



**NATIONAL INTELLIGENCE SERVICE
P.O. BOX 30091-00100
NAIROBI**

**TENDER DOCUMENT FOR DISPOSAL OF OBSOLETE STORES AND
EQUIPMENT**

TENDER NO: NIS/ 15 /2022-2023

CLOSING DATE:23rd JUNE 2022 AT 1000 HOUR

INVITATION FOR TENDERS

FRAMEWORK CONTRACT

For

TENDER DOCUMENT FOR DISPOSAL OF OBSOLETE STORES AND EQUIPMENT- TENDER NO. NIS/15 /2022-2023

The Director General, National Intelligence Service invites sealed bids from eligible bidders for **Tender Document for Disposal of Obsolete Stores and Equipment** for financial Year 2022-2023

1. A complete set of tender documents may be downloaded by interested candidates or bidders free of charge at <https://www.nis.go.ke> and Further may use **tender@kensi.org** for any clarifications.
2. Completed tender documents with copy of deposit receipt (where applicable) should be sealed in plain envelopes clearly marked **Tender No. NIS/15/2022-2023 FOR DISPOSAL OF OBSOLETE STORES AND EQUIPMENT-** should be addressed and delivered to:

**Director General,
National Intelligence Service,
P.o Box 30091-00100,
Nairobi.**

and be deposited in the **Tender Box** at the **Main Reception, Nyati House, Loita Street**, so as to be received on or before **1000 Hours on 23rd June 2022.**

3. Bids shall be opened **immediately after closing** in the presence of bidders' representatives who choose to attend. Bidders who arrive late, beyond the prescribed tender opening and Closing time will not be allowed to attend the tender opening session.
4. Late tenders will be rejected.
5. Tenders must be accompanied by **Deposit of Kshs. 5,000.00** for those bidding for the Motor vehicles. The original copy of the Deposit payment receipt must be retained by the bidder while the copy of the receipt attached in the bidding documents.
6. Deposit Payment will be in cash and can be paid during the normal working hours at procurement office at Nyati house (Ground floor) up to 23rd June 2022 at 10:00hrs.
7. The items can be viewed during normal working hours on 'as and where is' basis with prior arrangements with the Procurement Officer.
8. The Tenderer shall chronologically serialize **all pages** of the tender documents submitted.

SECTION I - INSTRUCTIONS TO TENDERERS

1 Eligible Tenderers

- 1.1 This Invitation for Tenders is open to all tenderers eligible as described in the Appendix to instructions to tenderers.
- 1.2 Tenderers shall be under a declaration of in eligibility for corrupt or fraudulent practices
- 1.3 The Procuring Entity's employees, committee members, board members and their Spouses, Child, Parent, Brothers or Sister. Child, Parent, Brother or Sister of a Spouse are not eligible to participate in the tender unless where specifically allowed under section 131 of the Act.
- 1.4 A Kenyan tenderer shall provide evidence of having fulfilled his/her tax obligations by producing a valid tax compliance certificate or tax exemption certificate issued by the Kenya Revenue Authority.

2. Cost of Tendering

- 2.1 The tenderer shall bear all costs associated with the preparation and submission of its tender, and the Procuring Entity, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.
- 2.2 The Procuring Entity shall allow the tenderer to review the tender document and the goods to be sold free of charge before tendering.

3. The Tender Document

- 3.1 The tender document comprises the documents listed below and any addenda issued in accordance with clause 2.5 of these instructions to tenderers.

- i) Invitation to tender,
- ii) Instructions to tenderers,
- iii) Schedule of items and prices,
- iv) Conditions of Tender,
- v) Form of tender,
- vi) Confidential Business Questionnaire Form,
- vii) Tender Commitment Declaration Form.

- 2.1 The tenderer is expected to examine all instructions, forms, terms and specifications in the tender documents. Failure to meet all the requirements of the tender will be at the tenderer's risk and may result in the rejection of its tender.

4 Clarification of Documents

- 4.1 A prospective tenderer requiring any clarification of the tender document may notify the Procuring Entity in writing or by post at the entity's address indicated in the Invitation for tenders. The Procuring Entity will respond in writing to any request for clarification of the tender documents, which it receives not later than thirty (30) days prior to the deadline for the submission of tenders, prescribed by the Procuring Entity. Written copies of the Procuring Entity's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective tenderers that have received the tender document.
- 4.2 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.
- 4.3 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.

