



**RUIRU-JUJA WATER AND SEWERAGE COMPANY
TENDER DOCUMENT FOR ONE (1) -YEAR FRAMEWORK
CONTRACT**

**SUPPLY AND DELIVERY OF UPVC & HDPE PIPES AND
FITTINGS**

TENDER NO: RUJWASCO/T/60/2020-2021

MAY 2020

Tel 020-2022651. E-mail:rujwasco2017@gmail.com

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INVITATION TO TENDER

TENDER REF NO: RUJWASCO/T/60/2020-2021

TENDER NAME: SUPPLY AND DELIVERY OF UPVC & HDPE PIPES AND FITTINGS

Ruiru-Juja Water and Sewerage Company herein referred to as the (Procuring entity/client)

hereby invites sealed tenders from eligible candidates for **supply and delivery of upvc. HDPE pipes and fittings**

The invitation is open to manufacturers and registered firms or agents of **upvc. HDPE pipes and fittings**

Interested eligible candidates can obtain tender documents by downloading from the company's website **www.ruiruwater.co.ke**. Interested bidders who download the tenders and registration documents shall email their Company names, contact details, and tender/registration number or numbers to **rujwasco procurement @ gmail.com** and copy to **rujwasco2017@gmail.com**.

Prices quoted should be net inclusive of all taxes, must be in Kenya Shillings and shall remain valid for **(120)** days from the closing date of the tender.

Completed tender /registration documents enclosed in plain sealed envelopes marked with tender /registration number and name should be deposited in the Tender Box at **Ruiru-Juja Water and Sewerage Company** reception or addressed to:

Ruiru-Juja Water and Sewerage Company

P.O Box 1165-0232

next to Kenyatta University, Ruiru Campus

Ruiru,

so as to be received on or before **(17th June 2020 at 11.00 am)**

Tenders will be opened immediately thereafter in the presence of the Candidates or their representatives who choose to attend at ***Ruiru-Juja Water and Sewerage Company offices boardroom.***

Ag. Managing Director

Ruiru-Juja Water and Sewerage Company

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SECTION II - INSTRUCTIONS TO TENDERERS

2.1 Eligible Tenderers

- 2.1.1 This Invitation for Tenders is open to all tenderers eligible as described in the Invitation to Tender. Successful tenderers shall complete the supply of goods by the intended completion date specified in the Schedule of Requirements Section VI.
- 2.1.2 The procuring entity's employees, committee members, board members and their relative (spouse and children) are not eligible to participate in the tender.
- 2.1.3 Tenderers shall provide the qualification information statement that the tenderer (including all members of a joint venture and subcontractors) is not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring entity to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods under this Invitation for tenders.
- 2.1.4 Tenderers shall not be under a declaration of ineligibility for corrupt and fraudulent practices.

2.2 Eligible Goods

- 2.2.1 All goods to be supplied under the contract shall have their origin in eligible source countries.
- 2.2.2 For purposes of this clause, "origin" means the place where the goods are mined, grown, or produced. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components
- 2.2.3 The origin of goods is distinct from the nationality of the tenderer.

2.3 Cost of Tendering

- 2.3.1 The Tenderer shall bear all costs associated with the preparation and submission of its tender, and the procuring entity, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.
- 2.3.2 The price to be charged for the tender document shall not exceed Kshs. 1,000/=
- 2.3.3 All firms found capable of performing the contract satisfactorily in accordance with the set prequalification criteria shall be prequalified.

2.4. **The Tender Document**

2.4.1 The tender document comprises the documents listed below and addenda issued in accordance with clause 2.6 of these instructions to Tenderers

- (i) Invitation to Tender
- (ii) Instructions to tenderers
- (iii) General Conditions of Contract
- (iv) Special Conditions of Contract
- (v) Schedule of requirements
- (vi) Technical Specifications
- (vii) Tender Form and Price Schedules
- (viii) Tender Security Form
- (ix) Contract Form
- (x) Performance Security Form
- (xi) Bank Guarantee for Advance Payment Form
- (xii) Manufacturer's Authorization Form
- (xiii) Confidential Business Questionnaire

2.4.2 The Tenderer is expected to examine all instructions, forms, terms, and specifications in the tender documents. Failure to furnish all information required by the tender documents or to submit a tender not substantially responsive to the tender documents in every respect will be at the tenderers risk and may result in the rejection of its tender.

2.5 **Clarification of Documents**

2.5.1 A prospective tenderer requiring any clarification of the tender document may notify the Procuring entity in writing or by post at the entity's address indicated in the Invitation to Tender. The Procuring entity will respond in writing to any request for clarification of the tender documents, which it receives not later than seven (7) days prior to the deadline for the submission of tenders, prescribed by the procuring entity. Written copies of the Procuring entities response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective tenderers that have received the tender document.

2.5.2 The procuring entity shall reply to any clarifications sought by the tenderer within 3 days of receiving the request to enable the tenderer to make timely submission of its tender.

2.6 **Amendment of Documents**

2.6.1 At any time prior to the deadline for submission of tenders, the Procuring entity, for any reason, whether at its own initiative or in response to a clarification requested by a prospective tenderer, may modify the tender documents by amendment.

2.6.2 All prospective candidates that have received the tender documents will be notified of the amendment in writing or by post and will be binding on them.

2.6.3 In order to allow prospective tenderers reasonable time in which to take the amendment into account in preparing their tenders, the Procuring entity, at its discretion, may extend the deadline for the submission of tenders.

2.7 **Language of Tender**

2.7.1 The tender prepared by the tenderer, as well as all correspondence and documents relating to the tender exchange by the tenderer and the Procuring entity, shall be written in English language, provided that any printed literature furnished by the tenderer may be written in another language provided they are accompanied by an accurate English translation of the relevant passages in which case, for purposes of interpretation of the tender, the English translation shall govern.

2.8 **Documents Comprising of Tender**

2.8.1 The tender prepared by the tenderers shall comprise the following components

- (a) a Tender Form and a Price Schedule completed in accordance with paragraph 2.9, 2.10 and 2.11 below
- (b) documentary evidence established in accordance with paragraph 2.1 that the tenderer is eligible to tender and is qualified to perform the contract if its tender is accepted;
- (c) documentary evidence established in accordance with paragraph 2.2 that the goods and ancillary services to be supplied by the tenderer are eligible goods and services and conform to the tender documents; and
- (d) tender security furnished in accordance with paragraph 2.14

2.9 **Tender Forms**

2.9.1 The tenderer shall complete the Tender Form and the appropriate Price Schedule furnished in the tender documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

2.10 **Tender Prices**

2.10.1 The tenderer shall indicate on the appropriate Price Schedule the unit prices and total tender price of the goods it proposes to supply under the contract

2.10.2 Prices indicated on the Price Schedule shall include all costs including taxes, insurances and delivery to the premises of the entity.

2.10.3 Prices quoted by the tenderer shall be fixed during the Tender's performance of the contract and not subject to variation on any account. A tender submitted with an adjustable price quotation will be treated as non-responsive and will be rejected, pursuant to paragraph 2.22

2.10.4 The validity period of the tender shall be **120 days** from the date of opening of the tender.

2.11 Tender Currencies

2.11.1 Prices shall be quoted in Kenya Shillings unless otherwise specified in the Appendix to Instructions to Tenderers.

2.12 Tenderers Eligibility and Qualifications

2.12.1 Pursuant to paragraph 2.1. The tenderer shall furnish, as part of its tender, documents establishing the tenderers eligibility to tender and its qualifications to perform the contract if its tender is accepted.

2.12.2 The documentary evidence of the tenderers eligibility to tender shall establish to the Procuring entity's satisfaction that the tenderer, at the time of submission of its tender, is from an eligible source country as defined under paragraph 2.1

2.12.3 The documentary evidence of the tenderers qualifications to perform the contract if its tender is accepted shall be established to the Procuring entity's satisfaction;

- (a) that, in the case of a tenderer offering to supply goods under the contract which the tenderer did not manufacture or otherwise produce, the tenderer has been duly authorized by the goods' Manufacturer or producer to supply the goods.
- (b) that the tenderer has the financial, technical, and production capability necessary to perform the contract;
- (c) that, in the case of a tenderer not doing business within Kenya, the tenderer is or will be (if awarded the contract) represented by an Agent in Kenya equipped, and able to carry out the Tenderer's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications.

2.13 Goods Eligibility and Conformity to Tender Documents

2.13.1 Pursuant to paragraph 2.2 of this section, the tenderer shall furnish, as part of its tender documents establishing the eligibility and conformity to the tender documents of all goods which the tenderer proposes to supply under the contract

2.13.2 The documentary evidence of the eligibility of the goods shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

2.13.3 The documentary evidence of conformity of the goods to the tender documents may be in the form of literature, drawings, and data, and shall consist of:

- (a) a detailed description of the essential technical and performance characteristic of the goods;
- (b) a list giving full particulars, including available source and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period of two (2) years, following commencement of the use of the goods by the Procuring entity; and
- (c) A clause-by-clause commentary on the Procuring Entity's Technical Specifications demonstrating substantial responsiveness of the goods and service to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

2.13.3.1 For purposes of the documentary evidence to be furnished pursuant to paragraph 2.13.3(c) above, the tenderer shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procurement entity in its Technical Specifications, are intended to be descriptive only and not restrictive. The tenderer may substitute alternative standards, brand names, and/or catalogue numbers in its tender, provided that it demonstrates to the Procurement entity's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

2.14 Tender Security

2.14.1 The tenderer shall furnish, as part of its tender, a tender security for the amount specified in the Appendix to Invitation to Tenderers.

