STATE DEPARTMENT OF TVET

BELGUT TECHNICAL TRAINING INSTITUTE

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MOTTO: SKILLS FOR INDUSTRIALIZATION

EVALUATION COMMITEE REPORT FOR PROPOSED COMPLETION OF 2 STOREY BUILDING ENGINEERING AND TECHNOLOGY WORKSHOP. HELD ON 10TH DECEMBER 2025 AT THE INSTITUTE BOARDROOM.

QUOTATIONS NO:

1. KCO/BEL/BELGUT TTI/022/2025/2026 FOR PROPOSED COMPLETION OF 2 STOREY BUILDING ENGINEERING AND TECHNOLOGY WORKSHOP.

Introduction

The Evaluation Committee was appointed by the Principal, Belgut Technical Training Institute, the mandate of the Committee was to carry out the preliminary and financial evaluation of the quotations in accordance with the Public Procurement and Asset Disposal Act 2015, and Public Procurement Regulations, 2020.

The Evaluations Committee consisted of the following members:

Members Present

S/NO	NAME	DESIGNATION	POSITION
1.	SAMWEL KIPKIRUI	BUILDING	CHAIRPERSON
2.	DENNIS RONO	PLUMBING	MEMBER
3.	SHADRACK RONO	ICT	MEMBER
4.	HARON KIPKIRUI	FINANCE	MEMBER
5.	DEBORAH CHEROTICH	PROCUREMENT	SECRETARY

The Evaluation Committee confirmed that all the tender documents for the firms that Quoted were as indicated in the tender Opening Committee minutes.

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1.1 Firms that had submitted bids for the the proposed completion of 2 storey building of engineering and technology workshop

Firms which had submitted their tender were allocated identification numbers by the tender Opening Committee as shown in the Table 1 below:

2.KCO/BEL/BELGUT TTI/022/022/2025/2026 PROPOSED COMPLETION OF 2 STOREY BUILDING FOR ENGINEERING AND TECHNOLOGY WORKSHOP.

BIDDER NO.	FIRM
BIDDER NO.01	MPC COMPANY LIMITED
BIDDER NO.02	DILUCK MARKETING AND LOGISTIC
BIDDER NO.03	JEPCOM VENTURES LIMITED
BIDDER NO.04	VINTAGE YOUTH LIMITED
BIDDER NO.05	GLAKOS INVESTMENT LIMITED
BIDDER NO.06	SAFARILAND ENTERPRISES LIMITED

2.0 Evaluation of the bids

Each member of the Evaluation Committee evaluated the tender document independently prior to sharing their analysis, and evaluation including going through the tender documents submitted by the bidders. The Committee then came up with harmonized conclusions for each bidder.

2.1 Evaluation Criteria

The evaluation and comparison was done using the procedures and criteria set out in the tender document.

Bidders were first evaluated based on Mandatory Requirements and any bidder who did not meet any one of the mandatory requirements was deemed non-responsive at this stage.

Those bidders who met all the mandatory requirements proceeded to financial evaluation stage, where strict adherence to the compliance and evaluation criteria set out in the tender document was evaluated.

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2.2 Preliminary Evaluation

The Committee subjected the bids through Preliminary Evaluation as provided for under Section III of the Tender Document. Bidders were required to provide the following mandatory requirements as shown in table 3 below.

2.2.1 Table 3: Mandatory Requirements (MR)

No.	Criteria	Mandatory Requirements	Responsive or non-responsive.
1.	Registration from the Registrar	Certificate of Incorporation / Registration from the Registrar of Companies / Businesses;	
2.	Confirmation of details of Directors and shareholders	A copy of RECENT CR12 Form (12Months) from the Registrar of Companies Include - Copies of National Identity Cards/Passports for the Director(s)	
3.	Online check	A valid Current Category of Registration with National Construction Authority (NCA) in the relevant trade; **NCA 5 and above** (building works) & a valid Contractor's Annual Practicing License from NCA for the current year	
4	Online check	A copy of Current/Valid Tax Compliance Certificate issued by the Kenya Revenue Authority	
5	*Valid single business permit*	*A copy of a Valid Single Business permit*	
6	Dully filled Declaration Forms	Dully filled, Signed and Stamped Self-Declaration Forms; FORM SD1 and FORM SD2	