5 Amendment of Documents

- 5.1 At any time prior to the deadline for submission of tenders, the Procuring Entity, may for any reasons, whether at its own initiative or in response to a clarification requested by a prospective tenderer, modify the tender documents by amendment
- 5.2 All prospective candidates that have received the tender documents will be notified of the amendment in writing or by post and will be binding on them.
- 5.3 In order to allow prospective tenderers reasonable time in which to take the amendment in to account in preparing their tenders, the Procuring Entity, at its discretion, may extend the deadline for the submission of tenders.

6 Tender Prices and Currencies

- 6.1 The tenderer shall indicate on the appropriate Price Schedule the unit prices and total tender price of the item it proposes to purchase under the contract.
- 6.2 Prices quoted by the tenderer shall be fixed during the tender validity period and not subject to variation on any account. A tender submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.
- 6.3 The Price quoted shall be in Kenya Shillings.

7 Tender deposit

- 7.1 The tenderer shall put a deposit for every item tendered for in the amount indicated in the schedule of items and prices, to the Bank account indicated in Section III - Schedule of Items and Prices
- 7.2 Failure to put the required deposit for any item tendered for will lead to disqualification of the tender for the item.
- 7.3 Unsuccessful Tenderer's tender deposit will be discharged or returned as promptly as possible but not later than Seven (7) days after the expiration of the period of tender validity prescribed by the Procuring Entity.
- 7.4 The successful Tenderer's tender deposit will be credited to his tender price so that it forms part of the amount of the tender and the tenderer will be required to pay the tender price less the deposit security.
- 7.5 The tender deposit shall be forfeited:
 - a) If a tenderer withdraws its tender during the period of tender validity specified by the Procuring Entity.
 - b) In the case of a successful tenderer, if the tenderer fails to pay the balance of the tender price.

8 Validity of Tenders

- 8.1 Tenders shall remain valid for 60 days or as specified in the appendix to instruction to tenderers after date of tender opening prescribed by the Procuring Entity, pursuant to paragraph 2.10. Tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.
- 8.2 In exceptional circumstances, the Procuring Entity may solicit the Tenderer's consent to an extension of the period of validity. The request and the responses there to shall be made in writing. The tender deposit provided under paragraph 2.7 shall also be suitably extended. A tenderer may refuse the request without forfeiting its tender deposit. A tenderer granting the request will not be required nor permitted to modify its tender.

9. Viewing of Tender Items

- 9.1 Prospective tenders are advised to view the items to be sold before tendering. This will enable them to arrive at the most reasonable and competitive tenders. Tenders are based on “AS WHERE IT IS AND THE CONDITION IT IS IN” and the conditions of the items are not guaranteed or warranted by the seller.

10 Sealing and Marking of Tenders

- 10.1 The Tenderer shall deliver the Tender in a single, sealed envelope bearing the name and Reference number of the Tender, addressed to the Procuring Entity and a warning not to open before the time and date for Tender opening date. Within the single outer envelope the Tenderer shall place another sealed envelope containing the list of and prices of the items tendered for and addressed as follows.
- a) Bear the name and address (including telephone number and email) of the Tenderer;
 - b) Bear the name and Reference number of the Tender;
 - c) Bear the name and address of the Procuring Entity; and
 - d) Attach a payment slip or certified banking details from a bank, warranting the deposit payment made for the items tender for.
- 10.2 If all envelopes are not sealed and marked as required, the *Procuring Entity* will assume no responsibility for the misplacement or premature opening of the Tender, or failure to contact the tenderer in case of advice on the status of the tender or refund of deposit. Tenders that are misplaced or opened prematurely will not be accepted.

Deadline for Submission of Tenders

Tenders must be received by the Procuring Entity at the address specified not later than...*(day, date and time)*.

The Procuring Entity may, at its discretion, extend this deadline for the submission of tenders by amending the tender documents in accordance with paragraph 2.5. in which case all rights and obligations of the Procuring Entity and tenderers previously subject to the deadline will thereafter be subject to the deadline as extended.

12 Modification of tenders

- 12.1 The tenderer may modify or withdraw its tender after the tender's submission, provided that written notice of the modification, including substitution or withdrawal of the tenders, is received by the Procuring Entity prior to the deadline prescribed for submission of tenders.
- 12.2 The Tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph 2.9.1. A withdrawal notice may also be sent by fax or email but followed by a signed confirmation copy, post marked not later than the deadline for submission of tenders.
- 12.2 No tender may be modified after the deadline for submission of tenders

13 Withdrawals and tenders

- 13.1 No tender may be withdrawn in the interval between the deadline for submission of tenders and the expiration of the period of tender validity specified by the tenderer. Withdrawal of a tender during this interval may result in the tenderer's forfeiture of its tender deposit, pursuant to paragraph 2.7.5

14 Opening of Tenders

- 14.1 The Procuring Entity will open all tenders in the presence of tenderers' representatives who

choose to attend at **Nyati House on 23rd June 2022 at 1000hrs** and in the location specified in the invitation to tender. The tenderers or representatives who are present shall sign a register evidencing their attendance.