2.14.2 The tender security shall be in the amount of 0.5 – 2 per cent of the tender price.

2.14.3 The tender security is required to protect the Procuring entity against the risk of Tenderer's conduct which would warrant the security's forfeiture, pursuant to paragraph 2.14.7

2.14.4 The tender security shall be denominated in Kenya Shillings or in another freely convertible currency, and shall be in the form of a bank guarantee or a bank draft issued by a reputable bank located in Kenya or abroad, or a guarantee issued by a reputable insurance company in the form provided in the tender documents or another form acceptable to the Procuring entity and valid for thirty (30) days beyond the validity of the tender.

2.14.5 Any tender not secured in accordance with paragraph 2.14.1 and 2.14.3 will be rejected by the Procuring entity as non-responsive, pursuant to paragraph 2.22

2.14.6 Unsuccessful Tenderer's tender security will be discharged or returned as promptly as possible as but not later than thirty (30) days after the expiration of the period of tender validity prescribed by the Procuring entity.

2.14.7 The successful Tenderer's tender security will be discharged upon the tenderer signing the contract, pursuant to paragraph 2.27 and furnishing the performance security, pursuant to paragraph 2.28

2.14.8 The tender security may be forfeited:

- (a) if a tenderer withdraws its tender during the period of tender validity specified by the procuring entity on the Tender Form; or
- (b) in the case of a successful tenderer, if the tenderer fails:
 - (i) to sign the contract in accordance with paragraph 2.27
or
 - (ii) to furnish performance security in accordance with paragraph 2.28

2.15 **Validity of Tenders**

2.15.1 Tenders shall remain valid for **120 days** or as specified in the Invitation to tender after the date of tender opening prescribed by the Procuring entity, pursuant to paragraph 2.18. A tender valid for a shorter period shall be rejected by the Procuring entity as non-responsive.

2.15.2 In exceptional circumstances, the Procuring entity may solicit the Tenderer's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The tender security provided under paragraph 2.14 shall also be suitably extended. A tenderer may refuse the request without forfeiting its tender security. A tenderer granting the request will not be required nor permitted to modify its tender.

2.16 **Format and Signing of Tender**

2.16.1 The Procuring entity shall prepare two copies of the tender, clearly marking each "**ORIGINAL TENDER**" and "**COPY OF TENDER,**" as appropriate. In the event of any discrepancy between them, the original shall govern.

2.16.2 The original and all copies of the tender shall be typed or written in indelible ink and shall be signed by the tenderer or a person or persons duly authorized to bind the tenderer to the contract. The latter authorization shall be indicated by written power-of-attorney accompanying the tender. All pages of the tender, except for un-amended printed literature, shall be initiated by the person or persons signing the tender.

2.16.3 The tender shall have no interlineations, erasures, or overwriting except as necessary to correct errors made by the tenderer, in which case such corrections shall be initiated by the person or persons signing the tender.

2.17 Sealing and Marking of Tenders

2.17.1 The Tenderer shall seal the original and each copy of the tender in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The envelopes shall then be sealed in an outer envelope.

2.17.2 The inner and outer envelopes shall:

(a) be addressed to the Procuring entity at the address given in the Invitation to Tender:

(b) bear, tender number and name in the Invitation for Tenders and the words, “**DO NOT OPEN BEFORE,**” **17th June 2020 at 11.00 am.**

2.17.3 The inner envelopes shall also indicate the name and address of the tenderer to enable the tender to be returned unopened in case it is declared “late”.

2.17.4 If the outer envelope is not sealed and marked as required by paragraph 2.17.2, the Procuring entity will assume no responsibility for the tender’s misplacement or premature opening.

2.18 Deadline for Submission of Tenders

2.18.1 Tenders must be received by the Procuring entity at the address specified under paragraph 2.17.2 no later than **17th June 2020 at 11.00 am**

2.18.2 The Procuring entity may, at its discretion, extend this deadline for the submission of tenders by amending the tender documents in accordance with paragraph 2.6, in which case all rights and obligations of the Procuring entity and candidates previously subject to the deadline will therefore be subject to the deadline as extended

2.19 Modification and Withdrawal of Tenders

2.19.1 The tenderer may modify or withdraw its tender after the tender’s submission, provided that written notice of the modification, including substitution or withdrawal of the tenders, is received by the Procuring Entity prior to the deadline prescribed for submission of tenders.

2.19.2 The Tenderer’s modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph 2.17. A withdrawal notice may also be sent by cable, telex but followed by a signed confirmation copy, postmarked not later than the deadline for submission of tenders.

2.19.3 No tender may be modified after the deadline for submission of tenders.

- 2.19.4 No tender may be withdrawn 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 Tender Form. Withdrawal of a tender during this interval may result in the Tenderer's forfeiture of its tender security, pursuant to paragraph 2.14.7
- 2.19.5 The procuring entity may at any time terminate procurement proceedings before contract award and shall not be liable to any person for the termination.
- 2.19.6 The procuring entity shall give prompt notice of the termination to the tenderers and on request give its reasons for termination within 14 days of receiving the request from any tenderer.

2.20 Opening of Tenders

- 2.20.1 The Procuring entity will open all tenders in the presence of tenderers' representatives who choose to attend, **at 11.00am on 17th June 2020** and in the location specified in the Invitation to Tender. The tenderers' representatives who are present shall sign a register evidencing their attendance.
- 2.20.2 The tenderers' names, tender modifications or withdrawals, tender prices, discounts and the presence or absence of requisite tender security and such other details as the Procuring entity, at its discretion, may consider appropriate, will be announced at the opening.
- 2.20.3 The Procuring entity will prepare minutes of the tender opening.

2.21 Clarification of Tenders

- 2.21.1 To assist in the examination, evaluation and comparison of tenders the Procuring entity may, at its discretion, ask the tenderer for a clarification of its tender. The request for clarification and the response shall be in writing, and no change in the prices or substance of the tender shall be sought, offered, or permitted.
- 2.21.2 Any effort by the tenderer to influence the Procuring entity in the Procuring entity's tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

2.22 Preliminary Examination

- 2.22.1 The Procuring entity will examine the tenders to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the tenders are generally in order.

- 2.22.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantify, the unit price shall prevail, and the total price shall be corrected. If the candidate does not accept the correction of the errors, its tender will be rejected, and its tender security forfeited. If there is a discrepancy between words and figures the amount in words will prevail
- 2.22.3 The Procuring entity may waive any minor informality or non-conformity or irregularity in a tender which does not constitute a material deviation, provided such waiver does not prejudice or effect the relative ranking of any tenderer.
- 2.22.4 Prior to the detailed evaluation, pursuant to paragraph 2.23 the Procuring entity will determine the substantial responsiveness of each tender to the tender documents. For purposes of these paragraphs, a substantially responsive tender is one, which conforms to all the terms and conditions of the tender documents without material deviations. The Procuring entity's determination of a tender's responsiveness is to be based on the contents of the tender itself without recourse to extrinsic evidence.
- 2.22.5 If a tender is not substantially responsive, it will be rejected by the Procuring entity and may not subsequently be made responsive by the tenderer by correction of the non-conformity.

2.23 Conversion to Single Currency

- 2.23.1 Where other currencies are used, the procuring entity will convert these currencies to Kenya Shillings using the selling exchange rate on the date of tender closing provided by the Central Bank of Kenya.

2.24 Evaluation and Comparison of Tenders

- 2.24.1 The Procuring entity will evaluate and compare the tenders which have been determined to be substantially responsive, pursuant to paragraph 2.22
- 2.24.2 The tender evaluation committee shall evaluate the tender within 30 days of the validity period from the date of opening the tender.
- 2.24.3 A tenderer who gives false information in the tender document about its qualification or who refuses to enter into a contract after notification of contract award shall be considered for debarment from participating in future public procurement.

2.25 Preference

- 2.25.1 Preference where allowed in the evaluation of tenders shall not exceed 15%

2.26 Contacting the Procuring entity

2.26.1 Subject to paragraph 2.21 no tenderer shall contact the Procuring entity on any matter related to its tender, from the time of the tender opening to the time the contract is awarded.

2.26.2 Any effort by a tenderer to influence the Procuring entity in its decisions on tender, evaluation, tender comparison, or contract award may result in the rejection of the Tenderer's tender.

2.27 Award of Contract

(a) Post-qualification

2.27.1 In the absence of pre-qualification, the Procuring entity will determine to its satisfaction whether the tenderer that is selected as having submitted the lowest evaluated responsive tender is qualified to perform the contract satisfactorily.

2.27.2 The determination will take into account the tenderer financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the tenderers qualifications submitted by the tenderer, pursuant to paragraph 2.12.3 as well as such other information as the Procuring entity deems necessary and appropriate.

2.27.3 An affirmative determination will be a prerequisite for award of the contract to the tenderer. A negative determination will result in rejection of the Tenderer's tender, in which event the Procuring entity will proceed to the next lowest evaluated tender to make a similar determination of that Tenderer's capabilities to perform satisfactorily.

(b) Award Criteria

2.27.4 The Procuring entity will award the contract to the successful tenderer(s) whose tender has been determined to be substantially responsive and has been determined to be the lowest evaluated tender, provided further that the tenderer is determined to be qualified to perform the contract satisfactorily.

