TENDER NO. CDF/AWD/013/2026-2027

TENDER DOCUMENT FOR PROPOSED RENOVATION OF 7NO. CLASSROOMS AT

OMBASA PRIMARY SCHOOL

THE PMC,

OMBASA PRIMARY SCHOOL
AWENDO SUB COUNTY

P.O BOX 16- 40405 SARE

SEPTEMBER, 2026

SCOPE OF WORK

- **Floor tiling**
- **Floor screeding**
- **Fixing of doors and windows**
- **Painting**

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 *National Construction Authority (NCA) category & and above*. 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 Time**and **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
OMBASA PRIMARY SCHOOL
P.O BOX 16 -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 Tittle*

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 ofEmployer]*
of_____[*Address of Employer]*

Witness; Name_____

Address_____

Signature_____

Date_____

AWENDO NG-CDF
OMBASA PRIMARY SCHOOL
P.O BOX 16 -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
OMBASA PRIMARY SCHOOL
P.O BOX 16 -40405
SARE

FORM OF AGREEMENT

THIS AGREEMENT, made the _____ day of _____ 20 _____between_____of[or whose registered office is situatedat]_____ (*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 theWorks]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 inwords]*.

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:

	Name in full	*Nationality*	*Citizenship Details*	*Shares*
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 RENOVATION OF 7NO CLASSROOMS.
AT
OMBASA PRIMARY AND JSS SCHOOL.
P.O BOX 16-40405
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.

CLERK OF WORKS

NG-CDF AWENDO

P.O BOX 450-40405

SARE –AWENDO.

JUNE, 2026

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS.
	7NO. CLASSES				
A	Prepare and apply one coat of first grade SUPER GLOSS enamel paint finish to the walls both interior and exterior.	1470	SM		
B	Hack the floors where necessary before fixing the floor tiles	490	SM		
C	Screed the completely worn-out floors to receive tiles	490	SM		
D	Supply and fix floor tiles 300mm by 300mm by 8mm thick	490	SM		
E	15mm thick cement and sand (1:3) render to external walls	735	SM		
D	12mm thick cement and sand (1:3) plaster to internal walls	735	SM		
E	Fabricate and fix windows to replace the broken ones (1200mm x 1500mm)	35	NO		
F	Supply and fix glasses (4mm thick) with putty to windoows	63	SM		
	Carried to collection on page……				

ITEM	DESCRIPTION.	KSHS.
	PRIME COST (PC) AND PROVISIONAL SUMS.	
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**

GENERAL GRAND SUMMARY PAGE

ITEM	DESCRIPTION	PAGE	CONTRACTOR SUM KSHS.	CTS
1 2	TOTAL RENOVATION WORKS PC. AND PROVISIONAL SU MS.	 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_____