

iv) Email address: [*insert email address*]

c) At this point in the procurement process, you may submit a Procurement-related Complaint challenging the decision to award the contract. You do not need to have requested, or received, a debriefing before making this complaint. Your complaint must be submitted within the Standstill Period and received by us before the Standstill Period ends.

d) Further information: For more information refer to the Public Procurement and Disposals Act 2015 and its Regulations available from the Website info@ppra.go.ke or complaints@ppra.go.ke.

You should read these documents before preparing and submitting your complaint.

e) There are four essential requirements:

i) You must be an 'interested party'. In this case, that means a Tenderer who submitted a Tender in this tendering process, and is the recipient of a Notification of Intention to Award.

ii) The complaint can only challenge the decision to award the contract.

iii) You must submit the complaint within the period stated above.

iv) You must include, in your complaint, all of the information required to support your complaint.

7. Standstill Period

i) DEADLINE: The Standstill Period is due to end at midnight on [*insert date*] (local time).

ii) The Standstill Period lasts ten (14) Days after the date of transmission of this Notification of Intention to Award.

iii) The Standstill Period may be extended as stated in paragraph Section 5 (d) above.

If you have any questions regarding this Notification, please do not hesitate to contact us. On behalf of the Procuring Entity:

**Signature:** _____ **Name:** _____

**Title/position:** _____ **Telephone:** ___ **Email:** _____

## FORM NO. 2 - REQUEST FOR REVIEW

**FORM FOR REVIEW (r.203(1))**

**PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD**

**APPLICATION NO……. OF……..…..20……...**

**BETWEEN**

**….....APPLICANT**

**AND**

**……RESPONDENT (Procuring Entity)**

Request for review of the decision of the…… (Name of the Procuring Entity of ……dated the…day of ……20…….in the matter of Tender No……..…of ……..20….. for .....(Tender description).

**REQUEST FOR REVIEW**

I/We……,the above named Applicant(s), of address: Physical address…….P. O. Box No.....Tel. No……..Email ……, hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds , namely:

1.

2.

By this memorandum, the Applicant requests the Board for an order/orders that:

1.

2.

SIGNED …….(Applicant) Dated on…….day of ……/…20……

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FOR OFFICIAL USE ONLY Lodged with the Secretary Public Procurement Administrative Review Board on……day of ……....20….……

**SIGNED**

**Board Secretary**

**FORM NO 3: LETTER OF AWARD**

To: *[]*

This is to notify you that your Tender dated *[date]* for execution of the *[name of the Contract and identification number, as given in the Contract Data]* for the Accepted Contract Amount *[amount in numbers and words] [name of currency]*, as corrected and modified in accordance with the Instructions to Tenderers, is hereby accepted by ..... (*name of Procuring Entity)*.

You are requested to furnish the Performance Security within 30 days in accordance with the Conditions of Contract, using, for that purpose, one of the Performance Security Forms included in Section VIII, Contract Forms, of the Tender Document.

Authorized Signature:..... .....

Name and Title of Signatory:.....

Name of Procuring Entity..... .....

Attachment: *Contract Agreement*.....

## FORM NO 4: CONTRACT AGREEMENT

THIS AGREEMENT made the_____day of_____, 20____, between _____of _____(hereinafter "the Procuring Entity"), of the one part, and_____of_____(hereinafter "the Contractor"), of the other part:

WHEREAS the Procuring Entity desires that the Works known as_____should be executed by the Contractor, and has accepted a Tender by the Contractor for the execution and completion of these Works and the remedying of any defects therein,

The Procuring Entity and the Contractor agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other Contract documents.
   a) the Letter of Acceptance
   b) the Letter of Tender
   c) the addenda Nos_____(if any)
   d) the Special Conditions of Contract
   e) the General Conditions of Contract;
   f) the Specifications
   g) the Drawings*;* and
   h) the completed Schedules and any other documents forming part of the contract.

