



**TENDER NO. KP1/9B.2/OT/DSP/001/24-25
FOR DISPOSAL OF FURNITURE**

SEPTEMBER 2024

**ALL TENDERERS ARE ADVISED TO READ CAREFULLY THIS TENDER
DOCUMENT IN ITS ENTIRETY BEFORE MAKING ANY BID**

STANDARD TENDER DOCUMENT FOR DISPOSAL

**THE KENYA POWER & LIGHTING COMPANY PLC
CENTRAL OFFICE, STIMA PLAZA,
KOLOBOT ROAD, PARKLANDS,
P.O. BOX 30099-00100,
NAIROBI,
KENYA.**

Telephones: 0711031334

Website: www.kplc.co.ke

Email 1. LKisame@kplc.co.ke
2. BAngima@kplc.co.ke
3. WMathu@kplc.co.ke

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INVITATION TO TENDER

1. The Kenya Power & Lighting Company Plc now invites sealed tenders from eligible candidates for Disposal of Furniture.
2. Interested eligible candidates may obtain further information at the address provided below. Items will be sold as they are, without any encumbrances.
3. Interested tenderers may inspect the goods to be sold during office hours *from 0900 to 1500 hours* at the address as provided in the tender document.
4. Tender document detailing the requirements may be obtained from the KPLC E-Procurement Portal. Kindly ensure you **are registered in Central Office** as a Region in order for you to participate in this tender.

Prospective candidates may also download the tender document from KPLC's website (www.kplc.co.ke) free of charge.

5. Tenderers will be required to pay in advance a refundable deposit as indicated in the Appendix to Instructions to tenderers.
6. Completed tenders are to be submitted in electronic format on the KPLC's E-Procurement portal on the date and time published on the portal. Tenderers are required to visit the portal from time to time for revised closing dates and addendums. The tender is to be submitted **ONLINE** on or before the submission date and time indicated on the **KPLC TENDERING PORTAL**.
7. Prices quoted should be net, must be in Kenya Shillings and shall remain valid for **Two Hundred and ten (210) days** from the closing date of the tender.
8. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the Auditorium, Stima Plaza, Kolobot Road.
9. The addresses referred to above are:
 - A. Address for obtaining further information, and for inspecting the goods to be sold.

General Manager, Supply Chain & Logistics,
Kenya Power & Lighting Company Limited
P.O. Box 30099-00100,
NAIROBI

E-mail addresses:

- i) LKisame@Kplc.co.ke
- ii) BAngima@kplc.co.ke
- iii) WMathu@kplc.co.ke

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 ineligibility 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.

3.2 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 entities response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective tenderers that have received the tender document.

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
- 5.1 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.
- 5.2 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 tender 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.

11. Deadline for Submission of Tenders

- 11.1 Tenders must be received by the Procuring Entity at the address specified not later than the date and time published on the E-procurement portal.
- 11.2 The Procuring Entity may, at its discretion, extend this deadline for the submission of tenders by amending the tender documents in accordance with paragraph 2.5.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 the Auditorium, Stima Plaza, Kolobot Road on a day and date as published on the E-procurement Portal. 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.

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

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

18.2 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.

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

19 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.

TENDER DATA SHEET (TDS)

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

Reference to ITC Clause	Description of Clause	Particulars of Appendix to Instructions to Tenderers
1.1	Eligible Tenderers	Definition of relative shall be as provided for under Section 59 (2) (b) of the Public Procurement and Asset Disposal Act, 2015.
2.0	Cost of Tendering	Prospective candidates may also download the tender document from KPLC's website (www.kplc.co.ke) free of charge.
4	Clarification of Documents	<p>Any questions in writing shall reach KPLC not later than Seven (7) days prior to tender closing date and shall be requested through the e-mail addresses on the cover of this tender document.</p> <p>KPLC shall publish its response at the website and on their E-Procurement Portal through an addendum for general queries or email for specific queries.</p> <p>For clarification of Tender purposes only, KPLC's address is:</p> <p>General Manager, Supply Chain & Logistics The Kenya Power & Lighting Company Plc Stima Plaza, 3rd Floor, Kolobot Road, Parklands, P.O. Box 30099-00100 NAIROBI</p> <p>Electronic mail address: LKisame@kplc.co.ke; BAngima@kplc.co.ke; WMathu@kplc.co.ke</p>
7	Tender Deposit	<p>A tender deposit valid for 210 days shall be required. The amount and currency of the tender deposit shall be as follows:</p> <p>Tender Deposit in Kenya shillings worth Kshs.50,000.00 in the form of cash or RTGS.</p> <p>The tender deposit shall be deposited at our Banking Halls across the country after obtaining a deposit slip from Finance – Costing Office in the respective regions. The Banking Halls where deposits shall be made are as follows:</p> <ul style="list-style-type: none"> i) Stima Plaza, Parklands, Nairobi ii) Electricity House, Nairobi City Centre iii) Electricity House, Mombasa iv) Electricity House, Nakuru v) Electricity House, Kisumu vi) Electricity House, Nyeri ii) KVDA Plaza, Eldoret <p>The bid deposit paid and receipt issued in original or a copy (PDF appended to the bid document) shall form the evidence of payment.</p> <p>Kenya Power's Bank Details for purposes of this tender are:</p> <p>BANK NAME: Cooperative Bank of Kenya BRANCH: Stima Plaza Branch, Nairobi ACCOUNT NAME: Kenya Power & Lighting Co. Plc ACCOUNT NO.: 01120069019801 SWIFT CODE: KCOOKENA BANK & BRANCH CODE: 11035</p>

