



**DEPARTMENT OF INDUSTRIALIZATION, COMMERCE
AND ENTERPRISE DEVELOPMENT**

**PROPOSED RENOVATIONS AND
CIVIL WORKS**

AT

ELDAMA RAVINE MARKET

KOIBATEK SUB-COUNTY

BARINGO COUNTY

TENDER DOCUMENTS

**ISSUED BY:
COUNTY WORKS OFFICE-BARINGO
PUBLIC WORKS
P.O. BOX 24
KABARNET**

MARCH 2020

COUNTY GOVERNMENT OF BARINGO



TENDER NOTICE

The County Government of Baringo wishes to invite bids from eligible Suppliers for tenders described below;

	TENDER TITLE	TENDER NUMBER	BID SECURITY	CATEGORY
	PROPOSED RENOVATIONS AND CIVIL WORKS AT ELDAMA RAVINE MARKET KOIBATEK SUB-COUNTY BARINGO COUNTY	TNR.NO BRCG/IC ECD/785 852/2019 -2020	KSH. 94,000	OPEN

Interested eligible bidders may obtain further information from the Supply Chain Management Office, AFC Building, Baringo County Government, Kabarnet (along Kabarnet – Eldoret Road); **during Official Working Hours (8.00 a.m. to 5.00 p.m.)**

The tender documents containing detailed information of the tenders can freely be downloaded from the county government website; www.baringo.go.ke or IFMIS PORTAL: www.treasury.go.ke

Complete tender documents must be submitted through IFMIS SUPPLIER PORTAL: supplier.treasury.go.ke as per the requirements contained in the documents so as to be received on or before the **28th April 2020** time indicated in IFMIS

Manual Submissions **WILL NOT** be accepted. **All** tenders must be submitted through the **IFMIS** platform.

Director Supply Chain Management
BARINGO COUNTY GOVERNMENT



PROPOSED RENOVATIONS AND CIVIL WORKS

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PROPOSED WORKS

Supplied as part of the Contract for Proposed Renovations and Civil Works at Eldama Ravine Market

Issued by: -
County Works Office,
Public Works-Baringo,
P O Box 24,
KABARNET.

The contract for the above-mentioned works entered into this day of 2019 by the undersigned refers to these Bills of Quantities and the Ministry of Public Works General Specification dated March, 1976 (together with any amendments issued thereto) shall be read and construed as part of the said contract.

.....
THE CONTRACTOR

.....
CHIEF OFFICER -TRADE

Date:

Date:

SPECIAL NOTES

The Contractor is required to check the numbers of the pages of these Bills of Quantities and should he find any missing or in duplicate or figures indistinct he must inform the County Works Officer, Public Works- at Kabarnet at once and have the same rectified.

Should the Contractor be in doubt about the precise meaning of any item or figure for any reason whatsoever, he must inform the County Works Officer, Public Works- at Kabarnet in order that the correct meaning may be decided before the date for submission of tenders.

No liability will be admitted nor claim allowed in respect of errors in the Contractor's Tender due to mistakes in the Specifications which should have been rectified in the manner described above.

SIGNATURE PAGE AND NOTES

STANDARD FORMS

- (i). Form of Invitation for Tenders
- (ii). Form of Tender
- (iii). Letter of Acceptance
- (iv). Form of Agreement
- (v). Form of Tender Security
- (vi). Performance Bank Guarantee
- (vii). Bank Guarantee for Advance Payment
- (viii). Qualification Information
- (ix). Tender Questionnaire
- (x). Confidential Business Questionnaire
- (xi). Statement of Foreign Currency Requirement
- (xii). Details of Sub-Contractors

FORM OF INVITATION FOR TENDERS

_____ *[date]*

To: _____ *[name of Contractor]*
_____ *[address]*

Dear Sirs:

Reference: _____ *[Contract Name]*

You have been prequalified to tender for the above project.

We hereby invite you and other prequalified tenderers to submit a tender for the execution and completion of the above Contract.

A complete set of tender documents may be purchased by you from _____

_____ *[mailing address, cable/telex/facsimile numbers].*

Upon payment of a non-refundable fee of Kshs

All tenders must be accompanied by _____ number of copies of the same and a security in the form and amount specified in the tendering documents, and must be delivered to

_____ *[address and location]*

at or before _____ *(time and date)*. Tenders will be opened immediately thereafter, in the presence of tenderers' representatives who choose to attend.

