

# **COUNTY GOVERNMENT OF TAITA TAVETA**

## **DEPARTMENT OF WATER AND SANITATION**



### **TENDER FOR**

### **SHELEMBA BOREHOLE**

**TENDER NO: TTCG/W&S/QTN/726/2018-2019**

### **SMALL WORKS**

**ISSUED BY**

**COUNTY CHIEF OFFICER,**

**P.O BOX 1155**

**WUNDANYI**

**PREPARED BY**

**SUB COUNTY WATER OFFICER,**

**P.O BOX 125**

**MWATATE**

**CLOSING DATE: 20<sup>TH</sup> FEBRUARY, 2019**

# SECTION 1

## INVITATION FOR TENDERS

**TENDER REFERENCE:TTCG/W&S/QTN/726/2018-2019**

**TENDER NAME: SHELEMBA BOREHOLE**

Taita Taveta county government came into existence pursuant to constitution of Kenya 2010.the county covers an area of 17,000 square kilometers with a population of 350,000 and is located 80km north of Mombasa and 230km south of Nairobi city.

The county government of Taita Taveta wishes to invite sealed bids **Shelemba Borehole** as specified in the tender document

- 1.1 The pre-site tender visit is optional at bidders Discretion.
- 1.2 Price quoted inclusive of all taxes, must be in Kenya shillings and shall remain valid for 90 days from the closing date of tender
- 1.3 Completed tender documents enclosed in separate plain sealed envelopes and clearly marked with the tender number, tender name should be addressed and sent to:

**COUNTY SECRETARY  
TAITA TAVETA COUNTY GOVERNMENT  
P.O BOX 1066-80304 WUNDANYI, KENYA**

**At the tender Box, so as to be received on or before20<sup>th</sup> February 2019**

Tenders will be opened immediately thereafter in the presence of the candidates representatives who choose to attend at Taita Taveta county boardroom located at wundanyi.

1.4 Yours sincerely

**DIRECTOR SUPPLY CHAIN MANAGEMENT**

**TAITA TAVETA COUNTY GOVERNMENT**

# **APPENDIX TO CONDITIONS OF CONTRACT**

THE EMPLOYER IS NAME: **\_TAITA TAVETA COUNTY GOVERNMENT-DEPARTMENT OF WATER AND SANITATION**

Address: **\_ P.O BOX 1066(80304) WUNDANYI**

Name of Employer's Representative: County Chief Officer (Department of Education and Libraries)

The name (and identification number)of the contract **SHELEMBA BOREHOLE** proposed work consist **SHELEMBA BORE HOLE** Project Manager is: **SUB COUNTY WORKS OFFICER OR ANY OTHER OFFICER APPOINTED BY**

## **THE ACCOUNTING OFFICER**

The start date shall be: **TO AGREED WITH THE PROJECT MANAGER.**

The intended completion Date for the whole of the works shall be **21 DAYS AFTER COMMENCEMENT DATE**

The Accounting Officer may, at any time may **TERMINATE THE PROCUREMENT PROCEEINGS WITHOUT ENTERING INTO A CONTRACT IN ACCORDANCE WITH THE ACT.**

Tender opening date shall be: **20<sup>th</sup> February 2019**

The site is located at **MWATATE.**

The name and address of the employer for the purpose of submission of tender is.....

**THE COUNTY CHIEF OFFICER, DEPARTMENT OF WATER AND SANITATION.  
TAITA TAVETA COUNTY GOVERNMENT  
P.O BOX 1066-80304  
WUNDANYI.**

Applicable laws : **PUBLIC PROCUREMENT AND DISPOSAL ACT AND OTHER RELEVANT LAWS INCLUDING GENERAL CONDITIONS OF UNDER STANDARD BID DOCUMENT FOR PROVISION OF CIVIL WORKS**

**FORM OF TENDER**

TO ----- (name of employer)

----- (Date)

----- (Name of Contractor)

Dear Sir,

- 1. In accordance with the standard **PPOA** conditions of contract for small works, **standard Specification for road and bridge construction, 1986 (SSRBC)**, drawing and bills of quantities for the executive of the above named works, we, the undersigned offer of construct, install and complete such works and remedy and defects therein for the sum of

Ksh. ----- (Amount in figures should be inclusive of all the works done as per the bill of quantities attached)

Ksh. -----  
----- (Amount in words)

- 2. We undertake, if our quotation is accepted, to commence the works as soon as in 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 started in the appendix to conditions of contract
- 3. We agree to abide by this quotation until ----- (insert date) and it shall remain binding upon us and may be accepted at any time before that date
- 4. Unless and until a formal agreement is prepared and executed as quotation together with your written acceptance thereof, shall continue a binding contract between us.
- 5. We understand that you are into bound to accept the lowest or any quotations you may receive.

Dated this ----- day of ----- 20 -----

Signature: ----- in the capacity of -----

Duly authorized to sign quotations for and on behalf of -----  
----- (Name of contractor).

----- (Address of contractor).

Witness: Name -----

Address: -----

Signature: -----

Date: -----

## **LABOUR,**

Unskilled labor shall be sourced from the locality of the project.

At least 30% of the labor force shall comprise of youth, 30% women and at least one (1) person with disability

## **MATERIALS;**

The contractor is encouraged to use as much local available materials possible without compromising quality.

All materials delivered to site will be deemed to the property of the employer and permission will be required from the employer before their removal from site.