Reference to ITC Clause	Description of Clause	Particulars of Appendix to Instructions to Tenderers																																																																																																																																												
		<p>CURRENCY: KSH BANK ADDRESS: P.O. Box 48231-00100 GPO, Nairobi</p> <p>The amount deposited with us shall be refunded to the unsuccessful tenderer 30 days after notifications. An original receipt shall be required to facilitate the refund.</p>																																																																																																																																												
8	Validity of Tenders	The tender validity period shall be Two Hundred and Ten (210) days. A tender valid for a shorter period shall be rejected.																																																																																																																																												
9	Viewing of Tender items	<p>The items are in <i>three (3) lots</i> and shall be viewed from the following Company Locations:</p> <table border="1"> <thead> <tr> <th>Item Description</th> <th>Lot</th> <th>Quantity</th> <th>Unit Of Issue</th> </tr> </thead> <tbody> <tr> <td colspan="4">Location: Kisumu Town – Karume Staff Quarters</td> </tr> <tr> <td colspan="4">Contact: Collins Otieno – 0720 114 562</td> </tr> <tr> <td>Fridge</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Water Dispenser</td> <td>1</td> <td>6</td> <td>Pc</td> </tr> <tr> <td>Used 4ft Electrical Fittings</td> <td>1</td> <td>87</td> <td>Pc</td> </tr> <tr> <td>32" Samsung Tv</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Olympia Typewriter Machine</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Broken Wooden Desks</td> <td>1</td> <td>21</td> <td>Pc</td> </tr> <tr> <td>High Back Fabric Chair</td> <td>1</td> <td>2</td> <td>Pc</td> </tr> <tr> <td>Executive Chair</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Dining Table Top</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Office Desk</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Metallic Chair</td> <td>1</td> <td>4</td> <td>Pc</td> </tr> <tr> <td>Glass-Shelf</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Open- Shelf</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Wooden Shelf</td> <td>1</td> <td>3</td> <td>Pc</td> </tr> <tr> <td>Metallic Water Tank Panels</td> <td>1</td> <td>11</td> <td>Pc</td> </tr> <tr> <td>Aluminum Glass Door</td> <td>1</td> <td>2</td> <td>Pc</td> </tr> <tr> <td>Metallic Cabinet</td> <td>1</td> <td>20</td> <td>Pc</td> </tr> <tr> <td>Grey-Wooden Desk</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Conference Table</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Round Coffee Table</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Cantilever Fabric Chair</td> <td>1</td> <td>4</td> <td>Pc</td> </tr> <tr> <td>Heap of Broken Chairs</td> <td>1</td> <td>1</td> <td>Heap</td> </tr> <tr> <td>Medium Back Fabric Chair</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Queue-Stands</td> <td>1</td> <td>5</td> <td>Pc</td> </tr> <tr> <td>Secretarial Chair</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Large Wooden Desk (Broken)</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Broken Super-Drums</td> <td>1</td> <td>6</td> <td>Pc</td> </tr> <tr> <td>Cashier's Chair</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>3-Link Chairs</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>Douglas Hunter Chimney</td> <td>1</td> <td>1</td> <td>Pc</td> </tr> <tr> <td>AC Compressors</td> <td>1</td> <td>2</td> <td>Pc</td> </tr> <tr> <td>Stamite Boards</td> <td>1</td> <td>15</td> <td>Pc</td> </tr> </tbody> </table>	Item Description	Lot	Quantity	Unit Of Issue	Location: Kisumu Town – Karume Staff Quarters				Contact: Collins Otieno – 0720 114 562				Fridge	1	1	Pc	Water Dispenser	1	6	Pc	Used 4ft Electrical Fittings	1	87	Pc	32" Samsung Tv	1	1	Pc	Olympia Typewriter Machine	1	1	Pc	Broken Wooden Desks	1	21	Pc	High Back Fabric Chair	1	2	Pc	Executive Chair	1	1	Pc	Dining Table Top	1	1	Pc	Office Desk	1	1	Pc	Metallic Chair	1	4	Pc	Glass-Shelf	1	1	Pc	Open- Shelf	1	1	Pc	Wooden Shelf	1	3	Pc	Metallic Water Tank Panels	1	11	Pc	Aluminum Glass Door	1	2	Pc	Metallic Cabinet	1	20	Pc	Grey-Wooden Desk	1	1	Pc	Conference Table	1	1	Pc	Round Coffee Table	1	1	Pc	Cantilever Fabric Chair	1	4	Pc	Heap of Broken Chairs	1	1	Heap	Medium Back Fabric Chair	1	1	Pc	Queue-Stands	1	5	Pc	Secretarial Chair	1	1	Pc	Large Wooden Desk (Broken)	1	1	Pc	Broken Super-Drums	1	6	Pc	Cashier's Chair	1	1	Pc	3-Link Chairs	1	1	Pc	Douglas Hunter Chimney	1	1	Pc	AC Compressors	1	2	Pc	Stamite Boards	1	15	Pc
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Reference to ITC Clause	Description of Clause	Particulars of Appendix to Instructions to Tenderers			
		Location: Administration Eldoret- Muyodi Staff Quarters along Uganda Road next to Smart Kar Bazaar Contact: Elkanah Kiplagat – 0721 172 712			
		Item Description	Lot	Quantity	Unit Of Issue
		Flash Door	1	1	Pc
		High Back Fabric Chairs	1	3	Pc
		Aluminum Doors	1	2	Pc
		L-Shaped Desks	1	6	Pc
		Rectangular Desks	1	20	Pc
		Rectangular Desks	1	20	Pc
		Rectangular Desks	1	17	Pc
		Location: Nakuru Showground Contact: Gladys Achesa – 0722 801 953			
		Item Description	Lot	Quantity	Unit Of Issue
		Metalic Cabinets	1	4	Pc
		Desks	1	15	Pc
		Tea Urn	1	1	Pc
		Tea Urn	1	1	Pc
		Electric Kettle	1	3	Pc
		Seats (Assorted)	1	20	Pc
		Linked Chairs	1	2	Pc
		Wooden Cabinets	1	5	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Location: Nyeri - Nyeri Leave House – along Ring Road Contact: Filex Minai – 0722 634 840			
		Item Description	Lot	Quantity	Unit Of Issue
		Table	1	22	Pc
		Wooden Pigeon Hole	1	1	Pc
		Wooden Trolley	1	1	Pc
		Kyocera Photocopier	1	1	Pc
		Rico Photocopier	1	1	Pc
		Lateral Metallic Cabinet (Large)	1	1	Pc
		Lateral Metallic Cabinet (Large)	1	1	Pc
		Lateral Metallic Cabinet (Large)	1	2	Pc
		Lateral Metallic Cabinet (Small)	1	1	Pc
		2-Drawer Metallic Cabinet	1	3	Pc
		Metallic Network Cabinet	1	3	Pc
		Cupboard	1	3	Pc
		Benches/Coach	1	7	Pc
		Wooden Shelves	1	2	Pc
		Partition Stamites	1	40	Pc
		4-Drawer Metallic Cabinet	1	11	Pc