14.2 The tenderers' names, tender modifications or withdrawals, tender prices, and the presence or absence of requisite tender deposit and such other details as the Procuring Entity, at its discretion, may consider appropriate, will be announced at the opening.

14.3 The Procuring Entity will prepare minutes of the tender opening.

15 Clarification of tenders

15.1 To assist in the examination, evaluation and comparison of tenders the Procuring Entity may, at its discretion, ask the tenderer for a clarification of its tender. The request for clarification and the response shall be in writing, and no change in the prices or substance of the tender shall be sought, offered, or permitted.

15.3 Any effort by the tenderer to influence the Procuring Entity in the Procuring Entity's tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

16 Evaluation and Comparison of Tenders

16.1 The Procuring Entity will examine the tenders to determine whether they are complete, whether the tenderer has fulfilled the eligibility criteria, whether any computation errors have been made, whether required deposits have been furnished, whether documents have been properly signed and whether the tenders are generally in order. After examination a tender that will be determined to be substantially non-responsive, will be rejected by the Procuring Entity.

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

- a) Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive.
- b) Any errors in the submitted tender arising from a miscalculation of unit price, quantity, subtotal and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive .and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.

16.3 The Procuring Entity will evaluate and compare the tenders, which have been determined to be substantially responsive.

16.4 The tender evaluation committee shall evaluate the tender within 30 days of the validity period from the date of opening the tender.

17 Award Criteria

17.1 The Procuring Entity will award the contract to the successful tenderer(s) whose tender has been determined to be substantially responsive and has been determined to be the highest tendered price, subject to the reserve price.

18 Notification of Intention to enter into a Contract/Notification of Award

18.3 Prior to the expiration of the period of tender validity, the Procuring Entity will notify the successful tenderer in writing that its tender has been accepted.

18.4 Simultaneously the other tenderers shall be notified that their tenders have been unsuccessful.

18 Canvassing/Contacting the Procuring Entity

18.1 No tenderer shall contact the Procuring Entity on any matter relating to its tender, from the time of the tender opening to the time the contract is awarded.