(c) Procuring entity's Right to Vary quantities

2.27.5 The Procuring entity reserves the right at the time of contract award to increase or decrease the quantity of goods originally specified in the Schedule of requirements without any change in unit price or other terms and conditions

(d) Procuring entity's Right to Accept or Reject Any or All Tenders

2.27.6 The Procuring entity reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders at any time prior to contract award, without thereby incurring any

liability to the affected tenderer or tenderers or any obligation to inform the affected tenderer or tenderers of the grounds for the Procuring entity's action

2.28 Notification of Award

- 2.28.1 Prior to the expiration of the period of tender validity, the Procuring entity will notify the successful tenderer in writing that its tender has been accepted.
- 2.28.2 The notification of award will constitute the formation of the Contract but will have to wait until the contract is finally signed by both parties
- 2.28.3 Upon the successful Tenderer's furnishing of the performance security pursuant to paragraph 2.28, the Procuring entity will promptly notify each unsuccessful Tenderer and will discharge its tender security, pursuant to paragraph 2.14

2.29 Signing of Contract

- 2.29.1 At the same time as the Procuring entity notifies the successful tenderer that its tender has been accepted, the Procuring entity will send the tenderer the Contract Form provided in the tender documents, incorporating all agreements between the parties.
- 2.29.2 The parties to the contract shall have it signed within 30 days from the date of notification of contract award unless there is an administrative review request.
- 2.29.3 Within thirty (30) days of receipt of the Contract Form, the successful tenderer shall sign and date the contract and return it to the Procuring entity.

2.30 Performance Security

- 2.30.1 Within Thirty (30) days of the receipt of notification of award from the Procuring entity, the successful tenderer shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the tender documents, or in another form acceptable to the Procuring entity.
- 2.30.2 Failure of the successful tenderer to comply with the requirements of paragraph 2.27 or paragraph 2.28 shall constitute sufficient grounds for the annulment of the award and forfeiture of the tender security, in which event the Procuring entity may make the award to the next lowest evaluated Candidate or call for new tenders.

2.31 Corrupt or Fraudulent Practices

- 2.31.1 The Procuring entity requires that tenderers observe the highest standard of ethics during the procurement process and execution of contracts when used in the present regulations, the following terms are defined as follows;
- (i) “corrupt practice” means the offering, giving, receiving, or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and
 - (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring entity, and includes collusive practice among tenderer (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;
- 2.31.2 The procuring entity will reject a proposal for award if it determines that the tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- 2.31.3 Further a tenderer who is found to have indulged in corrupt or fraudulent practices risks being debarred from participating in public procurement in Kenya.

Appendix to Instructions to Tenderers

Notes on the Appendix to the Instruction to Tenderers

1. The Appendix to instructions to tenderers is intended to assist the procuring entity in providing specific information in relation to the corresponding clause in the instructions to Tenderers included in Section II and has to be prepared for each specific procurement.
2. The procuring entity should specify in the appendix information and requirements specific to the circumstances of the procuring entity, the goods to be procured and the tender evaluation criteria that will apply to the tenders.
3. In preparing the Appendix the following aspects should be taken into consideration;
 - (a) The information that specifies and complements provisions of Section II to be Incorporated
 - (b) Amendments and/or supplements if any, to provisions of Section II as necessitated by the circumstances of the goods to be procured to be also incorporated
4. Section II should remain unchanged and can only be amended through the Appendix.
5. Clauses to be included in this part must be consistent with the public procurement law and the regulations.

Appendix to Instructions to Tenderers

The following information regarding the particulars of the tender shall complement supplement or amend the provisions of the instructions to tenderers. Wherever there is a conflict between the provision of the instructions to tenderers and the provisions of the appendix, the provisions of the appendix herein shall prevail over those of the instructions to tenderers

INSTRUCTIONS TO TENDERERS REFERENCE	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
<i>2.1.1 Eligible tenderers</i>	<i>Manufacturers or supply firms/agents of upvc ,HDPE pipes and fittings</i>
<i>2.14.1 tender security</i>	<i>N/A</i>
<i>2.15.1 tender validity</i>	<i>120 days</i>
<i>2.17.1 tender sealing and marking</i>	<i>As indicated in the conditions</i>
<i>2.17.2 Address</i>	<i>As per the invitation</i>
<i>2.18.1 Closing date, time</i>	<i>17th June 2020 at 11.00 am.</i>
<i>2.29.1 Tender opening date, time</i>	<i>17th June 2020 at 11.00 am</i>
<i>2.30.1 performance security</i>	<i>N/A</i>

SECTION III: GENERAL CONDITIONS OF CONTRACT

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SECTION III - GENERAL CONDITIONS OF CONTRACT

3.1 Definitions

3.1.1 In this Contract, the following terms shall be interpreted as indicated: -

- (a) **“The Contract”** means the agreement entered into between the Procuring entity and the tenderer, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein. **“Framework contract”** Means the contractual relationship ensuing from this Tender.
- (b) **“The Contract Price”** means the price payable to the tenderer under the Contract for the full and proper performance of its contractual obligations
- (c) **“The Goods”** means all of the equipment, machinery, and/or other materials, which the tenderer is required to supply to the Procuring entity under the Contract.
- (d) **“The Procuring entity”** means the organization purchasing the Goods under this Contract. **(RUJWASCO)**
- (e) **“The Tenderer”** means the individual or firm supplying the Goods under this Contract.

3.2 Application

3.2.1 These General Conditions shall apply in all Contracts made by the Procuring entity for the procurement installation and commissioning of equipment

3.3 Country of Origin

3.3.1 For purposes of this clause, “Origin” means the place where the Goods were mined, grown or produced.

3.3.2 The origin of Goods and Services is distinct from the nationality of the tenderer.

3.4 Standards

3.4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications.

3.5 Use of Contract Documents and Information

3.5.1 The tenderer shall not, without the Procuring entity’s prior written consent, disclose the Contract, or any provision therefore, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring entity in connection therewith, to any person other than a person employed by the tenderer in the performance of the Contract.

3.5.2 The tenderer shall not, without the Procuring entity’s prior written consent, make use of any document or information enumerated in paragraph 3.5.1 above

3.5.3 Any document, other than the Contract itself, enumerated in paragraph 3.5.1 shall remain the property of the Procuring entity and shall be returned (all copies) to the Procuring entity on completion of the Tenderer's performance under the Contract if so required by the Procuring entity

3.6 **Patent Rights**

3.6.1 The tenderer shall indemnify the Procuring entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring entity's country

3.7 **Performance Security**

3.7.1 Within thirty (30) days of receipt of the notification of Contract award, the successful tenderer shall furnish to the Procuring entity the performance security in the amount specified in Special Conditions of Contract.

3.7.2 The proceeds of the performance security shall be payable to the Procuring entity as compensation for any loss resulting from the Tenderer's failure to complete its obligations under the Contract.

3.7.3 The performance security shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring entity and shall be in the form of a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in Kenya or abroad, acceptable to the Procuring entity, in the form provided in the tender documents.

3.7.4 The performance security will be discharged by the Procuring entity and returned to the Candidate not later than thirty (30) days following the date of completion of the Tenderer's performance obligations under the Contract, including any warranty obligations, under the Contract

3.8 **Inspection and Tests**

3.8.1 The Procuring entity or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the Contract specifications. The Procuring entity shall notify the tenderer in writing in a timely manner, of the identity of any representatives retained for these purposes.

3.8.2 The inspections and tests may be conducted in the premises of the tenderer or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the tenderer or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring entity.

3.8.3 Should any inspected or tested goods fail to conform to the Specifications, the Procuring entity may reject the equipment, and the tenderer shall either replace the rejected equipment or make alterations necessary to make specification requirements free of costs to the Procuring entity.

3.8.4 The Procuring entity's right to inspect, test and where necessary, reject the goods after the Goods' arrival shall in no way be limited or waived by reason of the equipment having

previously been inspected, tested and passed by the Procuring entity or its representative prior to the equipment delivery.

3.8.5 Nothing in paragraph 3.8 shall in any way release the tenderer from any warranty or other obligations under this Contract.

3.9 **Packing**

3.9.1 The tenderer shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract.

3.9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract

3.10 **Delivery and Documents**

3.10.1 Delivery of the Goods shall be made by the tenderer in accordance with the terms specified by Procuring entity in its Schedule of Requirements and the Special Conditions of Contract

3.11 **Insurance**

3.11.1 The Goods supplied under the Contract shall be fully insured against loss or damage incidental to manufacturer or acquisition, transportation, storage, and delivery in the manner specified in the Special conditions of contract.

3.12 **Payment**

3.12.1 The method and conditions of payment to be made to the tenderer under this Contract shall be specified in Special Conditions of Contract

3.12.2 Payments shall be made promptly by the Procuring entity as specified in the contract

3.13 **Prices**

3.13.1 Prices charged by the tenderer for goods delivered and services performed under the Contract shall not, with the exception of any price adjustments authorized in Special Conditions of Contract, vary from the prices by the tenderer in its tender.

3.13.2 Contract price variations shall not be allowed for contracts not exceeding one year (12 months)

3.13.3 Where contract price variation is allowed, the variation shall not exceed 10% of the original contract price.

3.13.4 Price variation request shall be processed by the procuring entity within 30 days of receiving the request.

3.14. Assignment

3.14.1 The tenderer shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring entity's prior written consent

3.15 Subcontracts

3.15.1 The tenderer shall notify the Procuring entity in writing of all subcontracts awarded under this Contract if not already specified in the tender. Such notification, in the original tender or later, shall not relieve the tenderer from any liability or obligation under the Contract

3.16 Termination for default

3.16.1 The Procuring entity may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the tenderer, terminate this Contract in whole or in part

- (a) if the tenderer fails to deliver any or all of the goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring entity
- (b) if the tenderer fails to perform any other obligation(s) under the Contract
- (c) if the tenderer, in the judgment of the Procuring entity has engaged in corrupt or fraudulent practices in competing for or in executing the Contract

3.16.2 In the event the Procuring entity terminates the Contract in whole or in part, it may procure, upon such terms and in such manner as it deems appropriate, equipment similar to those undelivered, and the tenderer shall be liable to the Procuring entity for any excess costs for such similar goods.

3.17 Liquidated Damages

3.17.1. If the tenderer fails to deliver any or all of the goods within the period(s) specified in the contract, the procuring entity shall, without prejudice to its other remedies under the contract, deduct from the contract prices liquidated damages sum equivalent to 0.5% of the delivered price of the delayed items up to a maximum deduction of 10% of the delayed goods. After this the tenderer may consider termination of the contract.

