



NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND

NAKURU TOWN EAST CONSTITUENCY

LOCATED AT THE LANET D.O'S OFFICE
FREE AREA SHOPPING CENTRE
NAKURU

P.O BOX 1746, GPO NAKURU
TEL: +254703107009
EMAIL: nakuruteastngcdf@gmail.com

SUPPLY AND DELIVERY OF ELECTRICAL CONTRACTORS AND SUPPLIERS

No.	NTEC/NGCDF/002/2019-2021
002.	SUPPLY AND DELIVERY OF ELECTRICAL CONTRACTORS AND SUPPLIERS

***CLOSING DATE & TIME: FRIDAY 7TH FEBRUARY, 2020 AT 12.00
NOON***

RECEIPT NO.....

SERIAL NO.

SECTION II - INSTRUCTIONS TO BIDDERS

2.1 Scope of Tender

Nakuru Town East Sub-County hereinafter referred to as the procuring entity intends to prequalify suppliers for supply / provision of various categories of goods and services. It is expected that prequalification applications will be submitted to be received by the procuring entity not later than **FRIDAY 7th FEBRUARY, 2020 at 12.00 NOON**

2.1.1 Prequalification is open to eligible firms as indicated in ITB 2.3.

2.2 Submission of Application

Applications for prequalification shall be submitted in sealed envelopes marked with the tender name and reference number and deposited to Nakuru Town East NG-CDF Office to be received on or before. **FRIDAY 7th FEBRUARY, 2020 at 12.00 NOON**

2.2.1 The procuring entity reserves the right to accept or reject late applications.

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 sub substantiation of the information supplied may result in the bidder's disqualification.

2.3 Eligible Candidates

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

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 bidders 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 in section III. The declaration will be either pass or fail regarding the bidder's general and particular experience, personnel and financial position and submitted with the letter of application. The procuring entity reserves the right to waive minor deviations if they do not materially affect the capability of an applicant to perform the contract. The qualification criterion is as per specified in **MINIMUM MANDATORY REQUIREMENTS**.

2.5 Public Sector companies

2.5.1 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.

2.6 Conflict of Interest

2.6.1 The bidder 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 tender, or with an entity that was proposed as engineer for the contract. Any such association must be disclosed and may result in the disqualification of the applicant.

2.7. Updating Pre-qualification Information

2.7.1 Pre-qualified bidders 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.
LETTER OF APPLICATION
Notes on letter of application

The letter of application will be prepared by the applicant and will follow the form presented herein.

The letter of application will be prepared on the letter head paper of the applicant and will include full postal address, telephone numbers, fax number and E-mail address. The letter of application will be signed by duly authorized representatives of the applicant.

Any clause which does not apply to the applicant in the letter of application herein shall be deleted by the applicant.

Declaration

I/We have completed this form (s) accurately at the time of reply and it is agreed that all responses can be substantiated, if requested to do so. Any inaccuracy in the

information filled herein will be used as grounds for removal form or termination of the qualification process.

I/We confirm that I/we are not insolvent, in receivership, bankrupt or being wound up, our business activities have not been suspended, and we are not the subject of legal proceedings for any of the foregoing.

I/we confirm that i/we have fulfilled our obligations to pay taxes and social security contributions.

Signed and sealed: -----

For and behalf of: -----

Position in company: -----

Date: -----

Official Receipt No-----

Date-----

Anti-Corruption Declaration Pledge Form

I/We.....
.....

.....aware that the Government views corruption in the procurement process a serious matter and aware that it is against Anti-Corruption and Crimes Act to engage in corrupt and fraudulent practices do hereby pledge not to engage in such practices while bidding for the supply of Goods and service to the Procurement entity.

Tenderer's Name.....

Address.....

Authorized signature.....

Date.....

MINIMUM MANDATORY REQUIREMENTS

- I. MUST BE A REGISTERED FIRM IN KENYA with a Certificate of Registration; incorporation/Business name. Copy of which must be attached.
- II. Must attach copy of KRA PIN certificate
- III. Must attach a copy of VAT registration certificate.
- IV. Must attach a copy of Valid Tax Compliance certificate.
- V. Must fill and stamp the attached confidential business questionnaire.
- VI. Must fill and stamp attached form of tender.
- VII. Must fill and stamp attached anti-corruption declaration pledge form.

Form of Tender

Date: _____

Tender No.

