

REPUBLIC OF KENYA



**COUNTY GOVERNMENT OF KIRINYAGA
P.O. BOX 260 - 10304,
KUTUS.**

**PRE-QUALIFICATION/REGISTRATION OF SUPPLIERS FOR
GOODS AND SERVICES**

FINANCIAL YEARS 2020-2021/2021-2022

NAME OF THE FIRM

IFMIS. NO.....

CATEGORY

REFERENCE NO.....

IF AGPO registered firm, please specify the category: - YOUTH _____

WOMEN_____

PWD _____

CLOSING DATE: FRIDAY, 9TH OCTOBER, 2020 AT 10.00 A.M.

SUPPLIERS, CONTRACTORS & CONSULTANTS

FYs 2020-2021/2021-2022

PLEASE FILL ALL THE DETAILS IN THIS PAGE:

1. Company Name _____

2. Physical Location _____

3. PO Box _____

4. Telephone No.(s)- Landline_____

Mobile _____

5. Contact Person _____

6. Category _____

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SECTION I: REGISTRATION / PREQUALIFICATION OF SUPPLIERS & SERVICE PROVIDERS FYs 2020-2021/2021-2022

The County Government of Kirinyaga intends to pre-qualify and register bidders/vendors for the Supply of Goods and Services for financial year 2020-2021/2021-2022 in the following categories pursuant to section 71 of the Public Procurement and Disposal of Assets Act 2015.

Each Pre-qualification/Registration document will be used to apply for One Category as indicated below. For applicants applying for more than One Category, they should apply using different Pre-qualification/Registration documents per category. Applying for multiple categories using one document is not allowed.

We therefore invite eligible and interested vendors/bidders to apply for pre-qualification/registration for supply and delivery of goods, services and works in the categories shown in our County web site www.kirinyaga.go.ke and on Public Procurement Information Portal www.tenders.go.ke as listed below. Kindly note Pre-qualification/Registration documents are **FREE OF CHARGE**.

S/N	TENDER/PREQUALIFICATION NO.	TENDER NAME	CATEGORY	CLOSING DATE
PROVISION OF GOODS				
1.	CGK/PQ/001/2020-2021/2021-2022	Supply and Delivery of Staff uniforms, sports equipment , linen and beddings	AGPO	9 th October, 2020
2.	CGK/PQ/002/2020-2021/2021-2022	Supply and Delivery of G.I & UPVC pipes fittings and water meters	AGPO	9 th October, 2020
3.	CGK/PQ/003/2020-2021/2021-2022	Supply and Delivery of assorted stationery	AGPO	9 th October, 2020
4.	CGK/PQ/004/2020-2021/2021-2022	Supply and Delivery of desktop computers, laptops, printers, photocopiers, scanners, UPS's , audio visual equipment, projectors, projector screens, white board and related Accessories	AGPO	9 th October, 2020
5.	CGK/PQ/005/2020-2021/2021-2022	Supply and Delivery of cleaning materials, detergents and disinfectants	AGPO	9 th October, 2020
6.	CGK/PQ/006/2020-2021/2021-2022	Supply and Delivery of Electrical materials and fittings	AGPO	9 th October, 2020
7.	CGK/PQ/007/2020-2021/2021-2022	Supply and Delivery of farms inputs, raw materials for animal feeds production, animal's feeds and veterinary drugs	AGPO	9 th October, 2020
8.	CGK/PQ/008/2020-2021/2021-2022	Supply and delivery of office furniture & equipment	AGPO	9 th October, 2020
9.	CGK/PQ/009/2020-2021/2021-2022	Supply and delivery of Drinking Water	AGPO	9 th October, 2020

10.	CGK/PQ/010/2020 -2021/2021-2022	Supply and delivery of cooking gas, firewood and medical gases	AGPO	9 th October, 2020
11.	CGK/PQ/011/2020 -2021/2021-2022	Provision for Garment Making, Hair & Beauty, Weights & Measures tools, and other Assorted workshop equipment.	AGPO	9 th October, 2020
12.	CGK/PQ/012/2020 -2021/2021-2022	Supply and Delivery Accountable Documents	OPEN	9 th October, 2020
PROVISION OF SERVICES				
13.	CGK/PQ/013/2020 -2021/2021-2022	Provision for hire of transport, plant and equipment	OPEN	9 th October, 2020
14.	CGK/PQ/014/2020 -2021/2021-2022	Provision of ICT Consultancy services and support services	AGPO	9 th October, 2020
15.	CGK/PQ/015/2020 -2021/2021-2022	Provision of legal services	OPEN	9 th October, 2020
16.	CGK/PQ/016/2020 -2021/2021-2022	Provision for valuation services/Auctioning	OPEN	9 th October, 2020
17.	CGK/PQ/017/2020 -2021/2021-2022	Provision for event management services	AGPO	9 th October, 2020
18.	CGK/PQ/018/2020 -2021/2021-2022	Provision for printing service e.g. brochures, folders, folders, booklets and other promotional materials e.g. shirts. Caps etc.	AGPO	9 th October, 2020
19.	CGK/PQ/019/2020 -2021/2021-2022	Provision of hotel conference facilities, accommodation and catering services.	OPEN	9 th October, 2020