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

SECTION II - SCHEDULE OF ITEMS AND PRICES

| LOT NO. | ITEM DESCRIPTION | Date of Purchase | LOCATION | Deposit required (KSHS) | Duty Paid /Duty to pay | Reserve price | Tender Price (KSHS) |
|---------|---|------------------|-----------------------|-------------------------|------------------------|---------------|---------------------|
| 1 | Motor Vehicle GKA 010D Mitsubishi Lancer. | 2000 | NIS HQRS | 5,000.00 | 40,295 | 20,000.00 | |
| 2 | Motor Vehicle GKA 504V Toyota Corolla NZE 120 | 2010 | NIS HQRS | 5,000.00 | Duty Paid | 35,000.00 | |
| 3 | Motor Vehicle GKA 555M Toyota Corolla | 2006 | NIS HQRS | 5,000.00 | Duty Paid | 60,000.00 | |
| 4 | Motor Vehicle GKA 607V Daihatsu Terios | 2010 | NIS HQRS | 5,000.00 | Duty Paid | 50,000.00 | |
| 5 | Motor Vehicle GKA 896C Mercedes Benz E200 | 2000 | NIS HQRS | 5,000.00 | 127,383 | 20,000.00 | |
| 6 | Motor Vehicle GKY 462 Peugeot 504 | 1995 | NIS HQRS | 5,000.00 | 33,816 | 10,000.00 | |
| 7 | Motor Vehicle GKA 154E Mazda Midge 123 | 2001 | NIS HQRS | 5,000.00 | 25,483 | 20,000.00 | |
| 8 | Motor Vehicle GKA 158E Mazda Midge 324 | 2001 | NIS HQRS | 5,000.00 | 46,333 | 15,000.00 | |
| 9 | Motor Vehicle GKA 442D Mazda Midge 325 | 1996 | NIS HQRS | 5,000.00 | 25,483 | 25,000.00 | |
| 10 | Motor Vehicle GKA 207Q Peugeot 406SR | 2006 | NIS HQRS | 5,000.00 | Duty Paid | 70,000.00 | |
| 11 | Motor Vehicle GKA 403N Toyota Corolla 2NZE | 2006 | NIS HQRS | 5,000.00 | Duty Paid | 20,000.00 | |
| 12 | Motor Vehicle GKA 769D Toyota Land Cruiser | 2001 | NIS HQRS | 5,000.00 | 97,260 | 50,000.00 | |
| 13 | Motor Vehicle GKZ 747 Mazda Midge 323 | 1996 | Awasi - Kisumu County | 5,000.00 | 17,753 | 10,000.00 | |
| 14 | Motor Vehicle GKB 996J Chevrolet Trail Blazer | 2016 | NIS HQRS | 5,000.00 | Duty Paid | 200,000.00 | |
| 15 | Motor Vehicle GKY 415 Mercedes Benz E320 | 1995 | NIS HQRS | 5,000.00 | 196,743 | 50,000.00 | |
| 16 | Motor Vehicle GKY 563 Hyundai Accent | 1995 | NIS HQRS | 5,000.00 | 56,278 | 20,000.00 | |
| 17 | Motor Vehicle GKZ 753 Mazda Midge 323 | 1996 | NIS HQRS | 5,000.00 | 39,978 | 15,000.00 | |
| 18 | Motor Vehicle GKA 322D Nissan Civilian | 1999 | NIS HQRS | 5,000.00 | 210,600 | 200,000.00 | |
| 19 | Motor Vehicle GKA 403K Toyota Hiace | 2004 | NIS HQRS | 5,000.00 | 43,824 | 150,000.00 | |
| 20 | Motor Vehicle GKA 406A Suzuki | 1997 | NIS HQRS | 5,000.00 | 51,172 | 30,000.00 | |
| 21 | Motor Vehicle GKA 407D Peugeot 406 | 1998 | NIS HQRS | 5,000.00 | 33,816 | 55,000.00 | |
| 22 | Motor Vehicle GKA 941P Nissan X-trail | 2006 | NIS HQRS | 5,000.00 | Duty Paid | 120,000.00 | |
| 23 | Motor Vehicle GKA 683A Mazda Midge 323 | 2001 | NIS HQRS | 5,000.00 | 29,959 | 10,000.00 | |

| LOT NO. | ITEM DESCRIPTION | Date of Purchase | LOCATION | Deposit required (KSHS) | Duty Paid /Duty to pay | Reserve price | Tender Price (KSHS) |
|---------|--|------------------|-------------------------|-------------------------|------------------------|---------------|---------------------|
| 24 | Motor Vehicle GKA 937T Suzuki Vitara | 2007 | NIS HQRS | 5,000.00 | 37,011 | 80,000.00 | |
| 25 | Motor Vehicle GKA 802D Peugeot 504 | 2000 | NIS HQRS | 5,000.00 | 44,776 | 45,000.00 | |
| 26 | Motor Vehicle GKA 839B Peugeot 506 | 1999 | NIS HQRS | 5,000.00 | 63,816 | 40,000.00 | |
| 27 | Motor Vehicle GKA 949P Nissan Tiida Saloon | 2007 | NIS HQRS | 5,000.00 | Duty Paid | 40,000.00 | |
| 28 | Motor Vehicle GKA 439D Mazda Midge 323 | 2000 | NIS HQRS | 5,000.00 | 25,483 | 30,000.00 | |
| 29 | Motor Vehicle GKB 820S Toyota Hilux D/Cab | 2017 | NIS HQRS | 5,000.00 | Duty Paid | 110,000.00 | |
| 31 | Motor Vehicle GKA 338Z Toyota Pickup | 2011 | NIS HQRS | 5,000.00 | Duty Paid | 150,000.00 | |
| 32 | Motor Vehicle GKA 160E Mazda Midge | 2001 | CIC Mombasa | 5,000.00 | 29,959 | 5,000.00 | |
| 33 | Motor Vehicle GKA 248Z Cherry Tiggo Station Wagon | 2011 | CIC Embu | 5,000.00 | Duty Paid | 155,000.00 | |
| 34 | Motor Vehicle GKA 670P Peugeot 406 Saloon | 2007 | NIS HQRS | 5,000.00 | Duty Paid | 100,000.00 | |
| 35 | Motor Vehicle GKA 837G Peugeot 406 Saloon | 2003 | NIS HQRS | 5,000.00 | 15,374 | 60,000.00 | |
| 36 | Motor Vehicle GKA 406B Toyota Saloon | 1998 | NIS HQRS | 5,000.00 | 8,457 | 50,000.00 | |
| 37 | Motor Vehicle GKB 275D Nissan X-Trail | 2013 | NIS HQRS | 5,000.00 | Duty Paid | 350,000.00 | |
| 38 | Motor Vehicle GKA 830D Daewoo Nubria Saloon | 1999 | NIS HQRS | 5,000.00 | 29,442 | 20,000.00 | |
| 39 | Motor Vehicle GKA 838G Peugeot 406 Saloon | 2004 | NIS HQRS | 5,000.00 | 63,816 | 60,000.00 | |
| 40 | Motor Vehicle GKA 243B Hyundai Sonata Saloon | 1998 | NIS HQRS | 5,000.00 | 32,761 | 30,000.00 | |
| 41 | Motor Vehicle GKA 243Q Nissan X-Trail | 2007 | NIS HQRS | 5,000.00 | Duty Paid | 130,000.00 | |
| 42 | Motor Vehicle GKA 204Q Nissan Hard Body D/Cab | 2006 | CIC Kilifi | 5,000.00 | Duty Paid | 150,000.00 | |
| 43 | Motor Vehicle GKY 576 Toyota Corolla | 1995 | CIC Mombasa | 5,000.00 | 17,460 | 5,000.00 | |
| 44 | Motor Vehicle GKA 241Q Nissan Hard Body D/Cab | 2007 | Kabarnet | 5,000.00 | Duty Paid | 290,000.00 | |
| 48 | Motor Vehicle GKA 851A Nissan Sunny B12 | 1990 | CIC Murang'a | 5,000.00 | 8,457 | 50,000.00 | |
| 49 | Motor Vehicle GKA 926J Toyota Prado | 2004 | Kitale | 5,000.00 | 122,532 | 70,000.00 | |
| 50 | Motor Vehicle GKA 772N Nissan X-Trail | 2006 | Kisumu - Ardhi House | 5,000.00 | Duty Paid | 200,000.00 | |
| 51 | Motor Vehicle GKA 774N Nissan X-Trail | 2006 | Kisumu - Ardhi House | 5,000.00 | Duty Paid | 220,000.00 | |