3. In consideration of the payments to be made by the Procuring Entity to the Contractor as specified in this Agreement, the Contractor hereby covenants with the Procuring Entity to execute the Works and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works 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.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the Laws of Kenya on the day, month and year specified above.

Signed and sealed by_____(for the Procuring Entity)

Signed and sealed by_____(for the Contractor).

## FORM NO. 5 - PERFORMANCE SECURITY

**[Option 1 - Unconditional Demand Bank Guarantee]**

*[Guarantor letterhead]*

**Beneficiary:** _____ *[insert name and Address of* Procuring Entity*]* **Date:** _____

_____ *[Insertdateofissue]*

**Guarantor: [***Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that _____ (hereinafter called "the Contractor") has entered into Contract No. _____ dated _____ with (*name of Procuring Entity*) _____ (the Procuring Entity as the Beneficiary), for the execution of _____ (hereinafter called "the Contract").

2. Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

3. At the request of the Contractor, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of _____ (*in words* ),[1] such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.

4. This guarantee shall expire, no later than the …. Day of ……, 2.....[2], and any demand for payment under it must be received by us at the office indicated above on or before that date.

5. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months] [one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee."

*[Name of Authorized Official, signature(s) and seals/stamps*].

## FORM No. 6 - PERFORMANCE SECURITY

**[Option 2– Performance Bond]**

*[Note: Procuring Entities are advised to use Performance Security – Unconditional Demand Bank Guarantee instead of Performance Bond due to difficulties involved in calling Bond holder to action]*
*[Guarantor letterhead or SWIFT identifier code]*

**Beneficiary:** _____ *[insert name and Address of* Procuring Entity*]* **Date:** _____ *[Insert date of issue]*.

**PERFORMANCE BOND No.:** _____

**Guarantor: [***Insert name and address of place of issue, unless indicated in the letterhead]*

1. By this Bond _____ as Principal (hereinafter called "the Contractor") and _____] as Surety (hereinafter called "the Surety"), are held and firmly bound unto _____] as Obligee (hereinafter called "the Procuring Entity") in the amount of _____ for the payment of which sum well and truly to be made in the types and proportions of currencies in which the Contract Price is payable, the Contractor and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

2. WHEREAS the Contractor has entered into a written Agreement with the Procuring Entity dated the _____ day of _____, 20 , for _____ in accordance with the documents, plans, specifications, and amendments thereto, which to the extent herein provided for, are by reference made part hereof and are hereinafter referred to as the Contract.

3. NOW, THEREFORE, the Condition of this Obligation is such that, if the Contractor shall promptly and faithfully perform the said Contract (including any amendments thereto), then this obligation shall be null and void; otherwise, it shall remain in full force and effect. Whenever the Contractor shall be, and declared by the Procuring Entity to be, in default under the Contract, the Procuring Entity having performed the Procuring Entity's obligations thereunder, the Surety may promptly remedy the default, or shall promptly:
   1) complete the Contract in accordance with its terms and conditions; or
   2) obtain a tender or tenders from qualified tenderers for submission to the Procuring Entity for completing the Contract in accordance with its terms and conditions, and upon determination by the Procuring Entity and the Surety of the lowest responsive Tenderers, arrange for a Contract between such Tenderer, and Procuring Entity and make available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the Balance of the Contract Price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "Balance of the Contract Price," as used in this paragraph, shall mean the total amount payable by Procuring Entity to Contractor under the Contract, less the amount properly paid by Procuring Entity to Contractor; or
   3) pay the Procuring Entity the amount required by Procuring Entity to complete the Contract in accordance with its terms and conditions up to a total not exceeding the amount of this Bond.

4. The Surety shall not be liable for a greater sum than the specified penalty of this Bond.

5. Any suit under this Bond must be instituted before the expiration of one year from the date of the issuing of the Taking-Over Certificate. No right of action shall accrue on this Bond to or for the use of any person or corporation other than the Procuring Entity named herein or the heirs, executors, administrators, successors, and assigns of the Procuring Entity.

