



## REPUBLIC OF KENYA

# PROPOSED LANDSCAPING OF SPEAKER'S RESIDENCE, WATER RETICULATION AND CONSTRUCTION OF DOMESTIC SERVANT QUARTERS AT THE SPEAKER'S RESIDENCE IN MANDERA TOWN-MANDERA COUNTY

**TENDER NO.MCA/OT/02/2023/2024.**

---

## TENDER DOCUMENTS

---

### **PROJECT MANAGER**

COUNTY DIRECTOR-  
PUBLIC WORKS  
MANDERA COUNTY  
P.O. BOX 49 – MANDERA.

### **ARCHITECT**

COUNTY ARCHITECT  
MANDERA COUNTY  
P.O. BOX 49– MANDERA.

### **QUANTITY SURVEYOR**

COUNTY QUANTITY SURVEYOR  
MANDERA COUNTY  
P.O. BOX 49 – MANDERA.

### **ELECTRICAL ENGINEER**

COUNTY ENGINEER ELECTRICAL (BS)  
P.O. BOX 49 – MANDERA.

### **MECHANICAL ENGINEER**

COUNTY ENGINEER MECHANICAL(BS)  
MANDERA COUNTY  
P.O. BOX 49 – MANDERA

### **STRUCTURAL ENGINEER**

COUNTY ENGINEER (STRUCTURAL)  
MANDERA COUNTY  
P.O. BOX 49 – MANDERA

**DECEMBER, 2023**

SUBMISSION DEADLINE: 11<sup>TH</sup> JANUARY, 2024 AT 10:00 AM.

**REPUBLIC OF KENYA**

**PROPOSED LANDSCAPING OF SPEAKER’S RESIDENCE, WATER  
RETICULATION AND CONSTRUCTION OF DOMESTIC SERVANT  
QUARTERS AT THE SPEAKER’S RESIDENCE IN MANDERA TOWN-  
MANDERA COUNTY**

**ITEM**

- |    |                        |      |
|----|------------------------|------|
| 1. | CONTENTS PAGE          | (i)  |
| 2. | SIGNATURE PAGE & NOTES | (ii) |

**SECTION ONE – STANDARD TENDER DOCUMENT**

- |    |                                       |               |
|----|---------------------------------------|---------------|
| 3. | INVITATION TO TENDER                  | STD/3         |
| 4. | INSTRUCTIONS TO TENDERERS             | STD/4-STD/15  |
| 5. | APPENDIX TO INSTRUCTIONS TO TENDERERS | STD/16        |
| 6. | EVALUATION CRITERIA                   | STD/17-STD/23 |
| 7. | CONDITIONS OF CONTRACT                | STD/24-STD/42 |
| 8. | APPENDIX TO CONDITIONS OF CONTRACT    | STD/43-STD/45 |
| 9. | STANDARD FORMS                        | STD/49-STD/71 |

**SECTION TWO – PRELIMINARIES**

- |     |                          |              |
|-----|--------------------------|--------------|
| 10. | PARTICULAR PRELIMINARIES | PP/1 – PP/10 |
| 11. | GENERAL PRELIMINARIES    | GP/1 – GP/13 |
| 12. | TRADE PREAMBLES          | PN/1-PN/3    |

**SECTION THREE – BILLS OF QUANTITIES**

- |     |                |  |
|-----|----------------|--|
| 13. | BUILDER’S WORK |  |
| 14. | MAIN SUMMARY   |  |
| 15. | ANNEXES        |  |



**REPUBLIC OF KENYA**

**PROPOSED LANDSCAPING OF SPEAKER'S RESIDENCE, WATER  
RETICULATION AND CONSTRUCTION OF DOMESTIC SERVANT  
QUARTERS AT THE SPEAKER'S RESIDENCE IN MANDERA TOWN-  
MANDERA COUNTY**

**TENDER NO.**

---

**TENDER DOCUMENTS**

Issued by: -  
CLERK TO COUNTY ASSEMBLY  
MANDERA  
P.O. Box 408-70300  
**MANDERA**

The Contract for the above mentioned works entered into this ..... day of .....20...  
by the undersigned refers to these Bills of Quantities and the Ministry of Roads, Transport and  
Public Works General Specification date March 1976 (together with any amendments issued  
thereto) shall be read and construed as part of the said contract.

.....  
**CONTRACTOR**

.....  
**THE CLERK**  
**MANDERA COUNTY ASSEMBLY**

Date: .....

Date: .....

**SPECIAL NOTES**

The Contractor is required to check the numbers of the pages of these Bills of Quantities and  
should he find any missing or duplicate or figures indistinct he must inform the Director of  
Public Works, Mandera.

Should the Contractor be in doubt about the precise meaning of any item or figure for any  
reason whatsoever, he must inform the Director of Public Works, Mandera in order that the  
correct meaning may be decided before the date for submission of tenders.

No liability will be admitted nor claim allowed in respect of errors in the Contractor's Tender due to  
mistakes in the Specification which should have been rectified in the manner described above.

## **TABLE OF CONTENTS**

INTRODUCTION.....	2
SECTION I: INVITATION TO TENDER .....	3
SECTION II: INSTRUCTIONS TO TENDERERS .....	4
1. General/Eligibility/Qualifications/Joint venture/Cost of tendering .....	5
2. Tender Documents .....	8
3. Preparation of Tenders .....	8
4. Submission of Tenders .....	10
5. Tender Opening and Evaluation.....	11
6. Award of Contract .....	13
7. Corrupt and Fraudulent practices .....	15
8. APPENDIX TO INSTRUCTIONS TO TENDERERS.....	16
SECTION III: CONDITIONS OF CONTRACT .....	23
SECTION IV: APPENDIX TO CONDITIONS OF CONTRACT.....	42
SECTION V: SPECIFICATIONS .....	45
SECTION VI: DRAWINGS .....	46
SECTION VII: BILL OF QUANTITIES.....	47
SECTION VIII: STANDARD FORMS.....	48
1. Form Of Tender.....	50
2. Letter Of Acceptance.....	53
3. Form Of Agreement .....	54
4. Form Of Tender Security .....	56
5. Performance Bank Guarantee.....	57
6. Bank Guarantee For Advance Payment .....	58
7. Qualification Information.....	59
8. Tender Questionnaire .....	64
9. Confidential Business Questionnaire.....	65
10. Statement Of Foreign Currency Requirements (Not Applicable) .....	68
11. Details Of Sub-Contractors .....	69
12. Letter Of Notification Of Award .....	70
13. Undertaking To Comply With Labour Laws And Wage Regulation Guidelines. ....	71
14. Self Declaration That The Person/Tenderer Is Not Debarred In The Matter Of The Public Procurement And Asset Disposal Act 2015.....	72
15. Self Declaration That The Person/Tenderer Will Not Engage In Any Corrupt Or Fraudulent Practice.....	73

## **INTRODUCTION**

- 1.1 This standard tender document for procurement of works has been prepared for use by procuring entities in Kenya in the procurement of works (i.e. Buildings and associated Civil Engineering Works).
- 1.2 The following guidelines should be observed when using the document:-
- (a) Specific details should be furnished in the Invitation to tender and in the special conditions of contract (where applicable). The tender document issued to tenderers should not have blank spaces or options.
  - (b) The instructions to tenderers and the General Conditions of Contract should remain unchanged. Any necessary amendments to these parts should be made through Appendix to instructions to tenderers and special conditions of contract respectively.
- 1.31.3
- (b) Information contained in the invitation to tender shall conform to the data and information in the tender documents to enable prospective tenderers to decide whether or not to participate in the tender and shall indicate any important tender requirements
  - (c) The invitation to tender shall be as an advertisement in accordance with the regulations or a letter of invitation addressed to tenderers who have been prequalified following a request for prequalification.
- 1.4 The cover of the document shall include: -
- I. Tender number.
  - II. Tender name.
  - III. Name of procuring entity.

## SECTION I: INVITATION TO TENDER

**Tender reference No.: MCA/OT/02/2023/2024**

**Tender Name: PROPOSED LANDSCAPING OF SPEAKER'S RESIDENCE, WATER RETICULATION AND CONSTRUCTION OF DOMESTIC SERVANT QUARTERS AT THE SPEAKER'S RESIDENCE IN MANDERA TOWN-MANDERA COUNTY**

The **MANDERA COUNTY ASSEMBLY** invites sealed tenders for the **PROPOSED LANDSCAPING OF SPEAKER'S RESIDENCE, WATER RETICULATION AND CONSTRUCTION OF DOMESTIC SERVANT QUARTERS AT THE SPEAKER'S RESIDENCE IN MANDERA TOWN-MANDERA COUNTY**

- 1.1 Interested eligible candidates may obtain further information and inspect tender documents (*and additional copies*) at **MANDERA COUNTY ASSEMBLY, P.O. BOX 408 – 70300, MANDERA**, during normal working hours.
- 1.2 A complete set of tender documents may be downloaded free of charge from the website [www.manderaassembly.go.ke](http://www.manderaassembly.go.ke) or Treasury Supplier portal [www.supplier.treasury.go.ke](http://www.supplier.treasury.go.ke) through the given negotiation number.
- 1.3 Tenderers who download the tender document must forward their particulars immediately to (*info@manderaassembly.go.ke*) to facilitate any further clarification or addendum.
- 1.4 Prices quoted should be net inclusive of all taxes, must be in Kenya shillings and shall remain valid for (as per Invitation letter) days from the closing date of tender.
- 1.5 Completed tender documents are to be enclosed in plain sealed envelopes marked with Tender name and reference number addressed to Clerk, Mandera County Assembly and deposited in the Tender Box at County Assembly Main Building so as to be received on or before **11<sup>th</sup> January,2024 at 10:00 am**.
- 1.6 Tenders will be opened immediately thereafter in the presence of the candidates or their representatives who choose to attend at (as per Invitation letter)

---

For (*Accounting Officer/Procuring Entity*)

## SECTION II: INSTRUCTIONS TO TENDERERS

### **TABLE OF CLAUSES**

1.	General/Eligibility/Qualifications/Joint venture/Cost of tendering.....	5
2.	Tender Documents.....	8
3.	Preparation of Tenders.....	8
4.	Submission of Tenders .....	10
5.	Tender Opening and Evaluation .....	11
6.	Award of Contract .....	13
7.	Corrupt and Fraudulent practices .....	15

## **INSTRUCTIONS TO TENDERERS.**

### **1. General/Eligibility/Qualifications/Joint venture/Cost of tendering**

- 1.1 The Employer as defined in the Appendix to Conditions of Contract invites tenders for Works Contract as described in the tender documents. The successful tenderer will be expected to complete the Works by the Intended Completion Date specified in the tender documents.
- 1.2 All tenderers shall provide the Qualification Information, a statement that the tenderer (including all members of a joint venture and subcontractors) is not associated, or has not been associated in the past, directly or indirectly, with the Consultant or any other entity that has prepared the design, specifications, and other documents for the project or being proposed as Project Manager for the Contract. A firm that has been engaged by the Employer to provide consulting services for the preparation or supervision of the Works, and any of its affiliates, shall not be eligible to tender.
- 1.3 All tenderers shall provide in the Form of Tender and Qualification Information, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.
- 1.4 In the event that pre-qualification of potential tenderers has been undertaken, only tenders from pre-qualified tenderers will be considered for award of Contract. These qualified tenderers should submit with their tenders any information updating their original pre-qualification applications or, alternatively, confirm in their tenders that the originally submitted pre-qualification information remains essentially correct as of the date of tender submission.
- 1.5 Where no pre-qualification of potential tenderers has been done, all tenderers shall include the following information and documents with their tenders, unless otherwise stated:
  - (a) copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the tender to commit the tenderer;
  - (b) total monetary value of construction work performed for each of the last five years;
  - (c) experience in works of a similar nature and size for each of the last five years, and details of work under way or contractually committed; and names and addresses of clients who may be contacted for further information on these contracts;
  - (d) Major items of construction equipment proposed to carry out the Contract and an undertaking that they will be available for the Contract.
  - (e) Qualifications and experience of key site management and technical personnel proposed for the Contract and an undertaking that they shall be available for the Contract.
  - (f) reports on the financial standing of the tenderer, such as profit and loss statements and auditor's reports for the past five years;



- (g) evidence of adequacy of working capital for this Contract (access to line(s) of credit and availability of other financial resources);
- (h) authority to seek references from the tenderer's bankers;
- (i) information regarding any litigation, current or during the last five years, in which the tenderer is involved, the parties concerned and disputed amount; and
- (j) Proposals for subcontracting components of the Works amounting to more than 10 percent of the Contract Price.

1.6 Tenders submitted by a joint venture -Joint venture not allowed.

1.7 To qualify for award of the Contract, tenderers shall meet the following minimum qualifying criteria;

- (a) annual volume of construction work of at least 2.5 times the estimated annual cashflow for the Contract;
- (b) experience as main contractor in the construction of at least one project whose nature and complexity is equivalent to the Works over the last 10 years (to comply with this requirement, works cited should be at least 70 percent complete);
- (c) proposals for the timely acquisition (own, lease, hire, etc.) of the essential equipment listed as required for the Works;
- (d) a Contract manager with at least five years' experience in works of an equivalent nature and volume, including no less than three years as Manager; and
- (e) liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the Contract, of no less than 4 months of the estimated payment flow under this Contract.

- 1.8 The figures for each of the partners of a joint venture shall be added together to determine the tenderer's compliance with the minimum qualifying criteria of clause 1.7 (a) and (e); however, for a joint venture to qualify, each of its partners must meet at least 25 percent of minimum criteria 1.7 (a), (b) and (e) for an individual tenderer, and the partner in charge at least 40 percent of those minimum criteria. Failure to comply with this requirement will result in rejection of the joint venture's tender. Subcontractors' experience and resources will not be taken into account in determining the tenderer's compliance with the qualifying criteria, unless otherwise stated.
- 1.9 Each tenderer shall submit only one tender, either individually or as a partner in a joint venture. A tenderer who submits or participates in more than one tender (other than as a subcontractor or in cases of alternatives that have been permitted or requested) will cause all the proposals with the tenderer's participation to be disqualified.
- 1.10 The tenderer shall bear all costs associated with the preparation and submission of his tender, and the Employer will in no case be responsible or liable for those costs.
- 1.11 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.
- 1.12 The procuring entity's employees, committee members, board members and their relative (spouse and children) are not eligible to participate in the tender.
- 1.13 The procuring entity shall allow the tenderer to review the tender document free of charge before purchase.

## **2. Tender Documents**

- 1.15 The complete set of tender documents comprises the documents listed below and any addenda issued in accordance with Clause 2.4.
- (a) These Instructions to Tenderers
  - (b) Form of Tender and Qualification Information
  - (c) Conditions of Contract
  - (d) Appendix to Conditions of Contract
  - (e) Specifications
  - (f) Drawings
  - (g) Bills of Quantities
  - (h) Forms of Securities
- 1.16 The tenderer shall examine all Instructions, Forms to be filled and Specifications in the tender documents. Failure to furnish all information required by the tender documents, or submission of a tender not substantially responsive to the tendering documents in every respect will be at the tenderer's risk and may result in rejection of his tender.
- 1.17 A prospective tenderer making an inquiry relating to the tender documents may notify the Employer in writing or by cable, telex or facsimile at the address indicated in the letter of invitation to tender. The Employer will only respond to requests for clarification received earlier than seven days prior to the deadline for submission of tenders. Copies of the Employer's response will be forwarded to all persons issued with tendering documents, including a description of the inquiry, but without identifying its source.
- 1.18 Before the deadline for submission of tenders, the Employer may modify the tendering documents by issuing addenda. Any addendum thus issued shall be part of the tendering documents and shall be communicated in writing or by cable, telex or facsimile to all tenderers. Prospective tenderers shall acknowledge receipt of each addendum in writing to the Employer.
- 1.19 To give prospective tenderers reasonable time in which to take an addendum into account in preparing their tenders, the Employer shall extend, as necessary, the deadline for submission of tenders, in accordance with Clause 4.2 here below.

## **3. Preparation of Tenders**

- 1.20 All documents relating to the tender and any correspondence shall be in English language.
- 1.21 The tender submitted by the tenderer shall comprise the following:
- (a) These Instructions to Tenderers, Form of Tender, Conditions of Contract, Appendix to Conditions of Contract and Specifications;
  - (b) Tender Security;
  - (c) Priced Bill of Quantities ;

- (d) Qualification Information Form and Documents;
  - (e) Alternative offers where invited; and
  - (f) Any other materials required to be completed and submitted by the tenderers.
- 1.22 The tenderer shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items for which no rate or price is entered by the tenderer will not be paid for when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities. All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause relevant to the Contract, as of 30 days prior to the deadline for submission of tenders, shall be included in the tender price submitted by the tenderer.
- 1.23 The rates and prices quoted by the tenderer shall only be subject to adjustment during the performance of the Contract if provided for in the Appendix to Conditions of Contract and provisions made in the Conditions of Contract.
- 1.24 The unit rates and prices shall be in Kenya Shillings.
- 1.25 Tenders shall remain valid for a period of One Hundred and Twenty days (120) days from the date of submission. However, in exceptional circumstances, the Employer may request that the tenderers extend the period of validity for a specified additional period. The request and the tenderers' responses shall be made in writing. A tenderer may refuse the request without forfeiting the Tender Security. A tenderer agreeing to the request will not be required or permitted to otherwise modify the tender, but will be required to extend the validity of Tender Security for the period of the extension, and in compliance with Clause 3.7 - 3.11 in all respects.
- 1.26 The tenderer shall furnish, as part of the tender, a Tender Security in the amount and form specified in the appendix to invitation to tenderers. This shall be in the amount not exceeding 2 percent of the tender price
- 1.27 The format of the Tender Security should be in accordance with the form of Tender Security included in Section G - Standard forms or any other form acceptable to the Employer. Tender Security shall be valid for 30 days beyond the validity of the tender.
- 1.28 NO tender security required and joint venture not allowed “ ”.
- 1.29 The Tender Securities -NIL
- 1.30 The Tender Security of the successful tenderer will be discharged when the tenderer has signed the Contract Agreement and furnished the required Performance Security.
- 1.31 The Tender Security may be forfeited
- (a) if the tenderer withdraws the tender after tender opening during the period of tender validity;

- (b) if the tenderer does not accept the correction of the tender price, pursuant to Clause 5.7;
  - (c) in the case of a successful tenderer, if the tenderer fails within the specified time limit to
    - (i) sign the Agreement, or
    - (ii) furnish the required Performance Security.
- 1.32 Tenderers shall submit offers that comply with the requirements of the tendering documents, including the basic technical design as indicated in the Drawings and Specifications. Alternatives will not be considered, unless specifically allowed in the invitation to tender. If so allowed, tenderers wishing to offer technical alternatives to the requirements of the tendering documents must also submit a tender that complies with the requirements of the tendering documents, including the basic technical design as indicated in the Drawings and Specifications. In addition to submitting the basic tender, the tenderer shall provide all information necessary for a complete evaluation of the alternative, including design calculations, technical specifications, breakdown of prices, proposed construction methods and other relevant details. Only the technical alternatives, if any, of the lowest evaluated tender conforming to the basic technical requirements shall be considered.
- 1.33 The tenderer shall prepare one original of the documents comprising the tender documents as described in Clause 3.2 of these Instructions to Tenderers, bound with the volume containing the Form of Tender, and clearly marked “ORIGINAL”. In addition, the tenderer shall submit copies of the tender, in the number specified in the invitation to tender, and clearly marked as “COPIES”. In the event of discrepancy between them, the original shall prevail.
- 1.34 The original and all copies of the tender shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the tenderer, pursuant to Clause 1.5 (a) or 1.6 (b), as the case may be. All pages of the tender where alterations or additions have been made shall be initialled by the person or persons signing the tender.
- 1.35 Clarification of tenders shall be requested by the tenderer to be received by the procuring entity not later than 7 days prior to the deadline for submission of tenders.
- 1.36 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.
- 1.37 The tender security -**NIL**

#### **4. Submission of Tenders**

- 1.38 The tenderer shall seal the original and all copies of the tender in two inner envelopes and one outer envelope, duly marking the inner envelopes as “ORIGINAL” and “COPIES” as appropriate. The inner and outer envelopes shall:

- (a) be addressed to the Employer at the address provided in the invitation to tender;
  - (b) bear the name and identification number of the Contract as defined in the invitation to tender; and
  - (c) provide a warning not to open before the specified time and date for tender opening.
- 1.39 Tenders shall be delivered to the Employer at the address specified above not later than the time and date specified in the invitation to tender. However, the Employer may extend the deadline for submission of tenders by issuing an amendment in accordance with Sub-Clause 2.5 in which case all rights and obligations of the Employer and the tenderers previously subject to the original deadline will then be subject to the new deadline.
- 1.40 Any tender received after the deadline prescribed in clause 4.2 will be returned to the tenderer un-opened.
- 1.41 Tenderers may modify or withdraw their tenders by giving notice in writing before the deadline prescribed in clause 4.2. Each tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and delivered in accordance with clause 3.13 and 4.1, with the outer and inner envelopes additionally marked **"MODIFICATION"** and **"WITHDRAWAL"**, as appropriate. No tender may be modified after the deadline for submission of tenders.
- 1.42 Withdrawal of a tender between the deadline for submission of tenders and the expiration of the period of tender validity specified in the invitation to tender or as extended pursuant to Clause 3.6 may result in the forfeiture of the Tender Security pursuant to Clause 3.11.
- 1.43 Tenderers may only offer discounts to, or otherwise modify the prices of their tenders by submitting tender modifications in accordance with Clause 4.4 or be included in the original tender submission.