Please confirm receipt of this letter immediately in writing by cable/facsimile or telex.

Yours faithfully,

_____ Authorised Signature

_____ *Name and Title*

FORM OF TENDER

TO: _____ [Name of Employer) _____ [Date]

_____ (Name of Contract]

Dear Sir,

1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities for the execution of the above named Works, we, the undersigned offer to construct, install and complete such Works and remedy any defects therein for the sum of Kshs. _____ [Amount in figures] Kenya Shillings _____ [Amount in words]

We undertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Project Manager's notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the Appendix to Conditions of Contract.

We agree to abide by this tender until _____ [Insert date], and it shall remain binding upon us and may be accepted at any time before that date.

Unless and until a formal Agreement is prepared and executed this tender together with your written acceptance thereof, shall constitute a binding Contract between us.

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 tenders for and on behalf of _____ [Name of Employer] of _____ [Address of Employer]

Witness; Name _____

Address _____

Signature _____

Date _____

LETTER OF ACCEPTANCE

[letterhead paper of the Employer]

_____ [date]

To: _____
[name of the Contractor]

[address of the Contractor]

Dear Sir,

This is to notify you that your Tender dated _____
for the execution of _____
[name of the Contract and identification number, as given in the Tender documents] for
the Contract Price of Kshs. _____ [amount in figures][Kenya
Shillings _____ (amount in words)] in accordance with
the Instructions to Tenderers is hereby accepted.

You are hereby instructed to proceed with the execution of the said Works in accordance
with the Contract documents.

Authorized Signature

Name and Title of Signatory

Attachment : Agreement

FORM OF AGREEMENT

THIS AGREEMENT, made the _____ day of _____ 20 _____
between _____ of [or whose
registered office is situated at] _____
(hereinafter called “the Employer”) of the one part AND
_____ of [or whose
registered office is situated at] _____
(hereinafter called “the Contractor”) of the other part.

WHEREAS THE Employer is desirous that the Contractor executes

_____ *(name and identification number of Contract)* (hereinafter called “the Works”) located
at _____ *[Place/location of the Works]* and the Employer
has accepted the tender submitted by the Contractor for the execution and completion of
such Works and the remedying of any defects therein for the Contract Price of
Kshs _____ *[Amount in figures]*, Kenya
Shillings _____ *[Amount in words]*.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expressions shall have the same meanings as are
respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and shall be read and construed as
part of this Agreement i.e.

Letter of Acceptance

Form of Tender

Conditions of Contract Part I

Conditions of Contract Part II and Appendix to Conditions of Contract

Specifications

Drawings

Priced Bills of Quantities
3. In consideration of the payments to be made by the Employer to
the Contractor as hereinafter mentioned, the Contractor hereby
covenants with the Employer to execute and complete the Works and remedy any
defects therein in conformity in all respects with the provisions of the Contract.
4. The Employer hereby covenants to pay the Contractor in

consideration of the execution and completion of the Works and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties thereto have caused this Agreement to be executed the day and year first before written.

(i) FOR AND ON BEHALF OF THE EMPLOYER

Name _____

Title _____

Binding Signature _____

Date _____

Witnessed by:

Name _____

Address _____

Signature _____

Date _____

(i) FOR AND ON BEHALF OF THE CONTRACTOR

Name of the Contractor _____

Full name of the Contractor's Authorized Representative _____

Title _____

Binding Signature _____

Date _____

Witnessed by:

Name _____

Address _____

Signature _____

Date _____

FORM OF TENDER SECURITY

WHEREAS (hereinafter called “the Tenderer”) has submitted his tender dated for the construction of
..... (*Name of Contract*)

KNOW ALL PEOPLE by these presents that WE having our registered office at(hereinafter called “the Bank”), are bound unto(hereinafter called “the Employer”) in the sum of Kshs..... for which payment well and truly to be made to the said Employer, the Bank binds itself, its successors and assigns by these presents sealed with the Common Seal of the said Bank this Day of20.....

THE CONDITIONS of this obligation are:

If after tender opening the tenderer withdraws his tender during the period of tender validity specified in the instructions to tenderers
Or

If the tenderer, having been notified of the acceptance of his tender by the Employer during the period of tender validity:

- (a) fails or refuses to execute the form of Agreement in accordance with the Instructions to Tenderers, if required; or
- (b) fails or refuses to furnish the Performance Security, in accordance with the Instructions to Tenderers;

We undertake to pay to the Employer up to the above amount upon receipt of his first written demand, without the Employer having to substantiate his demand, provided that in his demand the Employer will note that the amount claimed by him is due to him, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of tender validity, and any demand in respect thereof should reach the Bank not later than the said date.