Reference to ITC Clause	Description of Clause	Particulars of Appendix to Instructions to Tenderers			
		Typewriter	1	1	Pc
		Typewriter	1	1	Pc
		Cantilever Chair	1	20	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Double Pedestal Desk	1	1	Pc
		Double Pedestal Desk	1	1	Pc
		Double Pedestal Desk	1	53	Pc
		Single Pedestal Desk	1	30	Pc
		Fax	1	2	Pc
		Wooden door	1	6	Pc
		Location: Stima Plaza Basement Store			
		Contact: Dennis Litali - 0722 222 747			
		Item Description	Lot	Quantity	Unit Of Issue
		Taskalfa 520i	1	1	Pc
		Taskalfa 820i	1	1	Pc
		Taskalfa 820	1	1	Pc
		Taskalfa 820	1	1	Pc
		Taskalfa 520i	1	1	Pc
		Taskalfa 5550ci	1	1	Pc
		Taskalfa 520i	1	1	Pc
		Taskalfa 181	1	1	Pc
		Nashuatec c5000	1	1	Pc
		Kyocera KM-5035	1	1	Pc
		Kyocera Mita KM-5035	1	1	Pc
		Kyocera KM-5050	1	1	Pc
		Wooden Partitions	1	10	Pc
		Sand Blasted Glass partitions	1	11	Pc
		Sand Blasted Glass doors	1	15	Pc
		Sand Blasted Broken Glasses	1	Heap	Heap
		Location: Donholm - Along Lunga Lunga Rd			
		Contact: Lucy Kamau – 0722 682 869			
		Item Description	Lot	Quantity	Unit Of Issue
		Rectangular Desk	3	22	Pc
		4- Drawer Metallic Cabinet	3	8	Pc
		Ramtons Dispenser	3	2	Pc
		Flash Door	3	40	Pc
		Heap of Assorted Chair Parts	3	Assorted Pieces	Heap
		Wooden Table	3	20	Pc
		Wooden Cabinet	3	2	Pc
		Heap of Assorted Chair Parts	3	Assorted Pieces	Heap

Reference to ITC Clause	Description of Clause	Particulars of Appendix to Instructions to Tenderers			
		Medium Density fibre Boards MDF Counters	3	5	Pc
		Rectangular Desks	3	5	Pc
Location: Ruaraka Complex – along Thika Road next to KCB Members Club					
Contact: Esther Kahiu - 0721 312 612					
		Item Description	Lot	Quantity	Unit Of Issue
		Heap of Assorted Chair Parts	1	Assorted Pieces	Heap
		Photocopiers	1	3	Pc
		HP Laser jet P4014X	1	1	Pc
		Rectangular Desks	1	2	Pc
		4- Bunner Electrical Cooker	1	2	Pc
Location: Roysambu – off Thika Road					
Contact: Esther Kahiu - 0721 312 612					
		Item Description	Lot	Quantity	Unit Of Issue
		Rectangular Desk	1	5	Pc
		Rectangular Desk	1	1	Pc
		Oval Shaped Desk	1	1	Pc
		Serving Table Wooden	1	4	Pc
		Bookshelves	1	5	Pc
Location: Lavington Substation - Lavington					
Contact - Esther Kahiu - 0721 312 612					
		Item Description	Lot	Quantity	Unit Of Issue
		Reception Desk	2	1	Pc
		Rectangular Desk	2	10	Pc
		Rectangular Desk	2	1	Pc
		Rectangular Desk	2	1	Pc
		Rectangular Desk	2	1	Pc
		Rectangular Desk	2	1	Pc
		Rectangular Desk	2	1	Pc
		Rectangular Desk	2	1	Pc
		Wooden Small Cabinets	2	2	Pc
		MDF Boards	2	Assorted Pieces	Heap
		Drawer-Half Glass	2	1	Pc
		3 Glass Pieces	2	3	Pc
		Shelves Open	2	9	Pc
		Broken Seat Parts	2	10	Pc
		Glass Pieces (Broken)	2	12	Pc
		Wooden Broken Timber	2	Assorted Pieces	Heap
		Cistern Sink	2	2	Pc
		Toilet Flush Basin	2	1	No.
Location: Clay Works - along Thika Road					
Contact: Dennis Litali - 0722 222 747					
		Item Description	Lot	Quantity	Unit Of Issue
		Stramit Partitions	2	177	Pc
		Big Cabinets	2	6	Pc
		Small Cabinets	2	2	Pc
		Shelves	2	2	Pc
		Suggestion Boxes	2	2	Pc
		Hand Driers	2	2	Pc

Reference to ITC Clause	Description of Clause	Particulars of Appendix to Instructions to Tenderers			
		Medium Wooden Cabinet	2	5	Pc
		Desk	2	6	Pc
		Microwave	2	6	Pc
		Microwave	2	1	Pc
		Microwave	2	1	Pc
		Microwave	2	1	Pc
		TV	2	4	Pc
		Chair	2	40	Pc
		Water Dispenser	2	8	Pc
		Water Dispenser	2	1	Pc
		Water Dispenser	2	1	Pc
		Water Dispenser	2	1	Pc
		Water Dispenser	2	1	Pc
		Water Dispenser	2	1	Pc
		Water Heaters	2	6	Pc
		Big Reception Desk	2	1	Pc
		Glass Door	2	3	Pc
		Cabinet Drawers	2	4	Pc
		Cistern & Toilet	2	1	Pc
		Hand Wash Basin	2	1	Pc
		Round Small Table	2	2	Pc
		Outdoor & Indoor Air Conditioning Units	2	2	Set
Location: Mbaraki Staff quarters – Off Mbaraki Road					
Contact: Joy M' mbone -0722 622 204					
		Item Description	Lot	Quantity	Unit Of Issue
		Electrique Cookers	1	3	Pc
		Air Condit S/NWC51848	1	1	Pc
		Air Condit S/NXC64596	1	1	Pc
		Air Condit S/NXC64596	1	1	Pc
		Air Conditioner	1	1	Pc
		Air Conditioner Wayleave	1	1	Pc
		Air Conditioner Personnel	1	1	Pc
		Air Conditioner	1	1	Pc
		Air Conditioner	1	1	Pc
		Air Conditioner	1	1	Pc
		Air Conditioner	1	1	Pc
		Electric Kettle	1	6	Pc
		Four Plate Cooker Electric	1	1	Pc
		Four Plate Creoa Cooker	1	1	Pc
		Old Fans (Wall Hanging & Ceiling)	1	10	Pc
		Tea Urn	1	1	Pc
		Tea Urn	1	5	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Water Dispenser	1	1	Pc
		Cooker Kizingo Leave Hse	1	1	Pc