| LOT NO. | ITEM DESCRIPTION | Date of Purchase | LOCATION | Deposit required (KSHS) | Duty Paid /Duty to pay | Reserve price | Tender Price (KSHS) |
|---------|--|------------------|------------------------|-------------------------|------------------------|---------------|---------------------|
| 52 | Motor Vehicle GKA 771N Nissan X-Trail | 2006 | CIC Mombasa | 5,000.00 | Duty Paid | 150,000.00 | |
| 53 | Motor Vehicle GKA 222J Toyota D/Cab | 2015 | CIC Kilifi | 5,000.00 | Duty Paid | 650,000.00 | |
| 54 | Motor Vehicle GKA 244Q Nissan Hard Body D/Cab | 2007 | CIC Nyamira | 5,000.00 | Duty Paid | 60,000.00 | |
| 55 | Speed Boat Twin Engine 60 HP, Two Fuel Tanks | 2009 | Mbita | 5,000.00 | - | 150,000.00 | |
| 56 | Motor Vehicle GKA 193N Toyota D/Cab | 2006 | Iten- Elgeyo Marakwet | 5,000.00 | Duty Paid | 200,000.00 | |
| 57 | Motor Vehicle GKA 197N Toyota D/Cab | 2007 | Iten- Elgeyo Marakwet | 5,000.00 | Duty Paid | 230,000.00 | |
| 71 | Motor Vehicle GKA 234Q Nissan Hard Body D/Cab | 2007 | CIC Kilifi (Malindi) | 5,000.00 | 78,841 | 150,000.00 | |
| 73 | Motor Vehicle GKA 229Q Nissan Hard Body D/Cab | 2006 | NIS HQRS | 5,000.00 | Duty Paid | 40,000.00 | |
| 74 | Motor Bike Scooter Vesper GKA 528D | 2000 | CIC Tana River | - | Duty Paid | 5,000.00 | |
| 75 | Motor Vehicle GKA Boat Engines | 2009 | Kisumu - Ardhi House | 5,000.00 | Duty Paid | 60,000.00 | |
| 76 | Motor Vehicle GKA 212Q Nissan Hard Body D/Cab | 2006 | CIC Busia | 5,000.00 | Duty Paid | 501,755.10 | |
| 80 | Refrigerator Gold star Model GR2525 | | Garissa | - | | 500.00 | |
| 81 | Water Dispenser-Mikachi | | Tana River | - | | 500.00 | |
| 82 | Motor Vehicle Rim (2pcs) | | Tana River | - | | 200.00 | |
| 84 | Type Writer (4Pcs) | | Tana River | - | | 300.00 | |
| 85 | Motor Vehicle exhaust pipe (1Pc) | | Tana River | - | | 100.00 | |
| 91 | TV set coloured Sansui model 14A2Q | | Kilifi- Malindi office | - | | 200.00 | |
| 102 | TV set HDTV Samsung S/No.049C3K102679 | | Kilifi-CIC office | - | | 4,000.00 | |
| 108 | Telecommunication Must | | Mombasa RIC office | - | | 100,000.00 | |
| 121 | Motor Vehicle GKA 246Q Nissan Hard D/Cab | 2007 | CIC Kitui | 5,000.00 | Duty Paid | 150,000.00 | |
| 126 | Sony TV set 32" (1set) S/No.1016731 | | NCTC-Karen | - | | 3,000.00 | |
| 127 | Sony TV set 32" Trinitron (1set) S/No 1016892. | | NCTC-Karen | - | | 3,000.00 | |
| 128 | Sony TV set 32" (1set) S/No.1016707 | | NCTC-Karen | - | | 3,000.00 | |
| 129 | Sony TV set 32" Trinitron (1set) S/No 1016721. | | NCTC-Karen | - | | 3,000.00 | |
| 130 | Sony TV set 32" Trinitron (1set) S/No 1016911. | | NCTC-Karen | - | | 3,000.00 | |