3.18 Resolution of Disputes

3.18.1 The procuring entity and the tenderer shall make every effort to resolve amicably by direct informal negotiation and disagreement or dispute arising between them under or in connection with the contract

3.18.2 If, after thirty (30) days from the commencement of such informal negotiations both parties have been unable to resolve amicably a contract dispute, either party may require adjudication in an agreed national or international forum, and/or international arbitration.

3.19 Language and Law

3.19.1 The language of the contract and the law governing the contract shall be English language and the Laws of Kenya respectively unless otherwise stated.

3.20 Force Majeure

3.20.1 The tenderer shall not be liable for forfeiture of its performance security or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

SECTION IV - SPECIAL CONDITIONS OF CONTRACT

Notes on Special Conditions of Contract

The clauses in this section are intended to assist the procuring entity in providing contract-specific information in relation to corresponding clauses in the General Conditions of Contract.

The provisions of Section IV complement the General Conditions of Contract included in Section III, specifying contractual requirements linked to the special circumstances of the procuring entity and the goods being procured. In preparing Section IV, the following aspects should be taken into consideration.

- (b) Information that complement provisions of Section III must be incorporated and
- (b) Amendments and/or supplements to provisions of Section III, as necessitated by the circumstances of the goods being procured must also be incorporated.

SECTION IV - SPECIAL CONDITIONS OF CONTRACT

- 4.1. Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, between the GCC and the SCC, the provisions of the SCC herein shall prevail over these in the GCC.
42. Special conditions of contract as relates to the GCC

REFERENCE OF GCC	SPECIAL CONDITIONS OF CONTRACT
3.7.1 performance security	<i>N/A</i>
3.7.3 Performance security format	<i>N/A</i>
3.12.1 terms of payment	<i>minimum 30 days after delivery and acceptance of goods</i>
3.10.1 delivery of goods	<i>L.P.O will be raised on needs basis as per the framework contract</i>

SECTION V - TECHNICAL SPECIFICATIONS

5.1 General

- 5.1.1 These specifications describe the requirements for goods. Tenderers are requested to submit with their offers the detailed specifications, drawings, catalogues, etc. for the products they intend to supply
- 5.1.2 Tenderers must indicate on the specifications sheets whether the equipment offered comply with each specified requirement.
- 5.1.3 All the dimensions and capacities of the equipment to be supplied shall not be less than those required in these specifications. Deviations from the basic requirements, if any shall be explained in detail in writing with the offer, with supporting data such as calculation sheets, etc. The procuring entity reserves the right to reject the products, if such deviations shall be found critical to the use and operation of the products.
- 5.1.4 The tenderers are requested to present information along with their offers as follows:
- (i) Shortest possible delivery period of each product
 - (ii) Information on proper representative and/or workshop for back-up service/repair and maintenance including their names and addresses.

5.2 EVALUATION CRITERIA-

A.	MANDATORY REQUIREMENT	POINTS
A1	Valid tax compliance certificate	YES/NO
A2	Certificate of incorporation or business registration.	YES/NO
A3	Certified audited accounts for the last 3 years	YES/NO
A4	Copy of current business permit/trade license	YES/NO
A5	Confidential business questionnaire duly completed detailing directors/partners/sole proprietorship, MUST disclose the authorized signatory or one with power of attorney.	YES/NO
A6	Both tender document MUST be well referenced and Serialized EVERY PAGE of the bidding documents submitted.	YES/NO
A7	Bid documents must be submitted in two copies marked “original” and “copy”	YES/NO

B.	TECHNICAL EVALUATION	
B1.	Provide copies of certified audited accounts for the last three years 2015-2016 2016-2017, 2017-2018 The audit certificate must be properly signed in accordance with ICPAK guidelines indicating the name and the practising number of the engagement partner	9
B2.	Financial Capability. Maximum accumulative volume of business of similar magnitude undertaken in the last five years. Attach evidence e.g. LPOS or contracts, delivery notes, payment vouchers Above 5 million.....25 3-5 million.....15 1-3 million.....8 Below 1 million.....3	25
B3.	Attach Manufacturer authorization certificate	10
B4.	Attach Catalogue and Brochures (where necessary)	5
B5.	Similar jobs carried out in the last two years, attach evidence such as contracts L.P.O, or recommendation letters (10 no evidence of either the above)	20

	Litigation history	
B6.	Do you have any litigation history; Yes () No () N.B Attach an affidavit from an advocate (commissioner of oaths)	5
B7.	Provide information on contacts i.e. landline, mobile, Email address and contact person(s)	5
B8.	Document conformity/arrangements of documents and proper serialization	5
B9.	Supplier must indicate the firm's ability to extend credit facility of the minimum 30 days or more in form of a commitment letter	6
B10.	Attach company profile/business profile	10
	GRAND TOTAL	100

Note:

- (i) Bidders must meet all the mandatory requirements to qualify for general and technical requirements.
- (ii) To qualify for financial evaluation, the bidder must score a minimum of 70 points (70%)
- (iii) Any information provided by the bidder may be verified by the company as part of due diligence and if information is found to be false, the company may be disqualified

SECTION VI SCHEDULE OF MATERIALS AND REQUIREMENTS

PRICE SCHEDULE FOR ESTIMATED ANNUAL REQUIREMENTS

RUIRU-JUJA WATER AND SEWERAGE COMPANY					
RUJWASCO /T/60/2020-2021:- UPVC & HDPE PIPES AND PIPES FITTINGS					
SNO	ITEM DESCRIPTION	UNIT	QTY	UNIT COST	REMARKS
	UPVC pipes to B.S. 3505 Class C				
1	½" UPVC pipes to B.S. 3505 Class C	No.	50		
2	¾" UPVC pipes to B.S. 3505 Class C	No.	50		
3	1" UPVC pipes to B.S. 3505 Class C	No.	50		
4	1½" UPVC pipes to B.S. 3505 Class C	No.	50		
5	2" UPVC pipes to B.S. 3505 Class C	No.	50		
6	3" UPVC pipes to B.S. 3505Class C	No.	50		
7	4" UPVC pipes to B.S. 3505 Class C	No.	50		
8	6" UPVC pipes to B.S. 3505 Class C	No.	50		
9	8" UPVC pipes to B.S. 3505 Class C	No.	50		
	UPVC pipes to B.S. 3505 Class D				
10	½" UPVC pipes to B.S. 3505 Class D	No	100		
11	¾" UPVC pipes to B.S. 3505 Class D	No	300		
12	1" UPVC pipes to B.S. 3505 Class D	No	1000		
13	1½" UPVC pipes to B.S. 3505 Class D	No	1000		
14	2" UPVC pipes to B.S. 3505 Class D	No	1000		
15	3" UPVC pipes to B.S. 3505Class D	No	1000		
16	4" UPVC pipes to B.S. 3505 Class D	No	1000		
17	6" UPVC pipes to B.S. 3505 Class D	No	500		
18	8" UPVC pipes to B.S. 3505 Class D	No	100		
19	10" UPVC pipes to B.S. 3505 Class D	No	100		
20	12" UPVC pipes to B.S. 3505 Class D	No	100		
	UPVC pipes to B.S. 3505 Class E				
21	½" UPVC pipes to B.S. 3505 Class E	No	100		
22	¾" UPVC pipes to B.S. 3505 Class E	No	100		
23	1" UPVC pipes to B.S. 3505 Class E	No	100		
24	1½" UPVC pipes to B.S. 3505 Class E	No	100		
25	2" UPVC pipes to B.S. 3505 Class E	No	100		
26	3" UPVC pipes to B.S. 3505Class E	No	100		
27	4" UPVC pipes to B.S. 3505 Class E	No	100		
28	6" UPVC pipes to B.S. 3505 Class E	No	100		
29	8" UPVC pipes to B.S. 3505 Class E	No	100		
30	10" UPVC pipes to B.S. 3505 Class E	No	100		

31	12" UPVC pipes to B.S. 3505 Class E	No	100		
	UPVC Pipes (KS 06-149, metric series)				
32	UPVC Pipes (KS 06-149, metric series) 20mm Class C	No	200		
33	UPVC Pipes (KS 06-149, metric series) 25mm Class C	No	200		
34	UPVC Pipes (KS 06-149, metric series) 32mm Class C	No	200		
35	UPVC Pipes (KS 06-149, metric series) 50mm Class C	No	200		
36	UPVC Pipes (KS 06-149, metric series) 63mm Class C	No	200		
37	UPVC Pipes (KS 06-149, metric series) 90mm Class C	No	200		
38	UPVC Pipes (KS 06-149, metric series) 90mm Class C	No	200		
39	UPVC Pipes (KS 06-149, metric series) 110mm Class C	No	200		
40	UPVC Pipes (KS 06-149, metric series) 110mm Class C	No	200		
41	UPVC Pipes (KS 06-149, metric series) 160mm Class C	No	200		
42	UPVC Pipes (KS 06-149, metric series) 225mm Class C	No	200		
43	UPVC Pipes (KS 06-149, metric series) 280mm Class C	No	200		
44	UPVC Pipes (KS 06-149, metric series) 315mm Class C	No	200		
	UPVC Pipes (KS 06-149, metric series)				
45	UPVC Pipes (KS 06-149, metric series) 20mm Class D	No	200		
46	UPVC Pipes (KS 06-149, metric series) 25mm Class D	No	200		
47	UPVC Pipes (KS 06-149, metric series) 32mm Class D	No	200		
48	UPVC Pipes (KS 06-149, metric series) 50mm Class D	No	200		
49	UPVC Pipes (KS 06-149, metric series) 50mm Class D	No	200		
50	UPVC Pipes (KS 06-149, metric series) 63mm Class D	No	200		
51	UPVC Pipes (KS 06-149, metric series) 63mm Class D	No	200		
52	UPVC Pipes (KS 06-149, metric series) 90mm Class D	No	200		
53	UPVC Pipes (KS 06-149, metric series) 90mm Class D	No	200		