Reference to ITC Clause	Description of Clause	Particulars of Appendix to Instructions to Tenderers			
		Metallic Filing Cabinet	1	1	Pc
		Metallic Filing Cabinet	1	1	Pc
		Metallic Filing Cabinet	1	1	Pc
		Metallic Filing Cabinet	1	1	Pc
		Microfilm Machine Table	1	1	Pc
		Office Table	1	1	Pc
		Office Table and Chair	1	1	Pc
		Office Table and Chair	1	1	Pc
		Office Table	1	7	Pc
		Plain Table	1	10	Pc
		Secretarial Table	1	1	Pc
		Single Table	1	1	Pc
		Table for Technics	1	2	Pc
11	Sealing and Marking of Tenders	All tenders shall be submitted through the KPLC SAP online tendering portal in well labeled PDF format files.			
12	Modification of Tenders	Withdrawals, substitutions and modifications shall be done online through the KPLC tendering portal.			
17	Award Criteria	<p>The successful tenderer shall be the one whose tender has been determined to be substantially responsive and has been determined to <u>be the highest tendered price per lot</u>, subject to the reserve price in the various lots.</p> <p>A tenderer shall be awarded as many lots in as many locations tendered for as long as they are responsive.</p>			

SECTION II - SCHEDULE OF ITEMS AND PRICES

A. SCHEDULE OF ITEMS

Item Description	Lot	Quantity	Unit of Issue	Reserve Price
Location: Kisumu				
Fridge	1	1	Pc	2,000.00
Water Dispenser	1	6	Pc	4,000.00
Used 4ft Electrical Fittings	1	87	Pc	3,000.00
32" Samsung TV	1	1	Pc	5,000.00
Olympia Typewriter Machine	1	1	Pc	100.00
Broken Wooden Desks	1	21	Pc	50,000.00
High Back Fabric Chair	1	2	Pc	2,000.00
Executive Chair	1	1	Pc	2,000.00
Dining Table Top	1	1	Pc	1,000.00
Office Desk	1	1	Pc	1,000.00
Metallic Chair	1	4	Pc	2,000.00
Glass-Shelf	1	1	Pc	2,000.00
Open- Shelf	1	1	Pc	2,000.00
Wooden Shelf	1	3	Pc	9,000.00
Wooden Cabinet	1	1	Pc	1,000.00
Metallic Water Tank Panels	1	11	Pc	11,000.00
Aluminum Glass Door	1	2	Pc	10,000.00
Metallic Cabinet	1	20	Pc	40,000.00
Grey-Wooden Desk	1	1	Pc	2,000.00
Conference Table	1	1	Pc	2,000.00
Round Coffee Table	1	1	Pc	1,000.00
Cantilever Fabric Chair	1	4	Pc	400.00
Heap of Broken Chairs	1	1	Heap	5,000.00
Medium Back Fabric Chair	1	1	Pc	1,000.00
Queue-Stands	1	5	Pc	2,500.00
Secretarial Chair	1	1	Pc	1,000.00
Large Wooden Desk (Broken)	1	1	Pc	1,000.00
Broken Super-Drums	1	6	Pc	600.00
Cashier's Chair	1	1	Pc	500.00
3-Link Chairs	1	1	Pc	1,500.00
Douglas Hunter Chimney	1	1	Pc	3,000.00
AC Compressors	1	2	Pc	100.00
Stamite Boards	1	15	Pc	1,000.00

Location: Administration Eldoret				
Flash Door	1	1	Pc	500.00
High Back Fabric Chairs	1	3	Pc	900.00
Aluminum Doors	1	2	Pc	4,000.00
L-Shaped Desks	1	6	Pc	4,500.00
Rectangular Desks	1	20	Pc	40,000.00
Rectangular Desks	1	20	Pc	40,000.00
Rectangular Desks	1	17	Pc	34,000.00
Location: Nakuru Depot				
Metallic Cabinets	1	4	Pc	4,000.00
Desks	1	15	Pc	8,000.00
Tea Urn	1	1	Pc	520.00
Tea Urn	1	1	Pc	520.00
Electric Kettle	1	3	Pc	1,500.00
Seats (Assorted)	1	20	Pc	5,000.00
Linked Chairs	1	2	Pc	3,000.00
Wooden Cabinets	1	5	Pc	300.00
Water Dispenser	1	1	Pc	300.00
Water Dispenser	1	1	Pc	300.00
Water Dispenser	1	1	Pc	300.00
Water Dispenser	1	1	Pc	300.00
Location: Nyeri				
Table	1	22	Pc	6,600.00
Wooden Pigeon Hole	1	1	Pc	300.00
Wooden Trolley	1	1	Pc	300.00
Kyocera Photocopier	1	1	Pc	8,000.00
Rico Photocopier	1	1	Pc	5,000.00
Lateral Metallic Cabinet (Large)	1	1	Pc	500.00
Lateral Metallic Cabinet (Large)	1	1	Pc	500.00
Lateral Metallic Cabinet (Large)	1	2	Pc	1,000.00
Lateral Metallic Cabinet (Small)	1	1	Pc	400.00
2-Drawer Metallic Cabinet	1	3	Pc	1,200.00
Metallic Network Cabinet	1	3	Pc	1,500.00
Cupboard	1	3	Pc	2,100.00
Benches/Coach	1	7	Pc	2,800.00
Wooden Shelves	1	2	Pc	600.00

Partition Stamites	1	40	Pc	4,000.00
4-Drawer Metallic Cabinet	1	11	Pc	5,500.00
Typewriter	1	1	Pc	200.00
Typewriter	1	1	Pc	200.00
Cantilever Chair	1	20	Pc	2,000.00
Water Dispenser	1	13	Pc	10,400.00
Water Dispenser	1	1	Pc	800.00
Water Dispenser	1	1	Pc	800.00
Water Dispenser	1	1	Pc	800.00
Water Dispenser	1	1	Pc	800.00
Water Dispenser	1	1	Pc	800.00
Water Dispenser	1	1	Pc	800.00
Water Dispenser	1	1	Pc	800.00
Double Pedestal Desk	1	1	Pc	400.00
Double Pedestal Desk	1	1	Pc	400.00
Double Pedestal Desk	1	59	Pc	47,200.00
Single Pedestal Desk	1	53	Pc	37,100.00
Fax	1	2	Pc	600.00
Wooden Door	1	6	Pc	3,000.00
Location: Stima Plaza Basement Store				
Taskalfa 520i	1	1	Pc	5,000.00
Taskalfa 820i	1	1	Pc	5,000.00
Taskalfa 820	1	1	Pc	5,000.00
Taskalfa 820	1	1	Pc	5,000.00
Taskalfa 520i	1	1	Pc	5,000.00
Taskalfa 5550ci	1	1	Pc	5,000.00
Taskalfa 520i	1	1	Pc	5,000.00
Taskalfa 181	1	1	Pc	5,000.00
Nashuatec c5000	1	1	Pc	5,000.00
Kyocera KM-5035	1	1	Pc	5,000.00
Kyocera Mita KM-5035	1	1	Pc	5,000.00
Kyocera KM-5050	1	1	Pc	5,000.00
Wooden Partitions	1	10	Pc	2,000.00
Sand Blasted Glass partitions	1	11	Pc	11,000.00
Sand Blasted Glass doors	1	15	Pc	18,000.00
Sand Blasted Broken Glasses	1	Heap	Heap	1,000.00

