NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD

OPEN NATIONAL TENDER (ONT)

TENDER DOCUMENT

FOR THE

PROVISION OF VARIOUS CATEGORIES OF INSURANCE SERVICES

(UNDERWRITERS ONLY)

TENDER NUMBER: **NG-CDFB/ONT/008/2026-2027**

ADVERT DATE: **WEDNESDAY 18TH NOVEMBER 2026**

TENDER CLOSING DATE: **WEDNESDAY 25TH NOVEMBER, 2026**

TIME: -10.00 A.M.

NOVEMBER, 2026

NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD HARAMBEE
SACCO PLAZA, 10TH FLOOR
P.O BOX 46682-00100
NAIROB

TEL No: 070989400
WEBSITE: www.ngcdf.go.ke

EMAIL: procurement@ngcdf.go.ke

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INVITATION TO TENDER

PROCURING ENTITY: NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD

CONTRACT NAME AND DESCRIPTION:

1. The National Government Constituencies Development Fund Board (NGCDFB) has set aside funds for use in the procurement of medical and other category of insurance services during the Financial Year 2026-2027 to cover eligible **Underwriters** under contract for **Various Categories of Insurance Services for a period of one year** as follows;

Tender No.	Description
NG-CDFB/ONT/008/2026-2027	**Provision of various Insurance Covers for a period of ONE Year.**
Staff and Director Policies	**Medical Scheme Cover (Directors and Staffs), WIBA, Directors & Officers Liability Insurance**
Assets Based and related Policies	**Motor Policies and Asset and Equipment Policies**

2. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours *i.e .0900 to 1600 hours* at the address given below. Tender documents may be viewed and/or downloaded from the website **www.tenders.go.ke** or **www.ngcdf.go.ke**

3. A complete set of tender documents obtained electronically will be free of charge.

4. Tender documents may be viewed and downloaded for free from the website **www.ngcdf.go.ke** or **www.tenders.go.ke** Tenderers who download the tender document must forward their particulars immediately to **procurement@ngcdf.go.ke** to facilitate any further clarification or addendum.

5. All Tenders must be accompanied by a tender security of **Kshs. 1,000,000(One Million Only**) or equivalent of in a freely convertible currency in form of cash, a bank guarantee, a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority and listed by the Public Procurement Regulatory Authority.

6. The Tenderer shall chronologically serialize all pages of the tender documents submitted.

7. Completed tenders must be delivered to the address below on or before ***25th November,2026 at 10am***. Electronic Tenders *will not be* permitted.

8. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.

9. Late tenders will be rejected.

10. The addresses referred to above are:

A. Address for obtaining further information and for purchasing tender documents

1) **National Government Constituencies Development Fund Board**

2) **The Procurement office, Harambee Sacco Plaza, 10th Floor, along Haile Selassie Uhuru Way junction Nairobi**

3) **P.O BOX 46682-00100, Nairobi.**

4) **Manager Supply Chain, 0709984000, procurement@ngcdf.go.ke.**

B. Address for Submission of Tenders.

1) **National Government Constituencies Development Fund Board**

2) **P.O BOX 46682-00100, Nairobi, Chief Executive Officer**

3) **The Procurement office, Harambee Sacco Plaza, 10th Floor, along Haile Selassie Uhuru Way junction Nairobi**

C. Address for Opening of Tenders.

1) **National Government Constituencies Development Fund Board**

2) Physical address for the location (City, Street Name, Building, Floor Number and Room) **The Procurement office, Harambee Sacco Plaza, 10th Floor, (Boardroom), along Haile Selassie Uhuru Way junction Nairobi**

[Authorized Official (name, Designation***, Signature and date)]***

Name Mr. Benjamin Magut

Designation A g Chief Executive Officer

Date 18/11/2026

PART 1 - TENDERING PROCEDURES

SECTION I - INSTRUCTIONS TO TENDERERS

A. General

1. Scope of Tender

1.1 This tendering document is for the delivery of Insurance services, as specified in Section V, Procuring Entity's Schedule of Requirements. The name of the Procuring Entity, name and identification and number of this tender are specified in the **TDS.**

2. Definitions

2.1 Throughout this tendering document:

a) The term "in writing" means communicated in written form (e.g. by mail, e-mail, including if specified **in the TDS**, distributed or received through the electronic-procurement system used by the Procuring Entity) with proof of receipt;

b) If the contexts requires, "singular" means "plural" and vice versa; and

c) "Day" means calendar day, unless otherwise specified as "Business Day". A Business Day is any day that is an official working day of the Procuring Entity. It excludes the Procuring Entity's official public holidays.

2.2 The successful Tenderer will be expected to commence providing the Insurance Services by Date provided **in the TDS**. The insurance duration for each item will be one year or the period specified in the **TDS.**

3. Fraud and Corruption

3.1 The Procuring Entity requires compliance with the provisions of the Public Procurement and Asset Disposal Act, 2015, Section 62 "Declaration not to engage in corruption". The tender submitted by a person shall include a declaration that the person shall not engage in any corrupt or fraudulent practice and a declaration that the person or his or her sub-contractors are not debarred from participating in public procurement proceedings.

3.2 The Procuring Entity requires compliance with the provisions of the Competition Act 2010, regarding collusive practices in contracting. Any tenderer found to have engaged in collusive conduct shall be disqualified and criminal and/or civils actions may be imposed. To this effect, Tenders shall be required to complete and sign the "Certificate of Independent Tender Determination" annexed to the Form of Tender.

3.3 Unfair Competitive Advantage -Fairness and transparency in the tender process require that the firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender. To that end, the Procuring Entity shall indicate in the **TDS** and make available to all the firms together with this tender document all information that would in that respect give such firm any unfair competitive advantage over competing firms.

3.4 Tenderers shall permit and shall cause their agents (where declared or not), subcontractors, sub-consultants, service providers, suppliers, and their personnel, to permit the Procuring Entity to inspect all accounts, records and other documents relating

to any initial selection process, pre-qualification process, tender submission, proposal submission, and contract performance (in the case of award), and to have them audited by auditors appointed by the Procuring Entity.

4 Eligible Tenderers

4.1 A Tenderer may be a firm that is a private entity, a state-owned enterprise or institution subject to ITT 4.7 or any combination of such entities in the form of a joint venture (JV) under an existing agree mentor with the intent to enter into such an agreement supported by a letter of intent. Only Insurance service providers registered by Insurance Regulatory Authority are eligible to tender and sign contracts. In the case of a joint venture, all members shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the tendering process and, in the event the JV is awarded the Contract, during contract execution. Members of a joint venture may not also make an individual tender, be a subcontractor in a separate tender or be part of another joint venture for the purposes of the same Tender. The maximum number of JV members shall be specified in the **TDS.**

4.2 Public Officers of the Procuring Entity, their spouse, child, parent, brother, sister, child, parent or sister of a spouse, their business associates or agents and firms/organizations in which they have a substantial or controlling interest shall not be eligible to tender or be awarded a contract. Public Officers are also not allowed to participate in any procurement proceedings.

4.3 A Tenderer shall not have a conflict of interest. Any Tenderer found to have a conflict of interest shall be disqualified. A Tenderer may be considered to have a conflict of interest for the purpose of this Tendering process, if the Tenderer:

a) Directly or in directly controls, is controlled by or is under common control with another Tenderer; or

b) Receives or has received any direct or indirect subsidy from another Tenderer; or

c) Has the same legal representative as another Tenderer; or

d) Has a relationship with another Tenderer, directly or through common third parties, that puts it in a position to influence the Tender of another Tenderer, or influence the decisions of the Procuring Entity regarding this Tendering process; or

e) Or any of its affiliates participated as a consultant in the preparation of the Procuring Entity's Requirements (including Schedules of requirements, Performance Specifications, etc.) for the Insurance services that are the subject of this Tender; or

f) or any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity for the Contract implementation; or

g) would be providing goods, works, or services resulting from or directly related to the insurance services specified in the **TDS** ITT 1.1 that it provided or were provided by any affiliate that directly or indirectly controls, is controlled by, or is under common control with that firm; or

h) has a close business or family relationship with a professional staff of the Procuring Entity who: (i) are directly or indirectly involved in the preparation of the tendering document or specifications of the contract, and/or the Tender evaluation process of such contract; or (ii) would be involved in the implementation or supervision of such contract unless the conflict stemming from such relationship has been resolved in a manner acceptable to the Procuring Entity throughout the procurement process and execution of the Contract.

4.4 A firm that is a Tenderer shall not participate in more than one Tender, except for permitted alternative Tenders. Such participation shall result in the disqualification of all Tenders in which the firm is involved.

4.5 A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT 4.9. A Tenderer shall be deemed to have the nationality of a country if the Tenderer is constituted, incorporated or registered in and operates in conformity with the

provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed sub-contractors or sub-consultants for any part of the Contract including related Services.

4.6 A Tenderer that has been debarred from participating in public procurement shall be ineligible to tender or be awarded a contract. The list of debarred firms and individuals is available from the website of PPRAwww.ppra.go.ke.

4.7 Tenderers that are state-owned enterprises or institutions in Kenya may be eligible to compete and be awarded a Contract(s) if they can establish that they are registered as insurance businesses.

4.8 A tenderer under suspension from tendering as the result of the operation of a Tender-Securing Declaration or Proposal-Securing Declaration shall not be eligible to tender.

4.9 Firms and individuals may be ineligible if (a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country, or (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods or contracting of works or services from that country, or any payments to any country, person, or entity in that country.

4.10 The Insurance Act of Kenya (Revised 2017) requires that insurance companies that wish to offer insurance services in Kenya should be registered with the Insurance Regulatory Authority (IRA) of Kenya to allow them undertake insurance business in Kenya. Registration shall not be a condition for tender, but it shall be a condition of contract award and signature. A selected tenderer shall be given opportunity to register before contract award and signature of contract. Details on application for registration with Insurance Regulatory Authority may be accessed from the website www.ira.go.ke

4.11 The Competition Act of Kenya requires that firms wishing to tender as Joint Venture undertakings which may prevent, distort or lessen competition in provision of services are prohibited unless they are exempt in accordance with the provisions of Section 25 of the Act. JVs will be required to seek for exemption from the Competition Authority. Exemption shall not be a condition for tender, but it shall be a condition of contract award and signature. A JV tenderer shall be given opportunity to seek such exemption as a condition of award and signature of contract. Application for exemption from the Competition Authority of Kenya may be accessed from the website www.ira.go.ke

4.12 A Kenyan tenderer shall provide evidence of having fulfilled his/her tax obligations by producing a current tax compliance certificate or tax exemption certificate issued by the Kenya Revenue Authority.

5. Qualification of the Tenderer

5.1 In the event that pre-qualification of Tenderers has been undertaken as stated in ITT 18.4, the provisions on qualifications of the Section III, Evaluation and Qualification Criteria shall not apply.

B. Contents of Tendering Document

6. Sections of Tendering Document

6.1 The tendering document consists of Parts1, 2, and 3, which include all the sections indicated below and should be read in conjunction with any Addenda issued in accordance with ITT 9.

PART 1: Tendering Procedures

i) Section I - Instructions to Tenderers (ITT)

ii) Section II - Tender Data Sheet (TDS)

iii) Section III - Evaluation and Qualification Criteria

iv) Section IV – Tendering Forms

PART 2: Procuring Entity's Requirements

v) Section V–Schedule of Requirements

PART 3: Contract

vi) Section VI-General Conditions of Contract (GCC)

vii) Section VII-Special Conditions of Contract (SCC)

viii) Appendix to the Contract–Insurance Policy

6.2 The Invitation to Tender (ITT) or the notice to pre-qualify Tenderers, as the case may be, issued by the Procuring Entity is not part of this tendering document.

6.3 Unless obtained directly from the Procuring Entity, the Procuring Entity is not responsible for the completeness of the document, responses to requests for clarification, the Minutes of the pre-Tender meeting (if any), or Addenda to the tendering document in accordance with ITT 9. In case of any contradiction, documents obtained directly from the Procuring Entity shall prevail.

6.4 The Tenderer is expected to examine all instructions, forms, terms of reference, and specifications in the tendering document and to furnish with its Tender all information or documentation as is required by the tendering document.

7. Clarification of Tender Document, Site Visit, Pre-Tender Meeting

7.1 A Tenderer requiring any clarification of the Tender Document shall contact the Procuring Entity in writing at the Procuring Entity's address specified in the **TDS** or raise its enquiries during the pre-Tender meeting if provided for in accordance with ITT
7.2. The Procuring Entity will respond in writing to any request for clarification, provided that such request is received no later than the period specified in the **TDS** prior to the deadline for submission of tenders. The Procuring Entity shall forward copies of its response to all tenderers who have acquired the Tender D documents in accordance with ITT 7.4, including a description of the inquiry but without identifying its source. If so specified in the **TDS**, the Procuring Entity shall also promptly publish its response at the web page identified in the **TDS**. Should the clarification result in changes to the essential elements of the Tender Documents, the Procuring Entity shall amend the Tender Documents following the procedure under ITT 8 and ITT 22.2.

7.2 The Tenderer, at the Tenderer's own responsibility and risk, is encouraged to visit and examine and inspect the site(s) and items of the required contracts and obtain all information that may be necessary for preparing a tender. The costs of visiting the Sites shall be at the Tenderer's own expense. The Procuring Entity shall specify in the **TDS** if a pre-arranged Site visit and or a pre-tender meeting will be held, when and where. The Tenderer's designated representative is invited to attend a pre-arranged site visit and a pre-tender meeting, as the case may be. The purpose of the site visit and the pre-tender meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.

7.3 The Tenderer is requested to submit any questions in writing, to reach the Procuring Entity not later than the period specified in the **TDS** before the meeting.

7.4 Minutes of a pre-arranged site visit and those of the pre-tender meeting, if applicable, including the text of the questions asked by Tenderers and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Tenderers who have acquired the Tender Documents. Minutes shall not identify the source of the questions asked.

7.5 The Procuring Entity shall also promptly publish anonymized (no names) Minutes of the pre-arranged site visit and those of the pre-tender meeting at the web page identified in

the **TDS**. Any modification to the Tender Documents that may become necessary as a result of the pre-arranged site visit and those of the pre-tender meeting shall be made by the Procuring Entity exclusively through the issue of an Addendum pursuant to ITT 8 and not through the minutes of the pre-Tender meeting. Non-attendance at the pre- arranged site visit and the pre- tender meeting will not be a cause ford is qualification of a Tenderer.

8. Clarification of Tendering Document

8.1 A Tenderer requiring any clarification of the tendering document shall contact the Procuring Entity in writing at the Procuring Entity's address specified **in the TDS**. The Procuring Entity will respond in writing to any request for clarification, provided that such request is received prior to the deadline for submission of Tenders within a period specified **in the TDS**. The Procuring Entity shall forward copies of its response to all Tenderers who have acquired the tendering document in accordance with ITT 6.3, including description of the inquiry but without identifying its source. If so specified **in the TDS**, the Procuring Entity shall also promptly publish its response at the web page identified **in the TDS**. Should the clarification result in changes to the essential elements of the tendering document, the Procuring Entity shall amend the tendering document following the procedure under ITT 9 and ITT 23.2.

9. Amendment of Tendering Document

9.1 At any time prior to the deadline for submission of Tenders, the Procuring Entity may amend the Tendering document by issuing addenda.

9.2 Any addendum issued shall be part of the tendering document and shall be communicated in writing to all who have obtained the tendering document from the Procuring Entity in accordance with ITT 6.3. The Procuring Entity shall also promptly publish the addendum on the Procuring Entity's web page in accordance with ITT 8.1.

9.3 To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their Tenders, the Procuring Entity shall extend, as necessary, the deadline for submission of Tenders, in accordance with ITT 23.2 below.

C. Preparation of Tenders

10. Cost of Tendering

10.1 The Tenderer shall bear all costs associated with the preparation and submission of its Tender, and the Procuring Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the Tendering process.

11. Language of Tender

11.1 The Tender as well as all correspondence and documents relating to the Tender exchanged by the Tenderer and the Procuring Entity shall be written in the English language. Supporting documents and printed literature that are part of the Tender maybe in another language provided they are accompanied by an accurate translation of the relevant passages in to the English language, in which case, for purposes of interpretation of the Tender, such translation shall govern.

12. Documents Comprising the Tender

12.1 The Tender shall comprise the following:

a) **Form of Tender** prepared in accordance with ITT 13;

b) **Schedules:** priced Activity Schedule completed in accordance with ITT 13 and ITT 15;

c) **Tender Security or Tender-Securing Declaration** in accordance with ITT 20.1;

d) **Alternative Tender**: if permissible in accordance with ITT 14;

e) **Authorization:** written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT 21.3;

f) **Qualifications:** documentary evidence in accordance with ITT 18 establishing the Tenderer's qualifications to perform the Contract if its Tender is accepted;

g) **Tenderer's Eligibility**: documentary evidence in accordance with ITT 18 establishing the Tenderer's eligibility to Tender;

h) **Conformity**: documentary evidence in accordance with ITT 17, that the Services con form to the tendering document;

i) **Sample Insurance Policy** for each type of insurance required, and

j) Any other document required **in the TDS.**

12.2 The Tenderer shall furnish in the Tender Information Form on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to the is Tender.

13. Form of Tender and Schedule of Requirements

13.1 The Form of Tender and priced Schedule of Requirements shall be prepared using the relevant forms furnished in Section IV, Tendering Forms. The forms must be completed without any alterations to the text, and no substitutes shall be accepted except as provided under ITT 21.3. All blank spaces shall be filled in with the information requested. The Tenderer shall chronologically serialize pages of all tender documents submitted.

14. Alternative Tenders

14.1 Unless otherwise indicated **in the TDS**, alternative Tenders shall not be considered. If alternatives are permitted, only the technical alternatives, if any, of the best Evaluated Tenderer shall be considered by the Procuring Entity.

15. Tender Prices and Discounts

15.1 The prices (or premiums) and discounts (including any price reduction) quoted by the Tenderer in the Form of Tender and in the Schedule of Requirements shall conform to the requirements specified below.

15.2 The Contract shall be for the Insurance Services of the items described in the Schedule of Requirements submitted by the Tenderer.

15.3 The Tenderer shall quote any discounts in the Form of Tender in accordance with ITT 13.1.

15.4 All duties, taxes, and other levies pay able by the Insurance Provider under the Contract, or for any other cause, as of the date 28 days prior to the deadline for submission of Tenders, shall be included in the total Tender price submitted by the Tenderer.

15.5 If provided for in the **TDS**, prices quoted by the Tenderer shall be subject to adjustment during the performance of the Contract in accordance with and the provisions of Clause 6.6 of the General Conditions of Contract and/or Special Conditions of Contract. The Tenderer shall submit with the Tender all the information required under the Special Conditions of Contract and of the General Conditions of Contract.

16. Currencies of Tender and Payment

16.1 The currency of the Tender and the currency of payments shall be Kenya Shillings, unless specified otherwise in the **TDS.**

17. Documents Establishing Conformity of Services

17.1 To establish the conformity of the Insurance Services to the tendering document, the Tenderer shall furnish as part of its Tender the documentary evidence that Services provided conform to the Procurement Entity's requirements specified in Section VII, Schedule of Requirements.

17.2 Standards for provision of the Insurance Services are intended to be descriptive only and not restrictive. The Tenderer may offer other standards of quality provided that it demonstrates, to the Procuring Entity's satisfaction, that the substitutions ensure substantial equivalence or are superior to those specified in the Section V, Schedule of Requirements.