The application should be in a sealed envelope to maintain confidentiality and addressed to:

**The County Secretary & Head of Public Service,
County Headquarters,
P.O Box 260 – 10304,
Kutus.**

The envelope should be marked with the “Prequalification/Registration Number applied for and the category description” upon submission, and must be dropped in the Tender box located at on or before **FRIDAY, 9TH OCTOBER 2020 AT 10.00 A.M.**

Tenders will be opened immediately thereafter in the presence of the bidders or their representatives who choose to attend the opening at The County Headquarters, 3rd Floor, Conference Room.

Late bids SHALL NOT be accepted.

Bidders or their representatives are welcome to witness the opening.

Late bids shall not be accepted.

**HEAD, SUPPLY CHAIN MANAGEMENT
FOR: COUNTY SECRETARY**

SECTION II - INSTRUCTIONS TO CANDIDATES

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2.1 Scope of Tender

2.1.1 County Government of Kirinyaga hereinafter referred to as the procuring entity intends to prequalify Suppliers for **Supply and Delivery of staff Uniforms, uniforms, sports, Equipment, Linen and Beddings** for the FY 2020-2021/2021-2022.

It is expected that prequalification/Registration applications will be submitted to be received by the procuring entity not later than **FRIDAY, 9TH OCTOBER 2020 AT 10.00 A.M.**

2.1.2 Prequalification is open to eligible firms and voluntarily formed joint ventures as indicated in appendix to instructions to candidates

2.1.3 General information on the candidates' qualification, human resource capital, facilities, financial capabilities to be provided are as specified in the appendix to instructions to candidates.

2.2 Submission of Application

2.2.1 Applications for prequalification/Registration shall be submitted in sealed envelopes marked with the tender/category name and reference number and deposited in the tender box at County Government of Kirinyaga County Headquarters, or be addressed to County Secretary & Head of public Service, County Headquarters, P.O. Box 240-10304, Kutus so as to be received on or before FRIDAY 9TH OCTOBER 2020 AT 10.00 AM.

2.2.2 The name and mailing address of the applicant may be marked on the envelope.

2.2.3 All the information requested for pre-qualification shall be provided in the English language. Where information is provided in any other language, it shall be accompanied by a translation of its pertinent parts into English language. The translation will govern and will be used for interpreting the information.

2.2.4 Failure to provide information that is essential for effective evaluation of the applicant's qualifications or to provide timely clarification or substantiation of the information supplied may result in the applicant's disqualification.

2.3 Eligible Candidates

2.3.1 This invitation for pre-qualification is open to all candidates who are eligible as defined in Kenya's Public Procurement Law and regulations and as indicated in the appendix to instructions to candidates.

- 2.3.2 The procuring entity's employees, committee members, board members and their relative (spouse and children) are not eligible to participate in the tender unless where specially allowed under section 131 of the Act.
- 2.3.3 All terms found capable of performing the contract satisfactorily in accordance to the set prequalification criteria shall be prequalified.

2.4 Qualification Criteria

- 2.4.1 Pre-qualification will be based on meeting the minimum requirements to pass in the criteria set as shown below. The declaration will be either pass or fail regarding the applicant's general and particular experience, personnel and equipment capabilities and financial position as demonstrated by the applicant's response in the forms provided in Section IV and submitted with the letter of application. County Government of Kirinyaga reserves the right to waive minor deviations if they do not materially affect the capability of an applicant to perform the contract.
- 2.4.2 When highly specialized inputs (especially for execution of the contract) are required by the applicant from specialist sub-contractors, such subcontractors and their inputs shall be described in the Standard Form 1 (General Information)
- 2.4.3 Personnel capabilities. The applicant must have suitably qualified personnel to fill the following positions. Indicate key staff, professional qualification, experience and their functions
- 2.4.4 Equipment capabilities. The applicant should own, or have assured access (through hire, lease, purchase agreement, availability of manufacturing equipment, or other means) the following key items of equipment in full good working order, and must demonstrate that, based on known commitments they will be available for use in the proposed contract. The applicant may also list alternative equipment that it would propose for the contract together with an explanation of the proposal.
- 2.4.5 The audited Accounts for the last Two (2) years shall be submitted and must demonstrate the soundness of the applicant's financial position, showing long-term profitability. Where necessary the procuring entity will make inquiries with the applicant's bankers.
- 2.4.6 Litigation history the applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under its execution over the last five years. A consistent history of awards against the applicant or any partner of a joint venture may result in failure of the application.