Location: Donholm				
Rectangular Desk	3	22	Pc	15,000.00
4- Drawer Metallic Cabinet	3	8	Pc	3,000.00
Ramtons Dispenser	3	2	Pc	600.00
Flash Door	3	40	Pc	20,000.00
Heap of Assorted Chair Parts	3	Assorted Pieces	Heap	800.00
Wooden Table	3	20	Pc	15,000.00
Wooden Cabinet	3	2	Pc	500.00
Heap of Assorted Chair Parts	3	Assorted Pieces	Heap	3,000.00
Medium Density fibre Boards MDF Counters	3	5	Pc	200.00
Rectangular Desks	3	5	Pc	1,800.00
Location: Ruaraka Complex				
Heap of Assorted Chair Parts	1	Assorted Pieces	Heap	300.00
Photocopiers	1	3	Pc	3,750.00
HP Laser jet P4014X	1	1	Pc	1,000.00
Rectangular Desks	1	2	Pc	840.00
4- Burner Electrical Cooker	1	2	Pc	210.00
Location: Roysambu				
Rectangular Desk	1	5	Pc	1,750.00
Rectangular Desk	1	1	Pc	1,500.00
Oval Shaped Desk	1	1	Pc	500.00
Serving Table Wooden	1	4	Pc	500.00
Bookshelves	1	5	Pc	1,200.00
Location: Lavington				
Reception Desk	2	1	Pc	560.00
Rectangular Desk	2	10	Pc	1,400.00
Rectangular Desk	2	1	Pc	560.00
Rectangular Desk	2	1	Pc	560.000
Rectangular Desk	2	1	Pc	560.00
Rectangular Desk	2	1	Pc	350.00
Rectangular Desk	2	1	Pc	350.00
Wooden Small Cabinets	2	2	Pc	560.00
MDF Boards	2	Assorted Pieces	Heap	500.00

Drawer-Half Glass	2	1	Pc	250.00
3 Glass Pieces	2	3	Pc	250.00
Shelves Open	2	9	Pc	750.00
Broken Seat Parts	2	10	Pc	250.00
Glass Pieces (Broken)	2	12	Pc	250.00
Wooden Broken Timber	2	Assorted Pieces	Heap	200.00
Cistern Sink	2	2	Pc	200.00
Toilet Flush Basin	2	1	No.	200.00
Location: Clay Works				
Stramit Partitions	2	177	Pc	1,000.00
Big Cabinets	2	6	Pc	7,500.00
Small Cabinets	2	2	Pc	2,400.00
Shelves	2	2	Pc	1,000.00
Suggestion Boxes	2	2	Pc	1,200.00
Hand Driers	2	2	Pc	500.00
Medium Wooden Cabinet	2	5	Pc	6,000.00
Desk	2	6	Pc	4,800.00
Microwave	2	6	Pc	12,000.00
Microwave	2	1	Pc	2,000.00
Microwave	2	1	Pc	2,000.00
Microwave	2	1	Pc	2,000.00
TV	2	4	Pc	16,000.00
Chair	2	40	Pc	35,000.00
Water Dispenser	2	8	Pc	800.00
Water Dispenser	2	1	Pc	800.00
Water Dispenser	2	1	Pc	800.00
Water Dispenser	2	1	Pc	800.00
Water Dispenser	2	1	Pc	800.00
Water Dispenser	2	1	Pc	800.00
Water Heaters	2	6	Pc	3,000.00
Big Reception Desk	2	1	Pc	2,000.00
Glass Door	2	3	Pc	6,000.00
Cabinet Drawers	2	4	Pc	1,200.00
Cistern & Toilet	2	1	Pc	1,000.00
Hand Wash Basin	2	1	Pc	800.00
Round Small Table	2	2	Pc	600.00

Outdoor & Indoor Air Conditioning Units	2	2	Set	10,000.00
Location: Mbaraki				
Electrique Cookers	1	3	Pc	2,250.00
Air Condit S/NWC51848	1	1	Pc	797.00
Air Condit S/NXC64596	1	1	Pc	797.00
Air Condit S/NXC64596	1	1	Pc	797.00
Air Conditioner	1	1	Pc	1,950.00
Air Conditioner Wayleave	1	1	Pc	745.00
Air Conditioner Personne	1	1	Pc	797.00
Air Conditioner	1	1	Pc	581.00
Air Conditioner	1	1	Pc	587.00
Air Conditioner	1	1	Pc	587.00
Air Conditioner	1	1	Pc	617.00
Electric Kettle	1	6	Pc	600.00
Four Plate Cooker Electric	1	1	Pc	797.00
Four Plate Creoa Cooker	1	1	Pc	957.00
Old Fans (Wall Hanging & Ceiling)	1	10	Pc	500.00
Tea Urn	1	1	Pc	575.00
Tea Urn	1	5	Pc	2,875.00
Water Dispenser	1	1	Pc	700.00
Water Dispenser	1	1	Pc	700.00
Water Dispenser	1	1	Pc	700.00
Water Dispenser	1	1	Pc	700.00
Cooker Kizingo Leave Hse	1	1	Pc	612.00
Door	2	1	Pc	700.00
Door for Lamu Office	2	2	Pc	750.00
Assorted Pieces of Metal	2	Heap	Heap	1,000.00
Executive Office Chair	2	3	Heap	1,338.00
Executive Chair	2	1	Pc	471.00
Executive Chair	2	1	Pc	725.00
Executive Chair	2	1	Pc	1,551.00
Executive Chair	2	1	Pc	1,740.00
Executive Chair	2	1	Pc	1,800.00
Executive Chair	2	1	Pc	330.00
L-Shaped Desk	2	1	Pc	349.00
Wooden Drawing Table	2	1	Pc	340.00