17.3 Tenderers shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a Service provider or group of service providers qualifies for a margin of preference. Further the information will enable the Procuring Entity identify any actual or potential conflict of interest in relation to the procurement and / or contract management processes, or a possibility of collusion between tenderers, and there by help to prevent any corrupt influence in relation to the procurement process or contract management.

17.4 The purpose of the information described in ITT 6.2 above overrides any claims to confidentiality which a tenderer may have. There can be no circumstances in which it would be justified for a tenderer to keep information relating to its ownership and control confidential where it is tendering to undertake public sector work and receive public sector funds. Thus, confidentiality will not be accepted by the Procuring Entity as a justification for a Tenderer's failure to disclose, or failure to provide required information on its ownership and control.

17.5 The Tenderer shall provide further documentary proof, information or authorizations that the Procuring Entity may request in relation to ownership and control which information on any changes to the information which was provided by the tenderer under ITT 6.3.The obligations to require this information shall continue for the duration of the procurement process and contract performance and after completion of the contract, if any change to the information previously provided may reveal a conflict of interest in relation to the award or management of the contract.

17.6 All information provided by the tenderer pursuant to these requirements must be complete, current and accurate as at the date of provision to the Procuring Entity. In submitting the information required pursuant to these requirements, the Tenderer shall warrant that the information submitted is complete, current and accurate as at the date of submission to the Procuring Entity.

17.7 If a tenderer fails to submit the information required by these requirements, its tender will be rejected. Similarly, if the Procuring Entity is unable, after taking reasonable steps, to verify to a reasonable degree the information submitted by a tenderer pursuant to these requirements, then the tender will be rejected.

17.8 If information submitted by a tenderer pursuant to these requirements, or obtained by the Procuring Entity (whether through its own enquiries, through notification by the public or otherwise), shows any conflict of interest which could materially and improperly benefit the tenderer in relation to the procurement or contract management process, then:

i) If the procurement process is still ongoing, the tenderer will be disqualified from the procurement process,

ii) if the contract has been awarded to that tenderer, the contract award will be set aside,

iii) the tenderer will be referred to the relevant law enforcement authorities for investigation of whether the tenderer or any other persons have committed any criminal offence.

17.9 If a tenderer submits information pursuant to these requirements that is incomplete, inaccurate or out-of-date, or attempts to obstruct the verification process, then the consequences ITT 6.7 will ensue unless the tenderer can show to the reasonable satisfaction of the Procuring Entity that any such act was not material, or was due to genuine err or which was not at tribute able to the intentional act, negligence or recklessness of the tenderer.

18. Documents Establishing the Eligibility and Qualifications of the Tenderer

18.1 To establish Tenderer's their eligibility in accordance with ITT 4, Tenderers shall complete the Form of Tender, and all Tendering Forms included in Section IV.

18.2 The documentary evidence of the Tenderer's qualifications to perform the Contract if its Tender is accepted shall establish to the Procuring Entity's satisfaction that the Tenderer meets each of the qualification criterion specified in Section III, Evaluation and Qualification Criteria.

18.3 In the event that pre-qualification of Tenderers has been under taken as stated **in the TDS**, only Tenders from pre- qualified Tenderers shall be considered for award of Contract. These qualified Tenderers should submit with their Tenders any information updating their original pre-qualification applications or, alternatively, confirm in their Tenders that the originally submitted pre-qualification information remains essentially correct as of the date of Tender submission.

18.4 If pre-qualification has not taken place before Tendering, the qualification criteria for the Tenderers are specified- in Section III, Evaluation and Qualification Criteria.

19. Period of Validity of Tenders

19.1 Tenders shall remain valid for the Tender Validity period specified **in the TDS.** The Tender Validity period starts from the date fixed for the Tender submission deadline date (as prescribed by the Procuring Entity in accordance with ITT 23.1). A tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.

19.2 In exceptional circumstances, prior to the expiration of the Tender validity period, the Procuring Entity may request Tenderers to extend the period of validity of their Tenders. The request and the responses shall be made in writing. If a Tender Security is requested in accordance with ITT 20, it shall also be extended for ac or responding period. A Tenderer may refuse the request without forfeiting its Tender Security. A Tenderer granting the request shall not be required or permitted to modify its Tender, except as provided in ITT 19.3.

20. Tender Security

20.1 The Tenderer shall furnish as part of its Tender, either a Tender-Securing Declaration or a Tender security, as specified **in the TDS**, in original form and, in the case of a Tender Security, in the amount and currency specified **in the TDS**.

20.2 A Tender Securing Declaration shall use the form included in Section IV, Tendering Forms.

20.3 If a Tender Security is specified pursuant to ITT 20.1, from a reputable source, and an eligible country and shall be in any of the following forms at the Tenderer's option:

i) cash;

ii) a bank guarantee;

iii) a guarantee by an insurance company registered and licensed by the Insurance Regulatory Authority listed by the Authority; or

iv) a guarantee issued by a financial institution approved and licensed by the Central Bank of Kenya,

20.4 If a Tender Security is specified pursuant to ITT 20.1, any Tender not accompanied by a substantially responsive Tender Security shall be rejected by the Procuring Entity as non-responsive.

20.5 If a Tender Security is specified pursuant to ITT 20.1, the Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer's signing the contract and furnishing the Performance Security pursuant to ITT
46. The Procuring Entity shall also promptly return the tender security to the tenderers

where the procurement proceedings are terminated, all tenders were determined non responsive or a bidder declines to extend tender validity period.

20.6 The Tender Security of the successful Tenderer shall be returned as promptly as possible once the successful Tenderer has signed the Contract and furnished the required Performance Security.

20.7 The Tender Security may be forfeited or the Tender-Securing Declaration executed:

a) If a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer in the Form of Tender, or any extension thereto provided by the Tenderer; or

b) If the successful Tenderer fails to:

i) Sign the Contract in accordance with ITT 45; or

ii) Furnish a performance security in accordance with ITT 46.

20.8 Where tender securing declaration is executed, the Procuring Entity shall recommend to the PPRA that PPRA debars the Tenderer from participating in public procurement as provided in the law.

20.9 A tenderer shall not issue a tender security to guarantee itself.

21. Format and Signing of Tender

21.1 The Tenderer shall prepare one original of the documents comprising the Tender as described in ITT 12, bound with the volume containing the Form of Tender, and clearly marked "Original." In addition, the Tenderer shall submit copies of the Tender, in the number specified in the **TDS**, and clearly marked as "Copies." In the event of discrepancy between them, the original shall prevail.

21.2 Tenderers shall mark as "CONFIDENTIAL" information in their Tenders which is confidential to their business. This may include proprietary information, trade secrets, or commercial or financially sensitive information.

21.3 The original and all copies of the Tender shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the Tenderer. This authorization shall consist of a written confirmation as specified in the **TDS** and shall be attached to the Tender. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Tender where entries or amendments have been made shall be signed or initialed by the person signing the Tender.

21.4 Any inter-lineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Tender.

D. Submission and Opening of Tenders

22. Sealing and Marking of Tenders

22.1 The Tenderer shall deliver the Tender in a single, sealed envelope. Within the single envelope the Tenderer shall place the following separate, sealed envelopes:

a) In an envelope marked "ORIGINAL", all documents comprising the Tender, as described in ITT 12; and

b) in an envelope marked "COPIES", all required copies of the Tender; and

c) if alternative Tenders are permitted in accordance with ITT14, and if relevant:

i) in an envelope marked "ORIGINAL-ALTERNATIVETENDER", the alternative Tender; and

ii) in the envelope marked "COPIES –ALTERNATIVE TENDER" all required copies of the alternative Tender.

22.2 The inner envelopes shall:

a) Bear the name and address of the Tenderer;

b) Be addressed to the Procuring Entity in accordance with ITT 23.1;

c) Bear the specific identification of this Tendering process specified in accordance with **TDS** 1.1; and

d) Bear a warning not to open before the time and date for Tender opening.

22.3 The outer-envelopes shall:

a) Be addressed to the Procuring Entity in accordance with ITT 23.1;

b) bear the specific identification of this Tendering process specified in accordance with **TDS** 1.1; and

(c) Bear a warning not to open before the time and date for Tender opening.

22.4 I fall envelopes are not sealed and marked as required, the Procuring Entity will assume no responsibility for the misplacement or premature opening of the Tender. Tenders that were misplaced or opened prematurely will be not be accepted.

23 Deadline for Submission of Tenders

23.1 Tenders must be received by the Procuring Entity at the address and no later than the date and time specified **in the TDS**. When so specified **in the TDS**, Tenderers shall have the option of submitting their Tenders electronically. Tenderers submitting Tenders electronically shall follow the electronic Tender submission procedures specified **in the TDS**.

23.2 The Procuring Entity may, at its discretion, extend the deadline for the submission of Tenders by amending the tendering document in accordance with ITT 9, in which case all rights and obligations of the Procuring Entity and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

24. Late Tenders

24.1 The Procuring Entity shall not consider any Tender that arrives after the deadline for submission of Tenders, in accordance with ITT 23. Any Tender received by the Procuring Entity after the deadline for submission of Tenders shall be declared late, rejected, and returned unopened to the Tenderer.

25 Withdrawal, Substitution and Modification of Tenders

25.1 A Tenderer may withdraw, substitute, or modify its Tender after it has been submitted by sending a written notice, duly signed by an authorized representative, and shall include a copy of the authorization (the power of attorney) in accordance with ITT 21.3, (except that withdrawal notices do not require copies). The corresponding substitution or modification of the Tender must accompany the respective written notice. All notices must be:

a) Prepared and submitted in accordance with ITT 21 and ITT 22 (except that with draw all notices do not require copies), and in addition, the respective envelopes shall be clearly marked “WITHDRAWAL,” “SUBSTITUTION,” or “MODIFICATION;” and

b) Received by the Procuring Entity prior to the deadline prescribed for submission of Tenders, in accordance with ITT 23.

25.2 Tenders requested to be withdrawn in accordance with ITT 25.1 shall be returned unopened to the Tenderers.

25.3 No Tender may be withdrawn, substituted, or modified in the interval between the deadline for submission of Tenders and the expiration of the period of Tender validity specified by the Tenderer on the Form of Tender or any extension thereof.

26. Tender Opening

26.1 Except as in the cases specified in ITT 23 and ITT 25.2, the Procuring Entity shall, at the Tender opening, publicly open and read out all Tenders received by the deadline at the date, time and place specified in the **TDS** in the presence of Tenderers' designated representatives and anyone who choose to attend. Any specific electronic Tender opening procedures required if electronic tendering is permitted in accordance with ITT 23.1, shall be as specified **in the TDS.**

26.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelope with the corresponding Tender shall not be opened, but returned to the Tenderer. If the withdrawal envelope does not contain a copy of the "power of attorney" confirming the signature as a person duly authorized to sign on behalf of the Tenderer, the corresponding Tender will be opened. No Tender withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at Tender opening.

26.3 Next, envelopes marked "SUBSTITUTION" shall be opened and read out and exchanged with the corresponding Tender being substituted, and the substituted Tender shall not be opened, but returned to the Tenderer. No Tender substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at Tender opening.

26.4 Next, envelopes marked "MODIFICATION" shall be opened and read out with the corresponding Tender. No Tender modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Tender opening.

26.5 Next, all remaining envelopes shall be opened one at a time, reading out: the name of the Tenderer and whether there is a modification; the total Tender Prices, per lot (contract) if applicable, including any discounts and alternative Tenders; the presence or absence of a Tender Security or Tender-Securing Declaration, if required; and any other details as the Procuring Entity may consider appropriate.

26.6 Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further. The Form of Tender and the priced Activity Schedule are to be initialed by representatives of the Procuring Entity attending Tender opening in the manner specified in the **TDS**.

26.7 The Procuring Entity shall neither discuss the merits of any Tender nor reject any Tender (except for late Tenders, in accordance with ITT 24.1).

26.8 The Procuring Entity shall prepare a record of the Tender opening that shall include, as a minimum:

a) the name of the Tenderer and whether there is a withdrawal, substitution, or modification;

b) the Tender Price, per lot (contract) if applicable, including any discounts; and

c) any alternative Tenders;

d) the presence or absence of a Tender Security or Tender-Securing Declaration, if one was required.

e) Number of pages of each tender document submitted.

26.9 The Tenderers' representatives who a represent shall be requested to sign the record. The omission of a Tenderer's signature on the record shall not invalidate the contents and effect of the record. A copy of the tender opening register shall be issued to a tenderer upon request.

E. Evaluation and Comparison of Tenders

27. Confidentiality

27.1 Information relating to the evaluation of Tenders and recommendation of contract award, shall not be disclosed to Tenderers or any other persons not officially concerned with the Tendering process until information on the Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT 41.

27.2 Any effort by a Tenderer to influence the Procuring Entity in the evaluation or contract award decisions may result in the rejection of its Tender.

27.3 Notwithstanding ITT 27.2, from the time of Tender opening to the time of Contract Award, if any Tenderer wishes to contact the Procuring Entity on any matter related to the Tendering process, it should do so in writing.

28 Clarification of Tenders

28.1 To assist in the examination, evaluation, and comparison of Tenders, and qualification of the Tenderers, the Procuring Entity may, at the Procuring Entity's discretion, ask any Tenderer for clarification of its Tender including breakdowns of the prices in the Activity Schedule, and other information that the Procuring Entity may require. Any clarification submitted by a Tenderer in respect to its Tender and that is not in response to a request by the Procuring Entity shall not be considered. The Procuring Entity's request for clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the Tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Procuring Entity in the evaluation of the Tenders, in accordance with ITT 32.

28.2 If a Tenderer does not provide clarifications of its Tender by the date and time set in the Procuring Entity's request for clarification, its Tender may be rejected.

29 Deviations, Reservations, and Omissions

29.1 During the evaluation of Tenders, the following definitions apply:

a) "Deviation" is a departure from the requirements specified in the tendering document;

b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the tendering document; and

c) "Omission" is the failure to submit part or all of the information or documentation required in the tendering document.

30. Determination of Responsiveness

30.1 The Procuring Entity's determination of a Tender's responsiveness is to be based on the contents of the Tender itself, as defined in ITT 12.

30.2 A substantially responsive Tender is one that meets the requirements of the tendering document without material deviation, reservation, or omission. A material deviation, reservation, or omission is one that:

a) If accepted, would:

i) Affect in any substantial way the scope, quality, or performance of the Insurance Services specified in the Contract; or

ii) Limit in any substantial way, inconsistent with the tendering document, the Procuring Entity's rights or the Tenderer's obligations under the Contract; or

b) if rectified, would unfairly affect the competitive position of other Tenderers presenting substantially responsive Tenders.

30.3 The Procuring Entity shall examine the technical aspects of the Tender submitted in accordance with ITT 17 and ITT 18, in particular, to confirm that all requirements of Section VII, Schedule of Requirements have been met without any material deviation or reservation, or omission.

31. Non-conformities, Errors and Omissions

31.1 If a Tender is not substantially responsive to the requirements of tendering document, it shall be rejected by the Procuring Entity and may not subsequently be made responsive by correction of the material deviation, reservation, or omission. Non-conformities, Errors and Omissions

31.2 Provided that a Tender is substantially responsive, the Procuring Entity may waive any non-conformities in the Tender.

31.3 Provided that a Tender is substantially responsive, the Procuring Entity may request that the Tenderer submit the necessary information or documentation, within a reasonable period of time, to rectify non-conformities or omissions in the Tender related to documentation requirements. Requesting information or documentation on such non-conformities shall not be related to any aspect of the price of the Tender. Failure of the Tenderer to comply with the request may result in the rejection of its Tender.

32. Arithmetical Errors

32.1 The tender sum as submitted and read out during the tender opening shall be absolute and final and shall not be the subject of correction, adjustment or amendment in any way by any person or entity.

32.2 Provided that the Tender is substantially responsive, the Procuring Entity shall handle errors on the following basis:

a) Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive.

b) Any errors in the submitted tender a rising from am is calculation of unit price, quantity, sub-total and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive. and

c) If there is a discrepancy between words and figures, the amount in words shall prevail

32.3 Tenderers shall be notified of any error detected in their bid during the notification of award

33. Comparison of Tenders and Conversion to Single Currency

33.1 The Procuring Entity shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 31.2 to determine the Tender that has the lowest evaluated cost. The comparison shall be on the basis of total cost prices for each offered insurance service.

33.2 For evaluation and comparison purposes, the currency(ies) of the Tender shall be converted in a single currency as specified **in the TDS.** The source of exchange rate and the date of such exchange rate shall also be specified in the **TDS.**

34 Margin of Preference and Reservations

34.1 A margin of preference on local insurance providers may be allowed only when the contract is open to international competitive tendering where foreign contractors are expected to participate in the tendering processandwherethecontractexceedsthevalue/thresholdspecifiedintheRegulations.

34.2 A margin of preference shall not be allowed unless it is specified so in the **TDS**.

34.3 Contractsprocuredonbasisofinternationalcompetitivetenderingshallnotbesubjecttoreserva tionsexclusive tospecificgroupsasprovidedinITT33.4.

34.4 Where it is intended to reserve a contract to a specific group of businesses (these groups are Small and Medium Enterprises, Women Enterprises, Youth Enterprises and Enterprises of persons living with disability, as the case maybe), and who are appropriately registered as such by a competent authority, a procuring entity shall ensure that the invitation to tender specifically indicates that only businesses or firms

belonging to the specified group are eligible to tender. No tender shall be reserved to more than one group. If not so stated in the Invitation to Tender and in the Tender documents, the invitation to tender will be open to all interested tenderers.

35. Evaluation of Tenders

35.1 The Procuring Entity shall use the criteria and methodologies listed in this ITT and Section III, Evaluation and Qualification Criteria. No other evaluation criteria or methodologies shall be permitted. By applying the criteria and methodologies, the Procuring Entity shall determine the Lowest Evaluated Tender. This is the Tender of the Tenderer that meets the qualification criteria and whose Tender has been determined to be:

a) Substantially responsive to the tendering document; and

b) The lowest evaluated cost.

35.2 In evaluating the Tenders, the Procuring Entity will determine for each Tender the Evaluated Tender Price by adjusting the Tender price as follows:

a) Prices offered by the Tenderer, corrected appropriately in accordance with ITT 32;

b) Price adjustment due to discounts offered in accordance with ITT 15.4;

c) converting the amount resulting from applying (a) and (b) above, if allowed, to a single currency in accordance with ITT 33.2;

d) the additional evaluation factors are specified in Section III, Evaluation and Qualification Criteria.

35.3 The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be taken in to account in Tender evaluation.

35.4 Where the tender involves multiple items, the tenderer will be allowed to tender for one or more items. Each item will be evaluated in accordance with ITT 35.2. The methodology to determine the lowest evaluated tenderer or tenderers will be base done each item and not a combination of items.

36. Comparison of Tenders

36.1 The Procuring Entity shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 35.2 to determine the Tender that has the lowest evaluated cost.

37. Abnormally Low Tenders and Abnormally high tenders

Abnormally Low Tenders

37.1 An Abnormally Low Tender is one where the Tender price, in combination with other constituent elements of the Tender, appears unreasonably low to the extent that the Tender price raises material concerns as to the capability of the Tenderer to perform the Contract for the offered Tender price or that genuine competition between Tenderers is compromised.

37.2 In the event of identification of a potentially Abnormally Low Tender by the evaluation committee, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analysis of its Tender price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the tendering document.