[Date]

[signature of the Bank]

[Witness]

[Seal]

PERFORMANCE BANK GUARANTEE

To: _____(Name of Employer) _____(Date)
_____ (Address of Employer)

Dear Sir,

WHEREAS _____(hereinafter called "the Contractor") has undertaken, in pursuance of Contract No. _____ dated _____ to execute _____ (hereinafter called "the Works");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognised bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of Kshs. _____ (*amount of Guarantee in figures*) Kenya Shillings _____ (*amount of Guarantee in words*), and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of Kenya Shillings _____ (*amount of Guarantee in words*) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change, addition or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this Guarantee, and we hereby waive notice of any change, addition, or modification.

This guarantee shall be valid until the date of issue of the Certificate of Completion.

SIGNATURE AND SEAL OF THE GUARANTOR _____

Name of Bank _____

Address _____

Date _____

QUALIFICATION INFORMATION

Individual Tenderers or Individual Members of Joint Ventures

1.1 Constitution or legal status of tenderer (attach copy or Incorporation Certificate);

Place of registration: _____

Principal place of business _____

Power of attorney of signatory of tender _____

1.2 Total annual volume of construction work performed in the last five years

Year	Volume	
	Currency	Value

1.3 Work performed as Main Contractor on works of a similar nature and volume over the last five years. Also list details of work under way or committed, including expected completion date.

Project name	Name of client and contact person	Type of work performed and year of completion	Value of work performed and Contract
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

1.4 Major items of Contractor's Equipment proposed for carrying out the Works. List all information requested below.

Item of Equipment	Description, Make and age (years)	Condition (new, good, poor) and number available	Owned, leased (from whom?), or to be purchased (from whom?)
_____	_____	_____	
_____	_____	_____	
_____ (etc.)	_____	_____	

1.5 Qualifications and experience of key personnel proposed for administration and execution of the Contract. Attach biographical data.

Position	Name	Years of experience (general)	Years of experience in proposed position
Project Manager			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(etc.)			

1.6 Financial reports for the last five years: balance sheets, profit and loss statements, auditor's reports, etc. List below and attach copies.

1.7 Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, etc. List below and attach copies of supportive documents.

1.8 Name, address and telephone, telex and facsimile numbers of banks that may provide reference if contacted by the Employer.

1.9 Statement of compliance with the requirements of Clause 1.2 of the Instructions to Tenderers.

1.10 Proposed program (work method and schedule) for the whole of the Works.

Joint Ventures

The information listed in 1.1 – 1.10 above shall be provided for each partner of the joint venture.

The information required in 1.11 above shall be provided for the joint venture.

Attach the power of attorney of the signatory(ies) of the tender authorizing signature of the tender on behalf of the joint venture

Attach the Agreement among all partners of the joint venture (and which is legally binding on all partners), which shows that:

- a) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;
- b) one of the partners will be nominated as being in charge, authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the joint venture; and
- c) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge.

TENDER QUESTIONNAIRE

Please fill in block letters.

- 1. Full names of tenderer
.....

- 2. Full address of tenderer to which tender correspondence is to be sent (unless an agent has been appointed below)
.....

- 3. Telephone number (s) of tenderer
.....

- 4. Telex address of tenderer
.....

- 5. Name of tenderer's representative to be contacted on matters of the tender during the tender period
.....

- 6. Details of tenderer's nominated agent (if any) to receive tender notices. This is essential if the tenderer does not have his registered address in Kenya (name, address, telephone, telex)
.....
.....

Signature of Tenderer

Make copy and deliver to: _____ (*Name of Employer*)

CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in Part 1 and either Part 2 (a), 2 (b) or 2 (c) and 2 (d) 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; Country/Town.....

Plot No..... Street/Road

Postal Address..... Tel No.....

Nature of Business.....

Current Trade Licence No..... Expiring date.....

Maximum value of business which you can handle at any time: K. pound.....

Name of your bankers.....

Branch.....

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:

	<i>Name in full</i>	<i>Nationality</i>	<i>Citizenship Details</i>	<i>Shares</i>
1
2

3.....

Part 2(c) – Registered Company:

Private or public.....