## 5. Tender Opening and Evaluation

- 1.44 The tenders will be opened by the Employer, including modifications made pursuant to Clause 4.4, in the presence of the tenderers' representatives who choose to attend at the time and in the place specified in the invitation to tender. Envelopes marked **"WITHDRAWAL"** shall be opened and read out first. Tenderers' and Employer's representatives who are present during the opening shall sign a register evidencing their attendance.
- 1.45 The tenderers' names, the tender prices, the total amount of each tender and of any alternative tender (if alternatives have been requested or permitted), any discounts, tender modifications and withdrawals, the presence or absence of Tender Security, and such other details as may be considered appropriate, will be announced by the Employer at the opening. Minutes of the tender opening, including the information disclosed to those present will be prepared by the Employer.

- 1.46 Information relating to the examination, clarification, evaluation, and comparison of tenders and recommendations for the award of Contract shall not be disclosed to tenderers or any other persons not officially concerned with such process until the award to the successful tenderer has been announced. Any effort by a tenderer to influence the Employer's officials, processing of tenders or award decisions may result in the rejection of his tender.
- 1.47 To assist in the examination, evaluation, and comparison of tenders, the Employer at his discretion, may ask any tenderer for clarification of the tender, including breakdowns of unit rates. The request for clarification and the response shall be in writing or by cable, telex or facsimile but no change in the price or substance of the tender shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered in the evaluation of the tenders in accordance with Clause 5.7.
- 1.48 Prior to the detailed evaluation of tenders, the Employer will determine whether each tender (a) meets the eligibility criteria defined in Clause 1.7 ;(b) has been properly signed; (c) is accompanied by the required securities; and (d) is substantially responsive to the requirements of the tendering documents. A substantially responsive tender is one which conforms to all the terms, conditions and specifications of the tendering documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the works; (b) which limits in any substantial way, inconsistent with the tendering documents, the Employer's rights or the tenderer's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other tenderers presenting substantially responsive tenders.
- 1.49 If a tender is not substantially responsive, it will be rejected, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.
- 1.50 Tenders determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows:
- (a) where there is a discrepancy between the amount in figures and the amount in words, the amount in words will prevail; and
  - (b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will prevail, unless in the opinion of the Employer, there is an obvious typographical error, in which case the adjustment will be made to the entry containing that error.
  - (c) In the event of a discrepancy between the tender amount as stated in the Form of Tender and the corrected tender figure in the main summary of the Bill of Quantities, the amount as stated in the Form of Tender shall prevail.
  - (d) The Error Correction Factor shall be computed by expressing the difference between the tender amount and the corrected tender sum as a percentage of the corrected Builder's Work (i.e. Corrected tender sum less P.C. and Provisional Sums)

- (e) The Error Correction Factor shall be applied to all Builder's Work (as a rebate or addition as the case may be) for the purposes of valuations for Interim Certificates and valuation of variations.
  - (f) the amount stated in the tender will be adjusted in accordance with the above procedure for the correction of errors and, with concurrence of the tenderer, shall be considered as binding upon the tenderer. If the tenderer does not accept the corrected amount, the tender may be rejected and the Tender Security may be forfeited in accordance with clause 3.11.
- 1.51 The Employer will evaluate and compare only the tenders determined to be substantially responsive in accordance with Clause 5.5.
- 1.52 In evaluating the tenders, the Employer will determine for each tender the evaluated tender price by adjusting the tender price as follows:
- (a) making any correction for errors pursuant to clause 5.7;
  - (b) excluding provisional sums and the provision, if any, for contingencies in the Bill of Quantities, but including Dayworks where priced competitively.
  - (c) making an appropriate adjustment for any other acceptable variations, deviations, or alternative offers submitted in accordance with clause 3.12; and
  - (d) making appropriate adjustments to reflect discounts or other price modifications offered in accordance with clause 4.6
- 1.53 The Employer reserves the right to accept or reject any variation, deviation, or alternative offer. Variations, deviations, and alternative offers and other factors which are in excess of the requirements of the tender documents or otherwise result in unsolicited benefits for the Employer will not be taken into account in tender evaluation.
- 1.54 The tenderer shall not influence the Employer on any matter relating to his tender from the time of the tender opening to the time the Contract is awarded. Any effort by the Tenderer to influence the Employer or his employees in his decision on tender evaluation, tender comparison or Contract award may result in the rejection of the tender.
- 1.55 Firms incorporated in Kenya where indigenous Kenyans own 51% or more of the share capital shall be allowed a 10% preferential bias provided that they do not sub-contract work valued at more than 50% of the Contract Price excluding Provisional Sums to a non-indigenous sub-contractor.

## **6. Award of Contract**

- 1.56 Subject to Clause 6.2, the award of the Contract will be made to the tenderer whose tender has been determined to be substantially responsive to the tendering documents and who has offered the lowest evaluated tender price, provided that such tenderer has been determined to be (a) eligible in accordance with the provision of Clauses 1.2, and (b) qualified in accordance with the provisions of clause 1.7 and 1.8.



- 1.57 Notwithstanding clause 6.1 above, the Employer reserves the right to accept or reject any tender, and to cancel the tendering process and reject all tenders, at any time prior to the award of Contract, 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 action.
- 1.58 The tenderer whose tender has been accepted will be notified of the award prior to expiration of the tender validity period in writing or by cable, telex or facsimile. This notification (hereinafter and in all Contract documents called the “Letter of Acceptance”) will state the sum (hereinafter and in all Contract documents called the “Contract Price”) that the Employer will pay the Contractor in consideration of the execution, completion, and maintenance of the Works by the Contractor as prescribed by the Contract. At the same time the other tenderers shall be informed that their tenders have not been successful.

The contract shall be formed on the parties signing the contract.

- 1.59 The Agreement will incorporate all agreements between the Employer and the successful tenderer. Within 14 days of receipt the successful tenderer will sign the Agreement and return it to the Employer.
- 1.60 Within 21 days after receipt of the Letter of Acceptance, the successful tenderer shall deliver to the Employer a Performance Security in the amount stipulated in the Appendix to Conditions of Contract and in the form stipulated in the Tender documents. The Performance Security shall be in the amount and specified form
- 1.61 Failure of the successful tenderer to comply with the requirements of clause 6.5 shall constitute sufficient grounds for cancellation of the award and forfeiture of the Tender Security.
- 1.62 Upon the furnishing by the successful tenderer of the Performance Security, the Employer will promptly notify the other tenderers that their tenders have been unsuccessful.
- 1.63 Preference where allowed in the evaluation of tenders shall not be allowed for contracts not exceeding one year (12 months)
- 1.64 The tender evaluation committee shall evaluate the tender within 30 days of the validity period from the date of opening the tender.
- 1.65 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.
- 1.66 Contract price variations shall not be allowed for contracts not exceeding one year (12 months)
- 1.67 Where contract price variation is allowed, the valuation shall not exceed 15% of the original contract price.
- 1.68 Price variation request shall be processed by the procuring entity within 30 days of receiving the request.
- 1.69 The procuring entity may at any time terminate procurement proceedings before

contract award and shall not be liable to any person for the termination.

- 1.70 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.
- 1.71 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.

## **7. Corrupt and Fraudulent practices**

- 7.1 The procuring entity requires that tenderers observe the highest standards of ethics during procurement process and execution of contracts. A tenderer shall sign a declaration that he has not and will not be involved in corrupt and fraudulent practices.

## **8. Corrupt and Fraudulent practices**

- 8.1 The procuring entity requires that tenderers observe the highest standards of ethics during procurement process and execution of contracts. A tenderer shall sign a declaration that he has not and will not be involved in corrupt and fraudulent practices.

## APPENDIX TO INSTRUCTIONS TO TENDERERS

The following appendix to instructions to tenderers shall complement or amend the provisions of the instructions to tenderers (Section II). Wherever there is a conflict between the provisions 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.

<b>Instructions to Tenderers Reference</b>	<b>Particulars of appendix to instructions to tenderers</b>
Clause 1.5,1.7	See attached Evaluation criteria
Clause 1.13	The price to be charged for the tender document shall be free
Clause 3.6	The bid validity period shall be: <b>120 calendar</b> days from the date of tender opening
Clause 3.7	A Bid Security <b>-NIL</b>
Clause 4.1	In addition to the <b>original bid</b> , the number of copies is: <b>One copy.</b>

## **TENDER EVALUATION CRITERIA**

After tender opening, the tenders will be evaluated in 4 Main Stages, namely:

1. Preliminary examination – in 2 stages;
  - (i) Stage i for Main Contractor
  - ii) Stage ii for Domestic Sub- Contractors;
2. Technical evaluation; Both Main Contractor and Domestic Sub- Contractors
3. Financial Evaluation; and
4. Recommendation for Award.

### **STAGE 1: PRELIMINARY EXAMINATION**

#### **Stage i - MANDATORY REQUIREMENTS FOR MAIN CONTRACTOR**

This stage of evaluation shall involve examination of the pre-qualification conditions as set out in the Tender Advertisement Notice or Letter of Invitation to Tender and any other conditions stated in the bid document.

These conditions shall include provision of the following: -

ITEM	MANDATORY REQUIREMENT (MR)	Responsiveness	
MR1	A copy of Certificate of Incorporation /registration		
MR2	Current Category of Registration with National Construction Authority (NCA) in the relevant trade; <b>(NCA 6 and above Building Works, Water and Roads);</b> and current annual contractors practicing license from NCA.		
MR3	Submission of Original and Copy (all Volumes) in the format required by the procuring entity and all the tender document (all volumes) to be <b>TAPE/BOOK, SPIRAL and BOUND (Use of Spring or box files will not be accepted and will lead to automatic disqualification)</b> . In addition, completed tender documents <b>MUST</b> be submitted through the <b>IFMIS</b> Supplier's portal <a href="http://www.supplier.treasury.go.ke">www.supplier.treasury.go.ke</a>		
MR4	Bid must be returned in the order and pages provided in the advertisement to tender paginated in the format of 001,002, 003, 004..... including attachments and stamped on each page. <b>Non sequential numbering will lead to automatic disqualification;</b>		
MR5	Dully filled, Signed and Stamped Form of Tender;		
MR6	Valid Tax Compliance Certificate;		
MR7	Dully filled, Signed and Stamped Confidential Business Questionnaire;		
MR8	Dully filled, Signed and Stamped Tender Questionnaire		
MR9	Certificate of pre-tender site visit attendance issued by authorized personnel (Where applicable).		
MR 10	Main Contractor shall attach dully signed and stamped pre-contract agreement to work together with the Domestic Sub-Contractors Not Joint		

	Venture if awarded the Tender (where Applicable). (The agreements should be signed by both parties for it to be valid)		
MR11	Written declaration letter signed and stamped by an Attorney/Commissioner for Oaths that the tenderers have never and shall not engage in any corrupt or fraudulent practices in the procurement proceedings/ Dully filled Anti -corruption Declaration Commitment pledge form.		
MR12	Written declaration letter signed and stamped by an Attorney/ Commissioner for Oaths that the firm/person/tenderer and his/her subcontractors, if any, is not debarred from participating in procurement proceedings;/ Dully filled form on Non-debarment.		
MR13	Written affidavit and Certified by an advocate/Commissioner of Oaths that are specific to the tender with tender number and name with commitment to conflict of interest		
MR14	CR12 Form indicating the names of shareholders and percentage of shares each director holds		
MR15	Registration Certificate in YOUTH CATEGORY (Youth Access to Government Procurement Opportunity) (AGPO Certificate)- <b>This shall be verified.</b>		
RESPONSIVE/NON-RESPONSIVE			

**R** – Responsive

**NR** – Non-Responsive

Any non-responsive bidder shall not be evaluated further, including their domestic Sub-Contractors.

The employer/procuring entity may seek further clarification/confirmation if necessary, to confirm authenticity/compliance of any condition of the tender. Further, in case of a discrepancy between the amounts stated in the appendix to instruction to tenderers and the one stated in the advertisement or invitation letter, the bid security shall be taken as the amount in the advertisement/ letter of invitation.

## **STAGE 2 TECHNICAL EVALUATIONS**

### **A) Assessment for eligibility**

The tender document shall be examined based on clause 2.2 of the Instruction to Tenderers which states as follows:

*'In accordance with clause 2.2 of Instruction to Tenderers, the tenderers will be required to provide evidence for eligibility of the award of the tender by satisfying the employer of their eligibility under sub clause 2.1 of Instruction to Tenderers and adequacy of resources to effectively carry out the subject contract. The tenderers shall be required to fill the Standard Forms provided for the purposes of providing the required information. The tenderers may also attach the required information if they so desire*

*The award of points for the STANDARD FORMS considered in this section shall be as shown below*

PARAMETER	MAXIMUM POINTS
(i) Tender Questionnaire -----	5
(ii) Key Personnel -----	20
(iii) Contract completed in the last five years -----	15
(iv) On-going projects -----	8
(v) Schedule of contractor's equipment -----	20
(vi) Audited financial report for the last 3 years -----	10
(vii) Evidence of Financial Resources -----	15
(viii) Bank Details Indicating mandatory signatory to Account -----	5
(ix) Litigation History -----	2
<b>TOTAL</b>	<b>100</b>

Note: -

- The main contractor **MUST** ensure that sub-contractors provide requirements for Domestic Subcontracting in **Key Personnel, Completed and Ongoing Projects** to incorporate in Technical Evaluation.

## STAGE 2: TECHNICAL EVALUATIONS

The detailed scoring plan shall be as shown in table 1 below: -

**TABLE 1: Assessment for Eligibility**

Item	Description	Max. Point	
i	<b>Tender Questionnaire Form</b> <ul style="list-style-type: none"> <li>• Completely filled ----- 5</li> <li>• Not filled ----- 0</li> </ul>	5	5
ii	<b>Key Personnel (Attach evidence)</b>		
	<b>At least 3 No. degree/diploma holder of key personnel in relevant field</b> <ul style="list-style-type: none"> <li>• With over 10 years relevant experience ----- 6</li> <li>• With over 5 years relevant experience ----- 4</li> <li>• With under 5 years relevant experience ----- 2</li> </ul>	6	15
	<b>At least 3 No. certificate holders of key personnel in Related Field.</b> <ul style="list-style-type: none"> <li>• With over 10 years relevant experience ----- 5</li> <li>• With over 5 years relevant experience ----- 3</li> <li>• With under 5 years relevant experience ----- 1</li> </ul>	5	
	<b>At least 3 No artisan (trade test certificate in relevant field)</b> <ul style="list-style-type: none"> <li>• Artisan with over 10 years relevant experience ----- 4</li> <li>• Artisan with under 10 years relevant experience ----- 2</li> <li>• Non skilled worker with over 10 years relevant experience ----- 1</li> </ul>	4	
iii	<b>Contract completed in the last five (5) years (Max of 5 No. Projects)- Projects, 4 from Main Contractor)- <u>Provide Evidence (Attach Award letter, Contract Agreement and Completion Certificate</u></b> <ul style="list-style-type: none"> <li>• 4 No of projects of similar nature, complexity or magnitude ----- 15</li> <li>• 3 No of projects of similar nature but of lower value than one in consideration ----- 10</li> <li>• 2 No of projects of similar nature but of lower value than the one in consideration ----- 5</li> </ul>	15	15
iv	<b>Ongoing projects – <u>Provide Evidence</u></b> <ul style="list-style-type: none"> <li>• Four and above projects of similar nature, complexity and magnitude ----- 10</li> <li>• Three and below projects of similar nature, complexity and magnitude ----- 8</li> <li>• No Projects of similar, nature complexity and magnitude ----- 0</li> </ul>	10	10

v	<b>Schedule of contractor's equipment and transport (proof or evidence of ownership/Lease)</b> a) <b>Relevant Transport</b> (pick- ups, Lorries, trucks- at least 2 no.) <ul style="list-style-type: none"> <li>Means of transport (Vehicle) ----- 10</li> <li>No means of transport ----- 0</li> </ul>	10	20
	b) <b>Relevant Equipment</b> <ul style="list-style-type: none"> <li>Has relevant equipment for work being tendered ----- 10</li> <li>No relevant equipment for work being tendered ----- 0</li> </ul>	10	
vi	<b>Financial Report</b>		10
	Audited financial report (last three (3) years) <ul style="list-style-type: none"> <li>Average Annual Turn-over equal to or greater than the cost of the project ----- 10</li> <li>Average Annual Turn-over above 50% but below 100% of the cost of the project ----- 6</li> <li>Average Annual Turn-over below 50% of the cost of the project ----- 3</li> </ul>	10	
vii	Evidence of Financial Resources (cash in hand, lines of credit, over draft facility etc.) <ul style="list-style-type: none"> <li>Has financial resources to finance the projected <b>monthly cash flow</b>* for three months ----- 15</li> <li>Has financial resources equal to the projected <b>monthly cash flow</b>* ----- 10</li> <li>Has financial resources less the projected <b>monthly cash flow</b>* ----- 5</li> <li>Has not indicated sources of financial resources ----- 0</li> </ul>	15	15
viii	<b>Bank Details indicating mandatory signatory to the account</b> <ul style="list-style-type: none"> <li>Provided ----- 5</li> <li>Not provided ----- 0</li> </ul>	5	5
ix	<b>Litigation History /Affidavit signed and Stamped by an Attorney/Commissioner for Oaths</b> <ul style="list-style-type: none"> <li>Duly Filled ----- 5</li> <li>Not filled ----- 0</li> </ul>	5	5
	<b>TOTAL</b>		<b>100</b>

**Any bidder who scores 70 points and above shall be considered for further evaluation**

*\*Monthly Cash Flow = Tender Sum/Contract Period*



### **STAGE 3 - FINANCIAL EVALUATION**

Upon completion of the technical evaluation a detailed financial evaluation shall follow. The financial evaluation shall proceed in the manner described in the Public Procurement and Disposal Act, 2015 of the laws of Kenya and the Public Procurement and Disposal Regulations.

The evaluation shall be in **two stages**

- a) Determination of Error correction factor;
- b) Comparison of Rates against the existing market rates

### **STAGE 4 - RECOMMENDATION FOR AWARD**

The successful bidder shall be the tenderer with the lowest evaluated tender price.