37.3 After evaluation of the price analyses, in the event that the Procuring Entity determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the

offered Tender Price, the Procuring Entity shall reject the Tender.

Abnormally High Tenders

37.4 An abnormally high tender price is one where the tender price, in combination with other constituent elements of the Tender, appears unreasonably too high to the extent that the Procuring Entity is concerned that it (the Procuring Entity) may not be getting value for money or it may be paying too high a price for the contract compared with market prices or that genuine competition between Tenderers is compromised.

37.5 In case of an abnormally high price, the Procuring Entity shall make a survey of the market prices, check if the estimated cost of the contract is correct and review the Tender Documents to check if the specifications, scope of work and conditions of contract are contributory to the abnormally high tenders. The Procuring Entity may also seek written clarification from the tenderer on the reason for the high tender price. The Procuring Entity shall proceed as follows:

i) If the tender price is abnormally high based on wrong estimated cost of the contract, the Procuring Entity may accept or not accept the tender depending on the Procuring Entity's budget considerations.

ii) If specifications, cope of work and/or conditions of contract are contributory to the abnormally high tender prices, the Procuring Entity shall reject all tenders and may retender for the contract based on revised estimates, specifications, scope of work and conditions of contract, as the case may be.

37.6 If the Procuring Entity determines that the Tender Price is abnormally too high because genuine competition between tenderers is compromised (*often due to collusion, corruption or other manipulations*), the Procuring Entity shall reject all Tenders and shall institute or cause relevant Government Agencies to institute an investigation on the cause of the compromise, before retendering.

38. Qualification of the Tenderer

38.1 The Procuring Entity shall determine to its satisfaction whether the Tenderer that is selected as having submitted the lowest evaluated cost and substantially responsive Tender is eligible and meets the qualifying criteria specified in Section III, Evaluation and Qualification Criteria.

38.2 The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 18. The determination shall not take in to consideration the qualifications of other firms such as the Tenderer's subsidiaries, parent entities, affiliates, subcontractors or any other firm(s) different from the Tenderer that submitted the Tender.

38.3 An affirmative determination shall be a prerequisite for award of the Contract to the Tenderer. A negative determination shall result in disqualification of the Tender, in which event the Procuring Entity shall proceed to the Tenderer who offers a substantially responsive Tender with the next lowest evaluated cost to make a similar determination of that Tenderer's qualifications to perform satisfactorily.

39. Procuring Entity's Right to Accept Any Tender, and to Reject Any or All Tenders

39.1 The Procuring Entity reserves the right to accept or reject any tender, and to annul the Tendering process and reject all Tenders at any time prior to Contract Award, without there by incurring any liability to Tenderers. In case of annulment, all Tenderers shall be notified with reasons and all Tenders submitted and specifically, Tender securities, shall be promptly returned to the Tenderers.

F. Award of Contract

40. Award Criteria

40.1 The Procuring Entity shall award the Contract to the successful tenderer whose tender

has been determined to be the Lowest Evaluated Tender.

41. Notice of Intention to enter in to a Contract

41.1 Upon award of the contract and Prior to the expiry of the Tender Validity Period the Procuring Entity shall issue a Notification of Intention to Enter in to a Contract/Notification of award to all tenderers which shall contain, at a minimum, the following information:

a) The name and address of the Tenderer submitting the successful tender;

b) The Contract price of the successful tender;

c) a statement of the reason(s) the tender of the unsuccessful tenderer to whom the letter is addressed was unsuccessful, unless the price information in(c) above already reveals the reason;

d) the expiry date of the Standstill Period; and

e) instructionsonhowtorequestadebriefingand/orsubmitacomplaintduringthestandstillperiod;

42. Standstill Period

42.1 The Contract shall not be signed earlier than the expiry of a Stands till Period of 14days to allow any dissatisfied tender to launch a complaint. Where only one Tender is submitted, the Standstill Period shall not apply.

42.2 Where a Standstill Period applies, it shall commence when the Procuring Entity has transmitted to each Tenderer the Notification of Intention to Enter in to a Contract with the successful Tenderer.

43. Debriefing by the Procuring Entity

43.1 On receipt of the Procuring Entity's Notification of Intention to Enter into a Contract referred to in ITT 43, an unsuccessful tenderer may make a written request to the Procuring Entity for a debriefing on specific issues or concerns regarding their tender. The Procuring Entity shall provide the debriefing within five days of receipt of the request.

43.2 Debriefings of unsuccessful Tenderers may be done in writing or verbally. The Tenderer shall bear its own costs of attending such a debriefing meeting.

44. Negotiations

44.1 The negotiations shall be held at the place indicated in the **TDS** with the Tenderer's representative(s) who must have written power of attorney to negotiate and sign a Contract on behalf of the Tenderer. The Procuring Entity will constitute a team to negotiate a contract and the terms of the Insurance Policy to be provided.

44.2 The negotiations shall start with discussions of the scope of the terms and conditions of the Policy, its conformity to the Procuring Entity's requirements, the conditions and circumstances under which the insured will be financially compensated, and the items that would need to be attended to before the contract is signed and an Insurance Policy issued. These discussions shall not substantially alter the original scope of the Procuring Entity's requirements. The items that would need to be attended to by the Procuring Entity before the contract is signed and an Insurance Policy issued should not be so extended as to render the scope of the required service and its price different from the Procuring Entity's requirements.

44.3 The Procuring Entity shall prepare minutes of negotiations that are signed by the Procuring Entity and the Tenderers' authorized representative.

45. Letter of Award

45.1 Prior to the expiry of the Tender Validity Period and upon expiry of the Standstill Period

specified in ITT 42.1, upon addressing a complaint that has been filed within the Standstill Period, the Procuring Entity shall transmit the Letter of Award to the successful Tenderer. The letter of award shall request the successful tenderer to furnish the Performance Security within 21days of the date of the letter.

46. Signing of Contract

46.1 Upon the expiry of the fourteen days of the Notification of Intention to enter into contract and upon the parties meeting their respective statutory requirements, the Procuring Entity shall send the successful Tenderer the Contract Agreement.

46.2 Within fourteen (14) days of receipt of the Contract Agreement, the successful Tenderer shall sign, date, and return it to the Procuring Entity.

46.3 The written contract shall be entered into within the period specified in the notification of award and before expiry of the tender validity period.

47. Performance Security

47.1 Within twenty-one (21) days of the receipt of the Letter of Award from the Procuring Entity, the successful Tenderer shall furnish the Performance Security and, any other documents required in the **TDS**, in accordance with the General Conditions of Contract, subject to ITT 38.2 (b), using the Performance Security and other Forms included in Section X, Contract Forms, or another form acceptable to the Procuring Entity. A foreign institution providing a bank guarantee shall have a correspondent financial institution located in Kenya, unless the Procuring Entity has agreed in writing that a correspondent bank is not required.

47.2 Failure of the successful Tenderer to submit the above-mentioned Performance Security and other documents required in the **TDS** or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security. In that event the Procuring Entity may award the Contract to the Tenderer offering the next Best Evaluated Tender.

47.3 Performance security shall not be required for contracts estimated to cost less than the amount specified in the Regulations.

48. Publication of Procurement Contract

48.1 Within fourteen days after signing the contract, the Procuring Entity shall publish the awarded contract at its notice boards and websites; and on the Website of the Authority. At the minimum, the notice shall contain the following information:

a) Name and address of the Procuring Entity;
b) Name and reference number of the contract being awarded, a summary of its scope and the selection method used;
c) The name of the successful Tenderer, the final total contract price, the contract duration.
d) Dates of signature, commencement and completion of contract;
e) Names of all Tenderers that submitted Tenders, and their Tender prices as read out at Tender opening.

49. Procurement Related Complaint and Administrative Review

49.1 The procedures for making Procurement-related Complaints are as specified in the **TDS.**

49.2 A request for administrative review shall be made in the form provided under contract forms.

SECTION II - TENDER DATA SHEET (TDS)

The following specific data for the Insurance services to be procured shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT). Whenever there is a conflict, the provisions here in shall prevail over those in ITT.

[Where an e-procurement system is used, modify the relevant parts of the TDS accordingly to reflect the e-procurement process]. [Instructions for completing the Tender Data Sheet are provided, as needed, in the notes in italics mentioned for the relevant ITT].

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	A. General
ITT 1.1	The Tender reference number (ITT) is: ***NG-CDFB/ONT/008/2026-2027*** The Procuring Entity is: ***NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND BOARD*** The name of the ITT is: **Provision of various Insurance Covers for a period of one year, It may be renewed once for a further year, subject to satisfactory performance.**
ITT 2.1(a)	**Electronic –SHALL NOT BE APPLICABLE**
ITT 2.2	The Intended date commencing providing the Insurance Services is **20th December,2026** The insurance duration for each item will be one year, It may be renewed once for a further year, subject to satisfactory performance
ITT 4.1	Maximum number of members in the Joint Venture (JV)/ shall not be applicable
	B. Contents of Tendering Document
ITT 7.1 8.1	i) The Tenderer will submit any request for clarifications in writing at the Address procurement@ngcdf.go.ke to reach the Procuring Entity not later than 4(four days) prior to the deadline for the submission of tenders. ii) The Procuring Entity shall publish its response at the website _**www.ngcdf.go.ke**
ITT 7.2	(A) A pre-arranged pretender site visit ***shall not* take place**.
ITT 12.1 (j)	The Tenderer shall submit the following additional documents in its Tender: **All duly completed and signed mandatory tendering forms under section 1V**
ITT 14.1	Alternative Tenders ***"shall not be'' Considered***
ITT 15.5	The prices quoted by the Tenderer ***"shall not"*** be subject to adjustment during the performance of the Contract.
ITT 16.1	The currency of the Tender and the currency of payments shall be **Kenyan Shillings.**
ITT 18.3	Prequalification ***"has not" been* undertaken**.
ITT 19.1	**The Tender validity period shall be 210 Days from the date of tender opening**
ITT 20.1	Original Tender security valued at *Kenyan Shillings 1,000,000 (One Million Only)* or equivalent of in a freely convertible currency in form of cash, a bank guarantee. This should be guaranteed by Bank only and valid for 210 days.

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
ITT 21.1	In addition to the original of the Tender, the number of copies is**: One copy of the Original**
ITT 21.3	The written confirmation of authorization to sign on behalf of the Tenderer shall consist of**: The power of Attorney. The name and the position held by each person signing the authorization must be typed or printed below the signature.**
	D. Submission and Opening of Tenders
ITT 23.1	For **Tender submission purposes** only, the Procuring Entity's address is: **National Government Constituencies Development Fund Board** **Attention:** ***Manager Supply Chain Management*** **Postal Address: 46682-00100, Nairobi** **Physical Address: The Procurement office, Harambee Sacco Plaza, 10th Floor, along Haile Selassie Uhuru Way junction Nairobi**
ITT 23.1	The deadline for Tender submission is: **25th November,2026 at 10:00 am** Tenderers ***shall not*** have the option of submitting their Tenders electronically.
ITT 26.1	The Tender opening shall take place at: Physical Address: **The Boardroom, Harambee Sacco Plaza, 10th Floor, along Haile Selassie Uhuru Way junction Nairobi** Date: **25th November,2026 at 10:00am**
ITT 26.6	The Form of Tender and priced Schedule of requirements shall be initialed by **representatives of the procuring entity opening the tender.**
E. Evaluation and Comparison of Tenders	
ITT 33.2	The currency shall **be Kenyan Shillings.**
ITT 34.2	Margin of preference shall be **not allowed.**
	F. Award of Contract
ITT 44.1	The negotiations will be held at _____
ITT 49.1	The procedures for making a Procurement-related Complaint are available from the PPRA Website www.ppra.go.ke or email complaints@ppra.go.ke. If a Tenderer wishes to make a Procurement-related Complaint, the Tenderer should submit its complaint in writing to complaints@ppra.go.ke In summary, a Procurement-related Complaint may challenge any of the following: (i) the terms of the Tender Documents; and (ii) the Procuring Entity's decision to award the contract.

SECTION III - EVALUATION AND QUALIFICATION CRITERIA

1. General Provision

Wherever a Tenderer is required to state a monetary amount, Tenderers should indicate the Kenya Shilling equivalent using the rate of exchange determined as follows:

a) For business turn over or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted) was originally established.

b) Value of single contract-Exchange rate prevailing on the date of the contract signature.

c) Exchange rates shall be taken from the publicly available source identified in the ITT. Any error in determining the exchange rates in the Tender may be corrected by the Procuring Entity.

This section contains the criteria that the Employer shall use to evaluate tender and qualify tenderers. No other factors, methods or criteria shall be used other than specified in this tender document. The Tenderer shall provide all the information requested in the forms included in Section IV, Tendering Forms. The Procuring Entity should use **the Standard Tender Evaluation Report for Goods and Works** for evaluating Tenders.

Evaluation and contract award Criteria

The Procuring Entity shall use the criteria and methodologies listed in this Section to evaluate tenders and arrive at the Lowest Evaluated Tender. The tender that (I) meets the qualification criteria, (ii) has been determined to be substantially responsive to the Tender Documents, and (iii) is determined to have the Lowest Evaluated Tender price shall be selected for award of contract.

2. Preliminary examination for Determination of Responsiveness

The Procuring Entity will start by examining all tenders to ensure they meet in all respects the eligibility criteria and other requirements in the ITT, and that the tender is complete in all aspects in meeting the requirements of *"Part2–Procuring Entity's Insurance Requirements"*, including checking for tenders with unacceptable errors, abnormally low tenders, abnormally high tenders and tenders that are incomplete. The Standard Tender Evaluation Report for Goods and Works for evaluating Tenders provides clear guidelines on how to deal with review of these requirements. Tenders that do not pass the Preliminary Examination will be considered irresponsive and will not be considered further.

	PRELIMINARY EXAMINATION **MANDATORY REQUIREMENTS-UNDERWRITER ONLY**	
	Description	**Responsive/non-responsive**
MR1	Certificate of Registration/Incorporation with Registrar of Companies	
MR2	Registration with Insurance Regulatory Authority (IRA) (to be confirmed with IRA).	
MR3	Current registration certificate with Association of Kenya Insurers (AKI) (Submit copy of membership certificate/Any Evidence for Renewal). (2026)	
MR4	Valid and Current tax compliance certificate issued by Kenya Revenue Authority (KRA).	

MR5	**Original Tender security valued at *Kenyan Shillings 1,000,000 (One Million Only)* or equivalent of in a freely convertible currency in form of cash, a bank guarantee. This should be guaranteed by Bank only and valid for 210 days.**	
MR6	Must have done Annual Premiums of Ksh.2 billion the Previous year 2025 (provide/attach evidence to support this).	
MR7	Must have paid up capital of at least Kshs. 600 Million (provide/attach evidence of this).	
MR8	Anti-corruption Declaration undertaking, duly filled and signed	
MR9	Bidding documents must be paginated/serialized. All bidders are required to submit their documents paginated in a continuous ascending order from the first page to the last in this format; (i.e. 1,2,3 ..... n where n is the last page)	
MR10	Duly filled, signed and stamped form of tender in the format Provided, CBQ, self-declaration form, SD1&SD2 Forms and Declaration form for certificate of independent tender determination	
MR11	CR12 from Registrar of company must be issued within 3 months and the original copy certified by the commissioner of oaths.	
MR12	Qualifications and experience of key staff: -**MEDICAL COVER** Attach CV's and copies of academic/professional certificates of: a) Chief Executive Officer – with a degree and at least 15years' working experience. b) 3 senior staff handling the medical scheme with Degree and Advanced Diploma in Insurance and 5 years' experience; and AIIK membership c) 2 care Managers handling the medical scheme with a Diploma in a medical field and 3 years working experience (**NB:** The attached/submitted CV's must be signed by all staff)	
MR13	Must submit written and signed confirmation to the effect that they will NOT charge administration processing fees on excess incurred by members before processing discharge and They Should not place any limit (OP) for any visit to a hospital (**Medical Cover)**	
MR14	Must submit Certified copies of Audited Account for the last Three (3) Years **(2023,2024 & 2025)**	

The Insurance underwriter must meet the mandatory requirement to proceed to the technical evaluation. All certification to be done by commissioner of oath registered in Kenya

TECHNICAL EVALUATION CRITERIA (MEDICAL COVER-UNDERWRITERS ONLY)

S/NO.	DESCRIPTION OF CRITERIA	SUB-CRITERIA	TOTAL SCORE
1.	Firm's experience in staff medical insurance business.	a) No. of years during which the Underwriter has offered staff medical insurance services in the last 10 years (i.e. 2014 to date) **i)** 1 - 2 yrs **– 2 marks** **ii)** 3-5 yrs **– 3 marks iii)** 5-7 yrs **– 4 marks** **iv)** 7-9 yrs **– 6 marks** **v)** 10 yrs & above **– 10 marks** **NB:** Must attach IRA registration certificates to year 2026. Current year status will be verified from IRA portal b) Five (5) public principal ongoing clients to whom the bidder has offered staff medical insurance services in the last three (3) years with a premium of not less than Kshs. 100 Million **i)** 1 firm **– 2 marks** **ii)** 2 firms **– 4 marks iii)** 3 firms **– 6 marks iv)** 4 firms **– 8 marks** **v)** 5 firms **– 10 marks** **NB:** Must attach evidence in form of copies of LPO's; or contracts or recommendation letters issued to each of the clients to whom such service was offered.	20
2.	Methodology and work plan	**a)** The bidder must submit detailed procedures on hospital admission – **1 mark** **b)** The bidder must indicate the procedure and timelines for processing of last expense for the principal member and spouse **– 2 marks** **c)** The bidder must indicate the claims reimbursement procedure and timelines for cash refunds **– 1 mark**	10

		d) The bidder must allow for and indicate the procedure & requirements for refund of premiums for staff who have exited from the medical scheme **– 1 mark** **e)** The bidder must indicate the procedure & requirements for handling entries into the scheme. All new members added to the scheme either through employment; marriage or newly born children will automatically be entitled to the medical scheme and NO WAITING period will apply **– 1 mark** **f)** The bidder must allow for category movement for staff especially after staff promotions in grade and indicate how pro- rata premiums will be paid for such members **– 1 mark** **g)** Bidder must allow/facilitate and **confirm in writing that discharge for members incurring excess will NOT attract** any fees or extra charges – 2 **marks** **h)** Give details of dedicated 24-hr contact team to handle the scheme – 1 **mark**	
3.	Emergency evacuation services air evacuation and road ambulance services)	The Bidder must have contractual agreements for emergency air evacuation and road ambulance services. Attach list of contracted companies, their contacts and copies of **current and duly signed contractual** agreements with the providers. **a)** 1-2 service providers **– 1 mark** **b)** 3 service providers **– 5 marks** **c)** 4 service providers **– 10 marks**	10
4.	Adequacy of medical service providers	a) The bidder should have a wide network of medical service providers within Nairobi County, equally distributed within the Nairobi Geographical Region; with at least 6 major hospitals listed and 30 other medical service providers: • List of 6 Major Hospitals within Nairobi – **2 marks** • List of 30 other medical service providers within Nairobi – **2 marks** b) The bidder should indicate the network of contracted medical service providers spread	8
		out in all the remaining 46 Counties, **with at least 2 hospitals** in each County. **= 2 marks** c) Evidence of established international network of service provider panel for overseas referrals; with clearly indicated referral procedures – 2 **marks** ((attach duly signed contractual agreement with the service providers).).	