6. In testimony whereof, the Contractor has hereunto set his hand and affixed his seal, and the Surety has caused these presents to be sealed with his corporate seal duly attested by the signature of his legal representative, this day _____ of _____ 20_____.

SIGNED ON _____ on behalf of By ___ in the capacity of In the presence of

SIGNED ON _____ on behalf of By _ in the capacity of In the presence of

**FORM NO. 7 - ADVANCE PAYMENT SECURITY**

**[Demand Bank Guarantee]**

*[Guarantor letterhead]*

**Beneficiary:** _____ *[Insert name and Address of* Procuring Entity*]* **Date:** _____ *[Insert date of issue]*

**ADVANCE PAYMENT GUARANTEE No.:** _____ *[Insert guarantee reference number]* **Guarantor:** _____ **[***Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that _____ (hereinafter called "the Contractor") has entered into Contract No. _____ *dated* _____ with the Beneficiary, for the execution of _____

2. Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum _____ (*in words*) is to be made against an advance payment guarantee.

3. At the request of the Contractor, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of _____ (*in words* _____)[1] upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating either that the Applicant:
   a) has used the advance payment for purposes other than the costs of mobilization in respect of the Works; or
   b) has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Applicant has failed to repay.

4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the advance payment referred to above has been credited to the Contractor on its account number _____ at _____.

5. The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor as specified in copies of interim statements or payment certificates which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of a copy of the interim payment certificate indicating that ninety (90) percent of the Accepted Contract Amount, less provisional sums, has been certified for payment, or on the ____ day of _____, 2_____[2], whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.

6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]*

7. *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

*[Name of Authorized Official, signature(s) and seals/stamps*]

**FORM NO. 8 - RETENTION MONEY SECURITY**

**[Demand Bank Guarantee]**

*[Guarantor letterhead]*

**Beneficiary:** _____*[Insert name and Address of* Procuring Entity*]*

**Date:**_____*[Insertdateofissue]*

**Advance payment guarantee no.** *[Insert guarantee reference number]*

**Guarantor: [***Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that_____*[insert name of Contractor, which in the case of a joint venture shall be the name of the joint venture]* (hereinafter called "the Contractor") has entered into Contract No. _____*[insert reference number of the contract]* dated_____with the Beneficiary, for the execution of_____*[insert name of contract and brief description of* Works*]* (hereinafter called "the Contract").

2. Furthermore, we understand that, according to the conditions of the Contract, the Beneficiary retains moneys up to the limit set forth in the Contract ("the Retention Money"), and that when the Taking-Over Certificate has been issued under the Contract and the first half of the Retention Money has been certified for payment, and payment of *[*insert the second half of the Retention Money] is to be made against a Retention Money guarantee.

3. At the request of the Contractor, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of *[insert amount in figures]*_____(*[insert amount in words*_____*])*[1] upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or show grounds for your demand or the sum specified therein.

4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the second half of the Retention Money as referred to above has been credited to the Contractor on its account number_____at_____*[insert name and address of Applicant's bank]*.

5. This guarantee shall expire no later than the …..... Day of ….....……, 2.....[2], And any demand for payment under it must be received by us at the office indicated above on or before that date.

6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months] [one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

*[Name of Authorized Official, signature(s) and seals/stamps*]

_____

**FORM NO. 9 BENEFICIAL OWNERSHIP DISCLOSURE FORM**

**(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)**

Tender Reference No.:_____[*insert identification no*]

Name of the Tender Title/Description:_____*[insert name of the assignment]* to:

_____*[insert complete name of Procuring Entity]*

In response to the requirement in your notification of award dated__*[insert date of notification of award]* to furnish additional information on beneficial ownership:_____*[select one option as applicable and delete the options that are not applicable]*

I) We here by provide the following beneficial ownership information.