2.5 Joint Venture

2.5.1 Joint ventures must comply with the following: -

(a) Following are the minimum qualification requirements.

The lead partner shall meet not less than (not less than (70 %) of all the qualifying criteria in paragraph's 2.4.3 and 2.4.6 above (24)

The other partners shall meet individually not less than (50 %) of all the qualifying criteria given in para. 2.4.3 and 2.4.6 above

The joint venture must satisfy collectively the criteria of section 4, for which propose the relevant figures for each of the partners shall be added together to arrive at the joint ventures total capacity.

(b) The formation of a joint venture after pre-qualification and any change in a prequalified joint venture will be subject to the written approval of the procuring entity prior to the deadline for submission of bids. Such approval may be denied if (i) partners withdraw from a joint venture and the remaining partners do not meet the qualifying requirements (ii) the new partners to a joint venture are not qualified, individually or as an another joint venture; or (iii) in the opinion of the procuring entity a substantial reduction in competition may result.

(c) Any future bid shall be signed so as to legally bind all partners, jointly and severally, and any bid shall be submitted with a copy of the joint venture agreement providing the joint and several liabilities with respect to the contract.

2.5.2 The pre-qualification of a joint venture does not necessarily pre-qualify any of its members individually as a member in any other joint venture or association. In case of dissolution of a joint venture, each one of the constituent firms may prequalify if it meets all the prequalification requirements, subject to a written approval of the procuring entity

2.6 Public Sector companies

2.6.1 Any public owned enterprise may be eligible to qualify if, in addition to meeting all the above requirements, it is also legally and financially autonomous, it operates under commercial law, and it is not a dependent agency of another public entity.

2.7 Conflict of Interest

2.7.1 The applicant (including all members of a joint venture) shall not be associated, nor have been associated in the past, with the consultant or any other entity that has prepared the design, specifications, and other prequalification and bidding documents for the project, or with an entity

that was proposed as engineer for the contract. Any such association must be disclosed and may result in the dis-qualification of the applicant.

2.8 Updating Pre-Qualification Information

- 2.8.1 Pre-qualified candidates shall be required to update the financial information used for pre-qualification at the time of submitting their bids and to confirm their continued compliance with the qualification criteria. A bid shall be rejected if the applicant's qualification thresholds are no longer met at the time of bidding.

APPENDIX TO INSTRUCTIONS TO CANDIDATES

The following instructions for the Pre-qualification/Registration of candidates shall supplement, complement or amend the provisions of the instructions to candidates. Where there is a conflict between the provisions of the instructions to candidates and the provisions of the appendix, the provisions of the appendix herein shall prevail over those of the instructions to the candidates.

INSTRUCTIONS TO TENDERERS REFERENCE	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
2.3.1	<i>The tender is open to all eligible supplier for Supply and delivery of staff Uniforms, uniforms, sports, Equipment, Linen and Beddings for the County Government of Kirinyaga.</i>
2.2.1	Closing day, date and time of closing: FRIDAY, 9TH OCTOBER 2020 AT 10.00 A.M.
2.4.1	<p>Tenderers are required to submit copies of the following MANDATORY DOCUMENTS which will be used during Preliminary Examination to determine responsiveness:</p> <ol style="list-style-type: none"> 1) Valid Certificate of Incorporation/Business Registration (Attach copy) 2) Current/Valid Tax Compliance Certificate (Attach copy) 3) Current/Valid Business Permit/License (Attach copy) 4) CR12 Generated in the last 6 Months (Attach copy) 5) IFMIS Number <p>AT THIS STAGE, THE TENDERER'S SUBMISSION WILL EITHER BE RESPONSIVE OR NON-RESPONSIVE. THE NON-RESPONSIVE SUBMISSIONS WILL BE ELIMINATED FROM THE ENTIRE EVALUATION PROCESS AND WILL NOT BE CONSIDERED FURTHER.</p>
2.4.5	Financial audited accounts for the last two (2) year endorsed, signed and stamped by a registered external auditor.