54	UPVC Pipes (KS 06-149, metric series) 110mm Class D	No	200		
55	UPVC Pipes (KS 06-149, metric series) 110mm Class D	No	200		
56	UPVC Pipes (KS 06-149, metric series) 160mm Class D	No	200		
57	UPVC Pipes (KS 06-149, metric series) 225mm Class D	No	200		
58	UPVC Pipes (KS 06-149, metric series) 280mm Class D	No	200		
59	UPVC Pipes (KS 06-149, metric series) 315mm Class D	No	200		
	UPVC Pipes (KS 06-149, metric series)				
60	UPVC Pipes (KS 06-149, metric series) 20mm Class E	No	100		
61	UPVC Pipes (KS 06-149, metric series) 25mm Class E	No	100		
62	UPVC Pipes (KS 06-149, metric series) 32mm Class E	No	100		
63	UPVC Pipes (KS 06-149, metric series) 50mm Class E	No	100		
64	UPVC Pipes (KS 06-149, metric series) 50mm Class E	No	100		
65	UPVC Pipes (KS 06-149, metric series) 63mm Class E	No	100		
66	UPVC Pipes (KS 06-149, metric series) 63mm Class E	No	100		
67	UPVC Pipes (KS 06-149, metric series) 90mm Class E	No	100		
68	UPVC Pipes (KS 06-149, metric series) 90mm Class E	No	100		
69	UPVC Pipes (KS 06-149, metric series) 110mm Class E	No	100		
70	UPVC Pipes (KS 06-149, metric series) 110mm Class E	No	100		
71	UPVC Pipes (KS 06-149, metric series) 160mm Class E	No	100		
72	UPVC Pipes (KS 06-149, metric series) 225mm Class E	No	100		
73	UPVC Pipes (KS 06-149, metric series) 280mm Class E	No	100		
74	UPVC Pipes (KS 06-149, metric series) 315mm Class E	No	100		
	IPS Pipes (KS 06-149, metric series)				
75	½" UPVC pipes to B.S. 3505 Class C	No	100		
76	¾" UPVC pipes to B.S. 3505 Class C	No	100		
77	1" UPVC pipes to B.S. 3505 Class C	No	100		
78	1½" UPVC pipes to B.S. 3505 Class C	No	100		

79	2" UPVC pipes to B.S. 3505 Class C	No	100		
80	2½" UPVC pipes to B.S. 3505 Class C	No	100		
	Fittings				
81	Valve Sockets ½" Class D	No	100		
82	Valve Sockets ¾" "	No	100		
83	Valve Sockets 1" "	No	100		
84	Valve Sockets 1¼" "	No	100		
85	Valve Sockets 1½" "	No	100		
86	Valve Sockets 2" "	No	100		
87	Valve Sockets 3" "	No	100		
88	Valve Sockets 4" "	No	100		
89	Valve Sockets 6" "	No	100		
90	Valve Sockets Double 2" "	No	100		
91	Valve Sockets Double 3" "	No	100		
92	Valve Sockets Double 4" "	No	100		
93	Valve Sockets Double 6" "	No	100		
	UPVC Sliding Sockets				
94	UPVC Sliding Sockets Class "D" 90mm Diameter	No	50		
95	UPVC Sliding Sockets Class "D" 110mm Diameter	No	50		
96	UPVC Sliding Sockets Class "D" 160mm Diameter	No	50		
97	UPVC Sliding Sockets Class "D" 225mm Diameter	No	50		
98	UPVC Sliding Sockets Class "D" 280mm Diameter	No	50		
	UPVC Bends				
99	UPVC Bends Class "D" 63mm long Radius 90°	No	50		
100	UPVC Bends Class "D" 90mm long Radius 90°	No	50		
101	UPVC Bends Class "D" 110mm long Radius 90°	No	50		

102	UPVC Bends Class "D" 160 mm long Radius 90°	No	50		
103	UPVC Bends Class "D" 225 mm long Radius 90°	No	50		
104	UPVC Bends Class "D" 350mm long Radius 90°	No	50		
105	UPVC Bends Class "D" 63mm long Radius 45°	No	50		
106	UPVC Bends Class "D" 90mm long Radius 45°	No	50		
107	UPVC Bends Class "D" 110mm long Radius 45°	No	50		
108	UPVC Bends Class "D" 160 mm long Radius 45°	No	50		
109	UPVC Bends Class "D" 225 mm long Radius 45°	No	50		
110	UPVC Bends Class "D" 350mm long Radius 45°	No	50		
	UPVC TEES				
111	UPVC tee 1½ x 1 quality	No	100		
112	UPVC tee 1½ x ¾ quality	No	100		
113	UPVC tee 1½ x ½ quality	No	100		
114	UPVC tee 2 x 2 quality	No	100		
115	UPVC tee 2 x ½ quality	No	100		
116	UPVC tee 2 x 1 quality	No	100		
117	UPVC tee 2 x ¾ quality	No	100		
118	UPVC tee 2 x 1 ½ quality	No	100		
119	UPVC tee 2 x 2 quality	No	50		
120	UPVC tee 3 x 3 quality	No	50		
121	UPVC tee 4 x 4 quality	No	50		
122	UPVC tee 4 x 3 quality	No	50		
123	UPVC tee 4 x 2 quality	No	50		
124	UPVC tee 2 x 2 quality	No	50		
125	UPVC tee 1½ x 1½ quality	No	50		
126	UPVC tee ¾ x ¾ quality	No	50		
127	UPVC tee 1¼ x 1¼ quality	No	50		
128	UPVC tee ½ x ½ quality	No	50		
129	UPVC tee 2 x 1½ quality	No	50		
130	UPVC tee 2 x 1¼ quality	No	50		
131	UPVC tee 3 x 1 quality	No	50		
132	UPVC tee 3 x ¾ quality	No	50		
133	UPVC tee 3 x 1¼ quality	No	50		
134	UPVC tee 3 x 2 quality	No	50		
135	UPVC tee 3 x 1½ quality	No	50		

136	UPVC tee 2 x 1½ quality	No	50		
	REDUCING BUSH PVC				
137	Reducing bush ½"x ¾" PVC	No.	100		
138	Reducing bush 1½"x 1" PVC	No.	100		
139	Reducing bush 1½"x ½" PVC	No.	100		
140	Reducing bush 1"x ¾" PVC	No.	100		
141	Reducing bush 1" x ½" PVC	No.	100		
142	Reducing bush 1" x 1½" PVC	No.	100		
143	Reducing bush 1½" x ½" PVC	No.	100		
144	Reducing bush 1½" x ¾" PVC	No.	100		
145	Reducing bush 1½" x 2" PVC	No.	100		
146	Reducing bush 1½" x 1¼" PVC	No.	100		
147	Reducing bush 1¼" x 1" PVC	No.	100		
148	Reducing bush 1¼" x ¾" PVC	No.	100		
149	Reducing bush 1¼" x ½" PVC	No.	100		
150	Reducing bush 2" x 1" PVC	No.	100		
151	Reducing bush 3" x ¾" PVC	No.	100		
152	Reducing bush 2" x 1¼" PVC	No.	100		
153	Reducing bush 2" x 1½" PVC	No.	100		
154	Reducing bush 2" x ½" PVC	No.	100		
155	Reducing bush 3" x 2" PVC	No.	100		
156	Reducing bush 2" x ¾" PVC	No.	100		
157	Reducing bush 3" x 1" PVC	No.	100		
158	Reducing bush 4" x 2" PVC	No.	100		
159	Reducing bush 4" x 3" PVC	No.	100		
160	Reducing bush 3" x 1¼" PVC	No.	100		
161	Reducing bush 3" x 1½" PVC	No.	100		
162	Reducing bush ¾" x ½" PVC	No.	100		
163	Reducing bush 6" x 4" PVC	No.	100		
	End Caps				
164	End Caps ½" PVC	No.	300		
165	End Caps ¾" PVC	No.	150		
166	End Caps 1" PVC	No.	100		
167	End Caps 1¼" PVC	No.	100		
168	End Caps 1½" PVC	No.	20		
169	End Caps 2" PVC	No.	10		
170	End Caps 2½" PVC	No.	10		
171	End Caps 3" PVC	No.	10		
172	End Caps 4" PVC	No.	10		
173	End Caps 6" PVC	No.	5		
	REDUCING SOCKETS BUSH PVC				