**Details of beneficial ownership**

| | **Details of all Beneficial Owners** | | **% of shares a person n holds in the company Directly or indirectly** | **% of voting rights a person n holds in the company** | **Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer** (Yes / No) | **Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)** |
|---|---|---|---|---|---|---|
| **1.** | Full Name | | Directly---------- % of shares<br><br>Indirectly---------- % of shares | Directly…… …….% of voting rights<br><br>Indirectly---------- % of voting rights | 1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes -----No----<br>2. Is this right held directly or indirectly?:<br><br>Direct……<br><br>Indirect…… | 1. Exercises significant influence or control over the Company body of the Company (tenderer)<br><br>Yes -----No----<br><br>2. Is this influence or control exercised directly or indirectly?<br><br>Direct……..<br><br>Indirect…… |
| | National identity card number r or Passport numberr | | | | | |
| | Personal Identification Numberr (where applicable) | | | | | |
| | Nationality | | | | | |
| | Date of birth *[dd/mm/yyyy]* | | | | | |
| | Postal address | | | | | |
| | Residential address | | | | | |
| | Telephone ne number | | | | | |
| | Email address | | | | | |
| | Occupation or profession | | | | | |
| | | | | | | |

| | **Details of all Beneficial Owners** | | **% of shares a person holds in the company Directly or indirectly** | **% of voting rights a person holds in the company** | **Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer** (Yes / No) | **Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)** |
|---|---|---|---|---|---|---|
| **2.** | Full Name | | Directly---------- % of shares<br><br>Indirectly---------- % of shares | Directly…… …….% of voting rights<br><br>Indirectly---------- % of voting rights | 1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes -----No----<br>2. Is this right held directly or indirectly?:<br><br>Direct……<br><br>Indirect…… | 1. Exercises significant influence or control over the Company body of the Company (tenderer**)** Yes -----No----<br><br>2. Is this influence or control exercised directly or indirectly?<br><br>Direct……..<br><br>Indirect…… |
| | National identity card number or Passport numberr | | | | | |
| | Personal Identification Number (where applicable) | | | | | |
| | Nationality(ies) | | | | | |
| | Date of birth *[dd/mm/yyyy]* | | | | | |
| | Postal address | | | | | |
| | Residential address | | | | | |
| | Telephone number | | | | | |
| | Email address | | | | | |
| | Occupation or profession | | | | | |
| | | | | | | |
| **3.** | | | | | | |
| | | | | | | |
| **e.t** | | | | | | |
| **.c** | | | | | | |

*II)* Am fully aware that beneficial ownership information above shall be reported to the Public Procurement Regulatory Authority together with other details in relation to contract awards and shall be maintained in the Government Portal, published and made publicly available pursuant to Regulation 13(5) of the Companies (Beneficial Ownership Information) Regulations, 2020.(Notwithstanding this paragraph Personally Identifiable Information in line with the Data Protection Act shall not be published or made public). *Note that Personally Identifiable Information (PII) is defined as any information that can be used to distinguish one person from another and can be used to deanonymize previously anonymous data. This information includes National identity card number or Passport number, Personal Identification Number, Date of birth, Residential address, email address and Telephone number.*

III) In determining who meets the threshold of who a beneficial owner is, the Tenderer must consider a natural person who in relation to the company:

(a) holds at least ten percent of the issued shares in the company either directly or indirectly;

(b) exercises at least ten percent of the voting rights in the company either directly or indirectly;

(c) holds a right, directly or indirectly, to appoint or remove a director of the company; or

(d) exercises significant influence or control, directly or indirectly, over the company.

IV) What is stated to herein above is true to the best of my knowledge, information and belief.

*Name of the Tenderer..... *[insert complete name of the Tenderer]* _____

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

*Designation of the person signing the Tender..... [insert complete title of the person signing the Tender]*

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

*Date this ..... [insert date of signing] day of..... [Insert month], [insert year]*

Bidder Official Stamp