Working Table	2	1	Pc	393.00
Chair Executive	1	1	Pc	283.00
Chair with Headrest	1	1	Pc	487.00
Chair	1	9	Pc	3,629.00
Chair	1	3	Pc	5,210.00
Coffee Table	1	1	Pc	263.00
Coffee Table with Four	1	1	Pc	447.00
Desk	1	1	Pc	292.00
Desk	1	1	Pc	422.00
Desk	1	1	Pc	573.00
Desk	1	4	Pc	1,582.00
Desk	1	1	Pc	283.00
Desk	1	1	Pc	422.00
Desk	1	1	Pc	422.00
Desk	1	1	Pc	422.00
Dining Table Large	1	2	Pc	655.00
Double Ped Desk	1	3	Pc	1,560.00
Double Pedestal Desk	1	1	Pc	276.00
Double Pedestal Desk	1	1	Pc	289.00
Double Pedestal Desk	1	1	Pc	582.00
Double Pedestal Desk	1	1	Pc	640.00
Double Pedestal Desk	1	1	Pc	652.00
Double Pedestal Desk	1	1	Pc	669.00
Double Pedestal Desk	1	1	Pc	1,800.00
Double Pedestal Desk	1	1	Pc	1,389.00
L-Shaped Executive Desk	1	1	Pc	1,860.00
L-Shaped Sect Desk	1	1	Pc	544.00
L-Double Pedestal Desk	1	2	Pc	1,000.00
Meru-Oak Dining Table	1	1	Pc	2,313.00
Metallic Filing Cabinet	1	1	Pc	1,305.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00

Metallic Filing Cabinet	1	1	Pc	600.00
Metallic Filing Cabinet	1	1	Pc	600.00
Microfilm Machine Table	1	1	Pc	395.00
Office Table	1	1	Pc	289.00
Office Table and Chair	1	1	Pc	585.00
Office Table and Chair	1	1	Pc	585.00
Office Table	1	7	Pc	2,555.00
Plain Table	1	10	Pc	3,617.00
Secretarial Table	1	1	Pc	418.00
Single Table	1	1	Pc	300.00
Table for Technics	1	2	Pc	513.00

B. PRICE SCHEDULE OF ITEMS

LOT 1

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Location: Kisumu				
Fridge	1	1	Pc	
Water Dispenser	1	6	Pc	
Used 4ft Electrical Fittings	1	87	Pc	
32" Samsung Tv	1	1	Pc	
Olympia Typewriter Machine	1	1	Pc	
Broken Wooden Desks	1	21	Pc	
High Back Fabric Chair	1	2	Pc	
Executive Chair	1	1	Pc	
Dining Table Top	1	1	Pc	
Office Desk	1	1	Pc	
Metallic Chair	1	4	Pc	
Glass-Shelf	1	1	Pc	
Open- Shelf	1	1	Pc	
Wooden Shelf	1	3	Pc	
Wooden Cabinet	1	1	Pc	
Metallic Water Tank Panels	1	11	Pc	
Aluminum Glass Door	1	2	Pc	
Metallic Cabinet	1	20	Pc	
Grey-Wooden Desk	1	1	Pc	
Conference Table	1	1	Pc	
Round Coffee Table	1	1	Pc	
Cantilever Fabric Chair	1	4	Pc	
Heap of Broken Chairs	1	1	Heap	
Medium Back Fabric Chair	1	1	Pc	
Queue-Stands	1	5	Pc	
Secretarial Chair	1	1	Pc	
Large Wooden Desk (Broken)	1	1	Pc	
Broken Super-Drums	1	6	Pc	
Cashier's Chair	1	1	Pc	
3-Link Chairs	1	1	Pc	
Douglas Hunter Chimney	1	1	Pc	
AC Compressors	1	2	Pc	
Stamite Boards	1	15	Pc	

Item Description	Lot	Quantity	Unit of Issue	Unit Price
	Total Cost			
Location: Administration Eldoret				
Flash Door	1	1	Pc	
High Back Fabric Chairs	1	3	Pc	
Aluminum Doors	1	2	Pc	
L-Shaped Desks	1	6	Pc	
Rectangular Desks	1	20	Pc	
Rectangular Desks	1	20	Pc	
Rectangular Desks	1	17	Pc	
	Total Cost			
Location: Nakuru Depot				
Metalic Cabinets	1	4	Pc	
Desks	1	15	Pc	
Tea Urn	1	1	Pc	
Tea Urn	1	1	Pc	
Electric Kettle	1	3	Pc	
Seats (Assorted)	1	20	Pc	
Linked Chairs	1	2	Pc	
Wooden Cabinets	1	5	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
	Total Cost			
Location: Nyeri				
Table	1	22	Pc	
Wooden Pigeon Hole	1	1	Pc	
Wooden Trolley	1	1	Pc	
Kyocera Photocopier	1	1	Pc	
Rico Photocopier	1	1	Pc	
Lateral Metallic Cabinet (Large)	1	1	Pc	
Lateral Metallic Cabinet (Large)	1	1	Pc	
Lateral Metallic Cabinet (Large)	1	2	Pc	
Lateral Metallic Cabinet (Small)	1	1	Pc	
2-Drawer Metallic Cabinet	1	3	Pc	
Metallic Network Cabinet	1	3	Pc	

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Cupboard	1	3	Pc	
Benches/Coach	1	7	Pc	
Wooden Shelves	1	2	Pc	
Partition Stamites	1	40	Pc	
4-Drawer Metallic Cabinet	1	11	Pc	
Typewriter	1	1	Pc	
Typewriter	1	1	Pc	
Cantilever Chair	1	20	Pc	
Water Dispenser	1	13	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	59	Pc	
Single Pedestal Desk	1	53	Pc	
Fax	1	2	Pc	
Wooden Door	1	6	Pc	
	Total Cost			
Location: Stima Plaza Basement Store				
Taskalfa 520i	1	1	Pc	
Taskalfa 820i	1	1	Pc	
Taskalfa 820	1	1	Pc	
Taskalfa 820	1	1	Pc	
Taskalfa 520i	1	1	Pc	
Taskalfa 5550ci	1	1	Pc	
Taskalfa 520i	1	1	Pc	
Taskalfa 181	1	1	Pc	
Nashuatec c5000	1	1	Pc	
Kyocera KM-5035	1	1	Pc	
Kyocera Mita KM-5035	1	1	Pc	
Kyocera KM-5050	1	1	Pc	
Wooden Partitions	1	10	Pc	