| LOT NO. | ITEM DESCRIPTION | Date of Purchase | LOCATION | Deposit required (KSHS) | Duty Paid /Duty to pay | Reserve price | Tender Price (KSHS) |
|---------|--|------------------|-------------|-------------------------|------------------------|---------------|---------------------|
| 131 | Sony TV set 32" Trinitron (1set) S/No 1016738. | | NCTC-Karen | - | | 3,000.00 | |
| 132 | Sanyo TV set 32" (1set) S/No 13917343. | | NCTC-Karen | - | | 2,000.00 | |
| 133 | Sony TV set flat screen 40" S/No,2072992 | | NCTC-Karen | - | | 5,000.00 | |
| 134 | High pressure washer S/No. 11506010466262 (1pc) | | NCTC-Karen | - | | 1,000.00 | |
| 135 | Deep freezer Ariston S/No.310224075 | | NCTC-Karen | - | | 2,000.00 | |
| 136 | Deep freezer Sanyo S/No.0909000252 | | NCTC-Karen | - | | 2,000.00 | |
| 137 | Gas cooker 4-Burner Ariston S/No.307210151 | | NCTC-Karen | - | | 500.00 | |
| 138 | Gas cooker 4-Burner Indesit S/No.804300015 | | NCTC-Karen | | | 500.00 | |
| 139 | Microwave LG S/No.108TAMA48771 | | NCTC-Karen | | | 500.00 | |
| 140 | Microwave LG S/No.305KM00024 | | NCTC-Karen | | | 500.00 | |
| 141 | Microwave LG Grill Intellowave | | NCTC-Karen | | | 500.00 | |
| 142 | Heater Luxel Model No. LX-2830 | | NCTC-Karen | | | 200.00 | |
| 143 | Wooden Chairs Woven | | NCTC-Karen | | | 1,200.00 | |
| 155 | Motor Cycle GKA 865T Yamaha | 2007 | CIC Turkana | - | Duty Paid | 10,000.00 | |
| 156 | Motor Cycle GKB 307F Yamaha | 2014 | CIC Turkana | - | Duty Paid | 15,000.00 | |
| 174 | Aluminium ladder 8-step | | Nyati House | - | | 500.00 | |
| 175 | Assorted Metalic bars | | Nyati House | - | | 500.00 | |
| 176 | TV set sony 21" S/No.1054453 | | Nyati House | - | | 300.00 | |
| 182 | TV set JVC 21" S/No.76421789 | | NIS HQRS | - | | 300.00 | |
| 183 | Sony VCR modelSLV-X815PS | | NIS HQRS | - | | 100.00 | |
| 184 | Air conditioner Hitachi S/No.248376 | | NIS HQRS | - | | 100.00 | |
| 185 | Fridge Model No.E19-357 (frigidaire-Cycla matic) | | NIS HQRS | - | | 500.00 | |
| 190 | TV set sony 21" S/No.8125YRJ44070 | | Nyati House | - | | 300.00 | |
| 191 | TV set LG 21" S/No.8125YMQ44251 | | Nyati House | - | | 300.00 | |
| 192 | Electric cooker 4 burners beling compacte430 | | Nyati House | - | | 1,000.00 | |
| 193 | Shredder Atlas model CC1540, S/No.100300189 | | Nyati House | - | | 1000 | |
| 215 | Chiller Koldtech 1pc | | NIS HQRS | - | | 1,000.00 | |
| 216 | chiller classique model K38050 | | NIS HQRS | - | | 1,000.00 | |