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	7	Dully Filled, Signed and Stamped Declaration And Commitment	Dully Filled, Signed and Stamped Declaration And Commitment To The Code Of Ethics	
	8	Dully Filled signed and Stamped Form of Tender	Dully Filled, signed and Stamped Form of Tender, Confidential Business Questionnaire and Certificate Of Independent Tender Determination	
	9	Dully Filled , signed and stamped Current Contract Commitments	Dully filled, signed and stamped Current Contract Commitments / Works in Progress form. /Schedule of ongoing works	
	10.	Serialized/paged	The bid document Must be submitted in the required format & serialized/paginated sequentially from first page to the last page on each page, well bound and intact.	
	11.	Proof of power of attorney	Provide proof of Power of attorney.	
	12.	At least for 3 consecutive years	Submit certified copies of Audited accounts (Signed by Auditors and directors) for the last three (3) years (Certified by an advocate)	
	13.	**Required format, amount, from a reputable bank or insurance company approved by PPRA and that is valid for 120 days from the date of tender opening.**	Provide Tender Security (Bid Bond) to the Procuring Entity that is in the **required format, amount, from a reputable bank or insurance company approved by PPRA and that is valid for 120 days from the date of tender opening.**	
	14.	Evidence For the last 3 years	Evidence of work done previously of similar magnitude for the last three years.	
	15.	Prices	Dully priced Bill of Quantities	

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Table 4: INDIVIDUAL SCORE SHEET STAGE 1: PRELIMINARY EVALUATION.

Date..... .....

	Preliminary Mandatory Evaluation for: **Proposed completion of 2 storey building for engineering and technology workshop.**						
	Mandatory Requirements	Responsive (R) or Non-Responsive (NR)					
		B1	B2	B3	B4	B5	B6
1	Certificate of Incorporation / Registration from the Registrar of Companies / Businesses;	√	√	√	√	√	√
2	A copy of RECENT CR12 Form (12Months) from the Registrar of Companies Include - Copies of National Identity Cards/Passports for the Director(s)	√	√	√	√	√	√
3	A valid Current Category of Registration with National Construction Authority (NCA) in the relevant trade; **NCA 5 and above** (building works) & a valid Contractor's Annual Practicing License *from NCA for the current year*	×	√	√	√	√	√
4	A copy of Current/Valid Tax Compliance Certificate issued by the Kenya Revenue Authority	√	√	√	√	√	√
5	A copy of a Valid Single Business permit	√	√	√	√	√	√
6	Dully filled, Signed and Stamped Self-Declaration Forms; FORM SD1 and FORM SD2	√	√	√	√	√	√
8	Dully Filled, signed and Stamped Form of Tender, Confidential Business Questionnaire and Certificate Of Independent Tender Determination	√	√	√	√	√	√

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9	Dully filled, signed and stamped Current Contract Commitments / Works in Progress form. /Schedule of ongoing works	√	√	√	√	√	√
10	The bid document Must be submitted in the required format & serialized/paginated sequentially from first page to the last page on each page, well bound and intact.	√	√	√	√	√	√
11	Provide proof of Power of attorney.	√	√	x	√	√	√
12	Submit certified copies of Audited accounts (Signed by Auditors and directors) for the last three (3) years (Certified by an advocate)	x	√	√	x	√	√
13	Provide Tender Security (Bid Bond) to the Procuring Entity that is in the **required format, amount, from a reputable bank or insurance company approved by PPRA and that is valid for 120 days from the date of tender opening.**	√	√	√	√	√	√
14	Evidence of work done previously of similar magnitude for the last three years.	x	x	√	x	√	√
15	Dully Priced Bill of quantities	√	√	√	√	√	√
	Responsive (R) or Non-Responsive (NR)	NR	NR	NR	NR	R	R

2.3 Summary of Stage 1: Preliminary Evaluation

Upon applying the above criteria, the following bidders failed to proceed to stage 2 due to various reasons outlined here below:

Bidder 1 – M/s MPC COMPANY LIMITED

- The attached NCA was NCA7
- Submit certified copies of audited accounts only for two years
- No evidence of work done of similar magnitude for the last three years

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Bidder 2 – M/s DILUCK MARKETING LOGISTIC

- No evidence of work done previously of similar magnitude for the last three year

Bidder 3 – M/s JEPCOM VENTURES LIMITED

- No proof of power of attorney

Bidder 4- M/s VINTAGE YOUTH VENTURES

- No evidence- of work done for the last three years
- Submitted certified copies of audited accounts only for two years

2.4Table 5: Bidder Responsive to Mandatory Requirements (MR)

S/N	Bidder No.	Remarks
1.	05	Responsive to Mandatory Requirements (MR)
2.	06	Responsive to Mandatory Requirements (MR)

From the foregoing, Bidders **No.5** met all the Mandatory Requirements (MR) and therefore proceeded to Technical Capacity Evaluation Stage.