QUALIFICATION EVALUATION CRITERIA

EVALUATION CRITERIA 1 – FOR AGPO REGISTERED TARGET GROUPS

NO.	MANDATORY REQUIREMENTS	POINTS
1.	Valid Certificate of Incorporation/Business Registration (Attach copy)	YES/NO
2.	Certificate of registration of Youth, Women and PWD owned enterprises issued by the National Treasury (Attach copy)	YES/NO
3.	Current/Valid Tax Compliance Certificate for the group/enterprise (Attach copy)	YES/NO
4.	Copy of Pin Certificate of firm/company/individual	YES/NO
5.	Current/Valid Business Permit/License (Attach copy)	YES/NO
6.	CR12 Generated in the last 6 Months (Attach copy)	YES/NO
7.	IFMIS NUMBER	YES/NO

The submission of the above items is mandatory. Failure to attach the same shall lead to automatic disqualification.

EVALUATION CRITERIA II – GENERAL PUBLIC

The method of evaluation will be Merit Point System

The criteria of evaluation and the points to be awarded on each criterion will be as follows:

A.	MANDATORY REQUIREMENTS	POINTS
A1	Valid Certificate of Incorporation/Business Registration (Attach copy)	YES/NO
A2	Current/Valid Tax Compliance Certificate (Attach copy)	YES/NO
A3	Current/Valid Business Permit/License (Attach copy)	YES/NO
A4	CR12 Generated in the last 6 Months (Attach copy)	YES/NO
A5	IFMIS NUMBER	YES/NO
B.	GENERAL REQUIREMENTS	
B1.	Audited Financial statements for the last 2 years	6
B2.	Company/Business Profile -Disclosure of Directors/Partners /Sole Proprietor	10
B3.	Business Address - Postal Address (2) - Telephone Number (2) - Email Address (2)	6
B4.	Indicate having undertaken similar assignment with at least 3 firms (Attach Proof)	20
B5.	Business Referees (At least two)	10
B6.	Maximum Volume of Business handled in the (last two years) - Kshs.2 Million and above (14) - Kshs.1 – 2 Million (12) - Kshs. 500,000 – 1 Million (8) - Kshs.100,000 – 500,000 (6)	14
B8.	Indicate Credit Period willing to offer - 90 Days (10) - 60 Days (8) - 30 Days (6) - Less than 30 days (4)	10
B9	Give company structure indicating clearly the rank and qualifications of the key personnel to be handling the service	8
B10	Other certificates e.g. KEBS, registration with MOPW, Professional bodies certification (IATA /KATA registration a must for Air Travel Agent)	10
B11	Document Conformity/presented in a required format (Document should be well bound)	6
	TOTAL	100

NB: General Public Candidates must meet all the mandatory requirements to qualify for technical evaluation. Candidates who score 70 and above shall be considered for prequalification. Candidates who score below 70 will be eliminated and will not be considered for pre-qualification.

Other requirements as appropriate to the relevant category

1. Registration certificate as a contractor by National Construction Authority and other relevant authorities for Building works contractors
2. Letter of recommendation from the Bank
3. Letters of recommendation from previous organization served.
4. A profile of the owners or shareholders.
5. Air Travel firms must be registered with IATA and any other relevant bodies
6. Practicing Certificate for all professionals
7. Transport Hire firms must attach evidence of having taken all the Insurance covers.
8. Where mandatory for service provision, each firm must attach evidence of valid registration certificate with relevant Professional bodies / Authorities.

SECTION III - STANDARD FORMS

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REGISTRATION OF SUPPLIERS APPLICATION FORM

I/We (**Firm Name**)

hereby apply for registration as a supplier/contractor for (category)

.....

.....

(REFERENCE No.)

Postal Address.....

Telephone Number (Fixed Line)Mobile.....

Email Address.....IFMIS NO.....

Town..... Street.....

Building.....Floor..... Room/Office.....

Other branches/Locations.....

.....

.....

Full name of authorized signatory.....

Designation.....

Official Rubber Stamp and Signature.....

CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in Part I 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 I – General:

Business Name

Location of business premises
.....

Plot No.Street/Road

Postal AddressTel. No.

Nature of Business.....

Current Trade Licence No.Expiry Date

Maximum value of business that you can handle at any one time: K£
.....

Name of your bankers Branch

Are you an agent of the Kenya National Trading Corporation? YES/NO
.....