### SECTION III: CONDITIONS OF CONTRACT

1	Definitions .....
2	Interpretation.....
3	Language and Law .....
4	Project Manager's Decisions.....
5	Delegation.....
6	Communications .....
7	Sub-Contracting .....
8	Other Contractors .....
9	Personnel .....
10	Works.....
11	Safety and temporary works .....
12	Discoveries .....
13	Work Programme .....
14	Possession of site .....
15	Access to site .....
16	Instructions .....
17	Extension or Acceleration of completion date .....
18	Management Meetings .....
19	Early Warning .....
20	Defects .....
21	Bills of Quantities .....
22	Variations .....
23	Payment certificates, currency of payments and Advance Payments .....
24	Compensation events .....
25	Price Adjustment .....
26	Retention .....
27	Liquidated Damages.....
28	Securities .....
29	Day Works .....
30	Liability and Insurance .....
31	Completion and taking over .....
32	Final Account .....
33	Termination .....
34	Payment upon termination .....
35	Release from performance .....
36	Corrupt gifts and payments of commission .....
37	Settlement of Disputes .....

## 1. Definitions

- 1.1 In this Contract, except where context otherwise requires, the following terms shall be interpreted as indicated;

**“Bill of Quantities”** means the priced and completed Bill of Quantities forming part of the tender.

**“Compensation Events”** are those defined in Clause 24 hereunder.

**“The Completion Date”** means the date of completion of the Works as certified by the Project Manager, in accordance with Clause 31.

**“The Contract”** means the agreement entered into between the Employer and the Contractor as recorded in the Agreement Form and signed by the parties including all attachments and appendices thereto and all documents incorporated by reference therein to execute, complete, and maintain the Works,

**“The Contractor”** refers to the person or corporate body whose tender to carry out the Works has been accepted by the Employer.

**“The Contractor’s Tender”** is the completed tendering document submitted by the Contractor to the Employer.

**“The Contract Price”** is the price stated in the Letter of Acceptance and thereafter as adjusted in accordance with the provisions of the Contract.

**“Days”** are calendar days; **“Months”** are calendar months.

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

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

**“The Defects Liability Period”** is the period named in the Contract Data and calculated from the Completion Date.

**“Drawings”** include calculations and other information provided or approved by the Project Manager for the execution of the Contract.

**“Dayworks”** are Work inputs subject to payment on a time basis for labour and the associated materials and plant.

**“Employer”**, or the **“Procuring entity”** as defined in the Public Procurement Regulations (i.e. Central or Local Government administration, Universities, Public Institutions and Corporations, etc.) is the party who employs the Contractor to carry out the Works.

**“Equipment”** is the Contractor’s machinery and vehicles brought temporarily to the Site for the execution of the Works.

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

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

**“Plant”** is any integral part of the Works that shall have a mechanical, electrical, chemical, or biological function.

**“Project Manager”** is the person named in the Appendix to Conditions of Contract (or any other competent person appointed by the Employer 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 and shall be an “Architect” or a “Quantity Surveyor” registered under the Architects and Quantity Surveyors Act Cap 525 or an “Engineer” registered under Engineers Registration Act Cap 530.

**“Site”** is the area defined as such in the Appendix to Condition of Contract.

**“Site Investigation Reports”** are those reports that may be included in the tendering documents which are factual and interpretative about the surface and subsurface conditions at the Site.

**“Specifications”** means the Specifications of the Works included in the Contract and any modification or addition made or approved by the Project Manager.

**“Start Date”** is the latest date when the Contractor shall commence execution of the Works. It does not necessarily coincide with the Site possession date(s).

**“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.

**“Temporary works”** are works designed, constructed, installed, and removed by the Contractor which are needed for construction or installation of the Works.

**“A Variation”** is an instruction given by the Project Manager which varies the Works.

**“The Works”** are what the Contract requires the Contractor to construct, install, and turnover to the Employer, as defined in the Appendix to Conditions of Contract.

## **2. Interpretation**

- 2.1 In interpreting these Conditions of Contract, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning in English Language unless specifically defined. The Project Manager will provide instructions clarifying queries about these Conditions of Contract.
- 2.2 If sectional completion is specified in the Appendix to Conditions of Contract, reference in the Conditions of Contract to the Works, the Completion Date and the Intended Completion Date apply to any section of the Works (other than references to the Intended Completion Date for the whole of the Works).
- 2.3 The following documents shall constitute the Contract documents and shall be interpreted in the following order of priority;
- (1) Agreement,
  - (2) Letter of Acceptance,
  - (3) Contractor's Tender,
  - (4) Appendix to Conditions of Contract,
  - (5) Conditions of Contract,
  - (6) Specifications,
  - (7) Drawings,
  - (8) Bill of Quantities,
  - (9) Any other documents listed in the Appendix to Conditions of Contract as forming part of the Contract.

Immediately after the execution of the Contract, the Project Manager shall furnish both the Employer and the Contractor with two copies each of all the Contract documents. Further, as and when necessary the Project Manager shall furnish the Contractor [always with a copy to the Employer] with three [3] copies of such further drawings or details or descriptive schedules as are reasonably necessary either to explain or amplify the Contract drawings or to enable the Contractor to carry out and complete the Works in accordance with these Conditions.

## **3. Language and Law**

- 3.1 Language of the Contract and the law governing the Contract shall be English language and the Laws of Kenya respectively unless otherwise stated.

## **4 Project Manager's Decisions**

- 4.1 Except where otherwise specifically stated, the Project Manager will decide contractual matters between the Employer and the Contractor in the role representing the Employer.

## **5 Delegation**

- 5.1 The Project Manager may delegate any of his duties and responsibilities to others after notifying the Contractor.

## **6 Communications**

- 6.1 Communication between parties 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 Employer 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 etc. as listed in the Appendix to Conditions of Contract and also with the Employer, as per the directions of the Project Manager. The Contractor shall also provide facilities and services for them. The Employer may modify the said List of Other Contractors etc., and shall notify the Contractor of any such modification.

## **9 Personnel**

- 9.1 The Contractor shall employ the key personnel named in the Qualification Information, to carry out the functions stated in the said Information or other personnel approved by the Project Manager. The Project Manager will approve any proposed replacement of key personnel only if their relevant qualifications and abilities are substantially equal to or better than those of the personnel listed in the Qualification Information. 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.

## **10 Works**

- 10.1 The Contractor shall construct and install the Works in accordance with the Specifications and Drawings. The Works may commence on the Start Date and shall be carried out 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.

## **11 Safety and Temporary Works**

- 11.1 The Contractor shall be responsible for the design of temporary works. However before erecting the same, he shall submit his designs including specifications and drawings to the Project Manager and to any other relevant third parties for their approval. No erection of temporary works shall be done until such approvals are obtained.
- 11.2 The Project Manager's approval shall not alter the Contractor's responsibility for design of the Temporary works and all drawings prepared by the Contractor for the execution of the temporary or permanent Works, shall be subject to prior approval by the Project Manager before they can be used.
- 11.3 The Contractor shall be responsible for the safety of all activities on the Site.

## **12. Discoveries**

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

## **13. Work Program**

- 13.1 Within the time stated in the Appendix to Conditions of Contract, 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. 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.

The Contractor shall submit to the Project Manager for approval an updated program at intervals no longer than the period stated in the Appendix to Conditions of Contract. If the Contractor does not submit an updated program within this period, the Project Manager may withhold the amount stated in the said Appendix 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. 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.

## **14. Possession of Site**

- 14.1 The Employer 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 Appendix to Conditions of Contract, the Employer will be deemed to have delayed the start of the relevant activities, and this will be a Compensation Event.

## **15. Access to Site**

- 15.1 The Contractor shall allow the Project Manager and any other 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.

## **16. Instructions**

- 16.1 The Contractor shall carry out all instructions of the Project Manager which are in accordance with the Contract.

## **17. Extension or Acceleration of Completion Date**

- 17.1 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. 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 in writing 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 caused by such failure shall not be considered in assessing the new (extended) Completion Date.
- 17.2 No bonus for early completion of the Works shall be paid to the Contractor by the Employer.

## **18. Management Meetings**

- 18.1 A Contract management meeting shall be held monthly and attended by the Project Manager and the Contractor. Its business shall be to review the plans for the remaining Work and to deal with matters raised in accordance with the early warning procedure. The Project Manager shall record the minutes of management meetings and provide copies of the same to those attending the meeting and the Employer. 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.

## **19. Early Warning**

- 19.1 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.
- 19.2 The Contractor shall cooperate with the Project Manager in making and considering proposals on 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 instructions of the Project Manager.

## 20. Defects

- 20.1 The Project Manager shall inspect the Contractor's work and notify the Contractor of any defects that are found. Such inspection 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. Should the defect be found, the cost of uncovering and making good shall be borne by the Contractor, However, if there is no defect found, the cost of uncovering and making good shall be treated as a variation and added to the Contract Price.
- 20.2 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 Appendix to Conditions of Contract. The Defects Liability Period shall be extended for as long as defects remain to be corrected.
- 20.3 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. If the Contractor has not corrected a defect within the time specified in the Project Manager's notice, the Project Manager will assess the cost of having the defect corrected by other parties and such cost shall be treated as a variation and be deducted from the Contract Price.

## 21. Bills of Quantities

- 21.1 The Bills of Quantities shall contain items for the construction, installation, testing and commissioning of the Work to be done by the Contractor. The Contractor will be paid for the quantity of the Work done at the rate in the Bills of Quantities for each item.
- 21.2 If the final quantity of the Work done differs from the quantity in the Bills of Quantities for the **particular item** by more than **25 percent** and provided the change exceeds **1 percent** of the Initial Contract price, the Project Manager shall adjust the rate to allow for the change.
- 21.3 If requested by the Project Manager, the Contractor shall provide the Project Manager with a detailed **cost breakdown of any rate** in the Bills of Quantities.

## 22. Variations

- 22.1 All variations shall be included in updated programs produced by the Contractor.
- 22.2 The Contractor shall provide the Project Manager with a quotation for carrying out the variations when requested to do so. The Project Manager shall assess the quotation, which shall be given within seven days of the request or within any longer period as may be stated by the Project Manager and before the Variation is ordered.

- 22.3 If the work in the variation corresponds with an item description in the Bills of Quantities and if in the opinion of the Project Manager, the quantity of work is not above the limit stated in Clause 21.2 or the timing of its execution does not cause the cost per unit of quantity to change, the rate in the Bills 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 Bills of Quantities, the quotation by the Contractor shall be in the form of new rates for the relevant items of Work.
- 22.4 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.
- 22.5 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.
- 22.6 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning.
- 22.7 When the Program is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast.

### **23. Payment Certificates, Currency of Payments and Advance Payments**

- 23.1 The Contractor shall submit to the Project Manager monthly applications for payment giving sufficient details of the Work done and materials on Site and the amounts which the Contractor considers himself to be entitled to. The Project Manager shall check the monthly application and certify the amount to be paid to the Contractor within 14 days. The value of Work executed and payable shall be determined by the Project Manager.
- 23.2 The value of Work executed shall comprise the value of the quantities of the items in the Bills of Quantities completed; materials delivered on Site, variations and compensation events. Such materials shall become the property of the Employer once the Employer has paid the Contractor for their value. Thereafter, they shall not be removed from Site without the Project Manager's instructions except for use upon the Works.
- 23.3 Payments shall be adjusted for deductions for retention. The Employer shall pay the Contractor the amounts certified by the Project Manager within 30 days of the date of issue of each certificate. If the Employer makes a late payment, the Contractor shall be paid simple interest on the late payment in the next payment. Interest shall be calculated on the basis of number of days delayed at a rate three percentage points above the Central Bank of Kenya's average rate for base lending prevailing as of the first day the payment becomes overdue.

- 23.4 If an amount certified is increased in a later certificate or as a result of an award by 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.
- 23.5 Items of the Works for which no rate or price has been entered in will not be paid for by the Employer and shall be deemed covered by other rates and prices in the Contract.
- 23.6 The Contract Price shall be stated in Kenya Shillings. All payments to the Contractor shall be made in Kenya Shillings and foreign currency in the proportion indicated in the tender, or agreed prior to the execution of the Contract Agreement and indicated therein. The rate of exchange for the calculation of the amount of foreign currency payment shall be the rate of exchange indicated in the Appendix to Conditions of Contract. If the Contractor indicated foreign currencies for payment other than the currencies of the countries of origin of related goods and services the Employer reserves the right to pay the equivalent at the time of payment in the currencies of the countries of such goods and services. The Employer and the Project Manager shall be notified promptly by the Contractor of any changes in the expected foreign currency requirements of the Contractor during the execution of the Works as indicated in the Schedule of Foreign Currency Requirements and the foreign and local currency portions of the balance of the Contract Price shall then be amended by agreement between Employer and the Contractor in order to reflect appropriately such changes.
- 23.7 In the event that an advance payment is granted, the following shall apply:-
- a) On signature of the Contract, the Contractor shall at his request, and without furnishing proof of expenditure, be entitled to an advance of 10% (ten percent) of the original amount of the Contract. The advance shall not be subject to retention money.
  - b) No advance payment may be made before the Contractor has submitted proof of the establishment of deposit or a directly liable guarantee satisfactory to the Employer in the amount of the advance payment. The guarantee shall be in the same currency as the advance.
  - c) Reimbursement of the lump sum advance shall be made by deductions from the Interim payments and where applicable from the balance owing to the Contractor. Reimbursement shall begin when the amount of the sums due under the Contract reaches 20% of the original amount of the Contract. It shall have been completed by the time 80% of this amount is reached.

The amount to be repaid by way of successive deductions shall be calculated by means of the formula:

$$R = \frac{A(x^1 - x^{11})}{80 - 20}$$

Where:

R = the amount to be reimbursed

A = the amount of the advance which has been granted

X<sup>1</sup> = the amount of proposed cumulative payments as a percentage of the original amount of the Contract. This figure will exceed 20% but not exceed 80%.

X<sup>11</sup> = the amount of the previous cumulative payments as a percentage of the original amount of the Contract. This figure will be below 80% but not less than 20%.

- d) With each reimbursement the counterpart of the directly liable guarantee may be reduced accordingly.

## **24. Compensation Events**

24.1 The following issues shall constitute Compensation Events:

- (a) The Employer does not give access to a part of the Site by the Site Possession Date stated in the Appendix to Conditions of Contract.
- (b) The Employer modifies the List of Other Contractors, etc., in a way that affects the Work of the Contractor under the Contract.
- (c) The Project Manager orders a delay or does not issue drawings, specifications or instructions required for execution of the Works on time.
- (d) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon the Work, which is then found to have no defects.
- (e) The Project Manager unreasonably does not approve a subcontract to be let.
- (f) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to tenderers (including the Site investigation reports), from information available publicly and from a visual inspection of the Site.
- (g) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by the Employer or additional work required for safety or other reasons.
- (h) Other contractors, public authorities, utilities, or the Employer does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.
- (i) The effects on the Contractor of any of the Employer's risks.
- (j) The Project Manager unreasonably delays issuing a Certificate of Completion.

- (k) Other compensation events described in the Contract or determined by the Project Manager shall apply.
- 24.2 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.
- 24.3 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 will assume that the Contractor will react competently and promptly to the event.
- 24.4 The Contractor shall not be entitled to compensation to the extent that the Employer's interests are adversely affected by the Contractor not having given early warning or not having co-operated with the Project Manager.
- 24.5 Prices shall be adjusted for fluctuations in the cost of inputs only if provided for in the Appendix to Conditions of Contract.
- 24.6 The Contractor shall give written notice to the Project Manager of his intention to make a claim within thirty days after the event giving rise to the claim has first arisen. The claim shall be submitted within thirty days thereafter.

Provided always that should the event giving rise to the claim of continuing effect, the Contractor shall submit an interim claim within the said thirty days and a final claim within thirty days of the end of the event giving rise to the claim.

## **25. Price Adjustment**

- 25.1 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 tenders for the Contract and the date of Completion. The adjustment shall be the change in the amount of tax payable by the Contractor.
- 25.2 The Contract Price shall be deemed to be based on exchange rates current at the date of tender submission in calculating the cost to the Contractor of materials to be specifically imported (by express provisions in the Contract Bills of Quantities or Specifications) for permanent incorporation in the Works. Unless otherwise stated in the Contract, if at any time during the period of the Contract exchange rates shall be varied and this shall affect the cost to the Contractor of such materials, then the Project Manager shall assess the net difference in the cost of such materials. Any amount from time to time so assessed shall be added to or deducted from the Contract Price, as the case may be.
- 25.3 Unless otherwise stated in the Contract, the Contract Price shall be deemed to have been calculated in the manner set out below and in sub-clauses 25.4 and 25.5 and shall be subject to adjustment in the events specified thereunder;

- (i) The prices contained in the Contract Bills of Quantities shall be deemed to be based upon the rates of wages and other emoluments and expenses as determined by the Joint Building Council of Kenya (J.B.C.) and set out in the schedule of basic rates issued 30 days before the date for submission of tenders. A copy of the schedule used by the Contractor in his pricing shall be attached in the Appendix to Conditions of Contract.
  - (ii) Upon J.B.C. determining that any of the said rates of wages or other emoluments and expenses are increased or decreased, then the Contract Price shall be increased or decreased by the amount assessed by the Project Manager based upon the difference, expressed as a percentage, between the rate set out in the schedule of basic rates issued 30 days before the date for submission of tenders and the rate published by the J.B.C. and applied to the quantum of labour incorporated within the amount of Work remaining to be executed at the date of publication of such increase or decrease.
  - (iii) No adjustment shall be made in respect of changes in the rates of wages and other emoluments and expenses which occur after the date of Completion except during such other period as may be granted as an extension of time under clause 17.0 of these Conditions.
- 25.4 The prices contained in the Contract Bills of Quantities shall be deemed to be based upon the basic prices of materials to be permanently incorporated in the Works as determined by the J.B.C. and set out in the schedule of basic rates issued 30 days before the date for submission of tenders. A copy of the schedule used by the Contractor in his pricing shall be attached in the Appendix to Conditions of Contract.
- 25.5 Upon the J.B.C. determining that any of the said basic prices are increased or decreased then the Contract Price shall be increased or decreased by the amount to be assessed by the Project Manager based upon the difference between the price set out in the schedule of basic rates issued 30 days before the date for submission of tenders and the rate published by the J.B.C. and applied to the quantum of the relevant materials which have not been taken into account in arriving at the amount of any interim certificate under clause 23 of these Conditions issued before the date of publication of such increase or decrease.
- 25.6 No adjustment shall be made in respect of changes in basic prices of materials which occur after the date for Completion except during such other period as may be granted as an extension of time under clause 17.0 of these Conditions.
- 25.7 The provisions of sub-clause 25.1 to 25.2 herein shall not apply in respect of any materials included in the schedule of basic rates.

## **26. Retention**

- 26.1 The Employer shall retain from each payment due to the Contractor the proportion stated in the Appendix to Conditions of Contract until Completion of the whole of the Works. On Completion of the whole of the Works, half the total amount retained shall be repaid to the Contractor and the remaining half when the Defects Liability

Period has passed and the Project Manager has certified that all defects notified to the Contractor before the end of this period have been corrected.

## **27. Liquidated Damages**

- 27.1 The Contractor shall pay liquidated damages to the Employer at the rate stated in the Appendix to Conditions of Contract for each day that the actual Completion Date is later than the Intended Completion Date. The Employer may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not alter the Contractor's liabilities.
- 27.2 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 rate specified in Clause 23.30

## **28. Securities**

- 28.1 The Performance Security shall be provided to the Employer no later than the date specified in the Letter of Acceptance and shall be issued in an amount and form and by a reputable bank acceptable to the Employer, and denominated in Kenya Shillings. The Performance Security shall be valid until a date 30 days beyond the date of issue of the Certificate of Completion.