From the foregoing, Bidders **No.6** have met all the Mandatory Requirements (MR) and therefore proceeded to Technical Capacity Evaluation Stage.

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3.1 STAGE TWO: STAGE 2: TECHNICAL EVALUATION (CAPACITY TO DELIVER).

The bidder is subjected to Technical Evaluation to determine its capacity to deliver using the criteria set in the tender document as indicated below;

Table 6: proposed completion of 2 storey building for engineering and technology workshop at belgut technical training institute.

Technical Capacity Evaluation

S/No	Requirements	Evidence	Compliance(y/n)
1 a.	Copies of audited account	Signed by auditors and director	Y
1 b.	Evidence of work done previously of similar magnititue for the last three year	Notification of award, Iso attached	Y

From table 6 above, **Bidder No.5 AND 6** have passed having attached all the required documents.

The Committee recommended as follows;

1. Proposed completion of 2 storey building for engineering and technology workshop.

   M/S. GLAKOS INVESTMENTS LIMITED and M/S. SAFARILAND ENTERPRISES COMPANY qualified to the financial proposal stage having met all the preliminary stage and technical requirements

The Evaluation Committee hereby submits the Technical Evaluation Report to the Head of procurement function for review and consent to proceed and invite the successful **Bidder No. 5 and bidder No.6** above to the opening of the financial bid pursuant to **Regulation 122 (2) (b)**

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3.0 FINANCIAL EVALUATION

The responsive Firms/Bidders proceeded to the Financial Evaluation Stage.
The Evaluation committee confirms that all the financial proposals were completed i.e. the bidders had coasted all the items; the following table show the financial proposals by the bidders who were responsive from the preliminary stage.

KCO/BEL/BELGUT TTI/022/2025-2026-PROPOSED COMPLETION OF 2 STOREY BUILDING FOR ENGINEERING AND TECHNOLOGY.

BIDDER NO	BIDDERS NAME	ITEM DESCRIPTION	QTY	UNIT PRICE	TOTAL AMOUNT
05	GLAKOS INVESTMENT LIMITED P.O BOX 305 ELDORET	PROPOSED COMPLETION OF 2 STOREY BUILDING FOR ENGINEERING AND TECHNOLOGY	1	Ksh,14,757,203.10	Ksh,14,757,203.10
06	SAFARILAND ENTERPRISES COMPANY LIMITED P.O BOX 2503 NAIROBI	PROPOSED COMPLETION OF 2 STOREY BUILDING FOR ENGINEERING AND TECHNOLOGY	1	KSH,14,212,147.68	KSH,14,212,147.68

RECOMMENDATION

The evaluation committee recommended the awards of proposed completion of 2 storey building for engineering and technology workshop for the following Bidders Being the lowest price bidders in the evaluation's reports.

1. **MS. SAFARILAND ENTERPRISE COMPANY LIMITED P.O BOX, 2503, NAIROBI FOR KSH.14,212,147.68, FOURTEEN MILLION TWO HUNDRED AND TWELVE THOUSAND ONE HUNDRED AND FORTY-SEVEN AND SIXTY-EIGHT CENT, KENYA SHILLINGS ONLY INCLUSIVE OF 16% VAT KCO/BEL/BELGUT TTI/022/2025/2026 FOR PROPOSED COMPLETION OF 2 STOREY BUILDING FOR ENGINEERING AND TECHNOLOGY WORKSHOP.**

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The Evaluation Committee hereby agree and append their signatures

S/No.	Name	Designation	Position	Sign	Date
1	SAMWEL KIPKIRUI	BUILDING	Chairperson		10/12/2025
2	DENNIS RONO	PLUMBING	Member		10/12/2025
3	SHADRACK RONO	ICT	Member		10/12/25
4	HARON KIPKIRUI	FINANCE	Member		10/12/2025
5	DEBORAH CHEROTICH	PROCUREMENT	secretary		10/12/25