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|---------|--|------------------|---------------|-------------------------|------------------------|---------------|---------------------|
| 217 | Chiller model CF/204 1pc | | NIS HQRS | - | | 1,000.00 | |
| 222 | Fridge Deewoo S/No.IE94750073 | | Pipeline | - | | 500.00 | |
| 223 | Oven Electric 4 Burner Model No. Sun-04022 | | Pipeline | - | | 500.00 | |
| 225 | Microwave LG S/No.104KM00084 | | Pipeline | - | | 200.00 | |
| 226 | Microwave Panasonic SRD97120680 | | Pipeline | - | | 200.00 | |
| 230 | Telecommunication equipment-Steel Rack (Cabinet) | | Sundown-Karen | - | | 10,000.00 | |
| 236 | Sony TV-trinitron 21" | | Nyati House | - | | 300.00 | |
| 238 | Shower Cubicles doors in glass (47PCS) | | NIS HQRS | - | | 5,000.00 | |
| 239 | Toilet Cisterns broken (44pcs) | | NIS HQRS | - | | 2,000.00 | |
| 240 | Toilet Seats WC broken (40pcs) | | NIS HQRS | - | | 4,000.00 | |
| 241 | wooden doors (13) | | NIS HQRS | - | | 6,500.00 | |
| 242 | Glass door with Aluminium frames (7pcs) | | NIS HQRS | - | | 3,500.00 | |
| 243 | Assorted glass panels (37pcs) | | NIS HQRS | - | | 1,000.00 | |
| 244 | Hand washing sinks (12pcs) | | NIS HQRS | - | | 600.00 | |
| 245 | Metallic (steel) gate 1pc | | NIS HQRS | - | | 10,000.00 | |
| 246 | Urinal bowls 4pcs | | NIS HQRS | - | | 200.00 | |
| 247 | Lateral filing cabinet 14pcs | | NIS HQRS | - | | 14,000.00 | |
| 248 | steel filing cabinets 12pcs | | NIS HQRS | - | | 3,500.00 | |
| 249 | Assorted gas cylinders for AC 44pcs | | NIS HQRS | - | | 5,000.00 | |
| 250 | Assorted scrap metals | | NIS HQRS | - | | 100,000.00 | |
| 251 | BRC Reinforcement roll 1 roll | | NIS HQRS | - | | 1,000.00 | |
| 253 | Steel Casement door (black) 1pc | | NIS HQRS | - | | 1,500.00 | |
| 254 | Passenger gate Metallic 1pc | | NIS HQRS | - | | 1,000.00 | |
| 255 | Metallic grill 1pc | | NIS HQRS | - | | 2,000.00 | |
| 256 | Metallic gate (2leaf) 1pc | | NIS HQRS | - | | 5,000.00 | |
| 257 | Assorted floor tiles 120pcs | | NIS HQRS | - | | 1,000.00 | |
| 260 | Generator Massey ferguson SR-0088553 | | NIS HQRS | - | | 15,000.00 | |
| 261 | Used-Roofing concrete tiles 9600pcs | | NIS HQRS | - | | 45,000.00 | |
| 268 | VCR Sony SR-0203332 | | NIS HQRS | - | | 100.00 | |
| 269 | VCR Sony Model SLV-X715SG | | NIS HQRS | - | | 100.00 | |
| 270 | TV JVC 21" SR 07093776 | | NIS HQRS | - | | 300.00 | |
| 387 | Boat (MV Njiwa) Yamaha 85 AET | | CIC Lamu | 5,000.00 | Duty Paid | 80,000.00 | |
| 393 | Motor Vehicle Rim (2pcs) | | Garissa | - | | 200.00 | |

SECTION III - CONDITIONS OF TENDER

- 1.1 A tenderer may tender for each item or each lot and may tender for as many items or lots she/she wishes.
- 1.2 A tenderer will pay a deposit in advance before the closing date of the tender for each item or lot tendered for as indicated in the schedule of items and prices.
- 1.3 Tenderers who will be awarded contracts will be required to pay for the items after 14 days and not later than 21 days. Failure to which the contract award will be cancelled and the deposit forfeited. If there is an administrative review, the review procedures shall be followed.
- 1.4 Tenderers who will not be awarded contracts will be refunded the deposits within fourteen (14) days after notification of the communication of the contract awards.
- 1.5 Tenderers will be required to collect the items they have paid for within fourteen (14) days after making the payment, failure to which storage charges will be charged as indicated in the appendix to Conditions of Tender.
- 1.6 The Procuring Entity will retain confidential reserve prices for all the items. Items tendered for below the reserve price will be retained by the Procuring Entity.