## **29. Dayworks**

- 29.1 If applicable, the Dayworks rates in the Contractor's tender shall be used for small additional amounts of Work only when the Project Manager has given written instructions in advance for additional work to be paid for in that way.
- 29.2 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.
- 29.3 The Contractor shall be paid for Dayworks subject to obtaining signed Dayworks forms.

## **30. Liability and Insurance**

- 30.1 From the Start Date until the Defects Correction Certificate has been issued, the following are the Employer'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 Employer 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 Employer or in Employer's design, or due to war or radioactive contamination directly affecting the place where the Works are being executed.
- 30.2 From the Completion Date until the Defects Correction Certificate has been issued, the risk of loss of or damage to the Works, Plant, and Materials is the Employer's risk except loss or damage due to;
- (a) a defect which existed on or before the Completion Date.
  - (b) an event occurring before the Completion Date, which was not itself the Employer's risk
  - (c) the activities of the Contractor on the Site after the Completion Date.
- 30.3 From the Start Date until the Defects Correction 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 Employer's risk are Contractor's risks.
- The Contractor shall provide, in the joint names of the Employer and the Contractor, insurance cover from the Start Date to the end of the Defects Liability Period, in the amounts stated in the Appendix to Conditions of Contract for the following events;
- (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.
- 30.4 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 required to rectify the loss or damage incurred.
- 30.5 If the Contractor does not provide any of the policies and certificates required, the Employer may effect the insurance which the Contractor should have provided and recover the premiums from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.
- 30.6 Alterations to the terms of an insurance shall not be made without the approval of the Project Manager. Both parties shall comply with any conditions of insurance policies.



### **31. Completion and taking over**

- 31.1 Upon deciding that the Works are complete, the Contractor shall issue a written request to the Project Manager to issue a Certificate of Completion of the Works. The Employer shall take over the Site and the Works within seven [7] a day of the Project Manager's issuing a Certificate of Completion.\

### **32. Final Account**

- 32.1 The Contractor shall issue the Project Manager with a detailed account of the total amount that the Contractor considers payable to him by the Employer 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 30 days of receiving the Contractor's account if it is correct and complete. If it is not, the Project Manager shall issue within 30 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. The Employer shall pay the Contractor the amount due in the Final Certificate within 60 days.

### **33. Termination**

- 33.1 The Employer or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract. These 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 Contractor is declared 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 Employer to the Contractor within 30 days (for Interim Certificate) or 60 days (for Final Certificate) of issue.
  - (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.
- 33.2 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 Clause 33.1 above, the Project Manager shall decide whether the breach is fundamental or not.

- 33.3 Notwithstanding the above, the Employer may terminate the Contract for convenience.
- 33.4 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. The Project Manager shall immediately thereafter arrange for a meeting for the purpose of taking record of the Works executed and materials, goods, equipment and temporary buildings on Site.

#### **34. Payment Upon Termination**

- 34.1 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 and delivered to Site up to the date of the issue of the certificate. Additional liquidated damages shall not apply. If the total amount due to the Employer exceeds any payment due to the Contractor, the difference shall be a debt payable by the Contractor.
- 34.2 If the Contract is terminated for the Employer's convenience or because of a fundamental breach of Contract by the Employer, 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.
- 34.3 The Employer may employ and pay other persons to carry out and complete the Works and to rectify any defects and may enter upon the Works and use all materials on the Site, plant, equipment and temporary works.
- 34.4 The Contractor shall, during the execution or after the completion of the Works under this clause remove from the Site as and when required, within such reasonable time as the Project Manager may in writing specify, any temporary buildings, plant, machinery, appliances, goods or materials belonging to or hired by him, and in default the Employer may (without being responsible for any loss or damage) remove and sell any such property of the Contractor, holding the proceeds less all costs incurred to the credit of the Contractor.
- Until after completion of the Works under this clause the Employer shall not be bound by any other provision of this Contract to make any payment to the Contractor, but upon such completion as aforesaid and the verification within a reasonable time of the accounts therefore the Project Manager shall certify the amount of expenses properly incurred by the Employer and, if such amount added to the money paid to the Contractor before such determination exceeds the total amount which would have been payable on due completion in accordance with this Contract the difference shall be a debt payable to the Employer by the Contractor; and if the said amount added to the said money be less than the said total amount, the difference shall be a debt payable by the Employer to the Contractor.

#### **35. Release from Performance**

- 35.1 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either the Employer 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.

### **36. Corrupt gifts and payments of commission**

The Contractor shall not;

- (a) Offer or give or agree to give to any person in the service of the Employer any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of this or any other Contract for the Employer or for showing or forbearing to show favour or disfavor to any person in relation to this or any other contract for the Employer.
- (b) Enter into this or any other contract with the Employer in connection with which commission has been paid or agreed to be paid by him or on his behalf or to his knowledge, unless before the Contract is made particulars of any such commission and of the terms and conditions of any agreement for the payment thereof have been disclosed in writing to the Employer.

Any breach of this Condition by the Contractor or by anyone employed by him or acting on his behalf (whether with or without the knowledge of the Contractor) shall be an offence under the provisions of the Public Procurement Regulations issued under The Exchequer and Audit Act Cap 412 of the Laws of Kenya.

### **37. Settlement Of Disputes**

37.1 In case any dispute or difference shall arise between the Employer or the Project Manager on his behalf and the Contractor, either during the progress or after the completion or termination of the Works, such 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 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

On the request of the applying party. The institution written to first by the aggrieved party shall take precedence over all other institutions.

37.2 The arbitration may be on the construction of this Contract or on any matter or thing of whatsoever nature arising thereunder or in connection therewith, including any matter or thing left by this Contract to the discretion of the Project Manager, or the

withholding by the Project Manager of any certificate to which the Contractor may claim to be entitled to or the measurement and valuation referred to in clause 23.0 of these conditions, or the rights and liabilities of the parties subsequent to the termination of Contract.

- 37.3 Provided that no arbitration proceedings shall be commenced on any dispute or difference where notice of a dispute or difference 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.
- 37.4 Notwithstanding the issue of a notice as stated above, the arbitration of such a dispute or difference shall not commence unless an attempt has in the first instance been made by the parties to settle such dispute or difference amicably with or without the assistance of third parties. Proof of such attempt shall be required.
- 37.5 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:
- 37.5.1 The appointment of a replacement Project Manager  
upon the said person ceasing to act.
- 37.5.2 Whether or not the issue of an instruction by the Project  
Manager is empowered by these Conditions.
- 37.5.3 Whether or not a certificate has been improperly withheld  
or is not in accordance with these Conditions.
- 37.5.4 Any dispute or difference arising in respect of war risks  
or war damage.
- 37.6 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 Employer and the Contractor agree otherwise in writing.
- 37.7 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.
- 37.8 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.
- 37.9 The award of such Arbitrator shall be final and binding upon the parties.

#### SECTION IV: APPENDIX TO CONDITIONS OF CONTRACT

Conditions of Contract Reference	Particulars of appendix to Conditions of Contract
<b>Definitions</b>	
Clause 1.1	<p>The Employer is;-</p> <p>Name: <b>THE CLERK, MANDERA COUNTY ASSEMBLY</b></p> <p>Address: <b>P.O BOX 408-70300, MANDERA.</b></p> <p>Name of Authorized Representative: <b>THE CLERK</b></p> <p>Telephone: +254 723577006</p> <p>Email: <a href="mailto:info@manderaassembly.go.ke">info@manderaassembly.go.ke</a></p> <p>Website: <a href="http://www.manderaassembly.go.ke">www.manderaassembly.go.ke</a></p>
Clause 1.1	<p>The Project Manager is; -</p> <p>Name: <b>COUNTY DIRECTOR- PUBLIC WORKS, MANDERA COUNTY</b></p> <p>Address: <b>P.O BOX 49-70300, MANDERA.</b></p> <p>Telephone: <b>+254 722882000</b></p> <p>Website: <a href="https://www.mandera.go.ke">https://www.mandera.go.ke</a></p>
Clause 1.1	<p>The name (and identification number) of the contract is; -</p> <p>Name: <b>PROPOSED LANDSCAPING OF SPEAKER'S RESIDENCE, WATER RETICULATION AND CONSTRUCTION OF DOMESTIC SERVANT QUARTERS AT THE SPEAKER'S RESIDENCE IN MANDERA TOWN-MANDERA COUNTY</b></p> <p>The works consist of; <b>Construction of the above stated works.</b></p>
Clause 1.1	The Start Date shall be <b>AGREED WITH THE PROJECT MANAGER</b>
Clause 1.1	The Site is located at the <b>MANDERA TOWN, MANDERA COUNTY.</b>
<b>Interpretation</b>	
Clause 2.3	<p>The following documents also form part of the contract:</p> <p>Documents listed in <b>clause 2.3</b> conditions of contract</p>
<b>Other contractors</b>	
Clause 8.1	<p><b>Content of tender document</b></p> <p>A pre-arranged pretender site visit shall take place at the following date, time and place:</p> <p><b>Date: Thursday, 4<sup>th</sup> January, 2024</b></p> <p><b>Time: 8:30 Am- 10:30 Am</b></p> <p><b>Place: New Mandera County Assembly Headquarters</b></p> <p>NB: The tenderer is required to notify the Mandera County Assembly of the intention for site visit through email <a href="mailto:info@manderaassembly.go.ke">info@manderaassembly.go.ke</a> with Tender number and name as it's subject, providing the Name, ID number and telephone number of the representative through the email on or before <b>4<sup>th</sup> January, 2024</b> by 8:00 AM.</p>

Clause 8.2	The Tenderer will submit any questions in writing, to reach the Procuring Entity not later than <b>11<sup>th</sup> January, 2024</b> .
<b>Work Program</b>	
Clause 13.1	The Contractor shall submit detailed program for the Works/schedule of activities in the tender document.

<b>Conditions of Contract Reference</b>	<b>Particulars of appendix to Conditions of Contract</b>
Clause 13.1	The amount to be withheld for late submission of an updated Program is <b>WHOLE CERTIFICATE</b>
<b>Possession of site</b>	
Clause 14.1	The Site Possession Date shall be <b>AGREED WITH THE PROJECT MANAGER.</b>
<b>Bills of Quantities</b>	
Clause 21.2	The schedule of basic rates used in pricing by the Contractor is as attached [Contractor to attach]. <b>NOT APPLICABLE</b>
<b>Payment Certificates, Currency of Payments and Advance Payments</b>	
Clause 23.6	The Contract Price shall be stated in Kenya Shillings. The rate of exchange for calculation of foreign currency payments is <b>NOT APPLICABLE</b>
Clause 23.7	Advance Payment <b>shall not be granted.</b>
<b>Compensation events</b>	
Clause 24.1	The following events shall also be Compensation Events: <b>Those listed in the conditions of contract.</b>
<b>Price adjustment</b>	
Clause 25	The Price Adjustment Clause <b>SHALL NOT</b> apply
<b>Retention</b>	
Clause 26.1	The proportion of payments retained is: <b>Ten (10%)</b> percent. The Limit of Retention is: <b>Ten (10%)</b> percent.
Clause 26.1	The Defects Liability period is <b>180</b> days
<b>Liquidated damages</b>	
Clause 27	The liquidated damages for the whole of the Works is Kshs. <b>40,000.00</b> (per week or part thereof)
<b>Securities</b>	
Clause 28.1	The Performance Security shall be for the following minimum amounts equivalent as a percentage of the Contract Price- <b>Five (5%) percent.</b>
<b>Liabilities and Insurance</b>	
Clause 30	<p>The minimum insurance covers shall be <b>contractor's all risk insurance;</b></p> <ol style="list-style-type: none"> <li>1. The minimum cover for insurance of the Works and of Plant and Materials in respect of the Contractor's faulty design is <b>the entire contract</b></li> <li>2. The minimum cover for loss or damage to Equipment is <b>AS PER THE APPLICABLE LAWS IN KENYA</b></li> <li>3. The minimum for insurance of other property is <b>AS PER THE</b></li> </ol>

Conditions of Contract Reference	Particulars of appendix to Conditions of Contract
	<p><b>APPLICABLE LAWS IN KENYA</b></p> <p>4. The minimum cover for personal injury or death insurance</p> <ul style="list-style-type: none"> <li>• For the Contractor's employees is <b>AS PER THE APPLICABLE LAWS IN KENYA</b></li> <li>• And for other people is <b>AS PER THE APPLICABLE LAWS IN KENYA</b></li> </ul>
<b>Completion and taking over</b>	
Clause 31.1	The Intended Completion Date for the whole of the Works shall be: <b>twenty-six (26) WEEKS AFTER COMMENCEMENT DATE</b>



## **SECTION V: SPECIFICATIONS**

Specifications will be as published by the Ministry of Public Works, dated March 1976 (together with any amendments issued thereto)

## **SECTION VI: DRAWINGS**

### **Architectural Drawings**

1. Building plans and layouts
2. Sectional elevations
3. 3- Dimensional pictorial illustrations

### **Structural Drawings**

1. None

## **SECTION VII: BILL OF QUANTITIES**

All quantities are measured in accordance to the Standard Method of Measurement for Building Works (2008 edition) and Civil Engineering Standard Method of Measurement for East Africa.

## **SECTION VIII: STANDARD FORMS**

1. FORM OF TENDER.....	50
2. LETTER OF ACCEPTANCE.....	53
3. FORM OF AGREEMENT.....	54
4. FORM OF TENDER SECURITY .....	56
5. PERFORMANCE BANK GUARANTEE.....	57
6. BANK GUARANTEE FOR ADVANCE PAYMENT .....	58
7. QUALIFICATION INFORMATION.....	59
8. TENDER QUESTIONNAIRE .....	64
9. CONFIDENTIAL BUSINESS QUESTIONNAIRE.....	65
10. STATEMENT OF FOREIGN CURRENCY REQUIREMENTS (NOT APPLICABLE) ..	68
11. DETAILS OF SUB-CONTRACTORS .....	69
12. LETTER OF NOTIFICATION OF AWARD.....	70
13. UNDERTAKING TO COMPLY WITH LABOUR LAWS AND WAGE REGULATION GUIDELINES. ....	71
14. SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015 .....	72
15. SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE .....	73

## **FORM OF TENDER**

### **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 (xxii) 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]

**Date of this Tender submission:** [insert date (as day, month and year) of Tender submission] **Request**

**for Tender No.:** [insert identification] **Name and description of Tender** [Insert as per ITT) **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<sup>1</sup> of Kenya Shillings [[Amount in figures] \_\_\_\_\_] Kenya Shillings [amount in words] \_\_\_\_\_

The above amount includes foreign currency<sup>2</sup> amount (s) of [state figure or a percentage and currency] [figures] \_\_\_\_\_ [words] \_\_\_\_\_

2. We undertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Architect 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. We understand that you are not bound to accept the lowest or any tender you may receive.
5. We, the under signed, 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

<sup>1</sup> This sum should be carried forward from the Summary of the Bills of Quantities.

<sup>2</sup> The percentage quoted above should not include provisional sums, and not more than two foreign currencies are allowed.

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 prices: *[insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies]*; or

Option2, 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 sub-contractor, 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, Engineer, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Public Procurement Regulatory Authority or any other entity of the Government of Kenya, or any international organization.
- 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 ITT3.8]*;
- 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 there of 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 here by 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; and
- 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.
  - (a) 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.

**LETTER OF ACCEPTANCE**

\_\_\_\_\_ [date]

To: \_\_\_\_\_  
[name of the Contractor]

\_\_\_\_\_  
[address of the Contractor]

Dear Sir,

This is to notify you that your Tender dated \_\_\_\_\_  
for the execution of \_\_\_\_\_  
[name of the Contract and identification number, as given in the Tender documents] for the  
Contract Price of Kshs. \_\_\_\_\_ [amount in figures] [Kenya  
Shillings \_\_\_\_\_ (amount in words)] in accordance with the  
Instructions to Tenderers is hereby accepted.

You are hereby instructed to proceed with the execution of the said Works in accordance with the  
Contract documents.

Authorized Signature .....

Name and Title of Signatory .....

Attachment: Agreement



### 3. FORM OF AGREEMENT

THIS AGREEMENT, made the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
between \_\_\_\_\_ of [or whose registered office is  
situated at] \_\_\_\_\_  
(hereinafter called “the Employer”) of the one part AND  
\_\_\_\_\_ of [or whose registered office  
is situated at] \_\_\_\_\_  
(hereinafter called “the Contractor”) of the other part.

WHEREAS THE Employer is desirous that the Contractor executes

\_\_\_\_\_ *(name and identification number of Contract )* (hereinafter called “the Works”) located  
at \_\_\_\_\_ *[Place/location of the Works]* and the Employer has accepted  
the tender submitted by the Contractor for the execution and completion of such Works and the  
remedying of any defects therein for the Contract Price of  
Kshs \_\_\_\_\_ *[Amount in figures]*, Kenya  
Shillings \_\_\_\_\_ *[Amount in words]*.

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 hereinafter referred to.
2. The following documents shall be deemed to form and shall be read and construed as part of  
this Agreement i.e.
  - (i) Letter of Acceptance
  - (ii) Form of Tender
  - (iii) Conditions of Contract Part I
  - (iv) Conditions of Contract Part II and Appendix to Conditions of Contract
  - (v) Specifications
  - (vi) Drawings
  - (vii) Priced Bills of Quantities
3. In consideration of the payments to be made by the Employer to the Contractor as hereinafter  
mentioned, the Contractor hereby covenants with the Employer to execute and complete the  
Works and remedy any defects therein in conformity in all respects with the provisions of the  
Contract.
4. The Employer 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 thereto have caused this Agreement to be executed the day and  
year first before written.

The common Seal of \_\_\_\_\_

Was hereunto affixed in the presence of \_\_\_\_\_

Signed Sealed, and Delivered by the said \_\_\_\_\_

Binding Signature of Employer \_\_\_\_\_

Binding Signature of Contractor \_\_\_\_\_

In the presence of (i) Name \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

[ii] Name \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

## 5. FORM OF TENDER SECURITY

WHEREAS ..... (hereinafter called “the Tenderer”) has submitted his tender dated ..... for the construction of .....  
..... (Name of Contract)

KNOW ALL PEOPLE by these presents that WE ..... having our registered office at .....(hereinafter called “the Bank”), are bound unto .....(hereinafter called “the Employer”) in the sum of Kshs..... for which payment well and truly to be made to the said Employer, 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 after tender opening the tenderer withdraws his tender during the period of tender validity specified in the instructions to tenderers  
Or
2. If the tenderer, having been notified of the acceptance of his tender by the Employer during the period of tender validity:
  - (a) fails or refuses to execute the form of Agreement in accordance with the Instructions to Tenderers, 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 Employer up to the above amount upon receipt of his first written demand, without the Employer having to substantiate his demand, provided that in his demand the Employer will note that the amount claimed by him is due to him, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This 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 said date.

\_\_\_\_\_  
[Date]

\_\_\_\_\_  
[signature of the Bank]

\_\_\_\_\_  
[Witness]

\_\_\_\_\_  
[Seal]

## 6. PERFORMANCE BANK GUARANTEE

To: \_\_\_\_\_ (Name of Employer) \_\_\_\_\_ (Date)  
\_\_\_\_\_ (Address of Employer)

Dear Sir,

WHEREAS \_\_\_\_\_ (hereinafter called "the Contractor") has undertaken, in pursuance of Contract No. \_\_\_\_\_ dated \_\_\_\_\_ to execute \_\_\_\_\_ (hereinafter called "the Works");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognised bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of Kshs. \_\_\_\_\_ (amount of Guarantee in figures) Kenya Shillings \_\_\_\_\_ (amount of Guarantee in words), and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of Kenya Shillings \_\_\_\_\_ (amount of Guarantee in words) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change, addition or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this Guarantee, and we hereby waive notice of any change, addition, or modification.

This guarantee shall be valid until the date of issue of the Certificate of Completion.