5.	Scheme value-add services (member education;	**a)** Bidder must demonstrate that they allow annual medical check-ups for staff **– 2 mark** **b)** The bidder must provide a detailed member sensitization/education schedule for staff **– 2 marks** **c)** Bidder must indicate that the format and confirm that member utility statements will be issued (monthly to members via phone & quarterly to NGCDFB) **– 1 mark** **d)** The bidder must demonstrate that they have a biometric service provider **– 1 mark** (attach duly signed Contractual agreement with bio- metric service provider)	6
6.	Adherence to the provisions of the scope of cover (must fully provide for services indicated in the scope)	Indicate and give details for all cover provisions on: **a)** In-patient & maternity– **2 marks** **b)** Out-patient – **1 mark** **c)** Dental – **1 mark** **d)** Optical with no capping on frames –**2 marks**	6
7.	Certification	a) ISO certification valid certificate should be provided-**6 marks** b) Any other certification-**4marks**	10
		TOTAL TECHNICAL EVALUATION SCORE	**70**

Note:

a) **The total score for Technical Evaluation is 70 marks. Pass mark will be 60% thus, only bidders who score 60% and above will be considered for Financial Evaluation based on the benefits provided by each tenderer.**

FINANCIAL EVALUATION

Bidders who are successful at preceding stages of evaluation will have their prices and benefits compared and award recommended to the lowest evaluated responsive bid in terms of benefits and prices. However, bidders who have had unsatisfactory past performance on provision of staff medical cover shall not be recommended for award

TECHNICAL EVALUATION FOR WIBA

EVALUATION ON THE TECHNICAL REQUIREMENTS

No.	Item Description/Criteria	Remarks	Maximum Score
1.	Number of years the service provider has been in the business of provision of WIBA	One (1) mark each year served up to a maximum of 12 Years	12
2.	Qualification and competence of at least 2 key members of staff of the firm who will be directly responsible for the scheme management/ administration. (CVs and Certificates MUST be attached):		15
	a) Principal Officer/ Contract Manager- Minimum Bachelors	10	
	degree in Insurance/ Actuarial Science or relevant area, be an associate of Chartered Institute of Insurance or Equivalent with no less than 12 years' experience in insurance industry		
	b) *Liaison Officer*- Minimum Bachelors degree in Business Administration/ Insurance/ Actuarial science/ Finance/ Investment or equivalent; experience of not less than 3 years in providing liaison services or equivalent	5	
3.	Provide proof of 4 clients with a combined total premium of Kshs.50 Million which the bidder has provided similar services to in the last 3 years. Three of which Must be Government Entities (complete with address and telephone numbers). (The bidder must avail copies of signed contracts from the listed clients served). The Board will conduct due diligence to verify the information provided.	Four (4) marks for each client/ insurance scheme served up to a maximum of 4 clients.	16
4.	Provide performance assessment/ recommendation from 3 major clients whom you have handled their Life Insurance, WIBA business. Include details of the premiums handled and the contact person, address and telephone number.	Attach recommendation/ performance assessment letters (5 marks each up to a maximum of 3)	15

5.	Evidence of 5 value addition services and other concessions/ wider coverage e.g. better extension for the cover	5 benefits/ value additions -2 marks for each benefit/ value additions/ investment guarantee	10
6.	Provide proof of claim settlement of not less than KShs.10 Million in the last 3 years	Claim settlement proof	7
7.	Indicate whether you have established and implemented a Quality Management System 9001: 2015, and if you have, attach a copy of valid certification	Attach copy of valid certification	5
8.	State if you are highly rated by a reputable rating agency such as AIBK, AKI or any other reputable rating agency within the last 18 months and a copy of the certificate issued by the rating agency submitted.	Attach certificate	5
9.	Provide service standards and detailed information of the Scheme and how it will be executed	Service Standards	15
Total score			100
Pass mark			80%

MOTOR VEHICLE TECHNICAL EVALUATION

Item	Criteria	Required Details & Sub-Criteria	Maximum Score
1	**Previous Relevant Experience**	• Submit five (5) contracts from five (5) different reputable clients similar in scope and premiums awarded in the last three (3) years *(Must be for Provision of Motor Vehicle Insurance Cover)*. **(3 marks each)** • Submit recommendation letters from the five clients above. **(2 marks each)**	**25**
2	**Motor Vehicle Insurance Cover**	Tenderer to provide the full terms and conditions of providing the Motor Vehicle Insurance Cover: a) Suitability of Exclusion Clauses (if any) — **10 marks** b) Suitability of Excess Clauses (if any) — **10 marks** c) Suitability of Cover Summaries (if any) — **5 marks**	**25**
3	**Claims Management and Settlement**	Least period used to settle previous claims upon presentation of all required documents (e.g., discharge voucher). Attach evidence from 5 different clients *(Must be for provision of Motor Vehicle Insurance Cover Only)*: a) Claims settled within 2 months — **10 marks**	**10**

		b) Claims settled beyond 2 months but within 3 months — **5 marks** c) Claims settled beyond 3 months — **0 marks**	
4	**Qualifications and Competence of Key Staff**	**Team Leader:** a) Relevant degree/postgraduate degree in business-related studies (Insurance, Commerce, Business Administration, Economics, etc.) from a recognized institution — **5 marks** b) Five (5) years' experience — **5 marks** c) Relevant insurance qualification (e.g., ACII) from a recognized institution — **5 marks** **(Academic Certificates and Curriculum Vitae must be provided)** **Other Staff Members:** At least two (2) other technical staff qualified as per below criteria: a) Five (5) years' experience in Insurance sector — **2.5 marks each** (5 marks total) b) Degree and Professional qualification in insurance (e.g., ACII) from a recognized institution — **2.5 marks each** (5 marks total) (Academic Certificates and Curriculum Vitae must be provided)	**25**
5	**Financial Competence**	Submit Audited reports and financial statements for the last three years (2023, 2024 & 2025). They must be duly signed and stamped by the Auditor. Attach copies of the Auditors Practicing Licenses for the 3 years above. *(Marks shall be awarded based on financial competence — **5 Marks per year**)*	**15**
Total			**100**
		Pass mark	**80%**

NOTE:

- **Director and officers' liability, Asset and equipment shall be evaluated based on their benefits as technical evaluation and the lowest bidder will be considered for the award.**
- **In situations where a service provider's network does not adequately cover the necessary scope of services, the Procuring Entity is authorized to recommend additional healthcare facilities outside the provider's established panel.**

FINANCIAL EVALUATION

Bidders who are successful at preceding stages of evaluation will have their prices and benefits compared and award recommended to the lowest evaluated responsive bid in terms of benefits and prices. However, bidders who have had unsatisfactory past performance on provision of staff medical cover shall not be recommended for award

POST QUALIFICATION

NGCDFB will use this to determine whether the bidder who submitted the lowest evaluated responsive bid is qualified to perform the contract effectively

3. **Tender Evaluation (ITT 35) Price evaluation**: in addition to the criteria listed in ITT 35.2

(a) – (c) the following criteria shall apply: **Other Criteria; i**f permitted under ITT 35.2 (d):

……

4. **Multiple Contracts**

Multiple contracts will be not permitted in accordance with ITT 35.4. Tenderers are evaluated on basis of items and the lowest evaluated tenderer identified for each item.

5. **Alternative Tenders (ITT14.1)**

An alternative if permitted under ITT 14.1, will be evaluated as follows:

The Procuring Entity shall consider Tenders offered for alternatives as specified in Part 2-

Procuring Entity's requirements. Only the technical alternatives, if any, of the Tenderer with the Best Evaluated Tender conforming to the basic technical requirements shall be considered by the Procuring Entity.

6. MARGIN OF PREFERENCE

Apply Margin of Preference, if so allowed to all evaluated and accepted tenders as follows.

If the **TDS** so specifies, the Procuring Entity will grant a margin of preference of fifteen percent (15%) to be loaded on evaluated prices of the foreign tenderers, where the percentage of shareholding of Kenyan citizens is less than fifty-one percent (51%).

Contractors applying for such preference shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a particular contractor or group of contractors qualifies fora margin of preference.

After Tenders have been received and reviewed by the Procuring Entity, responsive Tenders shall be assessed to ascertain their percentage of shareholding of Kenyan citizens. Responsive tenders shall be classified into the following groups:

i) *Group A:* tenders offered by Kenyan insurers and other Tenderers where Kenyan citizens hold shares of over fifty one percent (51%).

ii) *Group B:* tenders offered by foreign insurers and other Tenderers where Kenyan citizens hold shares of less than fifty one percent (51%).

All evaluated tenders in each group shall, as a first evaluation step, be compared to determine the lowest tender, and the lowest evaluated tender in each group shall be further compared with each other. If, as a result of this comparison, at tender from Group A is the lowest, it shall be selected for the award. If a tender from Group B is the lowest, an amount equal to the percentage indicated in Item 5.1(c) of the respective tender price, including unconditional discounts, if any, shall be added to the evaluated price offered in each tender from Group B. All tenders shall then be compared using new prices with added prices to Group B and the lowest evaluated tender from Group A. If the tender from Group A is still the lowest tender, it shall be selected for award. If not, the lowest evaluated tender from Group B based on the first evaluation price shall be selected.

7. Post Qualification Criteria (ITT 38) Post qualification and Contract award (ITT39), more specifically,

a) In case the tender was subject to post-qualification, the contract shall be awarded to the lowest evaluated tenderer, subject to confirmation of pre-qualification data, if so required.

b) In case the tender was not subject to post-qualification, the tender that has been determined to be the lowest evaluated tenderer shall be considered for contract award, subject to meeting each of the following conditions.

   i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, un encumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the services cash flow of Kenya Shillings_____.

   ii) Minimum average annual turnover of Kenya Shillings *[insert amount]*, equivalent calculated as total certified payments received for contracts in progress and/or completed within the last *[insert of year] years*.]

   iii) At least_____(*insert number)* of contract (s) of a similar nature executed within Kenya, or the East African Community or abroad, that have been satisfactorily and substantially completed as a prime insurer, or joint vent u remember or sub-contractor each of minimum value Kenya shillings _____equivalent.

iv) Other conditions depending on their seriousness.

a) History of non-performing contracts:

Tenderer and each member of JV in case the Tenderer is a JV, shall demonstrate that Non- performance of a contract did not occur because of the default of the Tenderer, or the member of a JV in the last___(*specify years*). The required information shall be furnished in the appropriate form.

b) Pending Litigation

Financial position and prospective long-term profitability of the Single Tenderer, and in the case the Tenderer is a JV, of each member of the JV, shall remain sound according to criteria established with respect to Financial Capability under Paragraph
(i) above i fall pending litigation will be resolved against the Tenderer. Tenderer shall provide information on pending litigations in the appropriate form.

c) Litigation History

There shall be no consistent history of court/arbitral award decisions against the Tenderer, in the last
_____(*specify years*). All parties to the contract shall furnish the information in the appropriate form about any litigation or arbitration resulting from contracts completed or ongoing under its execution over the years specified. A consistent history of awards against the Tenderer or any member of a JV may result in rejection of the tender.

SECTION IV- TENDERING FORMS

1. Form of Tender

(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)

INSTRUCTIONS TO TENDERERS

i) All italicized text is to help the Tenderer in preparing this form.

ii) The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address. Tenderers are reminded that this is a mandatory requirement.

iii) Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION FORMS OF THE TENDERER as listed under (s) below.

Date of this Tender submission: .....*[insert date (as day, month and year) of Tender submission]*

Tender Name and Identification:.....*[insert identification]* **Alternative No.**:.....*[insert identification No if this is a Tender for an alternative]*

To .....*[Insert complete name of Procuring Entity]*

a) ***No reservations:*** We have examined and have no reservations to the tendering document, including Addenda issued in accordance with ITT 9;

b) ***Eligibility****:* We meet the eligibility requirements and have no conflict of interest in accordance with ITT 4;

c) ***Tender-Securing Declaration:*** We have not been suspended nor declared ineligible by the Procuring Entity based on execution of a Tender-Securing Declaration or Proposal-Securing Declaration in Kenya in accordance with ITT 21;

d) ***Conformity:*** We offer to provide the Insurance Services in conformity with the tendering document of the following: [*insert the list of items tendered for and a brief description of the Insurance Services*];

SCHEDULE OF TENDERED ITEMS ND PRICES

1	2	3	4	5	6	7
No of item to be insured	**Brief description of item to be insured**	**Value of item to be insured**	**Insurance period**	**Insurance Premium per annum (Tender Price)**	**Price discount (if any)**	**Total Tender Price for Insurance Service per annum**
No 1						
No 2						
No 3						

e) ***Discounts:*** The discounts offered and the methodology for their application are:

i) The discounts offered are: [*Specify in detail each discount offered.*]

ii) The exact method of calculations to determine the net price after application of discounts is shown below: [*Specify in detail the method that shall be used to apply the discounts*];

f) ***Tender Validity Period:*** Our Tender shall be valid for the period specified in TDS 19.1(as amended if applicable) from the date fixed for the Tender submission deadline (specified in TDS 23.1(as amended if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;

g) ***Performance Security:*** If our Tender is accepted, we commit to obtain a Performance Security in accordance with the tendering document;

h) ***One Tender Per Tenderer:*** We are not submitting any other Tender (s) as an individual Tenderer, and we are not participating in any other Tender (s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT 4.3, other than alternative Tenders submitted in accordance with ITT 14;

i) ***Suspension and Debarment****:* We, along with any of our subcontractors, suppliers, consultants, manufacturers, or insurance Providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the PPRA. Further, we are not in eligible under Kenya's official regulations or pursuant to a decision of the United Nations Security Council;

j) ***State-owned enterprise or institution****:* [*select the appropriate option and delete the other*] [*We are not a state- owned enterprise or institution*]/ [*We are a state-owned enterprise or institution but meet the requirements of ITT 4.6*];

k) ***Commissions, gratuities and fees****:* We have paid, or will pay the following commissions, gratuities, or fees with respect to the Tendering process or execution of the Contract: *[insert complete name of each Recipient, including Insurance its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity,]*

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate "none.")
[Delete if not appropriate, or amend to suit] We confirm that we understand the provisions relating to Standstill Period as described in this tendering document and the Procurement Regulations.

(m) ***Binding Contract:*** We understand that this Tender, together with your written acceptance thereof included in your Form of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;

(n) ***Not Bound to Accept:*** We understand that you are not bound to accept the lowest evaluated cost Tender, the Best Evaluated Tender or any other Tender that you may receive;

(o) ***Fraud and Corruption:*** We here by certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.

(p) ***Collusive practices:*** We here by certify and confirm that the tender is genuine, non-collusive

and made with the intention of accepting the contract if awarded. To this effect we have signed the "Certificate of Independent tender Determination" attached below; and

(q) ***Code of Ethical Conduct:*** We under take to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from (specify website) during the procurement process and the execution of any resulting contract.

(r) **Beneficial Ownership Information:** We commit to provide to the procuring entity the Beneficial Ownership Information in conformity with the Beneficial Ownership Disclosure Form upon receipt of notification of intention to enter into a contract in the event we are the successful tenderer in this subject procurement proceeding.

(s) We, the Tenderer, have duly completed, signed and stamped the following Forms as part of our Tender:

(i) Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest.

(ii) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.

(iii) Self-Declaration of the Tenderer–to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.

(iv) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal.

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in "Appendix 1-Fraud and Corruption" attached to the Form of Tender.

Name of the Tenderer: *[insert complete name of person signing the Tender]

Name of the person duly authorized to sign the Tender on behalf of the Tenderer: **:..... [insert complete name of person duly authorized to sign the Tender]

Title of the person signing the Tender:..... [insert complete title of the person signing the Tender] Signature of the person named above.....[insert signature of person whose name and capacity are shown above]

Date signed .....[insert date of signing] day of [insert month], [insert year].

A. TENDERER'S ELIGIBILITY-CONFIDENTIAL BUSINESS QUESTIONNAIRE

Instruction to Tenderer

Tender is instructed to complete the particulars required in this Form, *one form for each entity if Tender is a JV*. Tenderer is further reminded that it is an offence to give false information on this Form.

a) **Tenderer's details**

	ITEM	**DESCRIPTION**
1	Name of the Procuring Entity	
2	Reference Number of the Tender	
3	Date and Time of Tender Opening	
4	Name of the Tenderer	
5	Full Address and Contact Details of the Tenderer.	1. Country 2. City 3. Location 4. Building 5. Floor 6. Postal Address 7. Name and email of contact person.
6	Current Trade License Registration Number and Expiring date	
7	Name, country and full address (*postal and physical addresses, email, and telephone number*) of Registering Body/Agency	
8	Description of Nature of Business	
9	Maximum value of business which the Tenderer handles.	
10	If a Kenyan tenderer, he/she has provided a current tax clearance certificate or tax exemption certificate issued by the the Kenya Revenue Authority.	
11	State if Tenders Company is listed in stock exchange, give name and full address (*postal and physical addresses, email, and telephone number*) of state which stock exchange	

General and Specific Details

(b) **Sole Proprietor, provide** the following details.

Name in full_____Age_____Nationality____

c) **Partnership,** provide the following details.

	Names of Partners	Nationality	Citizenship	% Shares owned
1				
2				
3				

d) **Registered Company,** provide the following details.

i) Private or publicCompany.....

ii) State the nominal and issued capital of theCompany.....

Nominal Kenya Shillings (Equivalent).....

Issued Kenya Shillings (Equivalent).....

iii) Give details of Directors as follows.

	Names of Director	Nationality	Citizenship	% Shares owned
1				
2				
3				

e) DISCLOSURE OF INTEREST-Interest of the Firm in the Procuring Entity.

i) Are there any person/persons in ..... (*Name of Procuring Entity) who* has/ have an interest or relationship in this firm? Yes/No……

If yes, provide details as follows.

	Names of Person	Designation in the Procuring Entity	Interest or Relationship with Tenderer
1			
2			
3			

ii) Conflict of interest disclosure

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controls, is controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Tender has a relationship with another tenderer, directly or through common third parties that puts it in a position to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering process.		
5	Any of the Tenderer's affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the		

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
	subject of the tender.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Tender Document.		
7	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract, and/or the Tender evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who would be involved in the implementation or supervision of the Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to the Procuring Entity throughout the tendering process and execution of the Contract?		

f) Certification

On behalf of the Tenderer, I certify that the information given above is complete, current and accurate as at the date of submission.

Full Name_____ Title or Designation_____

_____ _____

(Signature) *(Date)*

B. CERTIFICATE OF INDEPENDENT TENDER DETERMINATION

I, the undersigned, in submitting the accompanying Letter of Tender to the_____ _____[Name of Procuring Entity] for:_____[Name and number of tender] in response to the request for tenders made by:_____[Name of Tenderer] do hereby make the following statements that I certify to be true and complete in every respect:

I certify, on behalf of_____[Name of Tenderer] that:

1. I have read and I understand the contents of this Certificate;

2. IunderstandthattheTenderwillbedisqualifiedifthisCertificateisfoundnottobetrueandcompletein every respect;

3. I am the authorized representative of the Tenderer with authority to sign this Certificate, and to submit the Tender on behalf of the Tenderer;

4. For the purposes of this Certificate and the Tender, I understand that the word "competitor" shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:

   a) Has been requested to submit a Tender in response to this request for tenders;

   b) could potentially submit a tender in response to this request for tenders, based on their qualifications, abilities or experience;

5. The Tenderer discloses that [check one of the following, as applicable]:

   a) The Tenderer has arrived at the Tender independently from, and without consultation, communication, agreement or arrangement with, any competitor;

   b) The Tenderer has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this request for tenders, and the Tenderer discloses, in the attached document (s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;

6. In particular, without limiting the generality of paragraphs (5)(a) or (5)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:

   a) prices;

   b) methods, factors or formulas used to calculate prices;

   c) the intention or decision to submit, or not to submit, a tender; or

   d) the submission of a tender which does not meet the specifications of the request for Tenders; except as specifically disclosed pursuant to paragraph (5)(b) above;

7. In addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the works or services to which this request for tenders relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph (5)(b) above;

8. The terms of the Tender have not been, and will not be, knowingly disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official tender opening, or of the awarding of the Contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph (5)(b) above.