Part 2 (a) – Sole Proprietor:

Your name in full Age

Nationality Country of origin

Citizenship details

Part 2 (b)- Partnership:

Give details of partners as follows:

Name Nationality Citizenship Details Shares

1.....

2

Part 2 (c) – Registered Company

Private or Public

State the nominal and issued capital of the company –

Nominal K£

Issued K£

Give details of all directors as follows:

Name Nationality Citizenship Details Shares

1.....

2.....

Date Signature of Tenderer

If Kenyan Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or Registration.

You are Advised That It Is a Serious Offence to Give False Information On This Form

PERFORMANCE STANDARDS & FACILITIES

A. Space

- 1) Factory..... Sq.ft, Specify if owned or rented
- 2) Go down..... Sq.ft, Specify if owned or rented
- 3) Office..... Sq.ft, Specify if owned or rented

B. Machinery

You own or lease

Approximate value Ksh.....

(Provide and attach a list of key plant/equipment for the execution of the works)

State extent to which you would have to sub-contract work

.....
.....
.....

Are you certified by any Quality Assurance Body?

If so, give the standard and name:

.....
.....
.....

(Attach copies of the accreditation)

MANPOWER

- a) Name of Chief Executive Officer/Principal Officer
.....
- b) Number of employees
- c) Number of Technical Staff
- d) Number of shifts
- e) Number of utility vehicles
- f) Please indicate names and attach CV's of key professional/technical personnel to carry out the assignment in the following format.

Name.....Age.....

.....

Academic Qualification

Under graduate.....

Postgraduate.....

Diploma.....

High School.....

Professional Qualification

(Attach Certificates if any)

Length of service with consultant / Contractor or Supplier position held

.....

(Attach copies of certificates of key personnel in the organization and professional)

GENERAL INFORMATION

Name and address of your Bankers

.....
.....
.....

Have you ever had an order/contract issued and cancelled in whole or part by us?
Yes/No

If Yes, give reasons for cancellation:

.....
.....
.....

Do you have any objection in WSTF obtaining a confidential financial report from
your bankers?

Has your company ever been involved in litigation/arbitration with
clients/consultants? Yes/No

If Yes, give details

.....
.....
.....

Attach at least four (4) current letters of recommendation from reputable
organizations' that you have supplied goods, works/service for the last three years.

Names of the Applicant's clients in the last three years.

- 1.....
- 2.....
- 3.....

4..... Provide names of other clients
and values of contract/orders as follows: -

1. Name of 1st Client (organization)

Name of Client (organization) Address of
Client (organization)

Name of Contact Person at the client (organization)

Telephone No. of Client Value of
Contract

Duration of Contract (date)

(Attach documentary evidence of existence of contract)

2. Name of 2nd Client (organization)

Name of Client (organization) Address of

Client (organization)

Name of Contact Person at the client (organization)

Telephone No. of Client Value of

Contract

Duration of Contract (date)

(Attach documentary evidence of existence of contract)

3. Name of 3rd Client (organization)

Name of Client (organization) Address of

Client (organization)

Name of Contact Person at the client (organization)

Telephone No. of Client Value of

Contract

Duration of Contract (date)

(Attach documentary evidence of existence of contract)

4. Name of 4th Client (organization)

Name of Client (organization) Address of

Client (organization)

Name of Contact Person at the client (organization)

Telephone No. of Client Value of

Contract

Duration of Contract (date)

(Attach documentary evidence of existence of contract)

5. Others.....

LITIGATION HISTORY

Suppliers/Contractors/consultants should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution.

Year	Award for or against	Name of Client cause of Litigation and matter in dispute	Disputed Amount (Current Value, Kshs. Equivalent

MANUFACTURER'S AUTHORIZATION FORM

To [name of the Procuring entity]

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

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

[signature for and on behalf of manufacturer]

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

ANTI-CORRUPTION DECLARATION COMMITMENT/ PLEDGE

I/We/Messrs.....

of Street, Building,PO

Box.....

Contact/Phone/E
mail.....

declare that Public Procurement is based on a free and fair competitive Tendering process which should not be open to abuse.

I/We

declare that I/We will not offer or facilitate, directly or indirectly, any inducement or reward to any public officer, their relations or business associates, in connection with

Tender No

for or in the subsequent performance of the contract if I/We am/are successful.

Authorized
Signature.....

Name and Title of Signatory.....

Stamp.....