SIGNATURE AND SEAL OF THE GUARANTOR \_\_\_\_\_

Name of Bank \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

## 7. BANK GUARANTEE FOR ADVANCE PAYMENT

To: \_\_\_\_\_[*name of Employer*] \_\_\_\_\_(*Date*)  
\_\_\_\_\_[*address of Employer*]  
Gentlemen,  
Ref: \_\_\_\_\_[*name of Contract*]

In accordance with the provisions of the Conditions of Contract of the above-mentioned Contract, We, \_\_\_\_\_[*name and Address of Contractor*] (hereinafter called “the Contractor”) shall deposit with \_\_\_\_\_[*name of Employer*] a bank guarantee to guarantee his proper and faithful performance under the said Contract in an amount of Kshs. \_\_\_\_\_[*amount*] of \_\_\_\_\_*Guarantee* in \_\_\_\_\_*figures*] Kenya Shillings \_\_\_\_\_[*amount of Guarantee in words*].

We, \_\_\_\_\_[*bank or financial institution*], as instructed by the Contractor, agree unconditionally and irrevocably to guarantee as primary obligator and not as Surety merely, the payment to \_\_\_\_\_[*name of Employer*] on his first demand without whatsoever right of objection on our part and without his first claim to the Contractor, in the amount not exceeding Kshs \_\_\_\_\_[*amount of Guarantee in figures*] Kenya Shillings \_\_\_\_\_[*amount of Guarantee in words*], such amount to be reduced periodically by the amounts recovered by you from the proceeds of the Contract.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between \_\_\_\_\_[*name of Employer*] and the Contractor, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

No drawing may be made by you under this guarantee until we have received notice in writing from you that an advance payment of the amount listed above has been paid to the Contractor pursuant to the Contract.

This guarantee shall remain valid and in full effect from the date of the advance payment under the Contract until \_\_\_\_\_(*name of Employer*) receives full payment of the same amount from the Contract.

Yours faithfully,

Signature and Seal \_\_\_\_\_

Name of the Bank or financial institution \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

Witness: Name: \_\_\_\_\_

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## 8. QUALIFICATION INFORMATION

### 1. Individual Tenderers or Individual Members of Joint Ventures

1.1 Constitution or legal status of tenderer (attach copy or Incorporation Certificate);  
Place of registration: \_\_\_\_\_

Principal place of business \_\_\_\_\_

Power of attorney of signatory of tender \_\_\_\_\_

1.2 Total annual volume of construction work performed in the last five years

Year	Currency	Value

1.3 Work performed as Main Contractor on works of a similar nature and volume over the last five years. Also list details of work under way or committed, including expected completion date.

Project name	Name of client and contact person	Value of performed Contract	Year of completion

Details of on-going or committed projects, including expected completion date.

<b>Project name</b>	<b>Name of client and contact person</b>	<b>Value of performed Contract</b>	<b>% Complete</b>	<b>Year of completion</b>

1.4 Major items of Contractor's Equipment proposed for carrying out the Works. List all information requested below.

<b>Item of Equipment</b>	<b>Description, Make and age (years)</b>	<b>Condition(new, good, poor) and number available</b>	<b>Owned, leased (from whom?), or to be purchased (from whom?)</b>

1.5 Qualifications and experience of key personnel proposed for administration and execution of the Contract. Attach biographical data.

<b>Position</b>	<b>Name</b>	<b>Years of experience (general)</b>	<b>Years of experience in proposed position</b>


- 1.6 Financial reports for the last five years: balance sheets, profit and loss statements, auditor's reports, etc. List below and attach copies.

.....

.....

.....

.....

.....

.....

- 1.7 Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, etc. List below and attach copies of supportive documents.

.....

.....

.....

- 1.8 Name, address and telephone, telex and facsimile numbers of banks that may provide reference if contacted by the Employer.

.....

.....

.....



- .....
- .....
- 1.9 Statement of compliance with the requirements of Clause 1.2 of the Instructions to Tenderers.

.....

.....

.....

.....

- 1.10 Proposed program (work method and schedule) for the whole of the Works.

.....

.....

NAME, ADDRESS AND TELEPHONE, TELEX AND FACSIMILE OF BANKS

**(This should be for banks that may provide reference if contacted by the employer)**

NAME	ADDRESS	TELEPHONE	TELEX	FACSIMILE

## 2 Joint Ventures

- 2.4 The information listed in 1.1 – 1.10 above shall be provided for each partner of the joint venture.

- 2.5 The information required in 1.11 above shall be provided for the joint venture.
- 2.6 Attach the power of attorney of the signatory(ies) of the tender authorizing signature of the tender on behalf of the joint venture
- 2.7 Attach the Agreement among all partners of the joint venture ( and which is legally binding on all partners), which shows that:
  - a) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;
  - b) one of the partners will be nominated as being in charge, authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the joint venture; and
  - c) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge.

## 9. TENDER QUESTIONNAIRE

Please fill in block letters.

1. Full names of tenderer  
.....
2. Full address of tenderer to which tender correspondence is to be sent (unless an agent has been appointed below)  
.....
3. Telephone number (s) of tenderer  
.....
4. Telex address of tenderer  
.....
5. Name of tenderer's representative to be contacted on matters of the tender during the tender period  
.....
6. Details of tenderer's nominated agent (if any) to receive tender notices. This is essential if the tenderer does not have his registered address in Kenya (name, address, telephone, telex)  
.....  
.....

\_\_\_\_\_  
Signature of Tenderer

Make copy and deliver to: \_\_\_\_\_ (*Name of Employer*)

## **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 2. City 3. Location 4. Building 5. Floor 6. Postal Address 7. Name and email of contact person.
6	Current Trade License Registration Number and Expiring date	
7	Name, country and full address ( <i>postal and physical addresses, email, and telephone number</i> ) 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 ( <i>postal and physical addresses, email, and telephone number</i> ) of 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\_\_\_\_\_

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

Nominal Kenya Shillings (Equivalent).....

Issued Kenya Shillings (Equivalent).....

iii) Give details of Directors as follows.

	<b>Names of Director</b>	<b>Nationality</b>	<b>Citizenship</b>	<b>% Shares owned</b>
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.

	<b>Type of Conflict</b>	<b>Disclosure YES OR NO</b>	<b>If YES provide details of the relationship with Tenderer</b>
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.		

(i) Conflict of interest disclosure

### 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)

## 10. STATEMENT OF FOREIGN CURRENCY REQUIREMENTS (NOT APPLICABLE)

(See Clause 23] of the Conditions of Contract)

In the event of our Tender for the execution of \_\_\_\_\_  
\_\_\_\_\_ (*name of Contract*) being accepted, we would require in  
accordance with Clause 21 of the Conditions of Contract, which is attached hereto, the  
following percentage:

(Figures)..... (Words).....

of the Contract Sum, (Less Fluctuations) to be paid in foreign currency.

Currency in which foreign exchange element is required:

.....

Date: The ..... Day of ..... 20.....

Enter 0% (zero percent) if no payment will be made in foreign currency.

Maximum foreign currency requirement shall be \_\_\_\_\_ (percent) of the Contract  
Sum, less Fluctuations.

\_\_\_\_\_  
(Signature of Tenderer)

## 11. DETAILS OF SUB-CONTRACTORS

Where the tenderer is not registered in the relevant category, they will to sublet any portions of the Works under any heading, and must give below details of the sub-contractors he intends to employ for each portion including class of registration.

Failure to comply with this requirement may invalidate the tender.

(1) Portion of Works to be sublet: .....

(i) Full name of Sub-contractor  
and address of head office: .....

.....

(ii) Sub-contractor's experience  
of similar works carried out  
in the last 3 years with  
Contract value: .....

.....

.....

(2) Portion of Works to sublet: .....

(i) Full name of sub-contractor  
and address of head office: .....

.....

.....

(ii) Sub-contractor's experience  
of similar works carried out  
in the last 3 years with  
contract value: .....

.....

\_\_\_\_\_  
[Signature of Tenderer)

\_\_\_\_\_  
Date



## 12. 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) \_\_\_\_\_  
\_\_\_\_\_

SIGNED FOR ACCOUNTING OFFICER

#### 14. UNDERTAKING TO COMPLY WITH LABOUR LAWS AND WAGE REGULATION GUIDELINES.

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

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.

THAT we shall comply with all labour laws and the minimum wage regulations during the entire period of the contract and understand that failure to meet this requirement at any time during the contract period will be a ground for cancellation of the contract. The key indicators on compliance for this are

- ☐ Payment of salaries in time- there should be no complaints from your staff of delayed salaries.
- ☐ Procuring entity may make Impromptu request for a tax Compliance certificates from KRA and the same shall be submitted within seven days.
- ☐ Procuring entity may make Impromptu request for a Compliance certificates from NSSF and the same shall be submitted within seven days.
- ☐ Procuring entity may make Impromptu request for a for Compliance certificate from NHIF and the same shall be submitted within seven days.

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

Bidder's Official Stamp

**15. SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED  
IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL  
ACT 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 herein above is true to the best of my knowledge, information and  
belief.**

.....  
.....  
(Title)

.....  
(Signature)

(Date)

Bidder Official Stamp

**16. 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 corrupt practice with other  
bidders participating in the subject tender

5. THAT what is deponed to herein above is true to the best of my knowledge information and  
belief.

.....  
(Title) (Signature) (Date)  
Bidder's Official Stamp



REPUBLIC OF KENYA  
MANDERA COUNTY GOVERNMENT  
MINISTRY OF ROADS, TRANSPORT & PUBLIC WORKS DEPARTMENT

PROPOSED LANDSCAPING OF SPEAKER'S RESIDENCE, WATER  
RETICULATION AND CONSTRUCTION OF DOMESTIC SERVANT  
QUARTERS AT THE SPEAKER'S RESIDENCE IN MANDERA TOWN-  
MANDERA COUNTY

BILL OF QUANTITY
------------------

ITEM	DESCRIPTION	AMOUNT
	<p><b><u>PARTICULAR PRELIMINARIES</u></b></p> <p>The Contractor is advised to carefully read and understand all insertions to particular preliminaries</p>	
A	<p><b><u>DESCRIPTION OF THE WORKS AND SCOPE OF CONTRACT</u></b></p> <p>These are new works generally consisting of excavations, concretework, walling, roofing, doors, steel casement windows, finishes and associated mechanical and electrical installation works</p>	
B	<p><b><u>MEASUREMENTS</u></b></p> <p>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.</p>	
C	<p><b><u>LOCATION OF SITE</u></b></p> <p>The site of the proposed works is in Mandera. The Contractor is advised to visit the site to familiarize himself with the nature and position of the site. No claims arising from the Contractor's failure to do so will be entertained.</p>	
D	<p><b><u>CLEARING AWAY</u></b></p> <p>The Contractor shall remove all temporary works, rubbish, debris and surplus materials from the site as they accumulate and upon completion of the works, remove and clear away all plant, equipment, rubbish, unused works and stains and leave in a clean and tidy state to the reasonable satisfaction of the Project Manager.</p> <p>The whole of the works shall be delivered up clean, complete and in perfect condition in every respect to the satisfaction of the Project Manager.</p>	
E	<p><b><u>OFFICE FOR THE ARCHITECT</u></b></p> <p>The site office mentioned hereafter shall be 5 x 3 metres on plan and constructed on 100mm concrete slab with weatherboarding wall and GCI roofing, with softboard ceiling and finishes to wall and cement screed floor. Copies of drawings and Bills of Quantities shall be kept in this office at all times.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
<b>A</b>	<p><b>CLAIMS</b></p> <p>It shall be a condition of this contract that upon it becoming reasonably apparent to the Contractor that he has incurred losses and/or expenses due to any of the contract conditions, or by any other reason whatsoever, he shall present such claim or intent to claim notice to the PROJECT MANAGER in accordance with Clause 19 and 24 of the conditions of contract. No claims shall be entertained if the contractor has not complied with the said conditions.</p>	
<b>B</b>	<p><b>PAYMENTS</b></p> <p>The tenderer's attention is drawn to the fact that the COUNTY GOVERNMENT pays for 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 the general component elements for the works is given at the summary page of these specifications and the tenderer is requested to break down his tender sum commensurate to the said elements.</p>	
<b>C</b>	<p><b>LABOUR CAMPS</b></p> <p>The Contractor will not be allowed to house labour on site and shall take full responsibility for transporting labour daily to and from the site as required and the cost of this shall be included in his tender.</p>	
<b>D</b>	<p><b>FIRM PRICE CONTRACT</b></p> <p>This is a firm price contract and, therefore the tenderer shall not be reimbursed for any increases in the costs of materials and/or labour in the execution of the works except as provided under the fluctuations clause.</p>	
<b>E</b>	<p><b>MATERIALS FROM DEMOLITIONS</b></p> <p>Any materials from demolitions and not re-used shall become the property of the Client/User. The Contractor shall allow in his rates for the cost of transporting, storing and securing the materials on site as directed by the PROJECT MANAGER.</p>	
<b>F</b>	<p><b>PRICING RATES</b></p> <p>The tenderer shall include for all costs in executing the whole of the works, including transport, replacing damaged items, fixing, , taxes, all to comply with the said Conditions of Contract.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
<b>A</b>	<p><b>SECURITY</b></p> <p>The Contractor shall provide 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.</p>	
<b>B</b>	<p><b>URGENCY OF THE WORKS</b></p> <p>The Contractor is notified that these “works are urgent” and should be completed within the period stated in these Particular Preliminaries.</p> <p>The Contractor should allow for any costs he may incur by having to complete the works within the stipulated contract period.</p>	
<b>C</b>	<p><b>PAYMENT FOR MATERIALS ON SITE</b></p> <p>All materials for incorporation in the works must be stored on site before payment is effected, unless specifically exempted by the Project Manager. This is to include materials of the Contractor, nominated sub-Contractors and nominated suppliers.</p>	
<b>D</b>	<p><b>SIGN BOARD</b></p> <p>Allow for providing, erecting and maintaining through out the course of the contract and afterwards clearing away a sign board in accordance with the Ministry of Roads and Public Works standard detail to be obtained from the PM.</p>	
<b>E</b>	<p><b>PRICING OF PRELIMINARIES</b></p> <p>The tenderer is required to price items covered in these preliminaries as items for which no price is entered will not be paid for but shall be deemed covered by other rates and prices in these Bills of Quantities.</p>	
<b>F</b>	<p><b>ADJOINING PROPERTY</b></p> <p>Take all necessary precautions to prevent damage to adjoining property. Any damage occurring must be made good to the satisfaction of the PM and/or owner(s) of the adjoining property at the contractor’s expense.</p>	
<b>G</b>	<p><b>USE OF SITE</b></p> <p>Do not use the site for any other purpose other than carrying out the works. Do not permit or display any advertisement without the consent of the PM</p>	
	<b>CARRIED TO COLLECTION</b>	



ITEM	DESCRIPTION	AMOUNT
<b>A</b>	<p><b>QUALITY OF THE WORKS</b></p> <p>The works should be of high quality and the contractor will be required to make samples of the work to be executed for approval by the PM before he commences the carrying out of the works. The contractor should allow for sample works in his rates accordingly. Incase a sample does not meet the standards set by the PM, the contractor shall be expected to make another sample at his cost until it is approved by the PM.</p>	
<b>B</b>	<p><b>BID SECURITY</b></p> <p>The Bidder shall furnish, as part of his bid, a security as specified in the tender advertisement.</p> <p>The bid security shall, at the bidder's option, be in the form of a certified cheque, bank draft, standby letter of credit or guarantee from a reputable bank located in Kenya or foreign bank which has been determined by the bidder to be acceptable to the County Government. The format of the bank guarantee shall be in accordance with the sample forms of bid security included in the post qualification forms, other formats may be permitted, subject to the prior approval of the County Government. Letters of credit, bank Guarantees issued as surety for the bid shall be valid for a period of One Hundred and Fifty <b>(150)</b> days from the date of Tender Opening.</p>	
<b>C</b>	<p><b>TRAINING LEVY</b></p> <p>Legal notice No. 237 of October, 1971 requires payment by the contractor of a training levy of a quarter percent of the value of the contract where the contract value exceeds KShs. 50,000/=. The contractor will be required to furnish the Project Manager with a receipt showing that he has paid the required Training Levy to the Director of Industrial Training. In case the contractor fails to furnish the said receipt</p>	
<b>D</b>	<p><b>WATER FOR THE WORKS</b></p> <p>The contractor is to make his arrangements for the provision of water for the works in the course of execution of this contract.</p>	
<b>E</b>	<p><b>EXISTING SERVICES</b></p> <p>Prior to the commencement of any work, the Contractor is to ascertain from the relevant authority the exact position, depth and level of all existing services in the area and he shall make whatever provisions may be required by the authorities concerned for the support, maintenance and protection of such services.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
<b>A</b>	<p><b>PREVENTION OF ACCIDENT, DAMAGE OR LOSS</b></p> <p>The Contractor is notified that these works are to be carried out on a 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.</p>	
<b>B</b>	<p><b>FORM OF CONTRACT</b></p> <p>The form of contract will be the Republic of Kenya Standard Tender Document for Procurement of Works (2000 Edition)</p>	
<b>C</b>	<p><b>PERFORMANCE BOND</b></p> <p>A bond of 5% of the contract sum will be required in accordance with clause 6.5, award of contract of the Conditions of Contract. No payment will be made without the required performance security.</p>	
<b>D</b>	<p><b>DELIVERY OF TENDER</b></p> <p>Tenders and all documents in connection therewith, as specified above must be delivered in the addressed envelope which should be properly sealed and deposited in the tender box as specified in the advertisement and or letter of invitation to tender.</p> <p>Tenders will be opened at the time specified in the advertisement and/or letter of invitation to tender. Tenders arriving later than the specified time will not be considered.</p>	
<b>E</b>	<p><b>CORRECTION OF ERRORS IN TENDER</b></p> <p>Arithmetical errors will be rectified on the following basis.</p> <p>If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit price shall prevail and the total price shall be corrected.</p> <p>If there is a discrepancy between words and figures, the amount in words will prevail.</p>	
<b>F</b>	<p><b>TELEPHONE</b></p> <p>Allow for providing and maintaining a telephone upon the site during the contract period and for paying all the charges</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
<b>A</b>	<b>VIEWING OF DRAWINGS</b> Any tenderer interested in viewing the drawings related to this project before submission of the tenders may do so by contacting the Director Supply Chain Management, Mandera County Government Mandera Town, Mandera, Kenya	
<b>B</b>	<b>STANDARD FORMS</b> Any tender with standard forms not filled as appropriate will be treated as non-responsive.	
<b>C</b>	<b>INTERRUPTION OF WORK</b> The Contractor is to carry out the works on site where the user is carrying on with his normal activities. Periodic stoppages of work will be experienced and therefore the Contractor should assess the delays and losses likely to be incurred and price accordingly. No claim in respect of extension of time and losses will be entertained due to any failure by the Contractor.	
<b>D</b>	<b>VALUE ADDED TAX</b> The Contractor's attention is drawn to the Legal Notice in the Finance Act part 3 Section 21(b) operative from 1 <sup>st</sup> September, 1993 which requires payment of VAT on all contracts. The Contractor should therefore include allowance in his rates and prices for VAT and any other Government taxes currently in force.	
<b>E</b>	The tenderer is advised that in accordance with Government public notice No. 35 & 36 Dated 11 <sup>th</sup> September 2003 operational from 1 <sup>st</sup> October 2003, withholding VAT will be levied against the contract sum by the Employer and remitted to the Commissioner of VAT through all interim certificates. It should however be noted that this is not additional tax but a new mode of payment of VAT, any excess payment will be refundable once the Contractor has submitted monthly returns to the Commissioner of VAT who will do the refunds when satisfied that the VAT regulations have been complied with.	
<b>F</b>	<b>TENDER VALIDITY</b> "Clause 3.6 if the Instructions to Tenderers has been amended to read: <b>"Tenders shall remain valid for a period of One Hundred and Twenty (120) days from the date of Tender Opening, and not Ninety (60) days. All Tenderers are advised to note this amendment when filling the Form of Tender".</b>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
	<p><b>IN APPENDIX TO CONTRACT AGREEMENT</b></p> <p>The following are the insertions to be made in the appendix to the Contract Agreement: -</p> <p><b>Period of Final Measurement</b> 3 Months From Practical completion</p> <p><b>Defects Liability Period</b> 6 Months from practical completion</p> <p><b>Date for Possession</b> To be agreed with the Project Manager</p> <p><b>Date for Completion</b> ..... <b>32</b> Weeks from date of Possession</p> <p><b>Liquidated and Ascertained</b> At the rate of <b>Kshs.50, 000.00</b> per week or part thereof</p> <p><b>Prime Cost Sums for which the Contractor desires to tender</b> .....</p> <p><b>Period of Interim Certificates</b> Monthly</p> <p><b>Period of Honouring Certificates</b> 30 days</p> <p><b>Percentage of Certified Value Retained</b> 10%</p> <p><b>Limit of Retention Fund</b> 10%</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
	<p style="text-align: center;"><b><u>COLLECTION</u></b></p> <p>BROUGHT FORWARD FROM PAGE PP/1</p> <p>BROUGHT FORWARD FROM PAGE PP/2</p> <p>BROUGHT FORWARD FROM PAGE PP/3</p> <p>BROUGHT FORWARD FROM PAGE PP/4</p> <p>BROUGHT FORWARD FROM PAGE PP/5</p> <p>BROUGHT FORWARD FROM PAGE PP/6</p> <p>BROUGHT FORWARD FROM PAGE PP/7</p>	
	<p>PARTICULAR PRELIMINARIES</p> <p>TOTAL CARRIED TO GRAND SUMMARY</p>	