Name_____Title_____Date_____*[Na*

SELF-DECLARATION FORMS

FORM SD1

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 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 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 herein above is true to the best of my knowledge, information and belief.

……..... (Title)

(Signature) (Date)

Bidder Official Stamp

FORM SD2

SELF DECLARATION THAT THE 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 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 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 corrosive practice with other bidders participating in the subject tender

5. THAT what is deponed to herein above is true to the best of my knowledge, information and belief.

……. ……. ……
(Title) (Signature) (Date)

Bidder Official Stamp

DECLARATION AND COMMITMENT TO THE CODE OF ETHICS

I,..... (person) on behalf of ***(Name of the Business/ Company/ Firm***) ……. declare that I have read and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the Code.

I do hereby commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement and Asset Disposal.

Name of Authorized Signatory .....……

Sign…….....

Position…….....

Office address……. Telephone ..... E-mail .....……

Name of the Firm/Company…….....……

Date …….....……

(Company Seal/ Rubber Stamp where applicable)

Witness Name .....…..…….

Sign …….....……

Date …….....

D. APPENDIX 1-FRAUD AND CORRUPTION

(Appendix 1 shall not be modified)

1. Purpose

The Government of Kenya's Anti-Corruption and Economic Crime laws and their sanction's policies and procedures, Public Procurement and Asset Disposal Act *(no. 33 of 2015)* and its Regulation, and any other Kenya's Acts or Regulations related to Fraud and Corruption, and similar offences, shall apply with respect to Public Procurement Processes and Contracts that are governed by the laws of Kenya.

2. Requirements

The Government of Kenya requires that all parties including Procuring Entities, Tenderers, (applicants/proposers), Consultants, Contractors and Suppliers; any Sub-contractors, Sub-consultants, Service providers or Suppliers; any Agents(whether declared or not); and any of their Personnel, involved and engaged in procurement under Kenya's Laws and Regulation, observe the highest standard of ethics during the procurement process, selection and contract execution of all contracts, and refrain from Fraud and Corruption and fully comply with Kenya's laws and Regulations as per paragraphs1.1above.

Kenya's public procurement and asset disposal act *(no. 33 of 2015)* under Section 66 describes rules to be followed and actions to be taken in dealing with Corrupt, Coercive, Obstructive, Collusive or Fraudulent practices, and Conflicts of Interest in procurement including consequences for offences committed. A few of the provisions noted below highlight Kenya's policy of no tolerance for such practices and behavior:

i) A person to whom this Act applies shall not be involved in any corrupt, coercive, obstructive, collusive or fraudulent practice; or conflicts of interest in any procurement or asset disposal proceeding;

ii) A person referred to under subsection (1) who contravenes the provisions of that sub-section commits an offence;

iii) Without limiting the generality of the subsection (1) and (2), the person shall be: -

   a) disqualified from entering into a contract for a procurement or asset disposal proceeding; or

   b) if a contract has already been entered into with the person, the contract shall be voidable;

iv) The voiding of a contract by the procuring entity under subsection (7) does not limit any legal remedy the procuring entity may have;

v) An employee or agent of the procuring entity or a member of the Board or committee of the procuring entity who has a conflict of interest with respect to a procurement—

   a) Shall not take part in the procurement proceedings;

   b) shall not, after a procurement contract has been entered into, take part in any decision relating to the procurement or contract; and

   c) shall not be a subcontractor for the tenderer to whom was awarded contract, or a member of the group of tenderers of whom the contract was awarded, but the subcontractor appointed shall meet all the requirements of this Act.

vi) An employee, agent or member described in subsection (1) who refrains from doing anything prohibited under that subsection, but for that subsection, would have been within his or her duties shall disclose the conflict of interest to the procuring entity;

vii) If a person contravenes subsection (1) with respect to a conflict of interest described in subsection (5)(a) and the contract is awarded to the person or his relative or to another person in whom one of them had a direct or indirect pecuniary interest, the contract shall be terminated and all costs incurred by the public entity shall be made good by the awarding officer. Etc.

Incompliance with Kenya's laws, regulations and policies mentioned above, the Procuring Entity:

a) Defines broadly, for the purposes of the above provisions, the terms set forth below as follows:

i) "corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;

ii) "fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;

iii) "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;

iv) "coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;

v) "obstructive practice" is:

- Deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede investigation by Public Procurement Regulatory Authority (PPRA) or any other appropriate authority appointed by Government of Kenya into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/ or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
- acts intended to materially impede the exercise of the PPRA's or the appointed authority's inspectionandauditrightsprovidedforunderparagraph2.3e. below.

b) Defines more specifically, in accordance with the above procurement Act provisions set forth for fraudulent and collusive practices as follows:

"fraudulent practice" includes a misrepresentation of fact in order to influence a procurement or disposal process or the exercise of a contract to the detriment of the procuring entity or the tenderer or the contractor, and includes collusive practices amongst tenderers prior to or after tender submission designed to establish tender prices at artificial non-competitive levels and to deprive the procuring entity of the benefits of free and open competition.

c) Rejects a proposal for award[1] of a contract if PPR A determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub- consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;

d) Pursuant to the Kenya's above stated Acts and Regulations, may sanction or debar or recommend to appropriate authority (I e s) for sanctioning and debarment of a firm or individual, as applicable under the Acts and Regulations;

e) Requires that a clause be included in Tender documents and Request for Proposal documents requiring(i) Tenderers (applicants/proposers), Consultants, Contractors, and Suppliers, and their Sub-contractors, Sub- consultants, Service providers, Suppliers, Agents personnel, permit the PPRA or any other appropriate authority appointed by Government of Kenya to inspect[2] all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the PPRA or any other appropriate authority appointed by Government of Kenya; and

f) Pursuant to Section 62 of the above Act, requires Applicants/Tenderers to submit along with their Applications/Tenders/Proposals a "Self-Declaration Form" as included in the procurement document declaring that they and all parties involved in the procurement process and contract execution have not engaged/will not engage in any corrupt or fraudulent practices.

[1] *For the avoidance of doubt, a party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in a consultancy, and tendering, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.*

[2] *Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Investigating Authority or persons appointed by the Procuring Entity to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.*

SCHEDULE OF PRICES FORM

[The Procuring Entity shall fill in these Forms to indicate the List of Insurance Services required by the Procuring Entity [Columns1-4and the Tenderer shall complete columns 5-7ashis /her Tender].

1	2	3		4	5	6	7
No of item to be insured	**Description of item to be insured**	**Value of item to be insured**	**Major contingencies requiring insurance**	**Insuranc e period**	**Insurance Premium per specified period (Tender Price)**	**Price discount (if any)**	**Total Tender Price for Insurance Service (Col. 5-6)**
No 1							
No 2							
No 3							

Name of Tenderer..... *[insert complete name of Tenderer]*

Signature of Tenderer ..... *[signature of person signing the Tender]*

Date ..... *[insert date]*

TENDERER INFORMATION FORM

[The Tenderer shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date ..... *[insert date (as day, month and year) of Tender submission]*

ITT No..... *[insert number of Tendering process]*

Alternative No ..... *[insert identification No if this is a Tender for an alternative]*

1. Tenderer's Name *[insert Tenderer's legal name]*
3. Tenderer's actual or intended country of registration: *[insert actual or intended country of registration]*
4. Tenderer's year of registration: *[insert Tenderer's year of registration]*
5. Tenderer's Address in country of registration: *[insert Tenderer's legal address in country of registration]*
6. Tenderer's Authorized Representative Information Name: *[insert Authorized Representative's name]* Address: *[insert Authorized Representative's Address]* Telephone: *[insert Authorized Representative's telephone/fax numbers]* Email Address: *[insert Authorized Representative's email address]*
7. Attached are copies of original documents of *[check the box(es) of the attached original documents]* ☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITT 4.4. ☐ A current tax clearance certificate or tax exemption certificate issued by the the Kenya Revenue Authority, if tender is a Kenyan tenderer, in accordance with ITT 4.15. ☐ In case of state-owned enterprise or institution, in accordance with ITT 4.6 documents establishing: • Legal and financial autonomy • Operation under commercial law • Establishing that the Tenderer is not under the supervision of the agency of the Procuring Entity 2. Included are the organizational chart and a list of Board of Directors

QUALIFICATION INFORMATION

1.1 Constitution or legal status of Tenderer..... [*attach copy]*

Place of registration.....[*insert]*

Principal place of business ..... [*insert]*

Power of attorney of signatory of Tender.....[*attach]*

1.2 Total annual volume of services performed in five years, in the internationally traded currency specified **in the TDS .....**[*insert]*

1.3 Services performed as prime Insurance Provider on the provision of Services of a similar nature and volume over the last five years. The values should be indicated in the same currency used for Item 1.2 above. Also list details of Services underway or committed, including expected completion date.

Item Insured and name of country	**Name of Procuring Entity and contact person**	**Type of Services provided and year of completion**	**Value of contract**
(a)			
(b)			

1.4 Financial reports for the last five years: balance sheets, profit and loss statements, auditors' reports, etc. List and attach copies.

1.5 Name, address, and telephone, and facsimile numbers of banks that may provide references if contacted by the Procuring Entity.

1.6 Information regarding any litigation, current or within the last five years, in which the Tenderer is or has been involved.

Other party(ies) Cause of dispute Details of litigation award Amount involved

a) _____

_____

b) _____

1.7 Statement of compliance with the requirements of ITT 4.2.

1.8 Any additional information required_____

1. NOTIFICATION OF INTENTION TO AWARD

[*This Notification of Intention to Award shall be sent to each Tenderer that submitted a Tender.*] [*Send this Notification to the Tenderer's Authorized Representative named in the Tenderer Information Form*]

1) For the attention of Tenderer's Authorized Representative Name: .....
[insert Authorized Representative's name]
Address..... *[insert Authorized Representative's Address]*
Telephone numbers: .....*[insert Authorized Representative's telephone/fax numbers]*
Email Address ..... *[insert Authorized Representative's email address]*
[IMPORTANT: insert the date that this Notification is transmitted to Tenderers. The Notification must be sent to all Tenderers simultaneously. This means on the same date and as close to the same time as possible.]
DATEOFTRANSMISSION: This Notification is sent by: [*email/fax*] on [*date*](local time)
ProcuringEntity .....*[insertthenameoftheProcuringEntity]*
Contract title.....*[insert the name of the contract]*
ITT No ..... *[insert ITT reference number from Procurement Plan]*
This Notification of Intention to Award (Notification) notifies you of our decision to award the above contract. The transmission of this Notification begins the Standstill Period. During the Standstill Period you may:

a) Request a debriefing in relation to the evaluation of your Tender, and/or
b) Submit a Procurement-related Complaint in relation to the decision to award the contract.

The successful Tenderers are listed below.

1	**2**	**3**	**3**
No of item to be insured	**Description of Item**	**Name of Tenderer**	**Tender Price**
No 1			
No 2			
No 3			

2) Other Tenderers [INSTRUCTIONS: insert names of all Tenderers that submitted a Tender. If the Tender's price was evaluated include the evaluated price as well as the Tender price as read out.]

1	**2**	**3**	**3**
No of item to be insured	**Description of Item**	**Name of Tenderer**	**Tender Price**
No 1			
No 2			
No 3			

3) How to request a debriefing

DEADLINE: The deadline to request a debriefing expires at midnight on [*insert date*] (local time).
You may request a debriefing in relation to the results of the evaluation of your Tender. If you decide to request a debriefing your written request must be made within three (3) Business Days of receipt of this Notification of Intention to Award.

Provide the contract name, reference number, name of the Tenderer, contact details; and address the request for debriefing as follows:

Attention.....[*insert full name of person, if applicable*]

Title/position ..... [*insert title/position*]

Agency ..... [*insert name of Procuring Entity*]

Email address.....[*insert email address*]

If your request for a debriefing is received within the 3 Business Days deadline, we will provide the debriefing within five (5) Business Days of receipt of your request. If we are unable to provide the debriefing within this period, the Standstill Period shall be extended by five (5) Business Days after the date that the debriefing is provided. If this happens, we will notify you and confirm the date that the extended Standstill Period will end.

The debriefing may be in writing, by phone, video conference call or in person. We shall promptly advise you in writing how the debriefing will take place and confirm the date and time.

If the deadline to request a debriefing has expired, you may still request a debriefing. In this case, we will provide the debriefing as soon as practicable, and normally no later than fifteen (15) Business Days from the date of publication of the Contract Award Notice.

4) How to make a complaint

Period: Procurement-related Complaint challenging the decision to award shall be submitted by [*insert date and time*].

Providethecontractname,referencenumber,nameoftheTenderer,contactdetails; and address the Procurement-related Complaint as follows:
Attention.....[*insert full name of person, if applicable*]
Title/position ..... [*insert title/position*]
Agency ..... [*insert name of Procuring Entity*]
Email address.....[*insert email address*]

At this point in the procurement process, you may submit a Procurement-related Complaint challenging the decision to award the contract. You do not need to have requested, or received, a debriefing before making this complaint. Your complaint must be submitted with in the Standstill Period and received by us before the Standstill Period ends.

In summary, there are four essential requirements:

1. You must be an 'interested party'. In this case, that means a Tenderer who submitted a Tender in this tendering process, and is the recipient of a Notification of Intention to Award.
2. The complaint can only challenge the decision to award the contract.
3. You must submit the complaint with in the period stated above.
4. You must include, in your complaint, all of the information required to support the complaint.
5. The application must be accompanied by the fees set out in the Procurement Regulations, which shall not be refundable (information available from the Public Procurement Authority at complaints@ppra.go.ke or info@ppra.go.ke

5) Standstill Period

DEADLINE: The Standstill Period is due to end at midnight on [*insert date*] (local time). The Standstill Period lasts ten (10) Business Days after the date of transmission of this Notification of Intention to Award.

The Standstill Period may be extended as stated in Section 4 above. If you have any questions regarding this Notification please do not hesitate to contact us.

On behalf of the Procuring Entity:

Signature:_____ Name: Title/position:_____ Telephone:_

2. REQUEST FOR REVIEW

FORM FOR REVIEW(r.203(1))

PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

APPLICATION NO…….OF……..….20……...

BETWEEN

… ..... **APPLICANT**

AND

… ..... **RESPONDENT (Procuring Entity)**

Request for review of the decision of the…… (Name of the Procuring Entity of ……dated the…day of ……20…….in the matter of Tender No……..…of ……..20….. for.....(Tender description).

REQUEST FOR REVIEW

I/We……,the above named Applicant(s), of address: Physical address..... P. O. Box No……. Tel. No……..Email....., hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds , namely:

1.

2.

By this memorandum, the Applicant requests the Board for an order/orders that:

1.

2.

SIGNED ……..(Applicant) Dated on…….day of ……/…20……

FOR OFFICIAL USE ONLY Lodged with the Secretary Public Procurement Administrative Review Board on .....day of ……....20….……

SIGNED

Board Secretary

3. LETTER OF AWARD

[Form head paper of the Procuring Entity]

..... *[date]*

To ..... *[name and address of the Insurance Provider]*

This is to notify you that your Tender dated.....*[date]* for execution of the .....*[name of the Contract and identification number, as given in the Special Conditions of Contract]* for the Contract Price of the equivalent of.....*[amount in numbers and words] [name of currency]*, as corrected and modified in accordance with the Instructions to Tenderers is here by accepted by us (Procuring Entity).

You are requested to furnish the Performance Security within 28 days in accordance with the Conditions of Contract, using, for that purpose, one of the Performance Security Forms included in Section X, Contract Forms, of the tender document.

Please return the attached Contract dully signed Authorized Signature .....

Name and Title of Signatory :.....

Name of Agency: .....

Attachment: Contract

4. FORM OF CONTRACT

[Form head paper of the Procuring Entity]

LUMP-SUM REMUNERATION

This CONTRACT (here in after called the "Contract") is made the *[day]* day of the month of *[month]*, *[year]*, between, on the one hand, *[name of Procuring Entity]* (here in after called the "Procuring Entity") and, on the other hand, *[name of Insurance Provider]*(here in after called the" Insurance Provider").

[***Note**: In the text below text in brackets is optional; all notes should be deleted in final text. If the Insurance Provider consist of more than one entity, the above should be partially amended to read as follows:*"… (here in after called the "Procuring Entity") and, on the other hand, a joint venture consisting of the following entities, each of which will be jointly and severally liable to the Procuring Entity for all the Insurance Provider's obligations under this Contract, namely, *[name of Insurance Provider]* and *[name of Insurance Provider]* (here in after called the "Insurance Provider").]

WHEREAS

a) the Procuring Entity has requested the Insurance Provider to provide certain Services as defined in the General Conditions of Contract attached to this Contract (here in after called the "Services");

b) the Insurance Provider, having represented to the Procuring Entity that they have the required professional skills, and personnel and technical resources, have agreed to provide the Services on the terms and conditions set forth in this Contract at a contract price of.....;

NOW THEREFORE the parties hereto hereby agree as follows:

1. The following documents shall be deemed to form and be read and construed as part of this Agreement, and the priority of the documents shall be as follows:
   a) The Form of Acceptance;
   b) The Insurance Provider's Tender
   c) The General Conditions of Contract;
   d) The Special Conditions of Contract;
   e) The Priced Schedule of Requirements; and
   f) The following Appendices: Appendix: Negotiated and Signed Insurance Policy (I e s)

2. The mutual rights and obligations of the Procuring Entity and the Insurance Provider shall be as set forth in the Contract, in particular:
   a) The Insurance Provider shall carry out the Services in accordance with the provisions of the Contract; and
   b) The Procuring Entity shall make payments to the Insurance Provider in accordance with the provisions of the Contract.

IN WITNESS WHERE OF, the Parties here to have caused this Contract to be signed in the irrespective names as of the day and year first above written.

For and on behalf of ..... *[name of Procuring Entity] [Authorized Representative]*

For and on behalf of *[name of Insurance Provider] [Authorized Representative]*

[***Note**: If the Insurance Provider consists of more than one entity, all these entities should appear as signatories, e.g., in the following manner*:]

For and on behalf of each of the Members of the Insurance Provider .....*[name of member] [Authorized Representative]*

[name of member] [Authorized Representative]

FORM OF TENDER SECURITY-[Option 1–Demand Bank Guarantee]

Beneficiary:_____

Request forTenders No:

_____

Date:_____

TENDER GUARANTEE No.:_____

Guarantor: _____

1. We have been informed that_____(here inafter called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here inafter called" the Tender") for the execution of_____ under Request for Tenders No._____(“the ITT”).

2. Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.

3. At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of_____(_____) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:

(a) has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender (“the Tender Validity Period”), or any extension thereto provided by the Applicant; or

b) having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension there to provided by the Applicant, (i) has failed to execute the contract agreement, or (ii) has failed to furnish the Performance.