To:

[Name and address of procuring entity]

Gentlemen and/or Ladies:

1. Having examined the tender documents including Addenda Nos..... *[Insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver..... *[Description of materials and spares]* 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 Prices attached herewith and made part of this Tender.
2. We undertake, if our Tender is accepted, to deliver the materials and spares in accordance with the delivery schedule specified in the Schedule of Requirements.
3. If our Tender is accepted, we will obtain the guarantee of a bank in a sum equivalent to _____ percent of the Contract Price for the due performance of the Contract, in the form prescribed by(Procuring entity).
4. We agree to abide by this Tender for a period of.....*[number]* days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
5. Until a formal Contract is prepared and executed, this Tender, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.
6. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 20_____

[Signature]

[In the capacity of]

Duly authorized to sign tender for and on behalf of _____

REPUBLIC OF KENYA

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.....

TENDER NO. NTEC/NGCDF/002/2019-2021/(4)

SUPPLY AND DELIVERY OF ELECTRICAL CONTRACTORS AND SUPPLIERS

ITEM NO.	ITEM DESCRIPTION	UNIT OF ISSUE	QTY	UNIT PRICE (Kshs)
	FITTINGS			
1.	4ft Fluorescent fitting thorn or Philips	No.	As and when required	1100
2.	5ft Fluorescent fitting thorn or Philips	“	“	1800
3.	2ft Fluorescent fitting thorn or Philips	“	“	900
4.	Spherical fittings 60 watts	“	“	350
5.	Bulkhead fittings	“	“	450
	P.V.C. CABLES			
1.	2.5 mm ² PVC twin with earth. Cables	Roll	“	8700
2.	1.5 mm ² PVC twin with earth cable	“	“	5000
3.	6.0 mm ² twin with earth cable	“	“	18000
4.	2.5 mm ² twin flat Cable	“	“	8000
5.	1.5 mm ² PVC twin with earth cable	“	“	5000
6.	2.5 mm ² PVC single red, black & green cable	“	“	2730
7.	1.5 mm ² PVC single red, black & green. cable	“	“	1750
8.	6.00mm ² P.V.C. single red, black & green cable	“	“	6400

9.	Flex wire twisted 2 core	“	“	3500
10.	1.5 mm ² flex wire round 3 core	“	“	7500
11.	2.5 mm ² flex wire round 3 core	“	“	16500
ITEM NO.	ITEM DESCRIPTION	UNIT OF ISSUE	QTY	
	ACCESSORIES			
1.	BC lamp holder English	No	“	150
2.	Straight battern lamp holder English	“	“	60
3.	Angle battern lamp holder English	“	“	60
4.	One gang 1 way switches Delta MEM	“	“	70
5.	One gang 2 way switches Delta MEM	“	“	90
6.	Two gang 2 way switches Delta MEM	“	“	100
7.	3 gang 3 way switches Delta MEM	“	“	150
8.	13 amp socket outlet flush single Delta MEM	“	“	150
9.	13 AMP socket outlet flush twin Delta MEM	“	“	250
10.	Deep pattresses single	“	“	30
11.	Deep pattresses twin			50
12.	Delta pattresses twin	No	“	50
13.	Shallow switch pattresses	“	“	30
14.	Shallow twin switch			50

	patresses			
15.	Deep twin switch patresses			50
16.	6mm/8mm/9mm/10m m steel nail clips	“	“	300
17.	4-80 watts glow starters thorn or Philips	No	“	30
18.	125 watts glow starters thorn or Philips	“	“	50
19.	20 watts fluorescent choke Philips or layrton	“	“	300
20.	40 watts fluorescent choke Philips or layrton	“	“	300
21.	65 watts fluorescent choke Philips or layrton	“	“	350
22.	10 AMP M.C.B crabtree	“	“	850
ITEM NO.	ITEM DESCRIPTION	UNIT OF ISSUE	QTY	
23.	20 AMP M.C.B crabtree	“	“	850
24.	30 AMP M.C.B crabtree	“	“	850
25.	160 watts 2 pin type mecury vapour lamp	“	“	450
26.	160 watts screw type mercury vapour lamp	“	“	450
27.	2 pin porcelain lamp holder	“	“	100
28.	Insulation tape large size (Globe)	“	“	50
	TOOLS			
1.	Electrical Hand Drill	No	“	6500

2.	500 watts multi tester sanva	“	“	-
3.	Megger	“	“	-