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Sand Blasted Glass partitions	1	11	Pc	
Sand Blasted Glass doors	1	15	Pc	
Sand Blasted Broken Glasses	1	Heap	Heap	
	Total Cost			
Location: Ruaraka Complex				
Heap of Assorted Chair Parts	1	Assorted Pieces	Heap	
Photocopiers	1	3	Pc	
HP Laser jet P4014X	1	1	Pc	
Rectangular Desks	1	2	Pc	
4- Bunner Electrical Cooker	1	2	Pc	
	Total Cost			
Location: Roysambu				
Rectangular Desk	1	5	Pc	
Rectangular Desk	1	1	Pc	
Oval Shaped Desk	1	1	Pc	
Serving Table Wooden	1	4	Pc	
Bookshelves	1	5	Pc	
Location: Mbaraki				
Electrique Cookers	1	3	Pc	
Air Condit S/NWC51848	1	1	Pc	
Air Condit S/NXC64596	1	1	Pc	
Air Condit S/NXC64596	1	1	Pc	
Air Conditioner	1	1	Pc	
Air Conditioner Wayleave	1	1	Pc	
Air Conditioner Personne	1	1	Pc	
Air Conditioner	1	1	Pc	
Air Conditioner	1	1	Pc	
Air Conditioner	1	1	Pc	
Air Conditioner	1	1	Pc	
Electric Kettle	1	6	Pc	
Four Plate Cooker Electric	1	1	Pc	
Four Plate Creoa Cooker	1	1	Pc	
Old Fans (Wall Hanging & Ceiling)	1	10	Pc	
Tea Urn	1	1	Pc	
Tea Urn	1	5	Pc	

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Water Dispenser	1	1	Pc	
Cooker Kizingo Leave Hse	1	1	Pc	
Chair Executive	1	1	Pc	
Chair with Headrest	1	1	Pc	
Chair	1	9	Pc	
Chair	1	3	Pc	
Coffee Table	1	1	Pc	
Coffee Table with Four	1	1	Pc	
Desk	1	1	Pc	
Desk	1	1	Pc	
Desk	1	1	Pc	
Desk	1	4	Pc	
Desk	1	1	Pc	
Desk	1	1	Pc	
Desk	1	1	Pc	
Desk	1	1	Pc	
Dining Table Large	1	2	Pc	
Double Ped Desk	1	3	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
Double Pedestal Desk	1	1	Pc	
L-Shaped Executive Desk	1	1	Pc	
L-Shaped Sect Desk	1	1	Pc	
L-Double Pedestal Desk	1	2	Pc	
Meru-Oak Dining Table	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Metallic Filing Cabinet	1	1	Pc	
Microfilm Machine Table	1	1	Pc	
Office Table	1	1	Pc	
Office Table and Chair	1	1	Pc	
Office Table and Chair	1	1	Pc	
Office Table	1	7	Pc	
Plain Table	1	10	Pc	
Secretarial Table	1	1	Pc	
Single Table	1	1	Pc	
Table for Technics	1	2	Pc	
	Total Cost			

LOT 2

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Location: Lavington				
Reception Desk	2	1	Pc	
Rectangular Desk	2	10	Pc	
Rectangular Desk	2	1	Pc	
Rectangular Desk	2	1	Pc	
Rectangular Desk	2	1	Pc	
Rectangular Desk	2	1	Pc	
Rectangular Desk	2	1	Pc	
Wooden Small Cabinets	2	2	Pc	
MDF Boards	2	Assorted Pieces	Heap	
Drawer-Half Glass	2	1	Pc	
3 Glass Pieces	2	3	Pc	
Shelfs Open	2	9	Pc	
Broken Seat Parts	2	10	Pc	
Glass Pieces (Broken)	2	12	Pc	
Wooden Broken Timber	2	Assorted Pieces	Heap	

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Cistern Sink	2	2	Pc	
Toilet Flush Basin	2	1	No.	
	Total Cost			
Location: Clay Works				
Stramite Partitions	2	177	Pc	
Big Cabinets	2	6	Pc	
Small Cabinets	2	2	Pc	
Shelves	2	2	Pc	
Suggestion Boxes	2	2	Pc	
Hand Driers	2	2	Pc	
Medium Wooden Cabinet	2	5	Pc	
Desk	2	6	Pc	
Microwave	2	6	Pc	
Microwave	2	1	Pc	
Microwave	2	1	Pc	
Microwave	2	1	Pc	
TV	2	4	Pc	
Chair	2	40	Pc	
Water Dispenser	2	8	Pc	
Water Dispenser	2	1	Pc	
Water Dispenser	2	1	Pc	
Water Dispenser	2	1	Pc	
Water Dispenser	2	1	Pc	
Water Dispenser	2	1	Pc	
Water Heaters	2	6	Pc	
Big Reception Desk	2	1	Pc	
Glass Door	2	3	Pc	
Cabinet Drawers	2	4	Pc	
Cistern & Toilet	2	1	Pc	
Hand Wash Basin	2	1	Pc	
Round Small Table	2	2	Pc	
Outdoor & Indoor Air Conditioning Units	2	2	Set	
	Total Cost			
Location: Mbaraki				
Door	2	1	Pc	
Door for Lamu Office	2	2	Pc	

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Assorted Pieces of Metal	2	Heap	Heap	
Executive Office Chair	2	3	Heap	
Executive Chair	2	1	Pc	
Executive Chair	2	1	Pc	
Executive Chair	2	1	Pc	
Executive Chair	2	1	Pc	
Executive Chair	2	1	Pc	
Executive Chair	2	1	Pc	
L-Shaped Desk	2	1	Pc	
Wooden Drawing Table	2	1	Pc	
Working Table	2	1	Pc	
Total Cost				

LOT 3

Item Description	Lot	Quantity	Unit of Issue	Unit Price
Location: Doonholm				
Rectangular Desk	3	22	Pc	
4- Drawer Metallic Cabinet	3	8	Pc	
Ramtons Dispenser	3	2	Pc	
Flash Door	3	40	Pc	
Heap of Assorted Chair Parts	3	Assorted Pieces	Heap	
Wooden Table	3	20	Pc	
Wooden Cabinet	3	2	Pc	
Heap of Assorted Chair Parts	3	Assorted Pieces	Heap	
Medium Density fibre Boards MDF Counters	3	5	Pc	
Rectangular Desks	3	5	Pc	
Total Cost				

The Deposit has been made to the Account as detailed below:

BANK NAME: Cooperative Bank of Kenya
BRANCH: Stima Plaza Branch, Nairobi
ACCOUNT NAME: Kenya Power & Lighting Co. Plc
ACCOUNT NO.: 01120069019801
SWIFT CODE: KCOOKENA
BANK & BRANCH CODE: 11035
CURRENCY: KSH
BANK ADDRESS: P.O. Box 48231-00100 GPO, Nairobi

Notes on schedule of Items and Prices

1. The tenderer shall complete the tender by completing the Table, indicating the lots tendered for and the prices offered and striking out those not tendered for.
2. The tenderer shall be required to tender for any lot in any region.