174	Reducing Socket ¾" x 1" PVC	No.	50		
175	Reducing Socket 1½"x ½" PVC	No.	50		
176	Reducing Socket 1" x 1½" PVC	No.	50		
177	Reducing Socket 1" x ¾" PVC	No.	50		
178	Reducing Socket 1"x ½" PVC	No.	50		
179	Reducing Socket 1½" x 2" PVC	No.	50		
180	Red Socket 2" x 1" PVC	No.	50		
181	Red Socket 3" x 1" PVC	No.	50		
182	Red Socket 4" x 1" PVC	No.	50		
183	Red Socket 2" x 1½" PVC	No.	50		
184	Red Socket 2" x 1¼" PVC	No.	50		
185	Red Socket 2" x ¾" PVC	No.	50		
186	Red Socket 1¼ x 1" PVC	No.	50		
187	Red Socket 3" x 1½" PVC	No.	50		
188	Red Socket 3" x 2" PVC	No.	50		
189	Red Socket 3" x 1 ¼" PVC	No.	50		
190	Red Socket 4" x 1½" PVC	No.	50		
191	Red Socket 4" x 1¼" PVC	No.	50		
192	Red Socket 3" x 1½" PVC	No.	50		
193	Red Socket 4" x 1" PVC	No.	50		
194	Reducing Socket 4" x 2" PVC	No.	50		
195	Reducing Socket 4" x 3" PVC	No.	50		
196	Reducing Socket 6" x 3" PVC	No.	50		
197	Reducing Socket 6" x 4" PVC	No.	50		
198	Reducing Socket 6" x 2" PVC	No.	50		
199	Reducing Socket 3" x 2" PVC	No.	50		
200	Reducing Socket ¾" x ½" PVC	No.	50		
201	Reducing Socket 6" x 2" PVC	No.	50		
	PLUGS				
202	PVC Plugs 4 "	No.	50		
203	PVC Plugs 3 "	No.	50		
204	PVC Plugs 2 "	No.	50		
205	PVC Plugs 1½ "	No.	50		
206	PVC Plugs 1¼ "	No.	50		
207	PVC Plugs 1 "	No.	50		
208	PVC Plugs ½ "	No.	50		
209	PVC Plugs ¾ "	No.	50		
		HDPE PIPES PN 10			
210	HDPE Pipes 20mm	m	25000		
211	HDPE Pipes 25mm	m	15000		

212	HDPE Pipes 32mm		m	15000		
213	HDPE Pipes 40mm		m	10000		
214	HDPE Pipes 50mm		m	10000		
215	HDPE Pipes 63mm		m	10000		
216	HDPE Pipes 75mm		m	10000		
217	HDPE Pipes 90mm		m	9000		
218	HDPE Pipes 110mm		m	8000		
219	HDPE Pipes 160mm		m	6000		
220	HDPE Pipes 200mm		m	5000		
221	HDPE Pipes 220mm		m	5000		
222	HDPE Pipes 250mm		m	5000		
223	HDPE Pipes 280mm		m	5000		
224	HDPE Pipes 315mm		m	1000		
225	HDPE Pipes 400mm		m	1000		
226	HDPE Pipes 450mm		m	1000		
	HDPE PIPES PN 16					
227	HDPE Pipes 20mm		m	25000		
228	HDPE Pipes 25mm		m	15000		
229	HDPE Pipes 32mm		m	15000		
230	HDPE Pipes 40mm		m	10000		
231	HDPE Pipes 50mm		m	10000		
232	HDPE Pipes 63mm		m	10000		
233	HDPE Pipes 75mm		m	10000		
234	HDPE Pipes 90mm		m	9000		
235	HDPE Pipes 110mm		m	8000		
236	HDPE Pipes 160mm		m	6000		
237	HDPE Pipes 200mm		m	5000		
238	HDPE Pipes 225mm		m	5000		
239	HDPE Pipes 250mm		m	5000		
240	HDPE Pipes 280mm		m	5000		
241	HDPE Pipes 315mm		m	5000		
242	HDPE Pipes 400mm		m	1000		
243	HDPE Pipes 450mm		m	1000		
244	HDPE Pipes 500mm		m	1000		
	HDPE PIPES PN 20					
245	HDPE Pipes 20mm		m	5000		
246	HDPE Pipes 25mm		m	5000		
247	HDPE Pipes 32mm		m	5000		
248	HDPE Pipes 40mm		m	5000		
249	HDPE Pipes 50mm		m	5000		
250	HDPE Pipes 63mm		m	5000		

251	HDPE Pipes 75mm	m	4000		
252	HDPE Pipes 90mm	m	9000		
253	HDPE Pipes 110mm	m	8000		
254	HDPE Pipes 160mm	m	6000		
255	HDPE Pipes 200mm	m	5000		
256	HDPE Pipes 225mm	m	5000		
257	HDPE Pipes 250mm	m	5000		
258	HDPE Pipes 280mm	m	5000		
259	HDPE Pipes 315mm	m	4000		
260	HDPE Pipes 450mm	m	4000		
261	HDPE Pipes 500mm	m	4000		
	HDPE Equal Tees				
262	HDPE equal Tee 20mm	No	20		
263	HDPE equal Tee 25mm	No	20		
264	HDPE equal Tee 32mm	No	20		
265	HDPE equal Tee 40mm	No	20		
266	HDPE equal Tee 50mm	No	20		
267	HDPE equal Tee 63mm	No	20		
268	HDPE equal Tee 75mm	No	20		
269	HDPE equal Tee 90mm	No	20		
270	HDPE equal Tee 110mm	No	20		
271	HDPE equal Tee 160mm	No	20		
272	HDPE equal Tee 225mm	No	20		
273	HDPE equal Tee 250mm	No	20		
274	HDPE equal Tee 280mm	No	20		
	HDPE Elbows (Compression)				
275	HDPE Elbow 20mm	No	20		
276	HDPE Elbow 25mm	No	20		
277	HDPE Elbow 32mm	No	20		
278	HDPE Elbow 40mm	No	20		
279	HDPE Elbow 50mm	No	20		
280	HDPE Elbow 63mm	No	20		
281	HDPE Elbow 75mm	No	20		
282	HDPE Elbow 90mm	No	20		
283	HDPE Elbow 110mm	No	20		
284	HDPE Elbow 160mm	No	20		
		HDPE ELBOWS (Fusion)	No	20	
285	HDPE Elbow 90mm	No	20		
286	HDPE Elbow 110mm	No	20		
287	HDPE Elbow 160mm	No	20		

288	HDPE Elbow 225mm	No	20		
289	HDPE Elbow 250mm	No	20		
290	HDPE Elbow 280mm	No	20		
291	HDPE Elbow 315mm	No	20		
292	HDPE Elbow 400mm	No	20		
293	HDPE Elbow 450mm	No	20		
294	HDPE Elbow 500mm	No	20		
	HDPE Male Adaptors	No	20		
295	HDPE Male Adaptor 20mm	No	20		
296	HDPE Male Adaptor 25mm	No	20		
297	HDPE Male Adaptor 32mm	No	20		
298	HDPE Male Adaptor 40mm	No	20		
299	HDPE Male Adaptor 50mm	No	20		
300	HDPE Male Adaptor 63mm	No	20		
301	HDPE Male Adaptor 75mm	No	20		
302	HDPE Male Adaptor 90mm	No	20		
303	HDPE Male Adaptor 110mm	No	20		
304	HDPE Male Adaptor 160mm	No	20		
	HDPE Female Adaptor	No	20		
305	HDPE female Adaptor 20mm	No	20		
306	HDPE female Adaptor 25mm	No	20		
307	HDPE female Adaptor 32mm	No	20		
308	HDPE female Adaptor 40mm	No	20		
309	HDPE female Adaptor 50mm	No	20		
310	HDPE female Adaptor 63mm	No	20		
311	HDPE female Adaptor 90mm	No	20		
312	HDPE female Adaptor 110mm	No	20		
313	HDPE female Adaptor 160mm	No	20		
	HDPE Couplers (Compression)				
314	HDPE Coupler 20mm	No	50		
315	HDPE Coupler 25mm	No	50		
316	HDPE Coupler 32mm	No	50		
317	HDPE Coupler 40mm	No	50		
318	HDPE Coupler 50mm	No	50		
319	HDPE Coupler 63mm	No	50		
320	HDPE Coupler 75mm	No	50		
321	HDPE Coupler 90mm	No	50		
322	HDPE Coupler 110mm	No	20		
323	HDPE Coupler 160mm	No	10		
		HDPE reducing coupler (compression)			

324	HDPE reducing Coupler 25x20 mm	No	50		
325	HDPE reducing Coupler 32x25 mm	No	50		
326	HDPE reducing Coupler 32x20 mm	No	50		
327	HDPE reducing Coupler 32x25 mm	No	50		
328	HDPE reducing Coupler 40x32 mm	No	50		
329	HDPE reducing Coupler 40x25 mm	No	50		
330	HDPE reducing Coupler 40x20 mm	No	50		
331	HDPE reducing Coupler 40x32 mm	No	50		
332	HDPE reducing Coupler 50x40 mm	No	50		
333	HDPE reducing Coupler 50x32 mm	No	50		
334	HDPE reducing Coupler 50x25 mm	No	50		
335	HDPE reducing Coupler 63x32 mm	No	50		
336	HDPE reducing Coupler 63x40 mm	No	50		
337	HDPE reducing Coupler 63x50 mm	No	50		
338	HDPE reducing Coupler 90x63 mm	No	50		
339	HDPE reducing Coupler 90x50 mm	No	50		
340	HDPE reducing Coupler 90x40 mm	No	50		
341	HDPE reducing Coupler 110x90 mm	No	50		
342	HDPE reducing Coupler 110x63 mm	No	50		
343	HDPE reducing Coupler 110x50 mm	No	50		
	HDPE reducing Coupler (Fusion)				
345	HDPE reducing Coupler 50x32 mm	No	20		
346	HDPE reducing Coupler 50x40 mm	No	20		
347	HDPE reducing Coupler 63x50 mm	No	20		
348	HDPE reducing Coupler 63x40 mm	No	20		
349	HDPE reducing Coupler 63x32 mm	No	20		
350	HDPE reducing Coupler 90x63 mm	No	20		
351	HDPE reducing Coupler 90x50 mm	No	20		
352	HDPE reducing Coupler 90x40 mm	No	20		
353	HDPE reducing Coupler 110x90 mm	No	20		
354	HDPE reducing Coupler 110x63 mm	No	20		
355	HDPE reducing Coupler 110x50 mm	No	20		
356	HDPE reducing Coupler 110x40 mm	No	20		
357	HDPE reducing Coupler 160x110 mm	No	20		
358	HDPE reducing Coupler 160x90 mm	No	20		
359	HDPE reducing Coupler 160x63 mm	No	20		
360	HDPE reducing Coupler 160x63 mm	No	20		
361	HDPE reducing Coupler 225x160 mm	No	20		
362	HDPE reducing Coupler 225x110 mm	No	20		
363	HDPE reducing Coupler 225x90mm	No	20		
364	HDPE reducing Coupler 225x63 mm	No	20		