FORM RB 1
REPUBLIC OF KENYA
PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

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

BETWEEN

.....APPLICANT

ANDRESPONDENT (Procuring Entity)

Request for review of the decision of the..... (Name of the Procuring Entity) of
.....dated the...day of20.....in the matter of Tender No.....of
.....20...

REQUEST FOR REVIEW

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

- 1.
 - 2.
- etc.

By this memorandum, the Applicant requests the Board for an order/orders that: - 1.

- 2.
- etc

SIGNED(Applicant)

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

FOR OFFICIAL USE ONLY

Lodged with the Secretary Public Procurement Administrative Review Board on
..... day of20.....

SIGNED
Board Secretary

FORM SD1

SELF DECLARATION FORMS (r 62)

REPUBLIC OF KENYA

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015.

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 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 hereinabove is true to the best of my knowledge, information and belief.

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

Bidder Official Stamp

Note: This form MUST be filled, signed and submitted by all the bidders participating in this tender. This is a mandatory requirement under the new Public Procurement Asset and Disposal Act 2015 that came into effect on 7th January, 2016.

FORM SD2
SELF DECLARATION FORMS (r 62)

REPUBLIC OF KENYA

PUBLIC PROCUREMENT REGULATORY AUTHORITY (PPRA)

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 hereinabove is true to the best of my knowledge information and belief.

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

Note:

This form MUST be filled, signed and submitted by all the bidders participating in this tender. This is a mandatory requirement under the new Public Procurement Asset and Disposal Act 2015 that came into effect on 7th January 2016

SWORN STATEMENT

Having studied the pre-qualification information for the above supply/provision of goods, works or services applied for we/I hereby state:

The information furnished in our/my application is accurate to the best of our/my knowledge.

That in case of being pre-qualified we/I acknowledge that this grants us/me the right to participate in due time in the submission of a tender or quotation on the basis of provisions in the tender/quotation document to follow.

We/I enclose all the required documents and information required for the prequalification process.

Applicant's Full Name

In the Capacity of

Signature

Date

Affix Company Stamp

PRICE SHEDULE FOR GOODS**TENDER NO. CGK/PQ/001/2920-2021/2021-2022****SUPPLY AND DELIVERY OF STAFF UNIFORMS, SPORTS EQUIPMENT, LINEN AND BEDDINGS.**

No.	ITEM DESCRIPTION	UNIT OF ISSUE	UNIT PRICE(KSHS)	REMARKS
STAFF UNIFORMS				
1.	A set of climbing gears	Nos		
2.	Blue overalls, long legs & long sleeves	'		
3.	Blue aprons	'		
4.	Blue serge, jackets with long sleeves & turn-up trousers	Per Pair		
5.	Blue serge suit (coat with lining)	Per Pair		
6.	Beret -black (askari)	NOS		
7.	Button tunic-large Button tunic-small	Nos		
8.	Belts-green, yellow, white strip(askari)	NOS		
9.	Baby flenell/sheet			
10.	Blue tetrex shirts short sleeves and trousers to be tendered as a suit	PER PAIR		
11.	Bed covers ,light blue ,poplin materials for patients gowns	PER METRE		
12.	Chevrons-senior sergeants " -sergeants " -corporals			
13.	Dresses blue, green shade no. 60 with scarves poplin	NOS		
14.	Dresses(Polyester wool)	NOS		
15.	Dust coat/heavy coats/caps	NOS		
16.	White overalls (coats) short sleeves plain	NOS		
17.	Greatcoat new good quality-military type	NOS		
18.	Gumboots safeguard bata or equivalent	PAIR		

19.	Gumboots (women)	PAIR		
20.	Grey blouses Raymond & grey skirts (askari	Nos		
21.	Green tetrex materials for matron	PER METRE		
22.	Dark green officers jackets(police type)	NOS		
23.	Helmets -(askaris)	NOS		
24.	Head cover			
25.	Heavy black shoes (women)(high boot)askari	PAIR		
26.	High boots-shoes for askari (Men)	PAIR		
27.	Inspectorate badges	NOS		
28.	Industrial Leather gloves(heavy duty pairs	Nos		
29.	Jackets and trousers as suits as above	PAIR		
30.	Jinja cotton green	METRE		
31.	Jinja cotton pink	METRE		
32.	Khaki overalls ,long legs & long sleeves	NOS		
33.	Kaunda suit(polyester wool)	PAIR		
34.	Khaki jackets ,long (short)sleeves & trousers (as a suit	PAIR		
35.	Long green ties	NOS		
36.	Lanyards dark green (smaller to the ones worn by police officers-askaris)	NOS		
37.	Military bush hat- new	NOS		
38.	Mackintosh heavy duty	METRE		
39.	Napkin materials (white	METRE		
40.	Nytil jinja jackets and trousers(dark grey) as a suit	PAIR		
41.	Nose mask(durable plastic)	NOS		
42.	Overall (Tetrax navy blue)	NOS		