## **SECURITY;**

Security of the materials on site will remain the responsibility of the contractor until the project is completed, tested, commissioned and handed over... All insurance costs shall be borne by the contractor and any loss of materials shall be replaced by the contractor.

## **INSURANCE;**

The tender shall ensure a workman compensation insurance policy is in place before commencement of work

## **CONCRETE;**

All reinforced concrete shall be vibrated.

## **Supply and Install**

It shall be assumed that all materials supplied shall be installed and used to construct the specified infrastructure to working conditions. The contractor shall be deemed to have completed the contract works when they provide a “working system”

**Where sub- contract agreements exist**, they shall be declared and shall form part of the contract. The County Government shall the arbitrator in the event of any disputes between the contractor and the sub-contractor and the decision of the arbitrator shall be final. The arbitrator can direct payments be made directly to sub-contractors, if need be.

The contractor shall complete the project within the contract period. Any delay in completion shall attract the employer to charge for the **liquidated Damages. The penalties shall** be charged at kes. 10,000 per day (contracts up to kes. 5 million), kes. 20,000 per day (contracts5M-10M) kes.30,000 per day (contracts above 10 M)

Upon completion of work the contractor shall prepare “as built” drawings that indicate the layout of the final installation.

Before commencement of work the contractor shall **submit work plans** for the project to be approved by the department before taking over the site

**TENDER QUESTIONNAIRE**

1. Full names of the bidder

.....

2. Full address of bidder to which quotation correspondence is to be sent (Unless an agent has been appointed below)

.....  
.....

3. Telephone number(s) of the bidder

.....  
.....

4. Telex address of the bidder

.....  
.....

5. Name of the bidders representative to be contacted on matters of the quotation during the quotation period

.....  
.....

6. Details of the bidders nominated agent (if any) to receive quotation notices. This is essential if the bidder does not have his registered address in Kenya (Name, address, telephone, telex)

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

.....

Signature of Quotation

Make a copy and deliver to :.....( Name of Employer )

# CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particular indicated in Part 1 and either Part2 (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 License No.....Expiring date.....

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

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:

Name in full	Nationality	Citizenship	Detail Shares
--------------	-------------	-------------	---------------

1.....			
.....			

2

.....  
.....

3

.....  
.....

**PTO**

**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 above information is correct.

.....  
.....

(Title)

(Signature)

(Date)

Attach proof of citizenship

**BILL OF QUANTITIES FOR SHELEMBA BOREHOLE(TEST PUMPING,WATER QUALITY ANALYSIS,(INSTALLATION OF GANTRY STRUCTURE-TO BE DONE AFTER THE REPORTS)-**

**BH DEPTH-84M AND 6" CASING.**

(Supply, deliver to site, install and test)

S/NO.	ITEM DESCRIPTION	UNIT	QTY	RATE	AMOUNT
<b>1.00</b>	<b>BILL NO.1 TEST PUMPING, WATER QUALITY ANALYSIS &amp; INSTALLATION OF GANTRY</b>				
1.1	Allow for the necessary mobilization and demobilization of plant and equipment to and from site	ITEM		L/S	
1.2	Undertake Continuous Discharge Test as specified for 24 hours for actual test pumping to determine maximum discharge, prepare a report and submit to the client.	HR	24		
1.3	Undertake water Level observation and record recovery.	ITEM	1	L/S	
1.4	Take water samples for laboratory analysis (1 No. sample for Bacteriological and 1 No. for Chemical each 1.5 litres) and submit the results to the client.	ITEM	1	L/S	
1.5	Fabricate and install gantry structure as per drawings. It shall have racks ¾" G.I class B water pipes welded at 350 mm c/c full length on both masts of( 7m height above ground level of 4" G.I pipe class B)	ITEM	1	L/S	
	TOTAL SUM				
<b>2.00</b>	<b>Allow 10% of total sum for contingencies</b>	<b>P.S</b>		<b>L/S</b>	
<b>3.00</b>	<b>Allow 5% of total sum for project management</b>	<b>P.S</b>		<b>L/S</b>	
	<b>GRAND SUM</b>				

**TENDER EVALUATION CRITERIA**  
**PRELIMINARIES.**

- Interested contractors should be registered with relevant institutions.
- Bid bond of 1% of bid price in form of bank guarantee or Insurance firm and must. Remain valid for 90 days from the date of tender opening.
- Current tax Compliance Certificate.
- Confidential business questionnaire duly completed.
- Valid PIN and VAT certificate.
- Certificate of Registration.

**TECHNICAL EVALUATION.**

**Attach evidence for each number.**

1. Work of similar nature and magnitude-15 Marks
2. Qualifications of personnel- 5 Marks
3. Experience of personnel -10 Marks
4. Financial ability -10 Marks
5. Plant/Equipment/Tools -10 Marks
6. Affirmative action- County based contractors-15 Marks.
7. Litigation history-3 Marks
8. Delivery period-2 Marks
9. Sub contract with business for Youth/Women/Persons with disabilities – 10 marks
10. Letter of credit line facility from reputable bank – 10 marks.
11. Financial Statements for the last three years – 10 marks.

**(TOTAL FINANCIAL SCORE – 100 Marks)**

**NB: BIDDERS WHO ATTAINS 70 POINTS WILL BE SUBJECTED TO FINANCIAL EVALUATION AND CONTRACT AWARDED TO THE LOWEST EVALUATED BIDDER.**