

TENDER NO. CDF/AWD/011/2026-2027



**TENDER DOCUMENT FOR
PROPOSED 1NSTALLATION
OF
GUTTERS, WATER TANK AND PUMP
AT
ST. PETER'S KODENY MIXED SCHOOL
THE PMC,**

**ST. PETER'S KODENY MIXED SCHOOL
AWENDO SUB COUNTY
P.O BOX 160- 40405 SARE**

SEPTEMBER, 2026

SCOPE OF WORK

- **Gutter installation**
- **Water pump installation**
- **Construction of water tower**
- **Supplying and installing water tank**

***NB.** Contractor is advised to conduct site pre – visit to confirm the above works and advice or comment in writing during submission of tender document .*

NOTE : ALL PRICES ARE INCLUSIVE OF 16% V.A.T

INSTRUCTIONS TO TENDERERS

1.0	This is a FULL Contract
1.1	The tender is open for application to Contractor registered by the <i>National Construction Authority (NCA) category & and above</i> . Bidders must have relevant technical knowledge , practical experience and competence in the construction and rehabilitation of school infrastructure as may be approved by the NG-CDF, AWENDO . Proof of registration and technical experience is required.
1.2	A Tenderer with an ongoing project within the school which is behind schedule and without an proved extension of time SHALL NOT be eligible to submit a tender .
1.3	Selected Contractor shall enter into legally bending contract with the Institution by signing Contract Agreement specifying the agreed Price and the completion Period .Technical working drawings are appended to Bills of Quantities where applicable.
1.4	Contractors should understand that the work is urgent and is advised to prepare and attach during submission of Tender document the Work Schedule for this project indicating the Start Timeand End Time .
1.5	The work shall be done during learning period and consequently the contractor must observe rules governing non learning activities in the institution environment and to observe the institution's day of worship by NOT carrying out any activity on site that day .
1.6	Working hours in the institution is from 8.00a.m to 5.00p.m

1.8	This is a fixed price Contractors .Tenderers are advised to visit the site to familiarize themselves with its nature and position before returning their applications as NO claim shall be entertained for lack of knowledge in this respect . In this regard, there shall be mandatory Pre – Tender Site visit at Tenderer’s Own Expense.
1.9	The tender must be accompanied by technical academic certificates and testimonials of the applicant as per the advertisement.
2.0	The Contractor shall maintain law and order in the School compound and is personally responsible for behavior and conduct of his workers on site in this respect.
2.1	The tender document must be filled in indelible black or blue ink
2.2	The tender not meeting the above requirements shall be disqualified .
2.3	The Tender Committee reverses the right to reject any tender and is not bound to accept the Lowest or Highest Bidder or to give any reason in that respect.
	NOTE : ALL PRICES ARE INCLUSIVE OF 16% V.A.T
	Declaration : I have read and understood the above conditions and hereby agree to the bound by them
	Tenderer’s Name _____
	Rubberstamp _____
	Witnessed by _____
	Position : _____
	Id Number : _____
	Signature _____
	Date _____

**NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT
FUND
ST. PETER'S KODENY MIXED SCHOOL
P.O BOX 160 -40405
SARE**

FORM OF INVITATION TO TENDER

_____ [date]

To : _____ [name of contractor]
_____ [address]

Dear Sir:

REF: _____
[Contractor Name]

You have been prequalified to tender for the above project.

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

A complete set of tender documents may be purchased from .

The school **CDF Office Awendo. of P.O Box 450, SARE**, upon payment of a non-refundable fee of **Kshs 1,000.00 (One Thousand only)**

All tenders must be delivered to CDF Office in the Tender Box on or before _____ at **10.00a.m** _____ (**time and date**). Tenders will be opened immediately thereafter , in the presence of tenders' representatives who choose to attend .

Please confirm receipt of this letter immediately in writing.

Yours faithfully,

Authorized 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]
2. 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.
3. 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.
4. 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.
5. 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 _____

**AWENDO NG-CDF
ST. PETER'S KODENY MIXED SCHOOL
P.O BOX 160 -40405
SARE**

LETTER OF ACCEPTANCE

_____ [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

**AWENDO NG-CDF
ST. PETER'S KODENY MIXED SCHOOL
P.O BOX 160-40405
SARE**

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 the works for

(*Name 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.
 - (i) Letter of Acceptance
 - (ii) Form of Tender
 - (iii) Conditions of Contract Part I
 - (iv) Conditions of Contract Part II and Appendix to Conditions of Contract
 - (v) Specifications
 - (vi) Drawings
 - (vii) 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.

SIGNED

1. SCHOOL PMC

Chairman _____ Sign _____

Secretary _____ Sign _____

Official stamp

2. CONTRACTOR

Name of person representing the Contractor _____

National ID Number _____

Signature _____

Contractor's Rubber stamp _____ Date _____

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 License 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

MEASURED WORKS



REPUBLIC OF KENYA
PROPOSED INSTALLATION OF GUTTERS, WATER
TANK AND WATER PUMP.
AT
ST. PETER'S KODENY MIXED SECONDARY
SCHOOL.
P.O BOX 160-40405
SARE AWENDO

BILL OF QUANTITIES.

PREPARED BY;

SIGN.....

SUBCOUNTY WORKS OFFICER (AWENDO)

DEPARTMENT OF PUBLIC WORKS

MIGORI COUNTY

P.O BOX 164 -40400

SUNA –MIGORI.

SEPTEMBER, 2026

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS.
	<u>RAIN WATER GOODS</u>				
A	Supply 125x 100mm gauge 28 gutters and fix to fascia boards with brackets.	186	LM		
B	Extra over gutters for stop end	6	NO		
C	Ditto for outlets	6	NO		
D	100x100mm box down pipe fixed to walls with steel brackets	26	LM		
E	Extra over ditto for swan neck	6	NO		
F	Ditto shoes	6	NO		
G	Supply and install 10,000 litres capacity tank	1	ITEM		
H	Supply and install 2no. 5,000 litres capacity tank	2	ITEM		
I	Supply and fix 1NO. water pump i.e PEDROLO 1 HP	1	ITEM		
J	Construct 1no. water tower	1	ITEM		
	Carried to collection on page.....				

PC 1

ITEM	DESCRIPTION.	KSHS.
	<u>PRIME COST (PC) AND PROVISIONAL SUMS.</u>	
A	Allow a provisional sum of Kenya shillings One Hundred thousand (Kshs. 100,000) only for Contingencies.	100,000
B	Allow a provisional sum of Kenya shillings One Hundred thousand (Kshs. 100,000) only for project management	100,000
	TOTAL	200,000

ITEM	DESCRIPTION	PAGE	CONTRACTOR SUM	
			KSHS.	CTS
1	TOTAL FOR WORKS			
2	PC. AND PROVISIONAL SUMS.	PC 1	200,000	00
	SUB TOTAL			
	Add 16% VAT			
	GRAND TOTAL			

AMOUNT IN WORDS, KENYA SHILLINGS:

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

MAIN CONTRACTOR _____

ADDRESS _____

SIGNATURE _____

DATE _____

WITNESS NAME _____

SIGNATURE _____

DATE _____