4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) thirty days after the end of the Tender Validity Period.

5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above onor before that date.

_____

[signature(s)]

Note: All italicized text is for use in preparing this form and shall be deleted from the final product.

FORMAT OF TENDER SECURITY [Option 2–Insurance Guarantee]

TENDER GUARANTEE No.: _____

1. Whereas …… [*Name of the tenderer]* (hereinafter called "the tenderer") has submitted its tender dated …… [*Date of submission of tender]* for the …… *[Name and/or description of the tender]* (hereinafter called "the Tender") for the execution of under Request for Tenders No._____("the ITT").

2. KNOW ALL PEOPLE by these presents that WE …… of .....[**Name of Insurance Company**] having our registered office at …… (hereinafter called "the Guarantor"), are bound unto …….. [*Name of Procuring Entity*] (hereinafter called "the Procuring Entity") in the sum of …… (Currency and guarantee amount) for which payment well and truly to be made to the said Procuring Entity, the Guarantor binds itself, its successors and assigns, jointly and severally, firmly by these presents.

Sealed with the Common Seal of the said Guarantor this ___day of _____20 __.

3. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Applicant:

a) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Principal; or

b) having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to tenderers ("ITT") of the Procuring Entity's Tendering document.

then the guarantee undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity's first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii)twenty-eight days after the end of the Tender Validity Period.

5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

_____ _____

[Date] *[Signature of the Guarantor]*

_____ _____

[Witness] *[Seal]*

Note: All italicized text is for use in preparing this form and shall be deleted from the final product.

FORM OF TENDER-SECURING DECLARATION

[The Bidder shall complete this Form in accordance with the instructions indicated]

Date ..... *[insert date (as day, month and year) of Tender Submission]*

Tender No..... *[insert number of tendering process]*

To ..... *[insert complete name of Purchaser]*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Tender-Securing Declaration.

2. I/We accept that I/we will automatically be suspended from being eligible for tendering in any contract with the Purchaser for the period of time of [insert number of months or years] starting on [insert date], if we are in breach of our obligation (s) under the bid conditions, because we– (a) have withdrawn our tender during the period of tender validity specified by us in the Tendering Data Sheet; or (b) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to tenders.

3. I/We understand that this Tender Securing Declaration shall expire if we are not the successful Tenderer (s), upon the earlier of:

   a) Our receipt of a copy of your notification of the name of the successful Tenderer; or

   b) Thirty days after the expiration of our Tender.

4. I/We understand that if I am/we are/ in a Joint Venture, the Tender Securing Declaration must be in the name of the Joint Venture that submits the bid, and the Joint Venture has not been legally constituted at the time of bidding, the Tender Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed:……...…..…….. Capacity /

title (director or partner or sole proprietor, etc.) …….....……

Name ..... Duly

authorized to sign the bid for and on behalf of ..... *[insert complete name of Tenderer]*

Dated on…….day of ..... *[Insert date of signing]*

Seal or stamp

PART II – SCHEDULE OFINSURANCE REQUIREMENTS

SECTION V – SCHEDULE OF REQUIREMENTS

Notes for Preparing the Schedule of Requirements

1. Objectives

The objectives of the Schedule of Requirements are:

a) To provide sufficient information on the Insurance Services to be performed to enable Tenders to be prepared efficiently and accurately; and

b) When a Contract has been entered into, to provide a priced Schedule of Requirements for use in preparing **Insurance Policies**.

The Schedule of Requirements shall be included in the Tendering Document by the Procuring Entity, and shall cover, at a minimum, a description of the Insurance Policies required. In particular, Schedule of Requirements, together with the Price Schedule, should serve as a basis in the event of quantity variation at the time of award of contract.

2. List of items to be insured

The Procuring Entity shall list and number each required Insurance Service and provide full descriptions of the main features of the items to be insured, including the timing of cover. These features shall include physical location (of where the item to insured, as the case may be) and full descriptions of the insurance contingencies to be covered, etc. Care should be taken not to be too restrictive as to limit competition and or availability. The list of the Items to be insured is then summarized on the Table below (Schedule of Requirements). *The Examples given on the Schedule of Requirements below should not be in the final Tender Document.*

E.g.

1. Insurance Item N 1. Office Building (*Give full Descriptions of the required item to be insured) and contingencies to be covered.*

Name and location of the building _____ ***Number of Floors*** _____ ***Estimated area of*** _____ ***square meters***

Complete with _____ ***Constructed of*** _____ ***Estimated value*** _____ ***Contingencies to be insured*** _____ ***(fire, earthquake/hurricane, civil riot, etc.) Etc.***

2. **InsuranceItemN10.Goodsontransit**(*GivefullDescriptionsoftherequiredGoods*).

Description of Goods _____ ***Value of the Goods*** _____ ***Location where they are*** _____ ***Final destination*** _____ ***Mode of transport*** _____ ***Duration of transport*** _____ ***Percentage of value of Goods to be covered*** _____

Contingencies to be insured _____ ***(fire, theft, loss of a sinking vessel, etc.) Etc.***

5.0 TERMS OF REFERENCE FOR MEDICAL INSURANCE SERVICES FOR NG-CDF BOARD FOR FINANCIAL YEAR 2022/ 2023

5.1 INTRODUCTION

The National Government Constituencies Development Fund (NG-CDF) formerly Constituencies Development Fund (CDF), is a fund established in 2003 through an Act of Parliament, the CDF Act, 2003. The Act was later reviewed by the CDF (Amendment) Act 2007, and repealed by CDF Act, 2013 which was subsequently succeeded by the NG-CDF Act, 2015 and later amended in 2016.

TENDER FOR PROVISION OF INSURANCE (RISK NOTES)

1.0 CLASS OF POLICY: - MOTOR PRIVATE INSURANCE POLICY

This policy provides cover against loss and or damage to the motor vehicle and its accessories and spare parts whilst thereon, indemnify against all sums including claimants' costs and expenses which the NG-CDF Board is legally liable to pay in respect of death or bodily injury to any person or damage to property. The cover under the policy is comprehensive

TERMS OF REFERENCES

MOTOR PRIVATE/COMMERCIAL INSURANCE POLICY SCHEDULE

CLASS OF POLICY	MOTOR PRIVATE/COMMERCIAL (COMPREHENSIVE)
Cover Period	AS INDICATED IN THE TABLE BELOW
Vehicles	As per schedule
COVER	Indemnity against loss or damage to motor vehicles and its accessories, spare parts whilst thereon and legal liability to third parties arising out of motor vehicles owned or operated by insured.
DRIVERS	Various drivers of the insured driving the motor vehicles by the order or with their permission of the insured and must have valid driving license
AREA LIMITS	East Africa
LIMITS OF LIABILITY	Third party persons – Unlimited
	Third party property damage - Kshs. 50,000,000.00
	Passenger liability claims (per person) - Kshs. 10,000,000.00 (Per event) - Kshs. 50,000,000.00
	Towing/Recovery charges - Minimum Kshs 50,000.00
	Emergency Medical expenses - Minimum Kshs 50,000.00
	Repair authority - Kshs. 50,000.00
	Windscreen Replacement value – as per schedule 1. Replacement of windscreen by Insurers through identified supplier, No additional cost for reinstating windscreen cover
	Radio Cassette/CD – As per schedule
	Assessment of vehicles – 24 hrs upon delivery to garage
	Use of reputable garages, over and above Insurers panels
	Speedy processing of all claims
EXCESS	Theft claims 10% of claim value minimum 20,000/=
	Accidental damage 2.5% of claim value to minimum Kshs. 15,000/=maximum Ksh 100,000/=

	Theft -10% of value minimum 20,000/= (with antitheft device)
	20% of value minimum 25,000/= (without antitheft device)
	Third party property damage excess Ksh:5,000/=
	No blame No excess subject to the Police Abstract blaming a third party.
SPECIAL CLAUSES	Excess Protector
	Terrorism Included
	Including earthquake, flood and special perils
	Including unobtainable parts clause
	Including riot, strike and civil commotion
	Including liability of passenger acts of negligence
	Including windscreen and window glass clause
	excluding use by motor trader
	No fault No excess
	Including branding of vehicles
	Including excess without anti-theft device

2.0 **CLASS OF POLICY: - MOTOR PRIVATE AND COMMERCIAL**

NO	PLATE NO	DATE OF PURCHASE	MODEL	MAKE	ENGINE CAPACITY & ENGINE No	CHASSIS No	COLOUR	LOG BOOK No	NET BOOK VALUE (KSh)	CURRENT STATUS
1	GKB 456D	03.05.2013	V96	MITSUBISHI PAJERO	2800CC MYLNV96WCJ001285	MYLNV96WCJ001285	Eiger Grey	K093878Q	103,415.06	Operational
2	GKB 950F	26.11.2014	KUN25R	TOYOTA HILUX	2494CC 2KD-A537559	AHTFR22G506090381	Black Metallic	K 642432 E	143,527.78	Operational
3	GKB 952F	26.11.2014	KUN25R	TOYOTA HILUX	2494CC 2KD-A545314	AHTFR22G206091245	Blue	K 642434 C	143,527.78	Operational
4	GKB 954F	26.11.2014	KUN25R	TOYOTA HILUX	2494CC 2KD-A549443	AHTFR22G906091095-	White	K 642436 A	143,527.78	Operational
5	GKB 955F	26.11.2014	KUN25R	TOYOTA HILUX	2494CC 2KD-A536732	AHTFR22G706090284	Grey Metallic	K 642437 Z	143,527.78	Operational
6	GKB 545M	24.06.2016	KUN25R	TOYOTA HILUX	2494CC 2KD-A881191	AHTFR22G106112215	Silky Gold	L 441826 A	193,997.53	Operational

NO	PLATE NO	DATE OF PURCHASE	MODEL	MAKE	ENGINE CAPACITY & ENGINE No	CHASSIS No	COLOUR	LOG BOOK No	NET BOOK VALUE (KSh)	CURRENT STATUS
7	GKB 547M	24.06.2016	KDJ-150R	TOYOTA PRADO - TXL	2982CC 1KD-2575796	JTEBH3FJ30K177094	Bronze	L 441827 Z	424,078.88	Operational
8	GKB 114R	17.11.2016	KDH 222R	TOYOTA HIACE	2494CC 2KD-A913068	JTFSS22P60-0156432	White	K 1119637 X	259,661.53	Operational
9	GKB 679U	22.08.2018	GUN-156R	TOYOTA FORTUNER	2755CC 1GD-0485490	AHTKA3FS000620186	Attitude Black	K2199482Q	836,533.83	Operational
10	GKB 594U	24.08.2018	GUN-126R	TOYOTA HILUX	2755CC 1GD0473713	AHTHA3CD203424040	Silver Metallic	K2198603W	737,721.84	Operational
11	GKB 600U	24.08.2018	GUN-126R	TOYOTA HILUX	2755CC 1GD-0483682	AHTHA3CD903424410	Silver Metallic	K2198604V	737,721.84	Operational
12	GKB 602U	24.08.2018	GUN-126R	TOYOTA HILUX	2755CC 1GD-0482034	AHTHA3CD803424267	Grey Metallic	K2198605U	737,721.84	Operational
13	GKB 699U	24.08.2018	KDH222R	TOYOTA HIACE	2494CC 2KD-A973192	JTFSS22P100176751	White	K2211409G	708,999.75	Operational
14	GKB 729V	30.03.2020	GUN-156R	TOYOTA FORTUNER	2755CC 1GD0769961	AHTKA3FS400624127	Grey Metallic	K3251276Z	1,133,144.44	Operational
15	GKB 732V	30.03.2020	GUN-156R	TOYOTA FORTUNER	2755CC 1GD0731395	AHTKA3FS300623681	Silver Metallic	K3251275A	1,133,144.44	Operational
16	GKB 505W	20.05.2021	D-maxtfs86	ISUZU DOUBLE CAB	4JK1VE5717	ACVDSCJR8K4061644	Grey	K4345885Q	927,801.84	Operational
17	GKB 514W	20.05.2021	D-maxtfs86	ISUZU DOUBLE CAB	4JK1VE5723	ACVDSCJR8K4061646	White	K4345751U	927,801.84	Operational
18	GKB 515W	20.05.2021	D-maxtfs86	ISUZU DOUBLE CAB	4JK1VE5710	ACVDSCJR8K4061637	Silver	K4345887O	927,801.84	Operational

NO	PLATE NO	DATE OF PURCHASE	MODEL	MAKE	ENGINE CAPACITY & ENGINE No	CHASSIS No	COLOUR	LOG BOOK No	NET BOOK VALUE (KSh)	CURRENT STATUS
19	GKB 516W	20.05.2021	D-maxtfs86	ISUZU DOUBLE CAB	4JK1VE5719	ACVDSCJR8K4061646	White	K4345757O	927,801.84	Operational
20	GKB 032Y	27.10.2021	MUX	ISUZU MUX	WP7694	6GMT000079	Grey	K4699332H	1,212,567.47	Operational
21	GKB 042Y	27.10.2021	MUX	ISUZU MUX	WP7692	6GMT000075	Silver	K4638692P	1,212,567.47	Operational
22	GKC 243A	31.05.2023	D-maxtfs86	ISUZU DOUBLE CAB	4JK1YT1607	ACVDSCJR2K4119492	Pepper Dust	N6120584T	1,754,409.38	Operational
23	GKC 244A	31.05.2023	D-maxtfs86	ISUZU DOUBLE CAB	4JK1YS4610	ACVDSCJR5K4119373	Switch Blade Silver	N6120586R	1,754,409.38	Operational
24	GKC 245A	31.05.2023	D-maxtfs86	ISUZU DOUBLE CAB	4JK1YU6193	ACVDSCJR9K4120686	Gun Grey	N6120585S	1,754,409.38	Operational
25	GKC 515A	24.08.2023	MUX	ISUZU MUX	ECZ751	MPAUCS87GPT000248	Silver	N6324523Y	2,368,522.27	Operational
26	GKC 519A	24.08.2023	MUX	ISUZU MUX	ECR603	MPAUCS87GPT000237	Blue	N6324525W	2,368,522.27	Operational
27	GKC 521A	24.08.2023	MUX	ISUZU MUX	ECR598	MPAUCS87GPT000215	Grey	N6324524X	2,368,522.27	Operational
28	GKC 973A	22.04.2024	TERRA	NISSAN TERRA	YD25029972U	MNTJCND23Z0006119	Absolute Red	N6791159K	5,816,010.94	Operational
29	GKC 588B	04.07.2024	NAVARA	NISSAN NAVARA	YD25964300T	MNTJCND23Z0009598	Aleutian silver	N6920227G	3,628,124.93	Operational
30	GKB 589B	04.07.2024	NAVARA	NISSAN NAVARA	YD25975667T	MNTJCND23Z0009408	A/Grey	N6920228F	3,628,124.93	Operational

NO	PLATE NO	DATE OF PURCHASE	MODEL	MAKE	ENGINE CAPACITY & ENGINE No	CHASSIS No	COLOUR	LOG BOOK No	NET BOOK VALUE (KSh)	CURRENT STATUS
31	GKB 590B	04.07.2024	NAVARA	NISSAN NAVARA	YD25984430T	MNTJCND23Z0007711	Aleutian-silver	N6920229E	3,628,086.89	Operational
32	GKC 994C	16.07.2026	PRADO	TOYOTA PRADO	1GD-9739615	JTEARCAJX0K052352	Dark - Grey	20260761116421	15,350,384	Operational

RC-RADIO CASSETTE Kshs .20,000 for each MV
W/S-WIND SCREEN Kshs. 70,000 for each MV

3.0 CLASS OF POLICY: - DIRECTORS AND OFFICERS LIABILITY INSURANCE

This policy provides indemnity against all sums the NG-CDF Board becomes legally liable to pay for compensation in respect of bodily injuries, illness of any person or loss of or damage to third parties property whilst within NG-CDF Board Offices and legal cases in defense of claim under public liability.

The policy includes covers for the employer against suits brought about by claims for damages by employees including casual workers who may be injured in the course of their duties which may be as a result of negligence or any other course. The liability shall be derived from the court awards.

Limits of indemnity	any one Accident	any one period
General liability Claims	Kshs. 5,000,000	Unlimited

4.0 CLASS OF POLICY: - WORK INJURY AND BENEFITS ACT (WIBA)

This policy is expected to provide cover to all category of employees of the NG-CDF Board either permanent, casuals or on short term contract against accidental death and or bodily injury caused by violent accidental external and visible means for occupational and none occupational accidents on a twenty-four hour (24) worldwide basis including flying a fare paying passenger or a scheduled chartered air aircraft for all employees of the NG-CDF Board.

The intension of the NG-CDF Board is a hybrid cover that complies with the Work Injury Benefit Act as well as the Board's need for none occupational injury risk during the period of their employment with NG-CDF Board.