365	HDPE reducing Coupler 250x225 mm	No	20		
366	HDPE reducing Coupler 250x160 mm	No	20		
367	HDPE reducing Coupler 250x110 mm	No	20		
368	HDPE reducing Coupler 250x90 mm	No	20		
369	HDPE reducing Coupler 280x250 mm	No	20		
370	HDPE reducing Coupler 280x225mm	No	20		
371	HDPE reducing Coupler 280x200mm	No	20		
372	HDPE reducing Coupler 280x160mm	No	20		
373	HDPE reducing Coupler 315x280 mm	No	20		
374	HDPE reducing Coupler 315x250 mm	No	20		
375	HDPE reducing Coupler 315x225 mm	No	20		
376	HDPE reducing Coupler 315x200 mm	No	20		
377	HDPE reducing Coupler 315x160 mm	No	20		
378	HDPE reducing Coupler 400x315 mm	No	20		
379	HDPE reducing Coupler 400x280 mm	No	20		
380	HDPE reducing Coupler 400x250 mm	No	20		
381	HDPE reducing Coupler 400x225 mm	No	20		
382	HDPE reducing Coupler 400x200 mm	No	20		
383	HDPE reducing Coupler 450x400 mm	No	20		
384	HDPE reducing Coupler 450x315 mm	No	20		
385	HDPE reducing Coupler 450x280 mm	No	20		
386	HDPE reducing Coupler 450x250 mm	No	20		
387	HDPE reducing Coupler 500x450 mm	No	20		
388	HDPE reducing Coupler 500x400 mm	No	20		
389	HDPE reducing Coupler 500x315 mm	No	20		
390	HDPE reducing Coupler 500x280 mm	No	20		
391	HDPE reducing Coupler 500x250 mm	No	20		
392	HDPE reducing Coupler 500x225 mm	No	20		
	HDPE Saddle Connector				
393	HDPE Saddle Connector 40mmx32mm	No	10		
394	HDPE Saddle Connector 40mmx25mm	No	10		
395	HDPE Saddle Connector 40mmx20mm	No	10		
396	HDPE Saddle Connector 50mmx25mm	No	10		
397	HDPE Saddle Connector 50mmx32mm	No	10		
398	HDPE Saddle Connector 50mmx25mm	No	10		
399	HDPE Saddle Connector 50mmx20mm	No	10		
400	HDPE Saddle Connector 32mmx25mm	No	10		
401	HDPE Saddle Connector 32mmx20mm	No	10		
402	HDPE Saddle Connector 63mmx50mm	No	10		
403	HDPE Saddle Connector 63mmx32mm	No	10		
404	HDPE Saddle Connector 63mmx25mm	No	10		
405	HDPE Saddle Connector 63mmx20mm	No	10		

406	HDPE Saddle Connector 90mmx63mm	No	10		
407	HDPE Saddle Connector 90mmx50mm	No	10		
408	HDPE Saddle Connector 90mmx32mm	No	10		
409	HDPE Saddle Connector 90mmx32mm	No	10		
410	HDPE Saddle Connector 110mmx90mm	No	10		
411	HDPE Saddle Connector 110mmx63mm	No	10		
412	HDPE Saddle Connector 110mmx50mm	No	10		
413	HDPE Saddle Connector 110mmx40mm	No	10		
414	HDPE Saddle Connector 110mmx32mm	No	10		
415	HDPE Saddle Connector 160mmx110mm	No	10		
416	HDPE Saddle Connector 160mmx90mm	No	10		
417	HDPE Saddle Connector 160mmx63mm	No	10		
418	HDPE Saddle Connector 160mmx50mm	No	10		
419	HDPE Saddle Connector 160mmx40mm	No	10		
420	HDPE Saddle Connector 160mmx32mm	No	10		
421	HDPE Saddle Connector 200mmx160mm	No	10		
422	HDPE Saddle Connector 200mmx110mm	No	10		
423	HDPE Saddle Connector 200mmx90mm	No	10		
424	HDPE Saddle Connector 200mmx63mm	No	10		
425	HDPE Saddle Connector 200mmx50mm	No	10		
426	HDPE Saddle Connector 200mmx40mm	No	10		
427	HDPE Saddle Connector 200mmx32mm	No	10		
428	HDPE Saddle Connector 200mmx25mm	No	10		
429	HDPE Saddle Connector 225mmx160mm	No	10		
430	HDPE Saddle Connector 225mmx110mm	No	10		
431	HDPE Saddle Connector 225mmx90mm	No	10		
432	HDPE Saddle Connector 225mmx63mm	No	10		
433	HDPE Saddle Connector 225mmx50mm	No	10		
434	HDPE Saddle Connector 225mmx40mm	No	10		
435	HDPE Saddle Connector 225mmx32mm	No	10		
436	HDPE Saddle Connector 225mmx25mm	No	10		
437	HDPE Saddle Connector 250mmx200mm	No	10		
438	HDPE Saddle Connector 250mmx160mm	No	10		
439	HDPE Saddle Connector 250mmx110mm	No	10		
440	HDPE Saddle Connector 250mmx90mm	No	10		
441	HDPE Saddle Connector 250mmx63mm	No	10		
442	HDPE Saddle Connector 250mmx50mm	No	10		
443	HDPE Saddle Connector 250mmx40mm	No	10		
444	HDPE Saddle Connector 250mmx32mm	No	10		
445	HDPE Saddle Connector 250mmx25mm	No	10		
446	HDPE Saddle Connector 280mmx250mm	No	10		
447	HDPE Saddle Connector 280mmx225mm	No	10		

448	HDPE Saddle Connector 280mmx200mm	No	10		
449	HDPE Saddle Connector 280mmx160mm	No	10		
450	HDPE Saddle Connector 280mmx110mm	No	10		
451	HDPE Saddle Connector 280mmx90mm	No	10		
452	HDPE Saddle Connector 280mmx63mm	No	10		
453	HDPE Saddle Connector 280mmx50mm	No	10		
454	HDPE Saddle Connector 280mmx40mm	No	10		
455	HDPE Saddle Connector 280mmx32mm	No	10		
456	HDPE Saddle Connector 280mmx25mm	No	10		
457	HDPE Saddle Connector 315mmx280mm	No	10		
458	HDPE Saddle Connector 315mmx250mm	No	10		
459	HDPE Saddle Connector 315mmx225mm	No	10		
460	HDPE Saddle Connector 315mmx200mm	No	10		
461	HDPE Saddle Connector 315mmx160mm	No	10		
462	HDPE Saddle Connector 315mmx110mm	No	10		
463	HDPE Saddle Connector 315mmx90mm	No	10		
464	HDPE Saddle Connector 315mmx63mm	No	10		
465	HDPE Saddle Connector 315mmx50mm	No	10		
466	HDPE Saddle Connector 315mmx40mm	No	10		
467	HDPE Saddle Connector 315mmx32mm	No	10		
468	HDPE Tee Reduced 90mmx63mm	No	10		
469	HDPE Tee Reduced 90mmx50mm	No	10		
470	HDPE Tee Reduced 90mmx63mm	No	10		
471	HDPE Tee Reduced 90mmx50mm	No	10		
472	HDPE Tee Reduced 90mmx32mm	No	10		
473	HDPE Tee Reduced 90mmx25mm	No	10		
474	HDPE Tee Reduced 90mmx32mm	No	10		
475	HDPE Tee Reduced 90mmx25mm	No	10		
		HDPE End Caps (compression)			
476	HDPE End Caps 160mm				
477	HDPE End Caps 110mm	No	10		
478	HDPE End Caps 90mm	No	10		
479	HDPE End Caps 63mm	No	10		
480	HDPE End Caps 50mm	No	10		
481	HDPE End Caps 32mm	No	10		
482	HDPE End Cap 25mm	No	10		
483	HDPE End Cap 20mm	No	10		
		HDPE End Cap (Fusion)			
484	HDPE End Cap 25 mm	No	10		
485	HDPE End Cap 32 mm	No	10		
486	HDPE End Cap 40 mm	No	10		

487	HDPE End Cap 50 mm	No	10		
488	HDPE End Cap 63 mm	No	10		
489	HDPE End Cap 75 mm	No	10		
490	HDPE End Cap 90 mm	No	10		
491	HDPE End Cap 110 mm	No	10		
492	HDPE End Cap 160 mm	No	10		
493	HDPE End Cap 200 mm	No	10		
494	HDPE End Cap 225 mm	No	10		
495	HDPE End Cap 250 mm	No	10		
496	HDPE End Cap 280 mm	No	10		
497	HDPE End Cap 315 mm	No	10		
498	HDPE End Cap 400 mm	No	10		
499	HDPE End Cap 450 mm	No	10		
500	HDPE End Cap 500 mm	No	10		
		Stub End (HDPE Flange Adaptor)			
501	HDPE Stub End 500 mm	No	10		
502	HDPE Stub End 450 mm	No	10		
503	HDPE Stub End 400 mm	No	10		
504	HDPE Stub End 315 mm	No	10		
505	HDPE Stub End 280 mm	No	10		
506	HDPE Stub End 250 mm	No	10		
507	HDPE Stub End 225 mm	No	10		
508	HDPE Stub End 200 mm	No	10		
509	HDPE Stub End 160 mm	No	10		
510	HDPE Stub End 110 mm	No	10		
511	HDPE Stub End 90 mm	No	10		
512	HDPE Stub End 63 mm	No	10		
513	HDPE Saddle Connector 90mmx25mm	No	10		
514	HDPE Saddle Connector 75mmx25mm	No	10		
515	HDPE Saddle Connector 75mmx32mm	No	10		
516	Bolts, Nuts And Washers	NO	10		
517	Bolts, Nuts And Washers M16X90	NO	10		
518	Bolts, Nuts And Washers M20X90	NO	10		
519	Bolts, Nuts And Washers M20X120	NO	10		

i) **N.B Prices should be inclusive of all taxes and transport charges to site or stores**

