



MASAI TECHNICAL TRAINING INSTITUTE

P.O. BOX 125-01100 KAJIADO | Cell: +254 727 738161, 020 2064581

Email: info@masaitech.ac.ke, masaitti@gmail.com | Website: www.masaitech.ac.ke



MASAI TECHNICAL TRAINING INSTITUTE

REGISTRATION OF SUPPLIERS FOR GOODS, SERVICES AND WORKS FOR FINANCIAL YEARS 2025/2026

COMPANY/BUSINESS NAME:.....

CATEGORY NO:

CATEGORY DESCRIPTION:

IF IN RESERVED GROUP PLEASE INDICATE BELOW: (tick)

WOMEN

☐

YOUTH

☐

PERSONS WITH DISABILITY

☐

OPEN

☐

TO: MASAI TECHNICAL TRAINING INSTITUTE
P.O. BOX 125-01100 Kajiado, Kenya

EMAIL: procurement@masaitech.ac.ke

Cc: info@masaitech.ac.ke

WEBSITE: www.masaitech.ac.ke

Closing date and time: THURSDAY 15TH MAY 2025 AT 11.00AM

S/NO	TENDER NUMBER	TENDER NAME	ELIGIBILITY
CATEGORY A: REGISTRATION OF SUPPLIERS			
1	MTTI/REG/2025-2026 /001	Supply, Installation and maintenance of CCTV Cameras	Youth
2	MTTI/REG/2025-2026 /002	Provision Of Asset Maintainace,Equipment,Valuation,Tagging and updating the Asset register	Open
3	MTTI/REG/2025-2026 /003	Provision of institute car wash services, tyre change puncture repair and alignment services.	Open
4	MTTI/REG/2025-2026 /004	Provision of Publication and Advertisement services	Open
5	MTTI/REG/2025-2026 /005	Provision of small works –Civil, Plumbing Mechanical and Electrical	Open
6	MTTI/REG/2025-2026 /006	Provision of Painting Works	Open
7	MTTI/REG/2025-2026 /007	Provision Of servicing to food and beverage equipment's, textile, building and civil machines and equipment's	Open
8	MTTI/REG/2025-2026 /008	Provision Of networking/Connectivity services	Open
9	MTTI/REG/2025-2026 /009	Provision of repair and Maintenance of gas range and kitchen equipment's	Open
10	MTTI/REG/2025-2026 /010	Provision Of design and Printing services	PWD's
11	MTTI/REG/2025-2026 /011	Provision of repair and maintenance services to institute motor vehicles	Open
12	MTTI/REG/2025-2026 /012	Provision Repair and Mantainace of standby generator	Open
13	MTTI/REG/2025-2026 /013	Provision of repair and Mantainace of Printers and Photocopiers	Open
14	MTTI/REG/2025-2026 /014	Supply and delivery of Library books	Open
15	MTTI/REG/2025-2026 /015	Supply and Delivery of Robotic software	Open
CATEGORY B: FRAMEWORK AGREEMENTS			
16	MTTI/T/16/2025-2026	Supply and Delivery of General Stationery	Women
17	MTTI/T/17/2025-2026	Supply and Delivery of General hardware materials	Youth
18	MTTI/T/18/2025-2026	Supply and Delivery of Meat, fish and Poultry Products	Women
19	MTTI/T/19/2025-2026	Supply and Delivery of Vegetables and Fruits	Open
20	MTTI/T/20/2025-2026	Supply and Delivery of Dry Food Stuff, Dairy Products Beverages and Herbs and Alcoholic beverages	Women
21	MTTI/T/21/2025-2026	Supply and Delivery of Liquid detergents	Open

