

# REQUEST FOR QUOTATION

## NAKURU COUNTY GOVERNMENT

**TO: M/S**  
**P.O. Box**

**FROM: County Government of Nakuru**  
**Dept. of Land, Housing & Physical Planning**  
**P.O Box 2870-20100 Nakuru**  
**Date: /10/2018**

You are invited to submit quotation for a service listed below

**Notes:**

- a) THIS IS NOT AN ORDER. Read the conditions and instructions on reverse before quoting
- b) The quotations should be submitted in a plain wax sealed envelope marked Quotation No. **NKRCG/LHPP/SC/005/2018/19** the **provision of Services for Rainwater Harvesting in Njoro Township Integrated Primary School** as per attached BOQs to be addressed to the Chief Officer Land be placed in the quotation/Tender Box located at County HQs next to the reception **on or before 10AM, Thursday 10/10/2018**
- c) Your quotation should indicate final unit price which includes all costs for delivery, discount, duty and requisite taxes.
- d) Return the original copy and retain the duplicate for your record and attach relevant documents filled.
- e) Attach Copies of registration/incorporation certificate, copy of valid tax compliance certificate, Valid NCA certificate (class 6 & above), current single business permit/license (2018) and duly filled confidential questionnaire

CODE NO.	ITEM DESCRIPTION	UNIT	QUANTITY REQUIRED	UNIT PRICE	DAYS TO DELIVERY	BRAND	COUNTRY OF ORIGIN	REMARKS
1	Services for Rainwater Harvesting in Njoro Township Integrated Primary School as per attached BOQs	Service	1					

**FOR OFFICIAL USE ONLY**

Opened by: (1)..... Designation..... Signature.....

(2)..... Designation..... Signature.....

(3)..... Designation .....Signature.....

Time.....

Sellers signature ..... Date.....

## **CONDITIONS**

1. The general conditions of contract with the Government of Kenya apply to this transaction. This property submitted constitutes the entire agreement.
2. The offer shall remain firm for 30days from the closing date unless otherwise stipulated by the seller.
3. The buyer shall not be bound to accept the lowest or any other offer, and reserves the right to accept any offer in part unless the contrary is stipulated by the seller.
4. Samples of offers when required will be provided free, and if not destroyed during test will, upon request, be returned at the seller's expenses.

## **INSTRUCTIONS**

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out and corrections be made and initiated by the person signing the quotation. .
2. Quote on each item separately, and in units as specified.
3. This form must be signed by a competent person and preferably it should be rubber stamped.
4. Each quotation should be submitted separately in a sealed envelope with the quotation Number endorsed on the outside. Descriptive literature offered may be forwarded with the quotation.
5. If you do not wish to quote, please endorse the reason on this form and return it, otherwise your name may be deleted from the buyer's mailing list for the items listed here on.

**MANDATORY CONFIDENTIAL BUSINESS QUESTIONNAIRE**

**(Must be filled by all applicants who choose to participate in this Tender)**

You are requested to give the particular indicated in Part 1 and either Part 2(a), 2(b), or 2( c) Whichever applies to your type of business and part 3.

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

Name of Applicant(s).....

**Part 1: General:**

1.1: Business Name .....

1.2: Certificate of Incorporation/Registration No:.....

1.3: Location of business premises .....

1.4: Plot No. ....

1.5: Street/Road .....

1.6: Postal Address .....

1.7: Office Tel. No. ....

1.8: Mobile:.....

1.9: Fax No:.....

1.10: Email Address.....

1.11: Website.....

1.13: Contact Person (Full Names).....

(a) Directors Name and Mobile Nos:.....

(b) If not Director, Title..... Power of Attorney (Yes/No) if yes, attach written document.

1.14: Maximum value of business which you can handle at any one time

Kshs. ....

1.15: Name of your bankers ..... Branch.....

**Part 2(a) - Sole Proprietor:**

2a.1: Your name in full ..... Age .....

2a.2: Nationality ..... Country of origin .....  
 Citizenship details.....

**Party 2(b) - Partnership**

2b.1: Give details of partners as follows

2b.2: Name	Nationality	Citizenship Details	Shares
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....
4. ....	.....	.....	.....
5. ....	.....	.....	.....

**Part 2(c) - Registered Company:**

2c.1: Private or public .....