SECTION III – EVALUATION CRITERIA

Evaluation of duly submitted tenders will be conducted as follows: -

Part 1 - Preliminary Evaluation. These are mandatory requirements. This shall include Submission of duly filled and signed:

- i) *Form of Tender.*
- ii) *Confidential Business Questionnaire.*
- iii) *Tender Deposit Commitment Declaration Form.*
- iv) *Declaration and Commitment to the Code of Ethics*
- v) *Proof of having viewed the items by having a signed and stamped copy of the viewing form.*
- vi) *Price Schedule duly completed and signed.*
- vii) *A scanned copy of the deposit slip worth Kshs.50,000.00*

Part II: Submission and considering the following:

- (a) For Businesses/ Sole Proprietors
 - A Valid Business License
 - Personal PIN Certificate
 - Valid Individual Tax Compliance Certificate
- (b) For Individuals
 - Identification card/Passport Number
 - Personal PIN certificate
 - Valid Individual Tax Compliance Certificate
- (c) For Partnerships
 - Partnership Deed
 - PIN Certificate
 - Tax Compliance Certificate
- (d) For Registered Companies
 - Certificate of Incorporation
 - PIN Certificate
 - Tax Compliance Certificate
 - CR12 Form
- e) *Considering information submitted in the Confidential Business Questionnaire against other information in the bid corresponds.*

Part III: Financial Evaluation

This will include the following: -

- a) *Checking that the Tenderer has quoted prices based on all costs including duties and taxes.*
- b) *Checking for arithmetical errors.*

SECTION IV - CONDITIONS OF TENDER

- 1.1 A tenderer shall tender for each item or each lot *in whole* 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 in whole 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 Items tendered for below the reserve price will be retained by the Procuring Entity.

SPECIAL CONDITIONS OF TENDER

The Special Conditions of Tender (SCT) shall form part of the Conditions of Tender. They are made in accordance with the law and KPLC's guidelines, practices, procedures and working circumstances. They shall amend, add to and vary the Conditions of Tender (COT). Whenever there is a conflict between the COT and SCT, the provisions of the SCT shall prevail over those in the COT.

Reference to COT Clause	Particulars of Appendix to Instructions to Tenderers
1.1	A tenderer shall tender for a whole lot in as many locations as they wish.
1.2	A tenderer will pay a deposit in advance before the closing date the amount of deposit stated in TDS Clause 7.
1.5	Tenderers will be required to collect the items they have paid for within fourteen (14) days after making the payment.

SECTION V - 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

To: Kenya Power & Lighting Company Plc

.....

Gentlemen and/or Ladies:

Date:.....

Tender No.....

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 210 (Two Hundred and Ten) 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.

Dated this _____ day of _____ 20_____

[Signature]

[In the capacity of]

Duly authorized to sign tender for and on behalf of _____

20 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 in 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

3. 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 Description	Deposit (Kshs.)	Receipt No. and Date
Disposal of Furniture		

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.

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

Bidder's Official Stamp

DECLARATION AND COMMITMENT TO THE CODE OF ETHICS

I (person) on behalf
of *(Name of the Business/
Company/Firm)*.....

.....declare that I have read and fully understood the contents of the
Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for
persons participating in Public Procurement and Asset Disposal 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.....

LETTER OF NOTIFICATION OF AWARD

[Letter head paper of the Procuring Entity] [Date]

To: [name and address of the Contractor] This is to notify you that your Tender dated [date] for the purchase of the items and at prices listed on the table below is here by accepted by..... (Name of Procuring Entity).

Please acknowledge receipt of this letter of notification by signing the attached copy and returning it to us within 14 days of the issue of the notification to signify your acceptance of this award. Your signing the attached copy will constitute a contract between us and yourselves for sale of the said items.

On signature of the copy of the letter of notification, you are required to pay the balance of the tender price within 14 days and collect the items.

In connection with this award, you may contact the Officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

OFFERED ITEMS AND PRICES

1	2	4	5	6
Item No.	Description of Item	Total Quantity	Unit price	Offered Price
1				
2				
3				
4				
TOTAL PRICE OF ALL ITEMS				XXXXX

Authorized Signature:.....

Name and Title of Signatory:.....

Name of Procuring Entity.....

COPY OF THE LETTER OF NOTIFICATION OF AWARD

(To be signed by the Purchaser) [Letterhead paper of the Procuring Entity] [Date]

To: *[name and address of the Purchaser]*

This is to notify you that your Tender dated *[date]* for the purchase of the items and at prices listed on the table below is hereby accepted by..... *(name of Procuring Entity)*.

Please acknowledge receipt of this letter of notification by signing the attached copy and returning it to us within 14 days of the issue of the notification to signify your acceptance of this award. Your signing the attached copy will constitute a contract between us and yourselves for sale of the said items.

On signature of the copy of the letter of notification, you are required to pay the balance of the tender price within 14 days and collect the items.

In connection with this award, you may contact the Officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

OFFERED ITEMS AND PRICES

1	2	4	5	6
Item No.	Description of Item	Total Quantity	Unit price	Offered Price
1				
2				
3				
4				
TOTAL PRICE OF ALL ITEMS				XXXXX

Authorized Signature:.....

Name and Title of Signatory:.....

Name of Procuring Entity:.....

Officer(s) to be contacted

Name of Officer _____

SIGNED BY THE PURCHASER

I/we, the undersigned accept the award and will execute the sale of the items as per conditions of the award. We understand that the award will remain cancelled and no deposits will be refunded if we do not:

- a) Return this letter signed within 14 days; or
- b) Pay the balance of the tender amount within fourteen (14) days after notification of the award.

We further understand that if we do not collect the items we have paid for within fourteen (14) days after making the payment, you charge storage charges at rates to be determined by yourselves.

Name of Purchaser Authorized Signature _____

Date _____

Name and Title of Signatory

REQUEST FOR REVIEW

FORM FOR REVIEW (r.203(1))

PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

APPLICATION NO.....OF.....20.....

BETWEEN

.....**APPLICANT**

AND

.....**RESPONDENT (Procuring Entity)**

Request for review of the decision of the..... (Name of the Procuring Entity ofdated the...day of20.....in the matter of Tender No.....of20..... for(Tender description).

REQUEST FOR REVIEW

I/We.....,the above named Applicant(s), of address: Physical address.....P. O. Box No..... Tel. No.....Email, hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds , namely:

- 1.
- 2.

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

- 1.
- 2.

SIGNED(Applicant) Dated on.....day of/...20.....

FOR OFFICIAL USE ONLY Lodged with the Secretary Public Procurement Administrative Review Board on.....day of20.....

SIGNED

Board Secretary