43.	Pairs gumboots Dunlop (tar boilers)	PAIR		
44.	Peak caps-grey top	NOS		
45.	Peak caps-police type black	NOS		
46.	Protective clothing eg. chemical suits	PAIR		
47.	Poplin white blouses Tetrex grey skirts(askari)women	PAIR		
48.	Pullover dark green(askari)	NOS		
49.	Peak caps-new	NOS		
50.	Rubber aprons	NOS		
51.	Raymond travira dark green- (ceremonial dress)jumper and trouser(askari)	PAIR		
52.	Raymond travira yellow working dress yellow shirts anddark green trousers (askari)	PAIR		
53.	Raincoats, good quality	NOS		
54.	Right purple materials (travira)for s/staff	METRE		
55.	Short sleeved jackets as above	NOS		
56.	Stocking- grey	PAIR		
57.	Shoes-(officers)men askaris	PAIR		
58.	Slouch hats-new	NOS		
59.	Skirt suit(polyester wool)	PAIR		
60.	Teljon polyester fibre corded material fawn/khaki colors manufactured at Limuru (or equivalent)sample garment required	PER METRE		
61.	Trousers only as above	PAIR		
62.	Tetrex grey jumpers and trouser as a suit (watchmen	PER SUIT		
63.	Trancheons	NOS		

64.	Shoes (officer)women	PAIR		
65.	Shoulder badges for officers	NOS		
66.	Socks(price per pair black only askari/drivers	PAIR		
67.	Swagger cane	NOS		
68.	Whistles(askaris)	NOS		
69.	White gloves ceremonial (askari)	PAIR		
70.	White bed sheeting cotton	METRE		
71.	White tetrex for nurses uniforms	METRE		
72.	White overalls ,long legs and long sleeves	NOS		
73.	White or blue shirts long sleeves	NOS		
74.	Women coats	NOS		
75.	White overalls (coats)long sleeves (poplin)	NOS		
76.	White dresses for sisters (good quality)	NOS		
77.	White aprons	NOS		
78.	Curtain Material (Cotton)	Roll		
79.	Curtain Blinders (flowered)	Roll		
80.	CHOIR UNIFORM			
81.	Skirt Suits for Ladies	No.		
82.	Men Suit for Gents	No.		
83.	Lessos	No.		
84.	Good quality T- Shirt	No.		
85.	Striped Tie/ Scarfs	No.		
86.	Suits for drivers – Men	No		
87.	Suits for drivers – Women (trousers)	No		
88.	Suits for drivers – Women (skirts)	No		
89.	Uniforms for Chiefs & Assistant chiefs – Men	No		
90.	Uniforms for Chiefs and assistant	No		

	chiefs- Women (trousers)			
91.	Uniforms for chiefs and assistant chiefs-Women (skirts)	No		
92.	Jackets for men- long sleeves	No		
93.	Jackets for men – short sleeves	No		
94.	Jackets for women – long sleeves	No		
95.	Jackets for women – short sleeves	No		
96.	Dust/Laboratory coats	No		
97.	Trousers – Men	No		
98.	Trousers – Women	No		
99.	Trousers-Boys	No		
100.	Trousers – Girls	No		
101.	Shirts for men – long sleeves	No		
102.	Shirts for boys – long sleeves	No		
103.	Shirts for men – short sleeves	No		
104.	Shirts for boys – short sleeves	No		
105.	Skirts – Women	No		
106.	Skirts – Girls	No		
107.	Blouses for women – long sleeves	No		
108.	Blouses for girls – long sleeves	No		
109.	Blouses for women – short sleeves	No		
110.	Blouses for girls - short sleeves	No		
111.	Dresses for women – long sleeves	No		
112.	Dresses for girls – long sleeves	No		
113.	Dresses for women – short sleeves	No		
114.	Dresses for girls – short sleeves	No		
115.	Shorts for boys	No		
116.	Cotton material	No		
117.	Nylon material	No		