22	MTTI/T/22/2025-2026	Supply and Delivery of LPG Cooking and Industrial Gases	Open
23	MTTI/T/23/2025-2026	Supply and Delivery of Electrical & Electronics Materials and Tools	Open
24	MTTI/T/24/2025-2026	Supply and Delivery of General Cleaning Materials	Youth
25	MTTI/T/25/2025-2026	Supply and Delivery of Plumbing Materials	Open
26	MTTI/T/26/2025/2026	Supply and Delivery of petrol, Diesel, and lubricants.	Open
27	MTTI/T/27/2025-2026	Supply and Delivery of Airtime	PWD
28	MTTI/T/28/2025-2026	Supply and Delivery of Motor Vehicle Tyres, Rims, and Tubes & Genuine spares	Open
29	MTTI/T/29/2025-2026	Supply and Delivery of Bottled Water and clean borehole water	Women
30	MTTI/T/30/2025-2026	Supply and Delivery Of tonners and Cartridges	Women
31	MTTI/T/31/2025-2026	Supply and delivery of Computers, Laptops, Printers, UPS, Servers, Computer Spare Parts & Accessories	Open
32	MTTI/T/32/2025-2026	Supply and Delivery of Training Tools, Materials and Accessories for Automotive and Mechanical Production Engineering and soil testing Lab	Youth
33	MTTI/T/33/2025-2026	Supply and delivery of textile materials and Accessories	Open
34	MTTI/T/34/2025-2026	Supply and delivery of cutlery utensils and Kitchen appliances	Open
35	MTTI/T/35/2025-2026	Supply and delivery of personal protective equipment's	PWD's
36	MTTI/T/36/2025-2026	Provision Of fumigation services	Open
37	MTTI/T/37/2025-2026	Provision of repair and mantainace, replacement of Occupational safety equipment's and firefighting	Open
38	MTTI/T/38/2025-2026	Provision Of exhaust Services	Open
39	MTTI/T/39/2025-2026	Supply and delivery of Newspapers	Open
40	MTTI/T/40/2025-2026	Supply and delivery of printing papers	Youth
41	MTTI/T/41/2025-2026	Supply and delivery of Chicken, Eggs and poultry	Open
42	MTTI/T/42/2025-2026	Supply and delivery of cosmetology, Tourism and housekeeping Materials	PWD's
43	MTTI/T/43/2025-2026	Supply and delivery of farm inputs, seeds, fertilizers, Pesticides, animals feeds and hays	Open

44	MTTI/T/44/2025-2026	Supply and delivery of sports and games equipment's	Open
45	MTTI/T/45/2025-2026	Supply and delivery of office furniture and related office fittings	Open
46	MTTI/T/46/2025-2026	Supply and delivery of pharmaceuticals products	Open
47	MTTI/T/47/2025-2026	Supply and delivery of tents and portable chairs	Open
48	MTTI/T/48/2025-2026	Provision Of grass cutting and bush clearing Services	Open
50	MTTI/T/48/2025-2026	Provision of repair ,servicing of institute motor vehicle and supply of supply spare parts	Open
51	MTTI/T/48/2025-2026	Provision of internet Connection Services	Open

LIST OF CATEGORIES



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TENDERS AND REGISTRATION OF SUPPLIERS FOR THE FINANCIAL YEARS 2025/2026

Masai Technical Training Institute invites applications for the registration from interested and qualified suppliers, contractors and consultants and Tenders on Framework Agreements in the following categories for the financial years 2025/2026

Tender documents may be obtained from the Institute Procurement office during normal working hours upon payment of a non-refundable fee of **Ksh. 1000 (One thousand Kenya shillings only)** per document paid through M-Pesa pay bill **247247 Account no.441015**, or from the Public Procurement Information Portal(PPIP) <https://tenders.go.ke/> or from the institute's website www.masaitech.ac.ke free of charge. Candidates who choose to download the documents from the website must also forward their particulars immediately for records via procurement@masaitech.ac.ke

Completed tender documents shall be sealed in a plain envelope bearing a specific tender number and should be addressed to the undersigned, and be deposited in the tender box located at the institute **administration block** on or before **Thursday, 15th May 2025 at 11.00 am**. Tenders will be opened publicly immediately thereafter in the institute Jitume Lab in the presence of the tenderer or their agents. Late bids will be returned unopened.