ITEM	DESCRIPTION	AMOUNT
	<b><u>GENERAL PRELIMINARIES</u></b>	
<b>A</b>	<b><u>PRICING OF ITEMS OF PRELIMINARIES AND PREAMBLES</u></b>  Wherever in the Contractor's priced Bills of Quantities no price appears against an item of Preliminaries or Preambles, the value of such item shall be deemed to be included in his prices for other items in the schedule and summary of works.	
<b>B</b>	<b><u>B. ABBREVIATIONS AND DEFINITIONS</u></b>  Throughout these Bills, units of measurement and terms are abbreviated and shall be interpreted as follows; <p>cm.                      Shall mean cubic metre</p> <p>sm.                      Shall mean square metre</p> <p>lm.                      Shall mean linear metre</p> <p>mm                      Shall mean Millimetre</p> <p>m².                      Shall mean square metre</p> <p>kg                        Shall mean Kilogramme</p> <p>no.                       Shall mean Number</p> <p>prs.                      Shall mean Pairs</p> <p>in or "                   Shall mean inch</p> <p>B.S.                      Shall mean the British Standard Specification published by the British Standards Institution, 2 park Street, London W.I.</p> <p>Ditto                      Shall mean the whole of the preceding description except as qualified in</p> <p>m.s.                      Shall mean measured separately.</p> <p>a.b.d                      Shall mean as before described.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<b><u>ABBREVIATIONS AND DEFINITIONS (CONTD.)</u></b>	
	lf                                      Shall mean linear foot	
	sf                                      Shall mean square foot	
	cf                                      Shall mean cubic foot	
	lb                                      Shall mean pound avoirdupois	
	K.S.                                      Shall mean the current Kenya Standard Specification published by the Kenya Bureau of Standards, P.O. Box 54974, Nairobi, Kenya.	
	'As described'    Shall mean as described in these Bills of Quantities.	
	'As before described'    Shall mean in all respects as described in a previous item.	
B	"Approved"                      Shall mean approved by the Project Manager	
	"As directed"                      Shall mean as directed by the Project Manager	
	<b><u>CONTRACT BILLS OF QUANTITIES</u></b>	
	The Contract Bills have been prepared in accordance with the Standard method of measurement of Building works for Eastern Africa, Second Edition (metric) 2008, Published by the Architectural Association of Kenya, chapter of Quantities Surveyors, which is available for inspection at the offices of the Quantity Surveyors by appointment	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>EXCEPTION TO THE STANDARD METHOD OF MEASUREMENT</u></b></p> <p><u>Attendance</u> Clause B19(b) of the Standard Method of Measurement is and the following clause is substituted:-</p> <p>Attendance on nominated Sub-Contractors shall be given as an item in and shall be deemed to include: allowing use of standing scaffolding, messrooms, sanitary conditions and welfare facilities; provision of special scaffolding where necessary, 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 and the like necessary for the execution and testing of Sub- Contractors' work and being responsible for the accuracy of the same.</p> <p>Clause D 18 (a) and (b) of the Standard method of measurement are deleted and the following clause is substituted:keeping excavations free from all water including spring and running water shall be included as an item, or alternatively shall be given in the description of excavation.</p> <p>Clause D 19 of the Standard Method of measurement. The last sentence which reads:</p> <p>“ and shall be given as an item or shall be included in the description of excavation” shall be deleted and the following substituted: “and shall be deemed to be included in the description of all items of excavation.</p>	
B	<p><b><u>Fix Only:-</u></b></p> <p>"Fix Only" shall mean take delivery at nearest railway station (unless otherwise stated), pay all demurrage charges, load and transport to site where necessary, unload, store, unpack, assemble as necessary, distribute to position, hoist and fix only.</p>	
C	<p><b><u>EMPLOYER</u></b></p> <p>The Employer is the Mandera County Government. . The terms "Employer", "Government" and "County Government" whenever used in any contract document shall be synonymous.</p>	
	<b>CARRIED TO COLLECTION</b>	



ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>PROJECT MANAGER</u></b>  The term "PROJECT MANAGER" wherever used in these Bills of Quantities shall be deemed to imply the person defined in Condition 1 of the Conditions of Contract hereby attached or such person or persons as may be duly authorised to represent him on behalf of the Government.</p>	
B	<p><b><u>ARCHITECT</u></b>  The term "Architect" shall be deemed to mean <b>MANDERA COUNTY ARCHITECT</b> whose address unless otherwise notified is <b>P.O BOX 13-70300 MANDERA</b></p>	
C	<p><b><u>QUANTITY SURVEYOR</u></b>  The term "Quantity Surveyor" shall be deemed to mean <b>MANDERA COUNTY QUANTITY SURVEYOR</b> whose address unless otherwise notified is <b>P.O BOX 13-70300 MANDERA</b></p>	
D	<p><b><u>MECHANICAL/ELECTRICAL ENGINEER</u></b>  The term "Mechanical/Electrical Engineer" shall be deemed to mean <b>MANDERA COUNTY ENGINEER</b> whose address unless otherwise notified is <b>P.O BOX 13-70300 MANDERA</b></p>	
E	<p><b><u>CIVIL/STRUCTURAL ENGINEER</u></b>  The term "Civil/Structural Engineer" shall be deemed to mean <b>MANDERA COUNTY ENGINEER</b> whose address unless otherwise notified is <b>P.O BOX 13-70300 MANDERA</b></p>	
F	<p><b><u>SURVEYOR</u></b>  The term "Surveyor" shall be deemed to mean.....</p>	
G	<p><b><u>ENVIRONMENTAL CONSULTANT</u></b>  The term "Enviromental consultant" shall be deemed to mean .....</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>FORM OF CONTRACT</u></b></p> <p>The form of contract will be the one included in the Republic of Kenya Standard Tender Document for Procurement of Works (2000 Edition) hereby attached and Conditions of Contract are those attached thereto. If the Contractor considers that compliance with any of the Conditions of Contract involves any expenses distribute them among his rates for the various items in the Bills of Quantities. No claim shall be allowed arising from the Contractors compliance with <b><u>any of the Conditions of Contract</u></b>. These are numbered from 1 to 37 as set out on pages 18 to 38 of these tender documents. Particulars of the insertion to be made in the Appendix of the Contract Agreement will be found in the Particular Preliminaries of these Bills of Quantities.</p>	
B	<p><b><u>BOND.</u></b></p> <p>The Contractor shall find and submit on the Form of Tender the name of <b>one surety who shall be an approved bank</b> and who will be willing to be bound to the Government in an amount equal to seven and half per cent (5) of the Contract amount for the due performance 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 Ministry of Roads Public works and Housing Form No 118 (without the addition of any limitations) on the same day as the Contract Agreement is signed. In the event of the surety named in the form of tender not being approved by the Government, the Contractor shall furnish within seven days another Surety to the approval of the Government.</p>	
C	<p><b><u>PLANT, TOOLS AND VEHICLES</u></b></p> <p>Allow for providing all scaffolding, plant, tools and vehicles required for the works except in so far as may be stated otherwise herein and except for such items specifically and only required for the use of nominated Sub-Contractors as described herein. No timber used for formwork, scaffolding or temporary works of any kind shall be used afterwards in the permanent work.</p>	
D	<p><b><u>TRANSPORT.</u></b></p> <p>Allow for transport of workmen, materials, etc., to and from the site at such hours and by such routes as may be permitted by the competent authorities.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>MATERIALS AND WORKMANSHIP.</u></b></p> <p>All materials and workmanship used in the execution of the work shall be of the best quality and description unless otherwise stated. The Contractor shall order all materials to be obtained from overseas immediately after the Contractor shall also order materials from local sources as early as necessary to ensure that they are on site when required for use in the the works. The Bills of Quantities shall not be used for the purpose of ordering materials.</p>	
B	<p><b><u>SIGN FOR MATERIALS SUPPLIED.</u></b></p> <p>The Contractor will be required to sign a receipt for all articles and materials supplied by the "PROJECT MANAGER" at the time of taking delivery thereof, as having received them in good order and condition, and will thereafter be responsible for any loss or damage and replacements of any such loss or damage with articles and/or materials which will be supplied by the "PROJECT MANAGER" at the current market prices including Customs Duty and V.A.T., all at the Contractor's own cost and expense, to the satisfaction of the "PROJECT MANAGER"</p>	
C	<p><b><u>STORAGE OF MATERIALS</u></b></p> <p>The Contractor shall provide at his own risk and cost where directed on the site weatherproof lockup sheds for the safe storage and custody of materials for the works and for the use of workmen engaged thereon and shall remove such sheds and make good damaged or disturbed surfaces upon completion to the satisfaction of the "PROJECT MANAGER". Nominated Sub-Contractors are to be made liable for the cost of any storage accommodation provided especially for their use.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>SAMPLES</u></b></p> <p>The Contractor shall furnish at his own cost any samples of materials or workmanship including concrete test cubes required for the works that may be required by the "PROJECT MANAGER" for his approval or rejection and any other samples in case of rejection until such samples are approved by the "PROJECT MANAGER" and he may reject any materials or workmanship not in his opinion to be up to the approved samples. The "PROJECT MANAGER" shall arrange for the testing of such materials as he may at his discretion deem desirable, but the testing shall be made at the expense of the Contractor and not at the expense of the "PROJECT MANAGER". The Contractor shall pay for the testing in accordance with the current scale of testing charges laid down by the Ministry of Roads Public Works &amp; Housing. The procedure for submitting samples of materials for testing and the method of marking for identification shall be as laid down by the "PROJECT MANAGER". The Contractor shall allow in his tender for such samples and tests except those in connection with nominated sub-contractors' work.</p> <p><b><u>GOVERNMENT ACTS REGARDING WORKPEOPLE ETC.</u></b></p> <p>Allow for complying with all Government Acts, Orders and Regulations in connection with the employment of Labour and other matters related to the execution of the works. In particular the Contractor's attention is drawn to the provisions of the Factory Act 1950 and his tender must include for all costs arising or resulting from compliance with any Act, Order or Regulation relating to Insurances, pensions and holidays for workpeople or to 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 important that the contractor, before tendering, shall obtain from the relevant Authority the fullest information regarding all such regulations and/or restrictions which may affect the organisation of the works, supply and control of labour, etc., and allow accordingly in his tender. No claim in respect of want of knowledge in this connection will be entertained.</p>	
	<b>CARRIED TO COLLECTION</b>	0

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>SECURITY OF WORKS ETC.</u></b></p> <p>The Contractor shall be entirely responsible for the security of all the works, stores, materials, plant, personnel, etc., both his own and sub-contractors' and must provide all necessary watching, lighting and other precautions as necessary to ensure security against theft, loss or damage and the protection of the public.</p>	
B	<p><b><u>PUBLIC AND PRIVATE ROADS.</u></b></p> <p>Maintain as required throughout the execution of the works and make good any damage to public or private roads arising from or consequent upon the execution of the works to the satisfaction of the local and other competent authority and the "PROJECT MANAGER".</p>	
C	<p><b><u>EXISTING PROPERTY.</u></b></p> <p>The Contractor shall take every precaution to avoid damage to all existing property including roads, cables, drains and other services and he will be held responsible for and shall make good all such damage arising from the execution of this contract at his own expense to the satisfaction of the "PROJECT MANAGER"</p>	
D	<p><b><u>VISIT SITE AND EXAMINE DRAWINGS.</u></b></p> <p>The Contractor is recommended to examine the drawings and visit the site the location of which is described in the Particular Preliminaries hereof. He shall be deemed to have acquainted himself therewith as to its nature, position, means of access or any other matter which may affect his tender his tender. No claim arising from his failure to comply with this recommendation will be considered</p>	
E	<p><b><u>ACCESS TO SITE AND TEMPORARY ROADS.</u></b></p> <p>Means of access to the Site shall be agreed with the "PROJECT MANAGER" prior to commencement of the work and the 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"</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>AREA TO BE OCCUPIED BY THE CONTRACTOR</u></b></p> <p>The area of the site which may be occupied by the Contractor for use of storage and for the purpose of erecting workshops, etc., shall be defined on site by the "PROJECT MANAGER"</p>	
B	<p><b><u>WATER AND ELECTRICITY SUPPLY FOR THE WORKS</u></b></p> <p>The Contractor shall provide at his own risk and cost all necessary water, electric light and power required for use in the works. The Contractor must make his own arrangements for connection to the nearest suitable water main and for metering the water used. He must also provide temporary tanks and meters 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 from mains and the Contractor must make his own arrangements for augmenting this supply at his cost. Nominated sub-contractors are to be made liable for the cost of any water or electric current used and for any installation provided especially for their own use.</p>	
C	<p><b><u>OFFICE FOR THE PROJECT MANAGER</u></b></p> <p>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 maintain a lock-up pedestral type water or bucket closet for the sole use of the "PM" including making temporary connections to the drain where applicable to the satisfaction Government and Medical Officer of Health and pay the services of a 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 complete before the contractor is permitted to commence the works. The Contractor shall make available on site as and when required by the "PM" a modern and accurate level together with levelling staff, ranging rods and 50 metre metallic linen tape.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
<b>A</b>	<p><b><u>SANITATION OF THE WORKS</u></b></p> <p>The Sanitation of the works shall be arranged and maintained by the Contractor to the satisfaction of the Government and/or Local Authorities, Labour Department and the "PROJECT MANAGER"</p>	
<b>B</b>	<p><b><u>SUPERVISION AND WORKING HOURS</u></b></p> <p>The works shall be executed under the direction and to the entire satisfaction in all respects of the "PROJECT MANAGER" who shall at all times during normal working hours have access to the works and to the yards and workshops of the Contractor and sub-Contractors or other places where work is being prepared for the contract. The working hours shall be those generally worked by good employers in the in the Building and Civil Engineering trades in Kenya. No work shall be carried out at night or on gazetted holidays unless the "PROJECT MANAGER" shall so direct. No work shall be covered up nor shall any concreting be carried out in the in the absence of the Clerk of Works without prior approval of the "PROJECT MANAGER" in writing.</p>	
<b>C</b>	<p><b><u>PROVISIONAL SUMS.</u></b></p> <p>The term "Provisional Sum" wherever used in these Bills of Quantities shall have the meaning stated in Section A item A7(i) of the Standard Method of Measurements. Such sums are net and no addition shall be made to them for profit.</p>	
<b>D</b>	<p><b><u>PRIME COST (OR P.C.) SUMS.</u></b></p> <p>The term "Prime Cost Sum" or "P.C. Sum" wherever used in these Bills of Quantities shall have the meaning stated in Section A item A7 (ii) of the Standard Method of Measurements. Persons or firms nominated by the "PROJECT MANAGER" to execute work or to provide and fix materials or goods as stated in Condition No. 8 of the Conditions of Contract are described herein as Nominated Sub-Contractors. Persons or firms so nominated to supply goods or materials are described herein as Nominated Suppliers.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>PROGRESS CHART.</u></b></p> <p>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 site. Progress to be recorded and chart to be amended as necessary as the work proceeds.</p>	
B	<p><b><u>ADJUSTMENT OF P.C. SUMS.</u></b></p> <p>In the final account all P.C. Sums shall be deducted and the amount properly expended upon the P.M's order in respect of each of them added to the Contract sum. The Contractor shall provide 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.</p> <p>Should the Contractor be permitted to tender and his tender be accepted of any work for which a P.C. Sum is included in these Bill of Quantities profit and attendance will be allowed at the same rate as it would be if the work were executed by a Nominated Sub-Contractor.</p>	
C	<p><b><u>ADJUSTMENT OF PROVISIONAL SUMS.</u></b></p> <p>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 MANAGERS" order added to the contract Sum. Such work shall be valued as described for variations in condition No. 22 of the conditions of Contract, but should any part of the contract be executed by a nominated Sub-Contractor, or any articles for the Work be supplied by a Nominated Supplier, the value of such work or articles shall be treated as P.C. P.C. Sum and profit and attendance comparable to that contained in the priced Bills of Quantities for similar items added.</p>	
	<b>CARRIED TO COLLECTION</b>	



ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>NOMINATED SUB-CONTRACTORS</u></b></p> <p>When any work is ordered by the "PROJECT MANAGER" to be executed by nominated sub-contractors, the Contractor shall enter into sub-contracts as described in Condition No 8 of the Conditions of Contract and shall thereafter be responsible for such sub contractors in every respect. Unless otherwise described the Contractor is to provide for such Sub-Contractors any or all of the facilities described in these Preliminaries. The Contractor should price for these with the nominated Sub-contract contractor's work concerned in the P.C. Sums under the description "Add for Attendance".</p>	
B	<p><b><u>DIRECT CONTRACTS</u></b></p> <p>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 the instances, profit relative to the P.C. Sum the priced Bills of Quantities will be adjusted as described for P.C. Sums and allowed.</p>	
C	<p><b><u>ATTENDANCE UPON OTHER TRADESMEN, ETC.</u></b></p> <p>The Contractor shall allow for the attendance of trade upon trade and shall afford any tradesmen or other persons employed for the execution of any work not included in this Contract every facility for carrying out their work and also for use of his ordinary scaffolding. The Contractor, however, shall not be required to erect any special scaffolding for them. The Contractor shall perform such cutting away for and making good after the work of such tradesmen or persons as may be ordered by the "PROJECT MANAGER" and the work will be and measured and paid for to the extent executed at rates provided in these bills.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>INSURANCE</u></b></p> <p>The Contractor shall insure as required in Condition 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 Clause have been complied with in all respects. Thereafter the "PROJECT MANAGER" shall from time to time ascertain that the premiums are duly paid up by the Contractor, who, if called upon to do so, shall produce receipted premium renewals for the "PROJECT MANAGER"'s inspection.</p>	
B	<p><b><u>PROVISIONAL WORK</u></b></p> <p>All work described as "Provisional" in these Bills of Quantities is subject to remeasurement in order to ascertain the actual quantity executed for which payment will be made. All "Provisional" and other work liable to adjustment under this contract shall be left uncovered for a reasonable time to allow all measurements needed for such adjustment to be taken by the "PROJECT MANAGER" Immediately the work is ready for measuring, the Contractor shall give notice to the "PROJECT MANAGER" If the Contractor makes default in these respects he shall, if the "PROJECT MANAGER" so directs, uncover the work to enable all measurements to be taken and afterwards reinstate at his own expense.</p>	
C	<p><b><u>ALTERATIONS TO BILLS, PRICING, ETC.</u></b></p> <p>Any unauthorised alteration or qualification made to the text of the Bills of Quantities may cause the Tender to be disqualified and will in any case be ignored. The Contractor shall be deemed to have made allowance in his prices generally to cover any items against which no price has been inserted in the Bills of Quantities. All items shall be priced in detail and the Tenders containing Lump Sums to cover trades or groups of work must be broken down to show the price of each item before they will be accepted.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>BLASTING OPERATIONS</u></b></p> <p>Blasting will only be allowed with the express permission of the "PROJECT MANAGER" in writing. All blasting operations shall be carried out at the Contractor's sole risk and cost in accordance with any Government regulations laid down by the "PROJECT MANAGER" governing the use and storage of explosives.</p>	
B	<p><b><u>MATERIALS ARISING FROM EXCAVATIONS</u></b></p> <p>Materials of any kind obtained from the excavations shall be the property of the Government Unless the "PROJECT MANAGER" directs otherwise such materials shall be dealt with as provided in the Contract. Such materials shall only be used in the works, in substitution of materials which the Contractor would otherwise have had to supply with the written permission of the "PROJECT MANAGER". Should such permission be given, the Contractor shall make due allowance for the value of the materials so used at a price to be agreed.</p>	
C	<p><b><u>PROTECTION OF THE WORKS.</u></b></p> <p>Provide protection of the whole of the works contained in the Bills of Quantities, including casing up, covering or such other means as may be necessary to avoid damage to the satisfaction of the "PROJECT MANAGER" and remove such protection when no longer required and make good any damage which may nevertheless have been done at completion free of cost to the Government.</p>	
D	<p><b><u>REMOVAL OF RUBBISH ETC.</u></b></p> <p>Remove all rubbish and debris from the Buildings and site as it accumulates and at the completion of the works and remove all plant, scaffolding and unused materials at completion.</p> <p><b><u>TOPOGRAPHICAL SURVEY</u></b></p>	
E	<p>The contractor's to carry out a topo survey of the site before commencement of the works to the approval of the Engineer. His tender must include for all costs arising or resulting there from</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
<b>A</b>	<p><b><u>WORKS TO BE DELIVERED UP CLEAN</u></b></p> <p>Clean and flush all gutters, rainwater and waste pipes, manholes and drains, wash (except where such treatment might cause damage) and clean all floors, sanitary fittings, glass inside and outside and any other parts of the works and remove all marks, blemishes, stains and defects from joinery fittings and decorated surfaces generally, polish door furniture and bright parts of metalwork and leave the whole of the buildings watertight, clean, perfect and fit for occupation to the approval of the "PROJECT MANAGER."</p>	
<b>B</b>	<p><b><u>GENERAL SPECIFICATION.</u></b></p> <p>For the full description of materials and workmanship, method of execution of the work and notes for pricing, the Contractor is referred to the Ministry of Roads and Public Works General Specification dated 1976 or any subsequent revision thereof a copy of which is available at the Quantity surveyors offices , and which which shall be followed in all respects unless it conflicts with the General Preliminaries, Trade Preambles or other items in these Bills of Quantities.</p>	
<b>C</b>	<p><b><u>TRAINING LEVY</u></b></p> <p>The Contractor's attention is drawn to legal notice No. 237 of October, 1971, which requires payment by the Contractor of a Training Levy at the rate of 1/4 % of the Contract sum on all contracts of more than Kshs 50,000.00 in value.</p>	
<b>D</b>	<p><b><u>MATERIALS ON SITE</u></b></p> <p>All materials for incorporation in the works must be stored on or adjacent to the site before payment is effected unless specifically exempted by the "PROJECT MANAGER". This is to include the materials of Main Contractor, and Nominated Sub-Contractors Suppliers.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b><u>CONTRACTOR'S SUPERINTENDENCE/SITE AGENT</u></b></p> <p>The Contractor shall constantly keep on the works 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.</p> <p><b><u>FIRM PRICE CONTRACT</u></b></p> <p>Unless otherwise specifically stated in the Contract Data and/or Particular Preliminaries this is a firm price contract and the Contractor must allow in his tender rates for any increase in the cost of labour and/or materials during the currency of the contract.</p> <p><b><u>HOARDING</u></b></p> <p>Provide, erect, maintain and remove on completion of the works an approved suitable and sufficient hoarding along perimeter of property or as directed.</p> <p>The hoarding shall be 3.00m high, above ground level, and constructed of 150mm diameter approved celcured hardwood posts, at 2.00m centres, 3.60m long and with one end set 600mm deep below ground level; 100 x 50mm sawn celcured cypress battens nailed to the posts at 1.00m centres; 30 gauge galvanised corrugated iron sheets 3.00m long fixed to the battens and painted and the whole fence kept clean and neat during the currency of the contract. A rehicular double gate size 3.50 x 3.00 mm high constructed of the same materials complete with a wicket door and necessary ironmongery shall be provided.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
A	<p><b>SETTING OUT</b></p> <p>The contractor shall set out the works in accordance with the dimensions and levels shown on the drawings and shall be responsible for the correctness of all dimensions and levels so set out by him and he shall be required to amend all errors arising from inaccurate setting out at his own cost and expense. In the event of any error or discrepancy in the dimensions or levels marked on the drawings being discovered, such errors or discrepancies must be reported by the contractor to the Architect for immediate attention. No work shall be commenced by the contractor until he has received written instructions from the Architect to adjust such discrepancies which may be proved. Upon receipt of such instructions the contractor shall thereupon be responsible for adjustments necessary to comply with such instructions and no claim for extra expense based on any discrepancy or error in the dimensions or levels shown on the drawings shall be made thereafter.</p> <p><b>B NOMINATED SUPPLIERS</b></p> <p>The cost of "Fix only" materials to be obtained from nominated suppliers which are covered by Prime cost or Provisional Sums shall include for taking delivery where directed, in checking with invoices or indents, reporting and claiming damages for shortages and damaged goods, defraying demurrage, signing for as having been received in good order, transporting, unloading, storing, covering and protecting, until the time of fixing, unpacking, replacing anything lost or damaged, sorting, assembling, hoisting to required levels and fixing as described.</p>	
	<b>CARRIED TO COLLECTION</b>	

ITEM	DESCRIPTION	AMOUNT
	<p style="text-align: center;"><b><u>COLLECTION</u></b></p> <p>Brought forward from page GP/1</p> <p>Brought forward from page GP/2</p> <p>Brought forward from page GP/3</p> <p>Brought forward from page GP/4</p> <p>Brought forward from page GP/5</p> <p>Brought forward from page GP/6</p> <p>Brought forward from page GP/7</p> <p>Brought forward from page GP/8</p> <p>Brought forward from page GP/9</p> <p>Brought forward from page GP/10</p> <p>Brought forward from page GP/11</p> <p>Brought forward from page GP/12</p> <p>Brought forward from page GP/13</p> <p>Brought forward from page GP/14</p> <p>Brought forward from page GP/15</p> <p>Brought forward from page GP/16</p> <p>Brought forward from page GP/17</p>	
	<p style="text-align: center;"><b>GENERAL PRELIMINARIES</b></p> <p style="text-align: center;"><b>TOTAL CARRIED TO GRAND SUMMARY</b></p>	

N	DESCRIPTION	UNIT	QTY	RATE	AMOUNT (KSHS)
	<b>SECTION NO. 1</b>				
	<b><u>PROPOSED MANDERA SPEAKER'S RESIDENCE LANDSCAPING</u></b>				
	<b><u>Excavations and Earthworks</u></b>				
	Excavations to include; trimming sides and bottoms of excavations to approval;				
A	Clear site of all bushes, vegetation and grub up roots and burn arising on site	Sm	6,903.00		
B	Excavate vegetable soil, average depth 150mm	Sm	6,903.00		
C	Excavate to reduced levels; not exceeding 1.5meters deep starting from stripped level	Cm	2,416.00		
	<b><u>Disposal</u></b>				
D	Load and cart away excavated material away from site	Cm	3,452.00		
	<b><u>Driveway, Parking and Walkway</u></b>				
	<b><u>Filling</u></b>				
	300mm Natural hard hand packed blue stone base; levelled and graded to falls, crossfalls and slopes; blind with quarry waste layer; heavy compaction by rolling to 98% MDD				
E	AASHTO handpacking in layers not exceeding 150mm thick	Sm	1,752.00		
	<b><u>Anti - termite treatment</u></b>				
	Approved chemical anti-termite treatment as Premise 200 SC supplied by Bayer Environmental Science executed by an approved specialist under a ten-year guarantee, to top				
F	of compacted backfill (m.s); applied strictly in accordance with the manufacturer's instructions	Sm	1,752.00		
	<b><u>Cabro</u></b>				
	Concrete block paving (as manufactured by Bamburi special products Ltd or equal and approved); cuboid shaped; laid by a specialist; to falls and cross falls				
	Medium duty loading blocks; 60mm thick laid on and including 50mm sand bed in approved				
G	patterns as directed; compacted by surface vibration; all to Engineer's approval	Sm	1,752.00		
	<b><u>Paving slabs</u></b>				
	precast concrete class 25 slabs; finished fair on exposed surface including bedding, jointing and pointing in cement and sand mortar (1:3)				
H	600 x 600 x 50mm thick panels laid on and including 50mm thick sand bed	Sm	15.00		
	<b><u>Kerb and channel</u></b>				
	Precast concrete units; grade 25/20mm; vibrated; reinforced ; B.S 340; excavations and disposal including all necessary formwork, finishing fair on all exposed surfaces and cement and sand (1:3) mortar				
I	Combined kerb and channel, comprising 125 x 250mm splayed kerb 125 x 100mm	Lm	548.00		
	<b><u>Road painting</u></b>				
	Prepare and apply "roadline" road-marking painting on concrete surfaces				
J	Surfaces not exceeding 100mm girth	Lm	145.00		
	<b><u>CAR SHADE</u></b>				
F		Sm	500.00		
	Provide all materials and erect car shade including erection of steel members, excavations, concreting, welding, bolting, painting and fixing of the shade cover				
	Carried to collection nave				
	0/0/1				



<u>Tree and grass planting</u>				
<u>Filling</u>				
A	Allow for heavy compaction and approved soil filling; 300mm deep	Sm	5,151.00	
<u>Tree and grass planting</u>				
B	Allow for planting Buffalo/Zoysia grass or equal and approved approved grass	Sm	5,151.00	
C	Allow for Planting mature palm trees	No	30.00	
<i>Carried to collection vae</i>				
0/0/2				

<u>100 M³ Underground water tank (5 x 4 x 5m high)</u>			
<b><u>Excavations and Earthworks</u></b>			
Excavations to include; trimming sides and bottoms of excavations to approval;			
A	Excavate for Underground tank; not exceeding 1.5meters deep starting from stripped level	Cm	42.00
B	Ditto; Exceeding 1.5meters deep, not exceeding 3.0m deep	Cm	42.00
C	Ditto; Exceeding 3.0 meters deep, not exceeding 4.5 m deep	Cm	42.00
D	Ditto; Exceeding 4.5 meters deep, not exceeding 6.0 m deep	Cm	25.00
E	Extra over all excavations for excavating in soft rock	Cm	23.00
F	Extra over all excavations for excavating in Hard rock of all classes	Cm	23.00
<b><u>Disposal</u></b>			
G	Load and cart away excavated material away from site	Cm	150.00
<b><u>Sundries</u></b>			
Allow for planking , strutting and shoring to sides of all excavations; and keeping all			
H	excavations free from all fallen materials (provisional)	Item	
Allow for keeping excavations free from mud and all waters including for spring or			
I	running water (provisional)	Item	
<b><u>Concrete work</u></b>			
<u>Concrete class 15/20 in</u>			
J	50mm thick blinding	Sm	28.00
<u>Vibrated; reinforced; class 25/20 (25MPa); in</u>			
K	250mm thick floor bed slab	Sm	28.00
L	150mm thick suspended cover slab	Sm	24.00
M	200mm thick RC walls	Sm	94.00
<b><u>Shuttering</u></b>			
<b><u>Sawn formwork to:</u></b>			
N	Vertical sides of RC Walls	Sm	188.00
O	Soffits of suspended slab	Sm	24.00
P	Edges of Floor bed; over 225 but not exceeding 300mm high	Lm	21.00
Q	Edges of suspended slab; Over 75mm but not exceeding 150mm high	Lm	20.00
<i>Carried to collection page</i>			
0/0/3			

	<b><u>Reinforcement (Provisional)</u></b>				
	<u>Ribbed Reinforcement Bars; High tensile; to B.S 4449; virgin bars from approved supplier</u>				
A	10mm diameter bars to RC slab, RC wall and suspended slab	Kg	2,265.00		
	<b><u>Waterproofing</u></b>				
	<u>Waterproofing as "Sika cemflex" sealant executed by an approved specialist under 10 years (minimum) guarantee and in accordance with manufacturer's instructions</u>				
B	To surface bed; internally	Sm	20.00		
C	To walls; internally	Sm	90.00		
D	To cover slab; internally	Sm	20.00		
	<b><u>Finishes</u></b>				
	<u>12mm (minimum) two coat lime plaster as described to:</u>				
E	Wall surfaces; internally	Sm	90.00		
F	Soffits of suspended cover slab; internally	Sm	20.00		
	<u>30mm (minimum two coat lime floor screed as described to:</u>				
G	Floor bed ;internally	Sm	20.00		
	<b><u>Skin wall</u></b>				
	<u>Natural hard approved quarry stone walling bedded and jointed in cement and sand (1:3) mortar, reinforced with and including 25mm wide x 20 gauge hoop iron at every alternate course as described in:</u>				
H	200mm thick skin wall	Sm	102.00		
	<b><u>Manhole cover</u></b>				
I	600 x 450mm heavy duty manhole cover as by EA Foundry works or other approved, with 50 x 50 x 3mm angle framing and 150 x 100mm countrete haunch all round	No	2.00		
	<b><u>Sleeves</u></b>				
J	Cast in concrete 200mm long, 150mm diameter UPVC/PVC pipe sleeves	No	2.00		
	<b><u>Water pump</u></b>				
K	Grundfos scala2 booster pump with ppr fittings, gate valve, non return floater switch; including testing all electrical installations	No	1.00		
	<b><u>Solar panel</u></b>				
L	Allow for the installation of a 1200w full solar system including battery and all necessary wiring	No	1.00		
	<i>Carried to collection page</i>				

A	<p><u>Gazebo</u></p> <p>Allow a provisional sum of one million, two hundred thousand shillings (kshs 1,200,000) for the construction and furnishing of 2 No Gazebos.</p>	SUM			
	<p><u>Elevated water tank</u></p> <p><b>54.7 M³</b> Elevated and galvanised steel water tank with the following specifications; length 5.55m, width 4.44, 2.22m high; 4mm thick bottom and upper panels; 9 metres high pre-painted steel tower with 610mm walkway width, 900mm high hand railing; Design wind speed of 36m/s</p> <p><b>Water tank:</b> Internal and external ladder out of equal angles; Roof cover out of 1.5mm thick GI sheets; Equal angle steel internal bracings complete with appropriate brackets and connections; 1 No manhole on the tank roof; 50/100mm diameter nozzles ( inlet, outlet, washout and overflow ); Sealant, connection bolts &amp; washers; Calibrated level indicator</p> <p><b>Steel tower:</b> Steel main beams out of UB; Steel secondary beams out of UB; Walkway out of 2.1mm thick chequered plate; Columns out of UB/UC/SHS sections complete with appropriate gussets and base plate connection details and welds; Column bracings (horizontal, vertical-diagonal and horizontal-diagonal) out of steel equal angles; Connection bolts and plates as per our design and specifications; All steelwork are shot blasted and painted with one coat of primer and one coat of silver aluminum paint before dispatch.</p>	NO	1.00		
C	<p><u>Sprinkler system</u></p> <p>Allow a provisional sum of two million, two hundred thousand shillings (Kshs 2,200,000) for the installation of a pop up prinkler system including allowing for all the electrical and pumbing installations</p> <p><i>Carried to collection page</i></p>	SUM			
	<p>0/0/5</p> <p><u>COLLECTION PAGE</u></p> <p>Brought down from page 0/0/1</p> <p>Brought down from page 0/0/2</p> <p>Brought down from page 0/0/3</p> <p>Brought down from page 0/0/4</p> <p>Brought down from page 0/0/5</p> <p><b>Sub Total</b></p> <p>0/0/6</p>				

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
A	<b><u>DOMESTIC SERVANT QUARTER</u></b>				
	<b><u>SUBSTRUCTURES(ALL PROVISIONAL)</u></b>				
	<b><u>CONCRETE WORK</u></b>				
	<i><u>INSITU CONCRETE: REINFORCED</u></i>				
	<u>Normal: class 25/(20mm): vibrated</u>				
	Steps				
	Generally	1	cm		
	<i><u>FORMWORK TO INSITU CONCRETE</u></i>				
	<u>Formwork generally</u>				
	Risers of steps and staircase				
B	75 to 150 mm wide	13	lm		
C	<b><u>WALLING</u></b>				
	<i><u>PLINTHS</u></i>				
	<u>Cement/sand(1:4) render</u>				
	Walls				
	20mm thick cement/sand(1:4) render to plinth	9	sm		
	Prepare and apply three coats of black bituminous paint on rendered plinth	9	sm		
	<b><u>ROADWORKS</u></b>				
	<i><u>PRECAST CONCRETE</u></i>				
	<u>Normal; class 20/(20mm): vibrated</u>				
	Paving slab				
E	600 x 600 x 50 mm thick on and including 50 mm sand bed including jointing and pointing in cement sand (1:3) mortar necessary excavations,levelling, compaction and disposal	37	sm		

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	<p>SUBSTRUCTURES(ALL PROVISIONAL)</p> <p>Page No. 1</p>	
To DOMESTIC SERVANT QUARTER		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
A	<b><u>SUPERSTRUCTURE CONCRETE WORK</u></b>	50	sm		
	<b><u>ASPHALT WORK</u></b>				
	<b><u>TILE ROOFING</u></b>				
	<u>Imper-italia APP membrane rubber gutter water proofing finish or other equal and approved as supplied by Engineering supplies 2001 Limited</u>				
	Apply as per manufacturer's instructions to and including 30mm thick cement and sand screed base; to falls, cross falls or sloping not exceeding 15 degrees from horizontal				
	Over 300 mm wide				
</					

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	<p>SUPERSTRUCTURE CONCRETE WORK</p> <p>Page No. 3</p>	
To DOMESTIC SERVANT QUARTER		



# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
A	<b><u>ROOFING</u></b>				
	<b><u>CARPENTRY</u></b>				
	<i><u>CARPENTRY SUNDRIES</u></i>				
	<u>Labour and material</u>				
	Vents				
	Build 100mm diameter pipe through roof covering	1	No		
	<b><u>ROOF COVERING</u></b>				
	<i><u>SHEET METAL FLASHING, GUTTER LININGS AND METAL TRIMS</u></i>				
	<u>Mild steel sheet: galvanised: 26 gauge</u>				
	Gutter coverings; fixing with galvanised screws				
B	Extra over gutter for 200 x 150mm down pipe outlet	4	no		
C	200 x 150mm down pipe fixed to wall with and including approved holder bats	16	lm		
D	Extra over down pipe for swan neck	4	no		
E	Extra over down pipe for horse shoe	4	no		
F	<b><u>PAINTING AND DECORATING</u></b>				
	<i><u>PREPARE AND APPLY ONE UNDERCOAT AND TWO FINISHING COATS OF GLOSS OIL PAINT ON</u></i>				
	<u>Metal surfaces</u>				
	General surfaces				
	Over 300 mm girth; measured flat overall; external	9	sm		