2c.2: State the nominal and issued capital of the company -

Nominal Kshs.. .....  
 Issued Kshs.....

2c.3: Give details of all directors as follows

Name	Nationality	Citizenship Details	Shares
1. ....	.....	.....	.....
2. ....	.....	.....	.....
3. ....	.....	.....	.....
4. ....	.....	.....	.....
5. ....	.....	.....	.....

Date..... Signature of Tenderer .....

If a citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or Registration

**Part 3 - Eligibility Status**

3.1 Are you related to an Employee who works in the Finance or Procurement Departments, or, is a member of the Tender Committee of Nakuru County Government?  
 Yes..... No:.....

3.2: If answer in '3.1' is YES give the relationship:.....

3.3: Does an Employee as in "3.1" above, sit in the Board of Directors or Management of your Organisation Subsidiaries or Joint Ventures?  
Yes..... No.....

3.4: If answer in '3.3' above is YES give details.....  
.....  
.....

3.5: Has your Organisation, Subsidiary Joint Venture or Sub-contractor been involved in the past directly or indirectly with a firm or any of its affiliates that have been engaged by Nakuru County Government to provide consulting services for preparation of design, specifications and other documents to be used for procurement or the goods or services under this invitation? Yes..... No.....

3.6: If answer in '3.5' above is YES give details.....  
.....  
.....

3.7: Are you under a declaration of ineligibility for corrupt and fraudulent practices?  
Yes..... No.....

3.8: If answer in '3.7' above is YES give details.....  
.....  
.....

3.9: Have you offered or given anything of value to influence the procurement process?  
Yes..... No.....

3.10: If answer in '3.9' above is YES give details.....  
.....  
.....

I DECLARE that the information given on this form is correct to the best of my knowledge and belief.

Date:..... Signature of Candidate:.....

If a Kenyan Citizen, indicate under "Citizenship Details" whether by Birth, Naturalization or registration.

PROPOSED RAIN WATER HARVESTING IN NJORO TOWNSHIP INTEGRATED PRIMARY SCHOOL IN NJORO SUB-COUNTY					
Item	Description	Unit	Qty	Rate	Amount (Kshs.)
	<b><u>The following in decorative UPVC Pipes fixed to Wrot timber Fascia Board (m.s) and anchored with matching brackets at regular intervals</u></b>				
A	Procure, deliver to site and fit 150mm half round UPVC gutters well secured with brackets at 900mm intervals	LM	300		
B	Procure, deliver to site and fit 100mm diameter downpipes	LM	198		
C	Extra over for 150mm swan neck	No.	20		
D	Extra over for 150mm horse shoes	No.	20		
E	Extra over for 150mm diameter outlet	No.	20		
F	Extra over for 150mm diameter half round block end	No.	20		
G	Excavate 600mm width, 900mm deep for water Piping	CM	105		
	<b><u>Timber joints to be bolted with appropriate No. of shear connectors or as instructed</u></b>				
H	Procure, deliver to site and fit 225x25mm Fascia board wrot timber	LM	50		
	<b><u>Water storage tanks</u></b>				
I	Procure, deliver to site and fit a plastic water storage tank of 10,000 liters capacity	No.	1		
	<b><u>Base for the Tank</u></b>				
J	Excavate 600mm width, 900mm deep foundation	CM	10		
K	50mm thick Blinding for strip foundation	SM	9		
L	Erect Masonry wall in 225mm Quarry Stone	SM	30		
M	Backfilling, compacting in hardcore	CM	56		
N	150mm suspended slab	SM	28		
	<b><u>Fencing</u></b>				
O	Excavate 200mm diameter holes, 900mm deep at 3000mm centers	CM	2		
P	Procure, deliver to site and erect 100mm precast concrete posts	LM	21		
Q	Fill up the holes in plain concrete 1:3:6 mix	CM	1.5		
R	Procure, deliver to site and fix 9G chain link	SM	30		
	<b><u>SUMMARY</u></b>				
S	Allow a provisional sum of Kenya Shillings Fifty thousand only for supervision	Item			
	From above				
T	Allow Kshs. 50,000/- for plumbing works	Item			
	<b>Total</b>				
	<b>Add 16% VAT</b>				
	<b>Grand Total</b>				

In words Kshs.....

Contractors' Name				
Address				
Stamp				

Witness Name				
Address				