Principal /Secretary BOG
Masai Technical Training Institute

REQUIREMENTS

Prospective suppliers shall be required to submit the following **MANDATORY** documents as proof of their eligibility: -

- 1.** Certificate of Registration/Incorporation
- 2.** KRA PIN
- 3.** Valid Tax Compliance Certificate
- 4.** Valid Business permit
- 5.** Attach CR 12/CR 13 Directorship of the company
- 6.** Valid AGPO Certificate where applicable
- 7.** For small works repairs Firms **MUST** be registered by NCA (6,7 and 8
- 8.** Must have valid Practicing License from relevant bodies
- 9.** Duly Completed Confidential Business Questionnaire
- 10.** The person/firm **MUST NOT** be debarred by the Public Procurement Regulatory Authority (Provide Statement/Declaration)
- 11.** Attach copies of LPOs/LSOs and recommendation letters from previous clients
- 12.** Pharmacy and Poisons Board certificate/license
- 13.** Provide Food Handlers Certificate for Supply of meat products
- 14.** Provide License from EPRA for Fuel and LPG Gas
- 15.** For service of professional nature as specified (valuation among others, bidders **MUST** provide certification & registration with relevant authorities)

YOUTH, WOMEN AND PERSONS WITH DISABILITY CATEGORY

Mandatory Requirements

1. Certificate of Business Registration/Incorporation
2. A Valid Certificate of registration from Treasury (AGPO Certificate)
3. A Copy of PIN Certificate
4. Valid Tax Compliance Certificate at the time of opening
5. Certificate of Confirmation of Directors and Shareholding (CR 12) for limited companies (Evidence of identity to prove Youth and women in the enterprise)/ID Card for Sole Proprietorship & Partnership

Completed registration documents in a plain sealed envelope, clearly marked
“REGISTRATION OF SUPPLIERS FOR 2025/2026 bearing the respective **REFERENCE
NUMBER & CATEGORY** but no indication of the applicant, should be deposited in the
Tender Box at the **MASAI TECHNICAL TRAINING INSTITUTE PROCUREMENT
OFFICE** or sent by registered post to:

**The Chief Principal, MASAI Technical Training Institute
P.O BOX 125-01100
KAJIADO**

SECTION 2: INSTRUCTIONS TO SUPPLIERS

2.1 Introduction

2.1 MASAI Technical Training Institute would like to invite interested candidates who must qualify by meeting the set criteria as provided by the Institute to perform the contract of Supply and delivery of goods, services and works to the Institute.

2.2. Format and Signing of Applications

2.2.1 The applicant shall prepare one original document comprising the registration document, as described in Instructions to Candidates, bound with the section containing the Appendix to instructions and clearly marked **ORIGINAL**.

2.2.2 The original registration document shall be typed or written in indelible and shall be signed by a person or persons duly authorized to sign on behalf of the applicant pursuant to Sub- Clause 2.4.2. The person or persons signing the registration document shall initial all pages of the tender where entries or amendments have been made.

The registration document shall be without alterations, omissions or conditions except as necessary to correct errors made by the applicant, in which case such corrections shall be initialed by the person or persons signing the registration document.

2.3 Submission of Applications

2.3.1 Applications for registration shall be submitted in sealed envelopes marked with the registration category, title and reference number and deposited in the tender box at the address and location indicated or be addressed to the respective addresses provided in the tender notice so as to be received on or before **Date 2ND May 2025 at 11:00 hours**. Applications received after the closing date and time shall not be evaluated. However, this exercise shall be continuous throughout the period and such applications submitted after the closing date and shall be put to consideration during subsequent evaluations.

2.3.2 The Candidate shall seal the original registration document duly marking the envelope **ORIGINAL**. The envelope shall:

- (a) Be addressed and delivered to the location at the address provided in the invitation for registration

and the registration advertisement.

- (b) Bear the registration category, title and reference number of the registration document.

2.3.3 If the envelope is not sealed and marked as instructed above, the Institute will assume no responsibility for the misplacement or premature opening of the registration document. If the envelope discloses the Candidates identity MASAI Technical Training Institute will not guarantee the anonymity of the registration submission, but this shall not constitute grounds for rejection of the registration document.

2.3.4 All the information requested for registration 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.

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

2.4 Eligible Candidates

2.4.1 Suppliers registered with Registrar of Companies under the Laws of Kenya in respective merchandise or services are invited to submit their application documents to the Institute so that they June be registered for consideration and submission of quotations. The prospective suppliers are required to supply mandatory information for Registration - Form RQ-1.

2.4.2 Candidates shall provide such evidence of their continued eligibility satisfactory to MASAI Technical Training Institute, as the Institute shall reasonably request.