NB: Local Purchase Order (LPO) will be raised to the lowest evaluated bidder as and when need arises

Signature of tenderer/stamp _____

SECTION VIII - STANDARD FORMS

Notes on the sample Forms

1. Form of Tender - The form of tender must be completed by the tenderer and submitted with the tender documents. It must also be duly signed by duly authorized representatives of the tenderer.
2. Confidential Business Questionnaire Form - This form must be completed by the tenderer and submitted with the tender documents.
3. Tender Security Form - When required by the tender documents the tender shall provide the tender security either in the form included herein or in another format acceptable to the procuring entity.
4. Contract Form - The Contract Form shall not be completed by the tenderer at the time of submitting the tender. The Contract Form shall be completed after contract award and should incorporate the accepted contract price.
5. Performance Security Form - The performance security form should not be completed by the tenderers at the time of tender preparation. Only the successful tenderer will be required to provide performance security in the form provided herein or in another form acceptable to the procuring entity.
6. Bank Guarantee for Advance Payment Form - When Advance payment is requested for by the successful bidder and agreed by the procuring entity, this form must be completed fully and duly signed by the authorized officials of the bank.
7. Manufacturers Authorization Form - When required by the tender documents this form must be completed and submitted with the tender documents. This form will be completed by the manufacturer of the goods where the tenderer is an agent.

8.1 **FORM OF TENDER**

Date _____
Tender No. **RUJWASCO/T/60/2020-2021**

Ruiru-Juja Water and Sewerage Company
P.O Box 1165-00232
Ruiru

Gentlemen and/or Ladies:

1. Having examined the tender documents including Addenda Nos. *[Insert numbers]*.the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply deliver, install and commission (..... *(Insert equipment description)*) in conformity with the said tender documents for the sum ofN/A..... *(total tender amount in words and figures)* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender.

2. We undertake, if our Tender is accepted, to deliver install and commission the equipment in accordance with the delivery schedule specified in the Schedule of Requirements.

3. If our Tender is accepted, we will obtain the guarantee of a bank in a sum of equivalent to _____N/A_____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by *(Procuring entity)*.

4. We agree to abide by this Tender for a period of *[Number]* days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

5. This Tender, together with your written acceptance thereof and your notification of award, shall constitute a Contract, between us. Subject to signing of the Contract by the parties.

6. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 20 _____

[signature]

[in the capacity of]

Duly authorized to sign tender for an on behalf of _____

8.2 CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in Part 1 and either Part 2(a), 2(b) or 2 (c) whichever applied to your type of business
 You are advised that it is a serious offence to give false information on this form

Part 1 – General:

Business Name

Location of business premises.

Plot No..... Street/Road

Postal Address Tel No. Fax

E mail

Nature of Business

Registration Certificate No.

Maximum value of business which you can handle at any one time – Kshs.

Name of your bankers Branch

Part 2 (a) – Sole Proprietor			
Your name in full		Age	
Nationality		Country of origin	
<ul style="list-style-type: none"> • Citizenship details • 			
Part 2 (b) Partnership			
Given details of partners as follows:			
Name	Nationality	Citizenship	
Details	Shares		
1.	
2.	
3.	
4.	

Part 2 (c) – Registered Company			
	Private or Public		
	State the nominal and issued capital of company-		
	Nominal Kshs.		
	Issued Kshs.		
	Given details of all directors as follows		
	Name	Nationality	Citizenship Details
Shares			
1.		
2.		
3.		
4.		
5		
Date	Signature of Candidate		
.....			

- If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or registration.

8.3 TENDER SECURITY FORM

Whereas [*name of the tenderer*]
(hereinafter called “the tenderer”) has submitted its tender dated [*Date of submission of tender*] for the supply, installation and commissioning of [*Name and/or description of the equipment*] (Hereinafter called “the Tender”)
..... KNOW ALL PEOPLE by these presents that WE
..... of having our registered office at
..... (Hereinafter called “the Bank”), are bound unto [*Name of procuring entity*] (Hereinafter called “the Procuring entity”) in the sum of for which payment well and truly to be made to the said Procuring entity, the Bank binds itself, its successors, and assigns by these presents. Sealed with the Common Seal of the said Bank this _____ day of _____ 20 _____.

THE CONDITIONS of this obligation are: -

1. If the tenderer withdraws its Tender during the period of tender validity specified by the tenderer on the Tender Form; or
2. If the tenderer, having been notified of the acceptance of its Tender by the Procuring entity during the period of tender validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the performance security in accordance with the Instructions to tenderers;

We undertake to pay to the Procuring entity up to the above amount upon receipt of its first written demand, without the Procuring entity having to substantiate its demand, provided that in its demand the Procuring entity will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This tender guarantee will remain in force up to and including thirty (30) days after the period of tender validity, and any demand in respect thereof should reach the Bank not later than the above date.

[*Signature of the bank*] _____

(Amend accordingly if provided by Insurance Company)

8.4 CONTRACT FORM

THIS AGREEMENT made the _____ day of _____ 20 _____ between
..... [name of Procurement entity] of [Country of Procurement entity] (Hereinafter
called “the Procuring entity) of the one part and [Name of tenderer] of
[city and country of tenderer] (hereinafter called “the tenderer”) of the other part;

WHEREAS the Procuring entity invited tenders for certain goods] and has accepted a tender by the
tenderer for the supply of those goods in the sum of [Contract price in
words and figures] (Hereinafter called “the Contract Price).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively
assigned to them in the Conditions of Contract referred to:

2. The following documents shall be deemed to form and be read and construed as part of this
Agreement viz:

- (a) the Tender Form and the Price Schedule submitted by the tenderer
- (b) the Schedule of Requirements
- (c) The Technical Specifications
- (d) the General Conditions of Contract
- (e) the Special Conditions of contract; and
- (f) The Procuring Entity’s Notification of Award

3. In consideration of the payments to be made by the Procuring entity to the tenderer as
hereinafter mentioned, the tender hereby covenants with the Procuring entity to provide the goods 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 tenderer in consideration of the provisions of
the goods 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 their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring entity

Signed, sealed, delivered by _____ the _____ (for the tenderer in the presence of _____

(Amend accordingly if provided by Insurance Company)

8.5 PERFORMANCE SECURITY FORM

To

[Name of procuring entity]

WHEREAS [Name of tenderer] (Hereinafter called “the tenderer”) has undertaken, in pursuance of Contract No. _____ [Reference number of the contract] dated _____ 20 _____ to _____ supply [Description of goods] (Hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the tenderer shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Tenderer’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the tenderer a guarantee:

THEREFORE, WE hereby affirm that we are Guarantors and responsible to you, on behalf of the tenderer, up to a total of [amount of the guarantee in words and figure] and we undertake to pay you, upon your first written demand declaring the tenderer to be in default under the Contract and without cavil or argument, any sum or sums within the limits of [Amount of guarantee] as aforesaid, without you needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 20 _____

Signed and seal of the Guarantors

[Name of bank or financial institution]

[Address]

[Date]

8.6 **BANK GUARANTEE FOR ADVANCE PAYMENT FORM**

To
[Name of procuring entity]

[Name of tender]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends the General Conditions of Contract to provide for advance payment, [Name and address of tenderer] (hereinafter called “the tenderer”) shall deposit with the Procuring entity a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of [amount of guarantee in figures and words].

We, the [bank or financial institutions], as instructed by the tenderer, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring entity on its first demand without whatsoever right of objection on our part and without its first claim to the tenderer, in the amount not exceeding [Amount of guarantee in figures and words]

We further agree that no change or addition to or other modification of the terms of the Contract to be performed there-under or of any of the Contract documents which may be made between the Procuring entity and the tenderer, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid in full effect from the date of the advance payment received by the tenderer under the Contract until [date].

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

_____ [date]

8.7 MANUFACTURER'S AUTHORIZATION FORM

To *[name of the Procuring entity]*

WHEREAS *[Name of the manufacturer]* who are established and reputable manufacturers of *[name and/or description of the goods]* having factories at *[address of factory]* do hereby authorize *[name and address of Agent]* to submit a tender, and subsequently negotiate and sign the Contract with you against tender No. *[reference of the Tender]* for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Tenders.

[signature for and on behalf of manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent.

8.8 LETTER OF NOTIFICATION OF AWARD

Address of Procuring Entity

To: _____

RE: Tender No. _____

Tender Name _____

This is to notify that the contract/s stated below under the above mentioned tender have been awarded to you.

1. Please acknowledge receipt of this letter of notification signifying your acceptance.
2. The contract/contracts shall be signed by the parties within 30 days of the date of this letter but not earlier than 14 days from the date of the letter.
3. You may contact the officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

(FULL PARTICULARS) _____

Ag. MANAGING DIRECTOR

RUIRU –JUJA WATER AND SEWERAGE COMPANY

8.9 FORM RB 1

REPUBLIC OF KENYA

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 of20.....in the matter of Tender No.....of
.....20...

REQUEST FOR REVIEW

I/We....., the above named Applicant(s), of address: Physical
address..... Fax 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.

Etc.

By this memorandum, the Applicant requests the Board for an order/orders that: -

1.

2.

Etc.

SIGNED (Applicant)

Dated on..... day of/...20...

FOR OFFICIAL USE ONLY

Lodged with the Secretary Public Procurement Administrative Review Board on day of
.....20.....

SIGNED

Board Secretary