State the nominal and issued capital of the Company-

Nominal Kshs.....

Issued Kshs.....

Give details of all directors as follows:

Name in full . Nationality. Citizenship Details*. Shares.

1.
.....

2.
.....

3.
.....

4.
.....

Part 2(d) – Interest in the Firm:

Is there any person / persons in(Name of Employer) who has interest in this firm? Yes/No.....(Delete as necessary)

I certify that the information given above is correct.

.....
(Title)

.....
(Signature)

.....
(Date)

Attach proof of citizenship

DETAILS OF SUB-CONTRACTORS

If the Tenderer wishes to sublet any portions of the Works under any heading, he must give below details of the sub-contractors he intends to employ for each portion.

Failure to comply with this requirement may invalidate the tender.

(1) Portion of Works to be sublet:

[i] Full name of Sub-contractor
and address of head office:.....
.....

Sub-contractor's experience
of similar works carried out
in the last 3 years with
Contract value:
.....
.....

(2) Portion of Works to sublet:

[i] Full name of sub-contractor
and address of head office:.....
.....
.....

Sub-contractor's experience
of similar works carried out
in the last 3 years with
contract value:
.....

[Signature of Tenderer)

Date

**PROPOSED RENOVATIONS AT
RAVINE MARKET
IN RAVINE TOWN
BARINGO COUNTY**

Item	Quantity	Unit	Quantity	Rate	Amount
<u>Removal of Existing permanent Structures</u>					
A	Floor hacking removing all debris and depositing it as directed by the public health officer.	Sm	398		
B	Demolish walling to provide access for steel gate to be erected		ITEM		
FLOOR FINISHES					
Cement and sand (1:4) trowelled beds and pavings : on concrete : to					
C	32 mm Floors : finished to receive floor screed	Sm	398		
D	Floor Red oxide	Sm	398		
Carried to Collection					-

	PROPOSED RENOVATIONS AT RAVINE MARKET				
--	---------------------------------------	--	--	--	--

-3-3-2

	ROOFING AND RAIN WATER GOODS				
A	<p>Allow for removal of existing market roof; including iron sheets, trusses and store as directed by the client. (Approximately 676sm)</p> <p>Approved 'IT 5 Roofing sheets or other equal and approved: on and including 50 x 50mm timber battens on timber roof structure (measured seperately) to structural engineer's details; including all fixing accessories and touch up kit: fixed approximately 3.0 metres above ground level.</p>		ITEM		
B	<p>28 Gauge Roof covering;</p> <p>Roof Structure (All provisional) <u>Retain existing roof structure</u></p> <p>Timber roof stucture : sawn celcured cypress : bolted connection; allow for scarf joints etc to engineer's details</p>	Sm	676		
C	150 x 50mm Hip rafters	m	95		
D	150x 50mm Rafters	m	168		
E	150 x 50mm wall plate	m	136		
F	150x 50mm Ceiling joist	m	115		
G	150 x 50mm wall king post, struts & ties	m	147		
H	75 x 50mm purlins	m	216		

	Carried to Collection				
	PROPOSED RENOVATIONS AT RAVINE MARKET ELEMENT NO. 2 ROOFING AND RAIN WATER GOODS				

-3-3-1

	Wrought cypress, treated, selected, kept clean Retain existing roof structure and rain water goods				
A	225x 25mm Fascia/barge board(main market)	m	88		
	Rainwater goods; uPVC gutters and down pipes fixed with and including all appropriate accessories				
B	150mm Half round rain water gutters fixed to fascia board with appropriate approved brackets	m	75		
C	Extra over nozzle outlets	No	4		
D	Ditto stopped ends	No	8		
E	100mm Diameter downpipe fastened to walls with mild steel holder bats	m	28		
F	Extra over downpipe for shoe	No	4		
G	Ditto for swanneck	No	4		

	COLLECTION				
	Total Brought Forward from Page No.	-3-3-1			
		-3-3-2			
		-3-3-3			
	Carried Forward to Summary of Section No. 3				
	Section No. 3 PROPOSED RENOVATIONS AT RAVINE MARKET ELEMENT NO. 2				
	0				

3-3-3

	<u>GABLE WALLING</u> Precast concrete louvre blocks				
A	150mm Louvre block walling (main market)	Sm	19		

Supply assemble & fix the following purpose made in heavy duty 20 x 20mm 'Z' & 'T' -sections, 4mm thick; metric W20 range; fabricated to approved detailed designs; 60 x 40 x 3mm framing complete with beading: cottage style, small panelled; 200 x 300mm equal panes; glazed in 6mm bronze tinted glass: hooded mosquito proofed permanent vents, pin type hinges; 12mm Square mild steel bars, welded in approved pattern; to match profile of window frames including all necessary cutting, welding, grinding, ironmongery from 'Kensmetal Ltd'; and one coat red oxide primer before fixing.