Medical limits	Kshs. 350,000
Duration of insurance	1 year
Benefits	8 yrs basic salary
Sum assured	363,990,320.00
Number of Officers to be covered and their annual earnings.	442

Note. Medical expenses for the Chief Executive Officer is Kshs Three (3) Million under this cover

5.0 ASSET AND EQUIPMENT

THIS POLICY WILL PROVIDE COVER AGAINST THEFT, VANDALISM, LOSS OR DAMAGE CAUSED BY INCORRECT OPERATION, NEGLIGENCE OR MALICIOUS ACTS OF EMPLOYEES OR THIRD PARTIES, ROBBERY, FAULTY DESIGN AND MATERIAL SHORT CIRCUIT, EXCESSIVE VOLTAGE, FIRE, LIGHTNING AND EXPLOSION, SCORCHING, CHARRING, SMOKE, FORCES OF NATURE (E.G. FLOODS, STORM,) WITHIN THE NG-CDF BOARD OFFICES IN HARAMBEE AND UUKULIMA PLAZA, NAIROBI, ESTIMATED VALUE OF KSHS 135,148,500.00

ICT EQUIPMENT

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1	LAPTOP	HP PROBOOK 440 G11	5CD54620KG	2025	175,000.00
2	LAPTOP	HP PROBOOK 440 G11	5CD54620N2	2025	175,000.00
3	LAPTOP	HP PROBOOK 440 G11	5CD54620QP	2025	175,000.00
4	LAPTOP	HP PROBOOK 440 G11	5CD54620RY	2025	175,000.00
5	LAPTOP	HP PROBOOK 440 G11	5CD54620SY	2025	175,000.00
6	LAPTOP	HP PROBOOK 440 G11	5CD54620V0	2025	175,000.00
7	LAPTOP	HP PROBOOK 440 G11	5CD54620VC	2025	175,000.00
8	LAPTOP	HP PROBOOK 440 G11	5CD54620VD	2025	175,000.00
9	LAPTOP	HP PROBOOK 440 G11	5CD54620VN	2025	175,000.00
10	LAPTOP	HP PROBOOK 440 G11	5CD54620VS	2025	175,000.00
11	LAPTOP	HP PROBOOK 440 G11	5CD54620Z3	2025	175,000.00
12	LAPTOP	HP PROBOOK 440 G11	5CD54620Z5	2025	175,000.00
13	LAPTOP	HP PROBOOK 440 G11	5CD5462102	2025	175,000.00
14	LAPTOP	HP PROBOOK 440 G11	5CD5462103	2025	175,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
15	LAPTOP	HP PROBOOK 440 G11	5CD5462106	2025	175,000.00
16	LAPTOP	HP PROBOOK 440 G11	5CD5462107	2025	175,000.00
17	LAPTOP	HP PROBOOK 440 G11	5CD546210D	2025	175,000.00
18	LAPTOP	HP PROBOOK 440 G11	5CD546210Q	2025	175,000.00
19	LAPTOP	HP PROBOOK 440 G11	5CD5462114	2025	175,000.00
20	LAPTOP	HP PROBOOK 440 G11	5CD546211D	2025	175,000.00
21	LAPTOP	HP PROBOOK 440 G11	5CD5465FFM	2025	175,000.00
22	LAPTOP	HP PROBOOK 440 G11	5CD5465FHM	2025	175,000.00
23	LAPTOP	HP PROBOOK 440 G11	5CD5465FKW	2025	175,000.00
24	LAPTOP	HP PROBOOK 440 G11	5CD5465FKX	2025	175,000.00
25	LAPTOP	HP PROBOOK 440 G11	5CD5465FL3	2025	175,000.00
26	LAPTOP	HP PROBOOK 440 G10	5CD3307CR4	2025	177,200.00
27	LAPTOP	HP PROBOOK 440 G10	5CD3307CW0	2025	177,200.00
28	LAPTOP	HP PROBOOK 440 G10	5CD33076CR0	2023	177,200.00
29	LAPTOP	HP PROBOOK 440 G10	5CD3307C5B	2023	177,200.00
30	LAPTOP	HP PROBOOK 440 G10	5CD3307CD	2023	177,200.00
31	LAPTOP	HP PROBOOK 440 G10	5CD3307CRB	2023	177,200.00
32	LAPTOP	HP PROBOOK 440 G10	5CD3307CRC	2023	177,200.00
33	LAPTOP	HP PROBOOK 440 G10	5CD3307CRJ	2023	177,200.00
34	LAPTOP	HP PROBOOK 440 G10	5CD3307CRK	2023	177,200.00
35	LAPTOP	HP PROBOOK 440 G10	5CD3307CRP	2023	177,200.00
36	LAPTOP	HP PROBOOK 440 G10	5CD3307CSC	2023	177,200.00
37	LAPTOP	HP PROBOOK 440 G10	5CD3307CSR	2023	177,200.00
38	LAPTOP	HP PROBOOK 440 G10	5CD3307CT7	2023	177,200.00
39	LAPTOP	HP PROBOOK 440 G10	5CD3307CTN	2023	177,200.00
40	LAPTOP	HP PROBOOK 440 G10	5CD3307CTP	2023	177,200.00
41	LAPTOP	HP PROBOOK 440 G10	5CD3307CTQ	2023	177,200.00
42	LAPTOP	HP PROBOOK 440 G10	5CD3307CTW	2023	177,200.00
43	LAPTOP	HP PROBOOK 440 G10	5CD3307CTZ	2023	177,200.00
44	LAPTOP	HP PROBOOK 440 G10	5CD3307CV5	2023	177,200.00
45	LAPTOP	HP PROBOOK 440 G10	5CD3307CV9	2023	177,200.00
46	LAPTOP	HP PROBOOK 440 G10	5CD3307CVB	2023	177,200.00
47	LAPTOP	HP PROBOOK 440 G10	5CD3307CVG	2023	177,200.00
48	LAPTOP	HP PROBOOK 440 G10	5CD3307CW7	2023	177,200.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
49	LAPTOP	HP PROBOOK 440 G10	5CD3307CWM	2023	177,200.00
50	LAPTOP	HP PROBOOK 440 G10	5CD3307CWX	2023	177,200.00
51	LAPTOP	HP PROBOOK 440 G10	5CD3307CX2	2023	177,200.00
52	LAPTOP	HP PROBOOK 440 G10	5CD3307CXB	2023	177,200.00
53	LAPTOP	HP PROBOOK 440 G10	5CD3307CXG	2023	177,200.00
54	LAPTOP	HP PROBOOK 440 G10	5CD3307CXI	2023	177,200.00
55	LAPTOP	HP PROBOOK 440 G10	5CD3307CXT	2023	177,200.00
56	LAPTOP	HP PROBOOK 440 G10	5CD3307CXX	2023	177,200.00
57	LAPTOP	HP PROBOOK 440 G10	5CD3307CY3	2023	177,200.00
58	LAPTOP	HP PROBOOK 440 G10	5CD3307CY5	2023	177,200.00
59	LAPTOP	HP PROBOOK 440 G9	5CD312QM5S	2023	177,200.00
60	LAPTOP	HP PROBOOK 440 G9	5CD312QMBD	2023	177,200.00
61	LAPTOP	HP PROBOOK 14-INCH	5CD81019NZ	2026	177,200.00
62	LAPTOP	HP PROBOOK 14-INCH	5CD8109PT	2025	177,200.00
63	LAPTOP	HP PROBOOK 14-INCH	5CG524524	2025	177,200.00
64	LAPTOP	HP PROBOOK 14-INCH	5CD312QM4Y	2023	177,200.00
65	LAPTOP	HP PROBOOK 14-INCH	5CD312QM83	2023	177,200.00
66	LAPTOP	HP PROBOOK 14-INCH	5CD312QM8H	2023	177,200.00
67	LAPTOP	HP PROBOOK 14-INCH	5CD312QR1S	2023	177,200.00
68	LAPTOP	HP PROBOOK 14-INCH	5CD3307C54	2023	177,200.00
69	LAPTOP	HP PROBOOK 14-INCH	5CD3307C57	2023	177,200.00
70	LAPTOP	HP PROBOOK 14-INCH	5CD3307C5F	2023	177,200.00
71	LAPTOP	HP PROBOOK 14-INCH	5CD3307CNV	2023	177,200.00
72	LAPTOP	HP PROBOOK 14-INCH	5CD3307CQZ	2023	177,200.00
73	LAPTOP	HP PROBOOK 14-INCH	5CD3307CR2	2023	177,200.00
74	LAPTOP	HP PROBOOK 14-INCH	5CD3307CR3	2023	177,200.00
75	LAPTOP	HP PROBOOK 14-INCH	5CD3307CR6	2023	177,200.00
76	LAPTOP	HP PROBOOK 14-INCH	5CD3307CR9	2023	177,200.00
77	LAPTOP	HP PROBOOK 14-INCH	5CD3307CRL	2023	177,200.00
78	LAPTOP	HP PROBOOK 14-INCH	5CD3307CRW	2023	177,200.00
79	LAPTOP	HP PROBOOK 14-INCH	5CD3307CSG	2023	177,200.00
80	LAPTOP	HP PROBOOK 14-INCH	5CD3307CSN	2023	177,200.00
81	LAPTOP	HP PROBOOK 14-INCH	5CD3307CSZ	2023	177,200.00
82	LAPTOP	HP PROBOOK 14-INCH	5CD3307CT1	2023	177,200.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
83	LAPTOP	HP PROBOOK 14-INCH	5CD3307CTB	2023	177,200.00
84	LAPTOP	HP PROBOOK 14-INCH	5CD3307CTH	2023	177,200.00
85	LAPTOP	HP PROBOOK 14-INCH	5CD3307CTK	2023	177,200.00
86	LAPTOP	HP PROBOOK 14-INCH	5CD3307CTM	2023	177,200.00
87	LAPTOP	HP PROBOOK 14-INCH	5CD3307CTR	2023	177,200.00
88	LAPTOP	HP PROBOOK 14-INCH	5CD3307CTX	2023	177,200.00
89	LAPTOP	HP PROBOOK 14-INCH	5CD3307CTY	2023	177,200.00
90	LAPTOP	HP PROBOOK 14-INCH	5CD3307CVC	2023	177,200.00
91	LAPTOP	HP PROBOOK 14-INCH	5CD3307CVF	2023	177,200.00
92	LAPTOP	HP PROBOOK 14-INCH	5CD3307CVL	2023	177,200.00
93	LAPTOP	HP PROBOOK 14-INCH	5CD3307CVT	2023	177,200.00
94	LAPTOP	HP PROBOOK 14-INCH	5CD3307CVY	2023	177,200.00
95	LAPTOP	HP PROBOOK 14-INCH	5CD3307CW4	2023	177,200.00
96	LAPTOP	HP PROBOOK 14-INCH	5CD3307CW6	2023	177,200.00
97	LAPTOP	HP PROBOOK 14-INCH	5CD3307CW8	2023	177,200.00
98	LAPTOP	HP PROBOOK 14-INCH	5CD3307CWC	2023	177,200.00
99	LAPTOP	HP PROBOOK 14-INCH	5CD3307CWG	2023	177,200.00
100	LAPTOP	HP PROBOOK 14-INCH	5CD3307CX0	2023	177,200.00
101	LAPTOP	HP PROBOOK 14-INCH	5CD3307CX5	2023	177,200.00
102	LAPTOP	HP PROBOOK 14-INCH	5CD3307CX8	2023	177,200.00
103	LAPTOP	HP PROBOOK 14-INCH	5CD3307CXD	2023	177,200.00
104	LAPTOP	HP PROBOOK 14-INCH	5CD3307CXN	2023	177,200.00
105	LAPTOP	HP PROBOOK 14-INCH	5CD3307CXZ	2023	177,200.00
106	LAPTOP	HP PROBOOK 14-INCH	5CD3307CY2	2023	177,200.00
107	LAPTOP	HP PROBOOK 14-INCH	5CD3307CY6	2023	177,200.00
108	LAPTOP	HP PROBOOK 14-INCH	5CD3307CYO	2023	177,200.00
109	LAPTOP	HP PROBOOK 14-INCH	5CD33O7CW7	2023	177,200.00
110	LAPTOP	HP PROBOOK 14-INCH	5CD33O7CXB	2023	177,200.00
111	LAPTOP	HP PROBOOK 14-INCH	CZC039D23L	2023	177,200.00
112	LAPTOP	HP PROBOOK 14-INCH	5CB2520K25	2022	177,200.00
113	LAPTOP	HP PROBOOK 14-INCH	5CD120RZHZ	2021	177,200.00
114	LAPTOP	HP PROBOOK 14-INCH	5CD33Q7CSS	2021	177,200.00
115	LAPTOP	HP PROBOOK 14-INCH	5CGO5244PR	2021	177,200.00
116	LAPTOP	HP PROBOOK 14-INCH	5CGO5244SF	2021	177,200.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
117	LAPTOP	HP PROBOOK 14-INCH	5CGO524588	2021	177,200.00
118	LAPTOP	HP PROBOOK 14-INCH	5CGO5245KX	2021	177,200.00
119	LAPTOP	HP PROBOOK 14-INCH	5CGO5245PQ	2021	177,200.00
120	LAPTOP	HP PROBOOK 14-INCH	5CGO5245RG	2021	177,200.00
121	LAPTOP	HP PROBOOK 14-INCH	CF2222NIA	2021	177,200.00
122	LAPTOP	HP PROBOOK 14-INCH	FCD81019NZ	2021	177,200.00
123	LAPTOP	HP PROBOOK 14-INCH	5CG052445F	2020	177,200.00
124	LAPTOP	HP PROBOOK 14-INCH	5CG05244DB	2020	177,200.00
125	LAPTOP	HP PROBOOK 14-INCH	5CG05244GZ	2020	177,200.00
126	LAPTOP	HP PROBOOK 14-INCH	5CG05244PR	2020	177,200.00
127	LAPTOP	HP PROBOOK 14-INCH	5CG05244ZO	2020	177,200.00
128	LAPTOP	HP PROBOOK 14-INCH	5CG0524524	2020	177,200.00
129	LAPTOP	HP PROBOOK 14-INCH	5CG0524588	2020	177,200.00
130	LAPTOP	HP PROBOOK 14-INCH	5CG05245CB	2020	177,200.00
131	LAPTOP	HP PROBOOK 14-INCH	5CG05245KX	2020	177,200.00
132	LAPTOP	HP PROBOOK 14-INCH	5CG05245MV	2020	177,200.00
133	LAPTOP	HP PROBOOK 14-INCH	5CG05245PQ	2020	177,200.00
134	LAPTOP	HP PROBOOK 14-INCH	5CG05245RG	2020	177,200.00
135	LAPTOP	HP PROBOOK 14-INCH	5CB9173QFT	2019	177,200.00
136	LAPTOP	HP PROBOOK 14-INCH	5CD81019RO	2019	177,200.00
137	LAPTOP	HP PROBOOK 14-INCH	5CD91732G5	2019	177,200.00
138	LAPTOP	HP PROBOOK 14-INCH	5CD9173QFT	2019	177,200.00
139	LAPTOP	HP PROBOOK 14-INCH	5CD810192F	2018	177,200.00
140	LAPTOP	HP PROBOOK 430 G8	5CD120RZC6	2021	165,000.00
141	LAPTOP	HP PROBOOK 430 G8	5CD120RZH2	2021	165,000.00
142	LAPTOP	HP PROBOOK 430 G8	5CD120RZHY	2021	165,000.00
143	LAPTOP	HP PROBOOK 430 G8	5CD120RZJW	2021	165,000.00
144	LAPTOP	HP PROBOOK 430 G8	5CD120RZKF	2021	165,000.00
145	LAPTOP	HP PROBOOK 430 G8	5CD120RZKZ	2021	165,000.00
146	LAPTOP	HP PROBOOK 430 G8	5CD120RZM1	2021	165,000.00
147	LAPTOP	HP PROBOOK 430 G8	5CD120RZMV	2021	165,000.00
148	LAPTOP	HP PROBOOK 430 G8	5CD120RZQ2	2021	165,000.00
149	LAPTOP	HP PROBOOK 430 G8	5CD120S0BV	2021	165,000.00
150	LAPTOP	HP ELITEBOOK		2019	190,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
151	LAPTOP	HP ELITEBOOK		2019	190,000.00
152	LAPTOP	HP ELITEBOOK	CNU8320MFY	2018	190,000.00
153	LAPTOP	HP PROBOOK 430 G5	5CD7502HB1	2019	165,000.00
154	LAPTOP	HP PROBOOK 430 G5	5CD7502HB4	2019	165,000.00
155	LAPTOP	HP PROBOOK 430 G5	5CD7502HBH	2019	165,000.00
156	LAPTOP	HP PROBOOK 430 G5	5CD7502HBX	2019	165,000.00
157	LAPTOP	HP PROBOOK 430 G5	5CD81019ND	2019	165,000.00
158	LAPTOP	HP PROBOOK 430 G5	5CD81019NL	2019	165,000.00
159	LAPTOP	HP PROBOOK 430 G5	5CD81019NN	2019	165,000.00
160	LAPTOP	HP PROBOOK 430 G5	5CD81019NW	2019	165,000.00
161	LAPTOP	HP PROBOOK 430 G5	5CD81019P3	2019	165,000.00
162	LAPTOP	HP PROBOOK 430 G5	5CD81019P6	2019	165,000.00
163	LAPTOP	HP PROBOOK 430 G5	5CD81019PB	2019	165,000.00
164	LAPTOP	HP PROBOOK 430 G5	5CD81019PF	2019	165,000.00
165	LAPTOP	HP PROBOOK 430 G5	5CD81019PH	2019	165,000.00
166	LAPTOP	HP PROBOOK 430 G5	5CD81019PT	2019	165,000.00
167	LAPTOP	HP PROBOOK 430 G5	5CD81019Q0	2019	165,000.00
168	LAPTOP	HP PROBOOK 430 G5	5CD81019Q9	2019	165,000.00
169	LAPTOP	HP PROBOOK 430 G5	5CD81019QD	2019	165,000.00
170	LAPTOP	HP PROBOOK 430 G5	5CD81019QF	2019	165,000.00
171	LAPTOP	HP PROBOOK 430 G5	5CD81019QJ	2019	165,000.00
172	LAPTOP	HP PROBOOK 430 G5	5CD81019QM	2019	165,000.00
173	LAPTOP	HP PROBOOK 430 G5	5CD81019QQ	2019	165,000.00
174	LAPTOP	HP PROBOOK 430 G5	5CD81019QR	2019	165,000.00
175	LAPTOP	HP PROBOOK 430 G5	5CD81019QV	2019	165,000.00
176	LAPTOP	HP PROBOOK 430 G5	5CD81019QX	2019	165,000.00
177	LAPTOP	HP PROBOOK 430 G5	5CD81019R0	2019	165,000.00
178	LAPTOP	HP PROBOOK 430 G5	5CD81019R3	2019	165,000.00
179	LAPTOP	HP PROBOOK 430 G5	5CD81019R8	2019	165,000.00
180	LAPTOP	HP PROBOOK 430 G5	5CD81019RF	2019	165,000.00
181	LAPTOP	HP PROBOOK 430 G5	2CE41203Z4	2014	165,000.00
182	LAPTOP	HP PROBOOK 430 G6	5CD8199Y5K	2019	165,000.00
183	LAPTOP	HP PROBOOK 440 G6	5CD9173QDX	2019	165,000.00
184	LAPTOP	HP PROBOOK 440 G6	5CD9173QF1	2019	165,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
185	LAPTOP	HP PROBOOK 440 G6	5CD9173QF6	2019	165,000.00
186	LAPTOP	HP PROBOOK 440 G6	5CD9173QF7	2019	165,000.00
187	LAPTOP	HP PROBOOK 440 G6	5CD9173QFF	2019	165,000.00
188	LAPTOP	HP PROBOOK 440 G6	5CD9173QFZ	2019	165,000.00
189	LAPTOP	HP PROBOOK 440 G6	5CD9173QG5	2019	165,000.00
190	LAPTOP	HP PROBOOK 440 G6	5CDB9173QFT	2019	165,000.00
191	LAPTOP	DELL INSPIRON	1FRGTP1	2011	200,000.00
192	LAPTOP	DELL INSPIRON	26RGTP1	2011	200,000.00
193	LAPTOP	DELL INSPIRON	BH4LQR1	2011	200,000.00
194	LAPTOP	DELL INSPIRON	D4RGTP1	2011	200,000.00
195	LAPTOP	HP 6530B	SN:CNU8320MFY	2014	130,000.00
196	LAPTOP	HP PROBOOK 4540S	2CE41203NG	2014	130,000.00
197	LAPTOP	HP PROBOOK 4540S	2CE41203R7	2014	130,000.00
198	LAPTOP	HP PROBOOK 4540S	2CE4120461	2014	130,000.00
199	LAPTOP	HP PROBOOK 4540S	2CE412046F	2014	130,000.00
200	LAPTOP	HP PROBOOK 4540S	2CE412046I	2014	130,000.00
201	LAPTOP	HP PROBOOK 4540S	2CE41204F6	2014	130,000.00
202	LAPTOP	HP PROBOOK 4540S	2CE41204FF	2014	130,000.00
203	LAPTOP	HP PROBOOK 4540S	2CE41204HO	2014	130,000.00
204	LAPTOP	HP PROBOOK 4540S	2CE41204P3	2014	130,000.00
205	LAPTOP	HP PROBOOK 4540S	2CE41204Q7	2014	130,000.00
206	LAPTOP	HP PROBOOK 4540S	5CB31316N5	2014	130,000.00
207	LAPTOP	HP PROBOOK 4540S	5CB2520K5M	2012	130,000.00