118.	Curtains material – cotton	Meter		
119.	Window blinds/Nets	Meter		
120.	Addidas Football	No		
121.	Mikasa Volleyball	No		
122.	Skipping Ropes	No		
123.	Trophies Medium	No		
124.	Trophies Small	No		
125.	Trophies Giant	No		
126.	Crests (crown)marching with county logo	No		
127.	Peaked cap (police type)	No		
SPORTS EQUIPMENT				
128.	Football uniform	Sets		
129.	Football boots	No		
130.	Football balls	Pair		
131.	Football nets	No		
132.	Football gloves	Set		
133.	Football socks	No		
134.	Volleyball uniform	Sets		
135.	Volleyball balls	No		
136.	Volleyball nets	No		
137.	Dartboards	No		
138.	Rugby balls	No		
139.	Rugby uniform	Set		
140.	Skating shoes	Pair		
141.	Table tennis table	No		
142.	Table tennis bats	Pair		
143.	Table tennis balls	No		
144.	Table tennis nets	No		
145.	Pool table	No		
146.	Pool table cue sticks	No		
147.	Scrabble board	No		
148.	Chess board	No		
149.	Draft board	No		
LINEN AND BEDDINGS.				
150.	Cotton Light Blue/Green Stripped Materials	Meters		
151.	Askari Boots Sizes 7,8.9.10.11	Pairs		
152.	Askari Caps	Pieces		

153.	Cellular Blanket Sky Blue 180 Cm X230cms	Pairs		
154.	Cellular Blanket Sky Blue 90 Cm X130cms	Pairs		
155.	Cot Blankets Size 40cm X 60cm	Pieces		
156.	Cotton Curtain Complete With Hangers	Pieces		
157.	Cotton Stripped Material Blue, Green,	Meters		
158.	Cotton White Materials	Meters		
159.	Counterpane (Bedcovers) Light Cream With Blue Stripped 100% Cotton Size 160cmx230cm	Pieces		
160.	Curtain Water Proof Complete With Hangers	Pieces		
161.	Curtain Materials Ordinary	Meters		
162.	Curtain Materials Water Proof	Meters		
163.	Draw Cotton Sheet 100% Cotton Size40cmx 60cm	Pairs		
164.	Drivers Uniform	Pairs		
165.	Female Cotton Light Blue Stripped Gowns Extra- Large	Pieces		
166.	Female Cotton Light Blue Stripped Gowns Large	Pieces		
167.	Female Cotton Light Blue Stripped Gowns Medium	Pieces		
168.	Female Cotton Light Blue Stripped Gowns Small	Pieces		
169.	Heavy Duties Gloves Skin	Pairs		
170.	Hospital Large Cotton White Sheets 180 Cm X 240 Cm	Pairs		
171.	Light Blue Shirts	Pieces		

172.	Male Cotton Stripped Pyjamas Large	Pairs		
173.	Male Cotton Stripped Pyjamas Extra - Large	Pairs		
174.	Male Cotton Stripped Pyjamas Medium	Pairs		
175.	Male Cotton Stripped Pyjamas Small	Pairs		
176.	Pillow Cases	Pcs		
177.	Pillows	Pcs		
178.	Theatre Canvas Materials	Meters		
179.	Theatre Dacron (Green) Materials	Meters		
180.	Theatre Green Jija Materials	Meters		
181.	Toto Cotton Pink Pyjamas Large Size	Pieces		
182.	Toto Cotton Pink Pyjamas Medium Size	Pieces		
183.	Toto Cotton Pink Pyjamas Small Size	Pieces		
184.	Watchman Kabuti	Pieces		
185.	White Cotton Lab Coats (Large Size)	Pieces		
186.	White Cotton Lab Coats (Medium Size)	Pieces		
187.	White Cotton Lab Coats (Small, Size)	Pieces		
188.	White Cotton Lab Coats Extra Large Size)	Pieces		

Note: Kindly attach catalogues and brochures where necessary.

IFMIS FORM
FULLY FILLED SIGNED AND STAMPED IFMIS TENDER FORM
COUNTY GOVERNMENT OF KIRINYAGA

P.O BOX 260-10304

KUTUS

EMAIL: www.kirinyaga.go.ke

To: COUNTY SECRETARY & HEAD OF PUBLIC SERVICE, COUNTY HEADQUARTERS

COMPANY BANK ACCOUNT DETAILS

- A/C NAME
- A/C NUMBER.....
- BANK NAME.....
- BANK BRANCH.....
- COMPANY REG NO.....
- EMAIL ADRESS.....
- IFMIS NO.....
- COMPANY KRA PIN NUMBER.....
- CONTACTS.....

SIGN.....DATE.....

COMPANY OFFICIAL STAMP.....