2.5 Qualification Criteria

2.5.1 Registration will be based on meeting the minimum requirements to pass in the criteria set as shown below. The attached questionnaire forms RQ-1, RQ-2, RQ-3, RQ4, RQ-5, are to be completed by prospective suppliers who wish to be registered for submission of tenders.

2.5.2 The registration application forms which are not filled out completely and submitted in the prescribed manner will not be

Page
considered. All the documents that form part of the proposal must be written in English and in ink.

Page

2.5.3 Experience

Apart from bidders under the Special group's categories, prospective bidders shall have at least two (2) years' experience in the supply of goods, services and allied items.

2.5.4 Personnel

The names and any other pertinent information of the key personnel for individuals or groups to execute the contract must be indicated in form RQ-1

2.5.5 Financial Condition

The Suppliers financial condition will not form part of the evaluation criteria to determine the supplier's eligibility at this stage.

2.5.6 Confidential Business Questionnaire

The general information and details of nature of business and location should be included in Form RQ -2.

2.5.7 Past Performance

Past performance will be given due consideration in pre-qualifying bidders. Letter of reference from past customers should be included in Form RQ-3. Must attach copies of LPOs, LSOs, value of contract and duration of contract

2.5.8 Litigation History and Sworn Statement

Application must include information on any history of litigation or arbitration resulting from contracts executed in the last one year–or currently under execution Form RQ-4 and a sworn statement by the Tenderer ensuring the accuracy of the information given - Form RQ-5.

2.6 Cost of Application

The registration document shall be availed online to the applicant at no cost. The applicant shall however bear any other costs associated with the preparation and submission of its application and MASAI Technical Training Institute will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the registration process.

2.7 Clarification of Registration Documents

2.7.1 The prospective applicant requiring any clarification of the registration documents **June** notify MASAI Technical Training Institute in writing or by email at the Institute email address indicated in the registration data.

2.7.2 The Institute will respond in writing through email to any request for clarification that is received earlier than 3 days prior to the deadline for the submission of applications. Copies of the Institute response to queries raised by applicants (including an explanation of the query but without identifying the sources of the inquiry) will be sent to all prospective applicants. The respective bidders who downloaded the registration document must notify the institute via MASAItechnical@gmail.com

2.8 Amendment of Registration Documents

2.8.1 At any time prior to the deadline for submission of applications, the Institute June, for any reason, whether at her own initiative or in response to a clarification requested by a prospective applicant, modify the registration documents by issuing subsequent Addenda.

2.8.2 The Addendum thus issued shall be part of the registration documents pursuant to Sub- Clause 2.7.2 and shall be communicated in writing or email to all prospective applicants. Prospective applicants shall promptly acknowledge receipt of each Addendum by email to the Institute.

2.8.3 In order to afford prospective applicants reasonable time in which to take an Addendum into account in preparing their applications, MASAI Technical Training Institute June at her discretion, extend the deadline for the submission of applications in accordance with Clause 2.8.1.

2.9 Deadline for Submission of Registration Documents

2.9.1 Applications must be received by the Institute at the address specified in Sub Clause 2.10.1, no later than the time and date stipulated in the notice for registration.

2.9.2 The Institute June, at its discretion, extend the deadline for the submission of applications through the issue of an Addendum in accordance with Clause 2.8 in which case all rights and obligations of the Institute and the applicants previously subject to the original deadline shall thereafter be subject to the new deadline as extended.

2.10 Process to be Confidential

2.10.1 Information relating to the examination, evaluation of applications, and recommendations for the successful suppliers shall not be disclosed to applicants or any other persons not officially concerned with such process until approval to the successful applicant has been announced. Any effort by an applicant to influence the Institutes processing of applications or approval decisions June result to disqualification of the applications.

2.11 Clarification of Applications and Contacting of the Institute

2.11.1 To assist in the examination, evaluation, and comparison of applications, the Institute June, at its discretion, ask any applicant for clarification of his/her application.

2.11.2 Subject to Sub-Clause 2.11.1, no applicant shall contact the Institute on any matter relating to its application from the time of the opening to the time the registration list is approved.

2.11.3 Any effort by any applicant to influence the Institute in its registration evaluation, or registration approval decisions June result to disqualification of the supplier's application.