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	<p>ROOFING</p> <p>Page No. 5</p>	
To DOMESTIC SERVANT QUARTER		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
	<b><u>DOORS</u></b>				
	<b><u>JOINERY</u></b>				
	<u>DOORS</u>				
	<u>Wrot Mahogany: prime grade: selected</u>				
	Frames				
A	150 x 50 mm moulded transomes; plugged	2	lm		
B	150 x 50 mm frame; with five labours; plugging	17	lm		
C	38 x 15 mm moulded architrave	17	lm		
D	15 x 15 mm moulded beading	17	lm		
E	20 x 15 mm moulded glazing beading	4	lm		
	<u>Flush doors: B.S. 459 Part 2</u>				
	Solid core; 6 mm Mahogany veneered panel rotoed plywood facing both sides; hardwood lipping all edges				
F	Single door; 45 mm thick ; 730 x 2065 mm high	1	No		
G	Single door; 45 mm thick ; 830 x 2065 mm high	2	No		
	<u>IRONMONGERY</u>				
	<u>Supply and fix the following as per Union Catalogue or other equal and approved</u>				
	To softwood, hardwood or the like fixing with screws				
H	100mm pressed brass butt hinges	9	No		
J	Door stops No. 8400	2	No		
K	Aluminium coat and hat hook with rubber buffers catalogue No 8710	1	No		
L	Two lever mortice lock catalogue No. 2295 complete with set lever furniture	1	No		
M	Three lever mortice lock catalogue No. 2237 complete with set lever handle furniture	2	No		
N	Wall mounted door stop cat No DS-2058PL	1	No		
P	150 x 25 x 6mm thick mild steel door fixing cramp one end bent and twice screwed to frame and the other fanged and built into wall	18	No		
	<b><u>GLAZING</u></b>				
	<u>GLASS IN OPENINGS</u>				
	<u>Sheet: obscured</u>				
	5 mm thick to wood with wooden beads (m/s)				
Q	0.1 to 0.5 square metres	1	sm		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
A	<b><u>PAINTING AND DECORATING</u></b>				
	<u>PREPARE AND APPLY ONE COAT PINK OR WHITE HARDWOOD PRIMER; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u>				
	<u>Timber surfaces</u>				
	Frames or the like				
	100 to 200 mm girth; internal	17	lm		
B	<u>PREPARE AND APPLY ONE COAT APPROVED STAIN; THREE COATS 2-PACK MATT POLYURETHANE VARNISH; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u>				
	<u>Timber surfaces</u>				
	Frames or the like				
	200 to 300 mm girth; internal	19	lm		
	Doors				
C	Over 300 mm girth; internal	11	sm		

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	DOORS Page No. 7 Page No. 8	
To DOMESTIC SERVANT QUARTER		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
A	<b><u>WINDOWS</u></b>				
	<b><u>WALLING</u></b>				
	<b><u>BRICK FACEWORK</u></b>				
	Facing bricks: in cement: sand mortar (1:4)				
	Cills; fair-faced; all headers-on-edge pointing top and one side as work proceeds				
	200 x 100 x 20 mm; work set weathering; fixed with and including butterfly ties at 900 mm centres	9	lm		
	<b><u>JOINERY</u></b>				
	<b><u>WINDOWS</u></b>				
	Wrot Mahogany; prime grade				
	Window-boards; rounded edges				
B	100 x 25 mm; with bullnosed edge; plugging	6	lm		
C	Beads				
	20 x 20 mm; moulded; plugging	6	lm		
D	Pelmets				
	20 mm thick; comprising 130 mm wide fascia, 100 mm wide top, 50 x 25 mm thick cypress bearers and 130 No. 100 x 20 mm wide ends	8	lm		
E	Curtain rail				
	Approved aluminium curtain rail complete with fixing brackets,rollers,stops,caps	10	lm		
F	<b><u>METAL WORK</u></b>				
	<b><u>STANDARD UNITS</u></b>				
	Supply and fix the following approved heavy duty purpose made grey powder coated aluminium casement windows in standard cross sections, complete with lugs, hinges, window stays, handles, 90mm wide galvanised vents at top and neoprene and other approved glazing compounds:Glazing (M/S)				
	Steel; lugs to two jambs, cutting and pinning to concrete or blockwork				
	Type W1; overall size 1500 x 1900 mm high	4	No		
	Type W2; overall size 1200 x 1300 mm high	2	No		
	<b><u>GLAZING</u></b>				
	<b><u>GLASS IN OPENINGS</u></b>				
	Sheet; clear				
	5 mm thick to metal with snap on rubber glazing beads				
H	0.5 to 1.0 square metres	11	sm		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
A	<u>Sheet: obscured</u>				
	5 mm thick to metal with snap on rubber glazing beads				
	0.5 to 1.0 square metres	3	sm		
	<b><u>PAINTING AND DECORATING</u></b>				
	<u>THREE COATS TWO-PACK POLYURETHANE VARNISH: TO CROWN PAINTS OR EQUAL AND APPROVED</u>				
	<u>Timber surfaces</u>				
	Frames or the like				
B	100 to 200 mm girth; internal	6	lm		
C	200 to 300 mm girth; internal	8	lm		

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	<p>WINDOWS</p> <p>Page No. 10</p> <p>Page No. 11</p>	
To DOMESTIC SERVANT QUARTER		



# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
	<b><u>JOINERY FITTINGS</u></b>				
	<b><u>JOINERY FITTINGS</u></b>				
	<i><u>THE FOLLOWING IN KITCHEN WORKTOP COMPLETE WITH UNDERBENCH UNITS(PROVISIONAL)</u></i>				
	<u>Concrete work</u>				
	Plain concrete; 1:3:6 - 20 mm aggregate				
A	100 mm thick; beds or plinths	2	sm		
B	100 mm thick; suspended worktop	2	sm		
	Sawn formwork				
C	Edges of plinths; 75 to 150 mm high	4	lm		
D	Edges of suspended worktop; 75 to 150 mm high	8	lm		
E	Soffites of suspended worktop	2	sm		
F	Form rebate size 50x25mm to edge of plinth	8	lm		
	<u>Walling</u>				
G	100 mm thick solid concrete block walling; bedded and jointed in cement mortar (1:4); reinforced with mild steel hoop iron strips at every alternating course	5	sm		
	<u>Insitu finishes</u>				
	Screed; cement and sand (1:4); in 2 No. coats; to existing concrete base; steel trowelled hard and smooth to finish				
H	12 mm thick; generally to plinth	2	sm		
	<u>Beds and backings</u>				
	Cement and sand backing; wood floated hard and smooth to receive wall tiles;				
J	20 mm thick in 2 No. coats; to new concrete or blockwork base (m/s); generally to walls	11	sm		
	<u>Tiled or block finishes</u>				
	Ceramic tiles to B.S. 1281; as manufactured by Messrs Saj ceramics or other equal and approved; approved colour; glazed; laid to regular pattern; bedding and jointing in wet cement as approved; grouting joints with matching coloured cement				
K	250 x 200 x 6 mm; butt joints straight both ways; to and including cement and sand render generally to wall	11	sm		
	Approved polished granite slab:approved colour				
L	100 x 20 mm thick; fascia	8	lm		
M	100 x 20 mm thick; skirting	8	lm		
N	20mm thick fixed with approved adhesive on prepared screed (m/s)	2	sm		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
	<u>General joinery</u>				
	Wrot cypress; prime grade; pressure impregnated				
A	75 x 50 mm frames plugged	17	lm		
B	50 x 25 mm bearers	20	lm		
	Medium density fibre (MDF) boarding; birch laminated both sides; with and including plastic lipping all round				
C	20 mm thick; shelves and divisions; over 300 mm wide	7	sm		
D	20 mm thick; door size 400 x 900 mm high plastic lipped all round including grooves and beadings to approval	20	No		
E	400 x 600 x 150 mm deep drawer; 150 x 20 mm birch laminated one side MDF front, 150 x 20 mm plain MDF sides and back; 6 mm plywood bottom; all cramped, housed and glued together; with and including pair of approved drawer runners	4	No		
	<u>Ironmongery</u>				
	Supply and fix the following ironmongery to timber; to Project Manager's approval; complete with matching screws and keys; as per 'UNION' manufacturers (reference to a particular catalogue are given only as a guide to type and quality, other equal and approved alternatives may be used); to softwoods, hardwoods or the like				
F	Brass Malpa hinges	20	pr		
G	Aluminium D pull handles	20	no		
H	Ball catches	20	no		
J	Drawer knobs	4	no		
	<u>Painting and decoration</u>				
	Prepare and spray paint one undercoat; three coats full gloss oil paint; to Crown 'Solo' paints or other equal and approved; to general surfaces				
K	General surfaces; not exceeding 100 mm girth; internally	20	lm		
L	General surfaces; 100 to 200 mm girth; internally	17	lm		
	<u>THE FOLLOWING IN HIGH LEVEL KITCHEN CABINET (PROVISIONAL)</u>				
	<u>General joinery</u>				
	Wrot cypress; prime grade; pressure impregnated				
M	50 x 25 mm bearers	30	lm		
	Medium density fibre (MDF) boarding; birch laminated both sides; with and including plastic lipping all round				
N	20 mm thick; shelves and divisions; over 300 mm wide	9	sm		
P	20 mm thick; door size 400 x 600 mm high plastic lipped all round including grooves and beadings to approval	20	No		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
	<u>Ironmongery</u>				
	Supply and fix the following ironmongery to timber; to Project Manager's approval; complete with matching screws and keys; as per 'UNION' manufacturers (reference to a particular catalogue are given only as a guide to type and quality, other equal and approved alternatives may be used); to softwoods, hardwoods or the like				
A	Brass Malpa hinges	20	pr		
B	Aluminium D pull handles	20	no		
C	Ball catches	20	no		
	<u>Painting and decoration</u>				
	Prepare and spray paint one undercoat; three coats full gloss oil paint; to Crown 'Solo' paints or other equal and approved; to general surfaces				
D	General surfaces; not exceeding 100 mm girth; internally	30	lm		
	<u>THE FOLLOWING IN WARDROBES(PROVISIONAL)</u>				
	<u>Concrete work</u>				
	Plain concrete; 1:3:6 - 20 mm aggregate				
E	100 mm thick; beds or plinths	2	sm		
	Sawn formwork				
F	Edges of plinths; 75 to 150 mm high	5	lm		
G	Form rebate size 50x25mm to edge of plinth	6	lm		
	<u>Insitu finishes</u>				
	Screed; cement and sand (1:4); in 2 No. coats; to existing concrete base; steel trowelled hard and smooth to finish				
H	12 mm thick; generally to plinth	3	sm		
	<u>General joinery</u>				
	Wrot cypress; prime grade; pressure impregnated				
J	50 x 25 mm bearers	59	lm		
	Medium density fibre (MDF) boarding; birch laminated both sides; with and including plastic lipping all round				
K	20 mm thick; shelves and divisions; over 300 mm wide	21	sm		
L	100 x 25mm thick; frame	29	lm		
M	20 mm thick; door size 550 x 850 mm high plastic lipped all round including grooves and beadings to approval	12	No		
N	20 mm thick; door size 550 x 2000 mm high plastic lipped all round including grooves and beadings to approval	12	No		
P	600 x 550 x 150 mm deep drawer; 20 mm thick blockboard front, sides and back; 6 mm plywood bottom; all cramped, housed and glued together; with and including pair of approved drawer runners	8	No		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
	<u>Ironmongery</u>  Supply and fix the following ironmongery to timber; to Project Manager's approval; complete with matching screws and keys; as per 'UNION' manufacturers (reference to a particular catalogue are given only as a guide to type and quality, other equal and approved alternatives may be used); to softwoods, hardwoods or the like				
A	Brass Malpa hinges	30	pr		
B	Aluminium D pull handles	24	no		
C	Ball catches	24	no		
D	Tower bolt; 100mm long	12	no		
E	Drawer knobs	8	no		
F	20mm diameter chromium plated mild steel hanging rail 1500mm long including end fixing brackets	8	no		
G	20mm diameter chromium plated mild steel shoe rail 1200mm long including end fixing brackets	8	no		
	<u>Painting and decoration</u>  Prepare and spray paint one undercoat; three coats full gloss oil paint; to Crown 'Solo' paints or other equal and approved; to general surfaces				
H	General surfaces; not exceeding 100 mm girth; internally	59	lm		

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	<p>JOINERY FITTINGS</p> <p>Page No. 13</p> <p>Page No. 14</p> <p>Page No. 15</p> <p>Page No. 16</p>	
To DOMESTIC SERVANT QUARTER		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
	<b><u>FINISHES</u></b>				
	<b><u>CARPENTRY</u></b>				
	<u>STRUCTURAL TIMBERS-Timber shall be as supplied by "Timsales Limited" or other equal and approved</u>				
	<u>Sawn Cypress: second grade: pressure impregnated</u>				
	Bearers or the like				
A	50 x 50 mm	173	lm		
B	100 x 50 mm	64	lm		
	<b><u>JOINERY</u></b>				
	<u>GENERAL JOINERY</u>				
	<u>Gypsum plasterboard</u>				
	Cornices				
C	100 x 25 mm; two labours; plugging	64	lm		
	<b><u>FLOORING</u></b>				
	<u>Wrot Mahogany: prime grade; selected</u>				
	Skirtings				
D	100 x 25 mm; moulded; fixed with countersunk screws to and including plugs at 600 mm centres; flush pelling as approved to match timber	19	lm		
	<b><u>FLOOR, WALL AND CEILING FINISHES</u></b>				
	<u>TILE, SLAB OR BLOCK FINISHINGS</u>				
	<u>Clay quarry tiles, to regular pattern; bedding, jointing and pointing in cement; one coat boiled linseed oil</u>				
	200 x 200 x 15 mm; butt joints straight both ways; to cement and sand base (m/s); generally to				
E	Floors; level; internal	5	sm		
F	Treads; 300 mm wide; internal	12	lm		
G	Risers; 150 mm high; internal	13	lm		
H	Skirtings; 150 x 15 mm thick; internal	8	lm		
	<u>Parquet tiles; mahogany; to regular pattern; fixing with adhesive; removing protective paper; power sanding</u>				
	8 mm thick; butt joints straight both ways; to cement and sand base (m/s); generally to				
J	Floors; level; internal	58	sm		
	<u>Approved imported ceramic tiles; non-slip floor tiles; to regular pattern; bedding and jointing in cement; grouting joints with matching cement</u>				
	330 x 330 x 10 mm; butt joints straight both ways; generally to				
K	Floors; level; internal	8	sm		
PJ					

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
A	100 mm high Polished ceramic tiles skirting to match; internal  <u>Ceramic tiles B.S. 1281; imported; approved colour; glazed; to regular pattern; bedding and jointing in cement grouting joints with matching coloured cement</u>  250 x 200 x 6 mm; butt joints straight both ways; to cement and sand base (m/s); generally to	14	lm		
B	Walls; internal	29	sm		
C	Extra over tile for rounded edges  <u>PLAIN SHEET FINISHINGS</u>  <u>Gypsum board; fixing with nails; nail heads punched and puttied</u>  13 mm thick; butt vee joints; set to pattern; to timber base (m/s); generally to	20	lm		
D	Ceilings; internal  <u>BEDS OR BACKINGS</u>  <u>Render; cement and sand (1:3)</u>  20mm thick one coat backings; steel trowelled to a smooth surface to receive paint (m/s); to concrete or blockwork base; generally to	40	sm		
E	0 to 200 mm wide door jambs  <u>Screed; cement and sand (1:3)</u>  30 mm thick one coat beds; wood floated; to receive Quarry floor tiles (m/s); to concrete or blockwork base; generally to	17	lm		
F	Floors; level; internal	5	sm		
G	Treads; 300 mm wide; internal	12	lm		
H	Risers; 150 mm high; internal  30 mm thick one coat beds; wood floated; to receive ceramic floor tiles (m/s); to concrete or blockwork base; generally to	13	lm		
J	Floors; level; internal  32 mm thick one coat beds; wood floated; to receive parquet tiles (m/s); to concrete or blockwork base; generally to	8	sm		
K	Floors; level; internal  <u>PAINTING AND DECORATING</u>  <u>PREPARE AND APPLY ONE UNDERCOAT AND TWO FINISHING COATS OF GLOSS OIL PAINT ON</u>  <u>Steel trowelled plastered surfaces</u>  Walls	29	sm		
L	Over 300 mm girth; internal	149	sm		
M	100 to 200 mm girth; internal	48	lm		

# PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Quantity	Unit	Rate	Kshs
	<u>PREPARE AND APPLY ONE UNDERCOAT AND TWO FINISHING COATS OF PLASTIC EMULSION PAINT ON</u>				
	<u>Softboard surfaces</u>				
	Ceilings				
A	Over 300 mm girth; internal	40	sm		
B	100 to 200 mm girth; internal	64	lm		
	<u>PREPARE AND APPLY ONE UNDERCOAT AND TWO FINISHING COATS OF PERMAPLAST PAINT ON</u>				
	<u>Steel trowelled plastered surfaces</u>				
	Walls				
C	Over 300 mm girth; external	260	sm		
	<u>PREPARE AND APPLY ONE COAT APPROVED STAIN; THREE COATS 2-PACK MATT POLYURETHANE VARNISH; TO CROWN 'SOLO' PAINTS OR EQUAL AND APPROVED</u>				
	<u>Timber surfaces</u>				
	Frames or the like				
D	100 to 200 mm girth; internal	19	lm		
	Parquet floor surfaces				
E	Over 300 mm girth; internal	58	sm		



## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

[illegible]

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	DOMESTIC SERVANT QUARTER SUBSTRUCTURES(ALL PROVISIONAL) SUPERSTRUCTURE CONCRETE WORK ROOFING DOORS WINDOWS JOINERY FITTINGS FINISHES	
PJ	DOMESTIC SERVANT QUARTERS	

## PROPOSED DEVELOPMENTS FOR MANDERA COUNTY GOVERNMENT

Ref.	Description	Kshs
	Summary DOMESTIC SERVANT QUARTER	
PJ	DOMESTIC SERVANT QUARTERS	

**PRIME COST AND PROVISIONAL SUMS**

ITEM	DESCRIPTION	AMOUNT
	<b><u>PROVISIONAL SUMS</u></b>	
A.	Provide a sum of Kenya Shillings One million (Kshs. 1,000,000.00 for Contingencies.	1,000,000
B	Provide a sum of Kenya Shillings three hundred thousand (Kshs. 300,000.00 for Project documentation and Management expenses.	300,000
C	Provide a sum of Kenya Shillings One million (Kshs. 1,000,000.00 for Electrical fence system	1,000,000
D	Provide a sum of Kenya Shillings Five hundred thousand (Kshs. 500,000.00 for Electrical Works at DSQ	500,000
	<b>TOTAL CARRIED TO GRAND SUMMARY</b>	<b>2,800,000</b>

**PROPOSED CIVIL WORKS AND OTHER ANCILLARY WORKS FOR  
COMPLETION OF MANDERA COUNTY SPEAKERS RESIDENCE-  
PHASE TWO IN MANDERA TOWN, MANDERA COUNTY**

**GRAND SUMMARY**

ITEM	DESCRIPTION	Page No.	For official use only		For contractor use only	
			Kshs	Cts	Kshs	Cts
A.	Particular Preliminaries & General Preliminaries	GP/13				
B.	Civil works and other ancillary work	0/0/7				
C.	Domestic servant Quarter	DSQ/23				
D.	P.C. and provisional sums	PC/01	<b>2,800,000</b>	<b>00</b>	<b>2,800,000</b>	<b>00</b>
	<b>SUB-TOTAL</b>					
	<b>TOTAL CARRIED TO FORM OF TENDER</b>					

Amount in words: Kenya

Shillings.....

.....

Contractor /Tenderers and Stamp:

.....

VAT Registration No:

.....

Pin No:

.....

Address:

.....

Signature: ..... Date:

.....

Witness: .....

Address: .....

Signature: ..... Date: .....

GS/01