SECTION IV - STANDARD FORMS

Note on Standard Forms

The form of tender, the confidential business questionnaire form and the tender deposit commitment declaration form must be completed by the tenderers and returned with the tender. Failure to complete any of these forms will lead to the disqualification of the tenderer.

1. Form of Tender

Date:.....

Tender No.....

To:

.....

.....

[*Name and address of Procuring Entity*]

Gentlemen and/or Ladies:

1. Having examined the tender documents including addenda and having examined the items on sale, we the undersigned, offer to purchase and collect all the items offered to us in conformity with the said tender documents for the sum of..... [*total tender amount in words and figures*] or such other sums as may be ascertained in accordance with the Schedule of Items and Prices attached here with and made part of this Tender.
2. We undertake, if our Tender is accepted, to pay for and collect the items in accordance with the requirements of the tender.
3. We agree to adhere by the tender price for a period of...[*number*] days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. We understand that you are not bound to accept the highest or any tender that you may receive.

Confidential Business Questionnaire Form

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

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

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

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

Part 1 – General

Business
Name.....
.....
Location of business Premises..... Plot
No..... Street/Road..... Postal
Address..... Tel No..... Nature of
business..... Current Trade License
No..... Expiring date.....
Maximum value of business which you can handle at any one time Kenya
shillings..... (In words).....
Name of your Bankers Branch
.....

Part 2 (a) – Sole Proprietor or Individual

Your Name in full Age
.....
Nationality Country of origin
.....
Citizenship details (*ID and or Passport Number*).....
.....
Name..... and
signature.....

Part 2 (b) Partnership

Given details of partners as follows:

| Name | Nationality | Citizenship Details | Shares |
|-------|-------------|---------------------|--------|
| 1. | | | |
| | | | |
| 2. | | | |
| | | | |
| 3. | | | |
| | | | |

[Name, Designation and Signature of Tenders Representative in the Company]

Name
.....
.....
Designation.....
.....
Signature and Company stamp or
Seal.....

Part 2 (c) - Registered Company (Private or Public)

State the nominal and issued capital of company - Nominal

Kshs.....

- Issued Kshs.....

Given details of all directors as follows:

| Name | Nationality | Citizenship Details | Shares |
|------|-------------|---------------------|--------|
|------|-------------|---------------------|--------|

1.

2.

3.

4.

5. ETC.

[Name, Designation and Signature of Tenders Representative in the Company]

Name

.....
.....

Designation

.....
.....

Signature and Company stamp or

Seal.....

Date

6. Tender deposit commitment Declaration Form

Tender No. (As per tender documents)

As indicated in the schedule of items and prices, we do confirm that we have put deposits for the items tendered for as supported by the attached copies of receipts as follows:-

| ITEM No. or Lot No. | Item Description | Deposit (Kshs.) | Receipt No. and Date |
|---------------------|------------------|-----------------|----------------------|
| 1 | | | |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |

Authorizing Official _____
(Name)

Designation _____

(Signature)

(Date)

SELF-DECLARATION FORMS

FORM SD1

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 here in above is true to the best of my knowledge, information and belief.

.....

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

Bidder's Official Stamp

FORM SD2

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

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

- 1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of..... (Insert name of the Company) who is a Bidder in respect of Tender No..... for (Insert tender title/description) for..... (Insert name of the Procuring entity) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its servants and/or agents/subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of.....(insert name of the Procuring entity) which is the procuring entity.
3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of(name of the procuring entity).
4. THAT the aforesaid Bidder will not engage/has not engaged in any corrosive practice with other bidders participating in the subject tender
5. THAT what is deponed to here in above is true to the best of my knowledge information and belief.

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

Bidder's Official Stamp

DECLARATION AND COMMITMENT TO THE CODE OF ETHICS

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

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

Name of Authorized signatory.....

Sign.....

Position.....

Office address.....Telephone.....

.....

E-mail.....

Name of the Firm/Company.....

Date.....

(Company Seal/ Rubber Stamp where applicable)

Witness

Name.....

Sign.....

Date.....