2.12 Examination of Registration Documents and Determination of Responsiveness

2.12.1 Prior to the detailed evaluation of applications, The Institute will determine whether each application;

- (a) has been properly signed and delivered pursuant to clause 2.3;
- (b) is substantially responsive to the requirements of the registration documents; and
- (c) provides any clarification and/or substantiation that the Institute June require to determine responsiveness pursuant to Sub-Clause 2.15

2.12.2 A substantially responsive application is one that conforms to all the terms, conditions, and specifications of the registration documents without material deviation or reservation.

A material deviation or reservation is one

- (a) Which limits in any substantial way, inconsistent with the registration documents, the Institute's rights or the applicant obligations under the contract; or

(b) Whose rectification would affect unfairly the

Competitive position of other applicants presenting substantially responsive applications.

2.12.3 If an application is not substantially responsive, it will be rejected by the Institute and June not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.

2.12.4 The Institute, prior to the approval of the registration June confirm the qualification of each applicant who shall have passed the technical stage of the registration process in order to determine whether the applicant possesses all the requirements in the application for the registration document submitted.

2.13 Notification of Qualified Applicants

2.13.1 Applicants whose applications are determined to be successful in accordance with sub- clause 2.15 will be notified by the Institute within Sixty (60) days from the date of opening of registration documents.

2.13.2 At the same time, the Institute will notify qualified Applicants that their applications are responsive, and shall also notify other Applicants- whose applications are not responsive.

2.14 Evaluation and Comparison of Applications

2.14.1 The Institute will evaluate and compare only the applications determined to be substantially responsive in accordance with Clause 2.13

2.14.2 Registration will be based on meeting the Mandatory requirements to pass in the criteria set.

2.15 Institutes Right to accept any application and to reject any or all Applications

2.15.1 The Institute reserves the right to accept or reject any application, and to annul the registration process and reject all applications, at any time prior to approval of contact, without thereby incurring any liability to the affected applicant.

2.16 Notification of Approval

2.16.1 Prior to expiration of the period of registration validity prescribed by Institute, the successful applicants will be notified through a list to be uploaded on the Institute website.

APPENDIX TO INSTRUCTIONS TO SUPPLIERS

The following instructions for the registration of Suppliers shall supplement, complement or amend the Supply and delivery of the instructions to Suppliers.

Where there is a conflict between the Supply and delivery of the instructions to suppliers, and the Supply and delivery of the appendix 2:3:3, the Supply and delivery of the appendix 2:3:5 herein shall prevail over those of the instructions to the suppliers.

- (i) Subject to Clause 2.2.1 and 2.3.2 on Format & signing of applications and Submission of Applications respectively, Bidders are requested to submit **ONLY ONE ORIGINAL** Registration document
- (ii) Subject to Clause 2.15 on Evaluation and Comparison of Applications, the evaluation criteria shall be as follows: -

A: PRELIMINARY EVALUATION (MANDATORY REQUIREMENTS)

	Requirements	Score
1.	Certificate of Registration/Incorporation	Mandatory
2.	Copy of Valid Tax Compliance Certificate/ Exemption certificate	Mandatory
3	Copy of valid and current Trade License	Mandatory
4	Copy of CR12/CR13 Directorship of the company	Mandatory
5	Copy of valid AGPO Certificate where applicable	Mandatory
6.	For works Firms MUST be registered by NCA (6,7 and 8)	Mandatory
7.	Copies of registration with relevant regulatory bodies where applicable e.g., EPRA, Pharmacy and Poisons Board certificate/license	Mandatory
8	Valid Practicing License for professionals where applicable	Mandatory
9	Copies of LPOs/LSOs from the previous/current client (s)	Mandatory
10	Duly completed Self-declaration forms as per the attached format SD1 and SD2	Mandatory
11	Copy of valid Business Permit	Mandatory

Any applicant who fails to provide **ALL** the mandatory requirements shall **NOT** proceed to the next stage of the evaluation.

2.5 Qualification Criteria

Registration will be based on meeting the minimum requirements to pass in the criteria as shown below. The attached questionnaire forms RQ-1, RQ-2, RQ-3, RQ4, RQ-5, are to be completed by prospective suppliers who wish to be registered for submission of tenders.