A 1500 x 2100mm High : Single leaf

No. 3

Section No. 3
WALLING & GATE

ELEMENT NO. 2

-

	Section No. 3				
	BUILDING WORKS				
	<u>SECTION SUMMARY - RENOVATION WORKS</u>				
1	DEMOLITIONS				
2	ROOFING				
3	WALLING AND GATES				
TOTAL CARRIED TO MAIN SUMMARY					-

CIVIL WORKS

BILL 1 : PRELIMINARIES

	DESCRIPTION	UNIT	QTY	RATES	TOTAL
1	Allow a sum of Kshs 30,000 to Fabricate, collate, erect and brand publicity signboard	LS	1		
	Total Bill 1: Preliminary				

BILL NO. 2: SITE CLEARANCE					
	DESCRIPTION	UNIT	QTY	RATES	TOTAL
2	Stripping 200mm of top soil	cm	24		
	Total for Bill No. 2: Carried to summary				

BILL NO. 3: SUB-BASE MATERIAL					
ITEM	DESCRIPTION	UNIT	QTY	RATES	TOTAL
3	Provide, spread and compact 200mm thick of approved gravel material to the engineers specifications.	cm	300		
	TOTAL OF BILL NO. 3 CARRIED TO SUMMARY				

BILL NO. 4: EXCAVATION AND FILLING FOR STRUCTURES					
ITEM	DESCRIPTION	UNIT	QTY	RATES	TOTAL
4	Backfilling and compacting and surrounding of culverts	CM	64		
	TOTAL OF BILL NO.4 CARRIED TO SUMMARY				

BILL NO. 5: INVERTED DRAINAGE BLOCKS					
ITEM	DESCRIPTION	UNIT	QTY	RATES	TOTAL
5	Provide lay and joint in trench 300mm diameter X 610MM precast concrete IDB	LM	250		
	TOTAL BILL 5: CARRIED TO SUMMARY				

BILL NO. 6: CONCRETE WORKS					
ITEM	DESCRIPTION	UNIT	QTY	RATES	TOTAL
	Covered Storm drain				

6	Provide materials and construct 200mm thick reinforced concrete class 20/20 storm water drains with 50mm thick perforated concrete cover slabs as before described including all necessary excavations formwork and disposal of excavated materials	LM	100		
	TOTAL FOR BILL 6: CARRIED TO SUMMARY				
	MAIN SUMMARY				
1	PRELIMINARIES				
2	SITE CLEARANCE				
3	SUB-BASE MATERIALS				
4	EXCAVATIONS AND FILLING				
5	INVERTED DRAINAGE BLOCKS				
6	CONCRETE WORKS				
	TOTAL FOR CIVIL WORKS CARRIED TO GRAND SUMMARY				
A.	PC AND PROVISIONAL SUMS Allow a provisional sum				

B.	of Kenya Shillings Two hundred Thousand shillings only(200,000.00) for Contingencies		SUM		200,000.00
	Allow a provisional sum of Kenya Shillings One Hundred Thousand (100,000.00) for Project Managers Expenses and Stationery		SUM		100,000.00
	Carried to collection				300,000.00

Brought Down from
Page No. PC/ 1 Above 300,000.00

TOTAL FOR PC AND
PROVISIONAL SUMS 300,000.00

CARRIED TO GRAND
SUMMARY

		SY	1		
ITEM	GRAND SUMMARY DESCRIPTION				
1	PROPOSED RENOVATIONS AT RAVINE MARKET(BUILDERS WORK)	SD			
2	CIVIL WORKS	CW			
3	PROVISIONAL SUMS	PS/1			
	SUB TOTAL				
4	ADD VAT	16%			

TOTAL FOR
ROPOSED
RENOVATIONS
AT RAVINE
MARKET -
CARRIED TO
FORM OF
TENDER

NAME OF TENDERER.....

ADDRESS.....

SIGNATURE.....

DATE.....

NAME OF

WITNESS.....

ADDRESS.....

SIGNATURE.....

DATE.....