EVALUATION CRITERIA

	Requirements	Score
1	Duly filled Registration Data	20
2	Duly filled Confidential Business Questionnaire	30
	Provide names of three clients (organizations)	
	i) First client Organization (Attach documental evidence)	10
	ii) Second client Organization (Attach documental evidence)	10
	iii) Third client Organization (Attach documental evidence)	10
3	Litigation History (Provide current sworn affidavit)	10
4	Duly completed Self-declaration forms as per the attached format SD1 and SD2	10
	TOTAL	100

The minimum pass mark to qualify for registration shall be 70. Applicants who will not meet this minimum pass mark shall be disqualified at this stage.

SUPPLIERS APPLICATION FORM

I/We..... Hereby apply for
registration

(*Name of Company/Firm*)

As suppliers of

(*Item Description*)

Category No.....

Other branches and location

Organization & Business Information

Management Personnel Job Title.....

1.

2.

3.

Partnership (if applicable)

Names of Partners

.....

.....

.....

Indicate terms of trade/ sale /Payment.....

(20 points)

Enclose copy of profile of the firm indicating the main fields of activities

RQ-2 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 1- General:

Business

Name.....

Plot No.....

Location of Business

Premises.....

Street/Road.....

Email

Address.....

Postal Address..... Tel

No.....

Nature of Business..... Current Trade license.....

Expiring.....

Maximum Value of Business which you can handle at Any Given Time:

Ksh.....

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

Given Details of partners as follows:

Name	Nationality	Citizenship Details	Shares
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.....			
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.....
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.....

(30 Points)

FORM RQ-3 PAST EXPERIENCE NAMES OF AT LEAST THREE CLIENTS

1. Name of 1st Client (organization)

i) Name of Client (organization) ii)

Address of Client (organization)

iii) Name of Contact Person at the Client (organization)
.....

iv) Telephone No. of Client
.....

v) Duration of Contract (date)
.....

vi) Signature and Stamp of
Organization.....

2. Name of 2nd Client (organization)

i) Name of Client (organization) ii)

Address of Client (organization)

iii) Name of Contact Person at the Client (organization)
.....

iv) Telephone No. of Client
.....

v) Duration of Contract (date)
.....

vi) Signature and Stamp of
Organization.....

3. Name of 3rd Client (organization)

i) Name of Client (organization)..... ii)

Address of Client (organization)

iii) Name of Contact Person at the Client (organization)
.....

iv) Telephone No. of Client
.....

v) Duration of Contract (date)
.....

vi) Signature and Stamp of
Organization.....

(30 points)

Form RQ-4 CREDIT FACILITY DECLARATION FORM

Will you offer credit to the Institution if you are successfully prequalified for category applied?

YES ☐

NO ☐

If YES, indicate the number of days.....

Name.....

For and on behalf of.....

Position.....

Sign.....Date.....Stamp:

FORM RQ-5

-

LITIGATION HISTORY

Name of Contract Supplier.....

Contractors/Suppliers should provide information on any history of litigation or arbitration resulting from contracts executed in the last one year 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)

(10 Points)

FORM SD1

SELF DECLARATION FORMS (R.47)

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 ofdo 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

FORM SD2

SELF DECLARATION FORMS

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 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 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 corruptive practice with other bidders participating in the subject tender.
5. THAT what is deposed to hereinabove is true to the best of my knowledge, information and belief.

.....

(Title)
Bidder's Official Stamp

(Signature)

(Date)

To insert declaration and commitment on the code of Ethics

FORM RQ-6

- SWORN STATEMENT

Having studied the Registration information for the above project we/I hereby state:

- a. That the information furnished in our/my application is accurate to the best of my/our knowledge.
- b. That in case of being registered, we/I acknowledge that this grants us the right to participate in due time in the submission of a tenders or quotations on the basis of Supply and delivery s in the tender or quotation documents to follow.
- c. When the legal status, financial conditions, technical or contractual capacity of the firm changes such that it affects our/my ability to respond to participate in quotations /tenders, we commit ourselves to inform you and acknowledge your right to review the Registration made.
- d. We/I enclose all the required documents and information required for the Registration evaluation.

Applicant's Name/Company

Name.....

Represented By.....

Date.....

Signature & Stamp.....

(Full name and designation of the person signing and stamp or seal)