208	LAPTOP	LAPTOP	5CGO5244GZ	2014	130,000.00
209	LAPTOP	LAPTOP	5CB2480PVP	2012	130,000.00
210	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	C6QPX73D4N	2026	220,000.00
211	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	JRXGVXG1H4	2026	220,000.00
212	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	M34R6Y9KGD	2026	220,000.00
213	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	CM9VNQ75QP	2025	220,000.00
214	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	CN9W9JY0KL	2025	220,000.00
215	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	CWY432LX3F	2025	220,000.00
216	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	J6230XGD9D	2025	220,000.00
217	MACBOOK	APPLE MACBOOK AIR M4 13-INCH	JQ209KL4P0	2025	220,000.00
218	MACBOOK	APPLE MACBOOK AIR M4 15-INCH	GF6J02M14M	2026	220,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
219	MACBOOK	APPLE MACBOOK AIR M4 15-INCH	LC6P2R3477	2026	220,000.00
220	MACBOOK	APPLE MACBOOK AIR M1	C02G9G88QL7	2021	160,000.00
221	MACBOOK	APPLE MACBOOK AIR M1	CQ2KQ8PJQ6L4	2021	160,000.00
222	MACBOOK	APPLE MACBOOK	C02KQ8PJ86L4	2023	215,000.00
223	MACBOOK	APPLE MACBOOK	C02KQB52Q6L4	2023	215,000.00
224	MACBOOK	APPLE MACBOOK AIR	C02K0B2VQ6L4	2023	214,000.00
225	MACBOOK	APPLE MACBOOK AIR	C02SX0STH3QF	2018	214,000.00
226	MACBOOK	APPLE MACBOOK AIR	C02SX13ZH3QF	2018	214,000.00
227	MACBOOK	APPLE MACBOOK AIR	C02SX3JNH3QF	2018	214,000.00
228	MACBOOK	APPLE MACBOOK AIR	C02SX4DDH3QF	2018	214,000.00
229	MACBOOK	APPLE MACBOOK AIR	C02SX4DLH30F	2018	214,000.00
230	MACBOOK	APPLE MACBOOK AIR	C02SX4DLH3QF	2018	214,000.00
231	MACBOOK	APPLE MACBOOK AIR	C02SX4HTH3QF	2018	214,000.00
232	MACBOOK	APPLE MACBOOK AIR	C02SX4QMH3QF	2018	214,000.00
233	MACBOOK	APPLE MACBOOK AIR	C02SX4R8H3QF	2018	214,000.00
234	MACBOOK	APPLE MACBOOK AIR	C02SX4UWH3QF	2018	214,000.00
235	MACBOOK	APPLE MACBOOK AIR	C1MWMQ3DJ1WL	2018	214,000.00
236	MACBOOK	APPLE MACBOOK AIR	FVFWQMHVJIWL	2018	214,000.00
237	MACBOOK	APPLE MACBOOK AIR	FVFWQTSFJ1WL	2018	214,000.00
238	MACBOOK	APPLE MACBOOK PRO	C1MP38M2DTY3	2015	245,000.00
239	MACBOOK	APPLE MACBOOK PRO	C1MP38MQDTY3	2015	245,000.00
240	MACBOOK	APPLE MACBOOK PRO	C1MP38V8DTY3	2015	245,000.00
241	MACBOOK	APPLE MACBOOK PRO	C1MP38VEDTY3	2015	245,000.00
242	MACBOOK	APPLE MACBOOK PRO	C1MP38VTBTY3	2015	245,000.00
243	MACBOOK	APPLE MACBOOK PRO	C1MP38VTDTY3	2015	245,000.00
244	MACBOOK	APPLE MACBOOK PRO	C1MP38WVDTY3	2015	245,000.00
245	MACBOOK	APPLE MACBOOK PRO	C1MP38WWDTY3	2015	245,000.00
246	MACBOOK	APPLE MACBOOK PRO	C1MP3BSRDTY3	2015	245,000.00
247	MACBOOK	APPLE MACBOOK PRO	C1MP3BV8DTY3	2015	245,000.00
248	MACBOOK	APPLE MACBOOK PRO	C1MP3ESNDTY3	2015	245,000.00
249	MACBOOK	APPLE MACBOOK PRO	C1MP3EYDTY3	2015	245,000.00
250	MACBOOK	APPLE MACBOOK PRO	C1MP3EYWDTY3	2015	245,000.00
251	MACBOOK	APPLE MACBOOK PRO	C1MP3F03DTY3	2015	245,000.00
252	MACBOOK	APPLE MACBOOK PRO	C1MP3F09DTY3	2015	245,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
253	MACBOOK	APPLE MACBOOK PRO	C1MP3F3TDTY3	2015	245,000.00
254	MACBOOK	APPLE MACBOOK PRO	C1MP3F4TDTY3	2015	245,000.00
255	MACBOOK	APPLE MACBOOK PRO	C1MP3FOJDTY3	2015	245,000.00
256	MACBOOK	APPLE MACBOOK PRO	C1MP3GCSDTY3	2015	245,000.00
257	MACBOOK	APPLE MACBOOK PRO	C1MP3GEMDTY3	2015	245,000.00
258	MACBOOK	APPLE MACBOOK PRO	C1MP556NDTY3	2015	245,000.00
259	MACBOOK	APPLE MACBOOK PRO	C1MP559LDTY3	2015	245,000.00
260	MACBOOK	APPLE MACBOOK PRO	C1MP55E3DTY3	2015	245,000.00
261	MACBOOK	APPLE MACBOOK PRO	CO2G9G88Q6L7	2015	245,000.00
262	TABLET	MICROSOFT SURFACE PRO 12 16GB/256GB	BK374JK25363Q6	2026	150,000.00
263	IPAD	APPLE IPAD 11TH GEN (A16)	HPG2R25D6G	2026	107,500.00
264	IPAD	APPLE IPAD 11TH GEN (A16)	KRF2H4DQTD	2026	107,500.00
265	IPAD	APPLE IPAD 11TH GEN (A16)	FGW7XW732M	2025	107,500.00
266	IPAD	APPLE IPAD 11TH GEN (A16)	HQW0J06D9N	2025	107,500.00
267	IPAD	APPLE IPAD 10TH GEN	DYXC7WT2V2	2023	118,000.00
268	IPAD	APPLE IPAD 10TH GEN	F0J2Y12TP2	2023	118,000.00
269	IPAD	APPLE IPAD 10TH GEN	FCJWOOC4T9	2023	118,000.00
270	IPAD	APPLE IPAD 10TH GEN	GCQ16TQ902	2023	118,000.00
271	IPAD	APPLE IPAD 10TH GEN	JQL7502P5X	2023	118,000.00
272	IPAD	APPLE IPAD 10TH GEN	K75DXQM97N	2023	118,000.00
273	IPAD	APPLE IPAD 10TH GEN	KN44N9P4Q9	2023	118,000.00
274	IPAD	APPLE IPAD 10TH GEN	LC4DH04VHW	2023	118,000.00
275	IPAD	APPLE IPAD 10TH GEN	LV6OP7D1QY	2023	118,000.00
276	IPAD	APPLE IPAD 10TH GEN	WM7KMVW6FJ	2023	118,000.00
277	IPAD	APPLE IPAD 10TH GEN	WQ2RJX92JL	2023	118,000.00
278	IPAD	APPLE IPAD 10TH GEN	Y7T37DJ3VX	2023	118,000.00
279	IPAD	APPLE IPAD 10TH GEN	D9MFXL2DXK	2022	118,000.00
280	IPAD	APPLE IPAD 10TH GEN	NDH6RJ7LFJ	2022	118,000.00
281	IPAD	APPLE IPAD 10TH GEN	RC7MCF9HY7	2022	118,000.00
282	IPAD	APPLE IPAD AIR	GG7Y40N3JMXL	2022	120,000.00
283	IPAD	APPLE IPAD 7TH GEN	DMPCQ13LMDFY	2020	100,000.00
284	IPAD	APPLE IPAD 7TH GEN	DMPCQIGWMDFY	2020	100,000.00
285	IPAD	APPLE IPAD 7TH GEN	DMPCQIHHMDFY	2020	100,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
286	IPAD	APPLE IPAD 7TH GEN	DMPCQILAMDFY	2020	100,000.00
287	IPAD	APPLE IPAD 7TH GEN	DMPCQIRKMDFY	2020	100,000.00
288	IPAD	APPLE IPAD 7TH GEN	DMPCQIS6MDFY	2020	100,000.00
289	IPAD	APPLE IPAD 7TH GEN	DMPCQITUMDFY	2020	100,000.00
290	IPAD	APPLE IPAD 7TH GEN	DMPCR04NMDFY	2020	100,000.00
291	IPAD	APPLE IPAD 7TH GEN	DMPCR061MDFY	2020	100,000.00
292	IPAD	APPLE IPAD 7TH GEN	DMPCRO8QMDFY	2020	100,000.00
293	IPAD	APPLE IPAD 7TH GEN	DMPCROARMDFY	2020	100,000.00
294	IPAD	APPLE IPAD 7TH GEN	DMPCROBFMDFY	2020	100,000.00
295	IPAD	APPLE IPAD 7TH GEN	DMPCROCYMDFY	2020	100,000.00
296	IPAD	APPLE IPAD 7TH GEN	DMPCRODJMDFY	2020	100,000.00
297	IPAD	APPLE IPAD 7TH GEN	DMPCROEGMDFY	2020	100,000.00
298	IPAD	APPLE IPAD 7TH GEN	DMPCROFGMDFY	2020	100,000.00
299	IPAD	APPLE IPAD 7TH GEN	DMPCROFUMDFY	2020	100,000.00
300	IPAD	APPLE IPAD 7TH GEN	DMPFQ0MYQ1KT	2020	100,000.00
301	IPAD	APPLE IPAD 7TH GEN	DMPFQ14LQ1KR	2020	100,000.00
302	IPAD	APPLE IPAD 7TH GEN	F9FCR038MDFY	2020	100,000.00
303	IPAD	APPLE IPAD 7TH GEN	F9FCRO1XMDFY	2020	100,000.00
304	IPAD	APPLE IPAD	GG7Y40N3JMXK	2019	140,800.00
305	IPAD	APPLE IPAD	DLXJT3WGF192	2014	140,800.00
306	IPAD	APPLE IPAD	DLXJT3ZLF192	2014	140,800.00
307	IPAD	APPLE IPAD	DLXJTB0TF192	2014	140,800.00
308	IPAD	APPLE IPAD	DLXJTCFBF192	2014	140,800.00
309	IPAD	APPLE IPAD	DMPJNBATF192	2014	140,800.00
310	IPAD	APPLE IPAD	DMPJND67F192	2014	140,800.00
311	IPAD	APPLE IPAD	DMPJNFL6F192	2014	140,800.00
312	IPAD	APPLE IPAD	DMPJNHCSF192	2014	140,800.00
313	IPAD	APPLE IPAD	DMPJNHT6F192	2014	140,800.00
314	IPAD	APPLE IPAD	DMPJNJ43F192	2014	140,800.00
315	IPAD	APPLE IPAD	DMPJNL2EF192	2014	140,800.00
316	IPAD	APPLE IPAD	DMPJP667F192	2014	140,800.00
317	IPAD	APPLE IPAD	DMPJRG64F192	2014	140,800.00
318	IPAD	APPLE IPAD	DMPJRQQPF192	2014	140,800.00
319	IPAD	APPLE IPAD	DMPJRUTJF192	2014	140,800.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
320	IPAD	APPLE IPAD	DMPLM00BF192	2014	140,800.00
321	IPAD	APPLE IPAD	DMPLM0GNF192	2014	140,800.00
322	IPAD	APPLE IPAD	DMPLM0HKF192	2014	140,800.00
323	IPAD	APPLE IPAD	DMPLMOUCF192	2014	140,800.00
324	IPAD	APPLE IPAD	DMPLMOUVF192	2014	140,800.00
325	IPAD	APPLE IPAD	DMPLMOX1F192	2014	140,800.00
326	IPAD	APPLE IPAD	DMPLN00BF192	2014	140,800.00
327	IPAD	APPLE IPAD	DMPLNOGPF192	2014	140,800.00
328	IPAD	APPLE IPAD	DMPLP0R4F192	2014	140,800.00
329	IPAD	APPLE IPAD	DYTHQU15DVGM	2014	140,800.00
330	IPAD	APPLE IPAD 6TH GEN	C02KQB4D064L	2023	100,000.00
331	IPAD	APPLE IPAD 6TH GEN	C02KQB7XQ6L4	2023	100,000.00
332	IPAD	APPLE IPAD 6TH GEN	FQ9Y24D0GWTJ	2019	100,000.00
333	IPAD	APPLE IPAD 6TH GEN	FQ9Y251CGWTJ	2019	100,000.00
334	IPAD	APPLE IPAD 6TH GEN	FQ9Y25XLGWTJ	2019	100,000.00
335	IPAD	APPLE IPAD 6TH GEN	FQCY21X8GWTJ	2019	100,000.00
336	IPAD	APPLE IPAD 6TH GEN	FQCY24YDGWTJ	2019	100,000.00
337	IPAD	APPLE IPAD 6TH GEN	FQCY256SGWTJ	2019	100,000.00
338	IPAD	APPLE IPAD 6TH GEN	FQCY25BWGWTJ	2019	100,000.00
339	IPAD	APPLE IPAD 6TH GEN	FQCY25TCGWTJ	2019	100,000.00
340	IPAD	APPLE IPAD 6TH GEN	FQCY25WYGWTJ	2019	100,000.00
341	IPAD	APPLE IPAD 6TH GEN	FQCY2600GWTJ	2019	100,000.00
342	IPAD	APPLE IPAD 6TH GEN	FQCY2684GWTJ	2019	100,000.00
343	IPAD	APPLE IPAD 6TH GEN	FQCY26EJGWTJ	2019	100,000.00
344	IPAD	APPLE IPAD 6TH GEN	FQCY26UPGWTJ	2019	100,000.00
345	IPAD	APPLE IPAD 6TH GEN	FQCY27A8GWTJ	2019	100,000.00
346	IPAD	APPLE IPAD 6TH GEN	FQCY2C3AGWTJ	2019	100,000.00
347	IPAD	APPLE IPAD 6TH GEN	GG7Y40NLJMXK	2019	100,000.00
348	IPAD	APPLE IPAD 6TH GEN	DMPJNK3CF192	2014	100,000.00
349	IPAD	APPLE IPAD 4TH GEN	DMPJNH76F192	2015	140,800.00
350	IPAD	APPLE IPAD 4TH GEN	DMPLMOHKF192	2015	140,800.00
351	IPAD	APPLE IPAD 4TH GEN	DMPLMO4VF192	2014	140,800.00
352	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413YN	2026	150,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
353	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413W2	2025	150,000.00
354	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413W8	2025	150,000.00
355	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413W9	2025	150,000.00
356	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413WF	2025	150,000.00
357	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413WY	2025	150,000.00
358	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413X7	2025	150,000.00
359	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413Y8	2025	150,000.00
360	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413YJ	2025	150,000.00
361	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413YT	2025	150,000.00
362	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413YX	2025	150,000.00
363	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC52413ZH	2025	150,000.00
364	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC5241424	2025	150,000.00
365	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC5241427	2025	150,000.00
366	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC5241429	2025	150,000.00
367	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC524142J	2025	150,000.00
368	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC524142L	2025	150,000.00
369	ALL-IN-ONE PC	HP ALL-IN-ONE 24-CB1490NH	8CC524142T	2025	150,000.00
370	CPU	HP ELITE SFF 600 G9	4CE245C2W1	2022	140,000.00
371	CPU	HP PRO TOWER G9	4CE241BIJO	2023	120,000.00
372	CPU	HP PRO TOWER G9	4CE242CCSC	2023	120,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
373	CPU	HP PRO TOWER G9	JPH3046Z8J	2023	120,000.00
374	CPU	HP Z1 G9 TOWER WORKSTATION	CZC2299CB6	2023	199,000.00
375	CPU	HP Z1 G9 TOWER WORKSTATION	CZC22875WG	2022	199,000.00
376	CPU	HP ELITEDESK 800 G8	4CE136C50T	2023	148,000.00
377	CPU	HP ENVY DESKTOP	4CE10240D5	2021	148,000.00
378	CPU	HP PRODESK 400 G8 SFF	CZC005997B	2020	148,000.00
379	CPU	HP 23.8-INCH ALL-IN-ONE	3CM102IRI	2021	150,000.00
380	CPU	HP 23.8-INCH ALL-IN-ONE	1CR0461XOK	2020	150,000.00
381	CPU	HP 27-INCH ALL-IN-ONE	1CR0461WZN	2020	150,000.00
382	CPU	HP 27-INCH ALL-IN-ONE	1CR0461XOC	2020	150,000.00
383	CPU	HP ELITEDESK 800 G6	1CZD4109NX	2021	140,000.00
384	CPU	HP PRODESK 400 G7	1CZ1030KPQ	2023	150,000.00
385	CPU	HP PRODESK 400 G7	CNC110D772	2021	150,000.00
386	CPU	HP PRODESK 400 G7	CZC10673M4	2021	150,000.00
387	CPU	HP PRODESK 400 G7	CZC10673MW	2021	150,000.00
388	CPU	HP PRODESK 400 G7	CZC10673N4	2021	150,000.00
389	CPU	HP PRODESK 400 G7	CZC10673N6	2021	150,000.00
390	CPU	HP PRODESK 400 G7	CZC10673NG	2021	150,000.00
391	CPU	HP PRODESK 400 G7	CZC10673NJ	2021	150,000.00
392	CPU	HP PRODESK 400 G7	CZC10673NR	2021	150,000.00
393	CPU	HP PRODESK 400 G7	CZC10673P7	2021	150,000.00
394	CPU	HP PRODESK 400 G7	CZC10673P9	2021	150,000.00
395	CPU	HP PRODESK 400 G7	CZC10673PO	2021	150,000.00
396	CPU	HP PRODESK 400 G7	CZC10673Q8	2021	150,000.00
397	CPU	HP PRODESK 400 G7	CZC10673QZ	2021	150,000.00
398	CPU	HP PRODESK 400 G7	CZC10673Y2	2021	150,000.00
399	CPU	HP PRODESK 400 G7	CZC10673YH	2021	150,000.00
400	CPU	HP PRODESK 400 G7	CZC10673Z5	2021	150,000.00
401	CPU	HP PRODESK 400 G7	CZC10673ZN	2021	150,000.00
402	CPU	HP PRODESK 400 G7	CZC1067421	2021	150,000.00
403	CPU	HP PRODESK 400 G7	CZC1100VPG	2021	150,000.00
404	CPU	HP PRODESK 400 G7	CZC110D772	2021	150,000.00
405	CPU	HP PRODESK 400 G7	CZC1188VFT	2021	150,000.00
406	CPU	HP PRODESK 400 G7	CZC1188VGN	2021	150,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
407	CPU	HP PRODESK 400 G7	CZC1188VLJ	2021	150,000.00
408	CPU	HP PRODESK 400 G7	CZC1188VS2	2021	150,000.00
409	CPU	HP PRODESK 400 G7	CZC1188VS7	2021	150,000.00
410	CPU	HP PRODESK 400 G7	CZC1188VSS	2021	150,000.00
411	CPU	HP PRODESK 400 G7	CZC118VT4	2021	150,000.00
412	CPU	HP PRODESK 400 G7	CZC118VTX	2021	150,000.00
413	CPU	HP PRODESK 400 G7	ICR0461WZD	2021	150,000.00
414	CPU	HP PRODESK 400 G7	IN12250DRD	2021	150,000.00
415	CPU	HP PRODESK 400 G7	CZC7188VGW	2017	150,000.00
416	CPU	HP PRODESK 400 G7	CZC118VRQ	2014	150,000.00
417	CPU	HP Z2 G5 TOWER WORKSTATION	GZ2G4A033	2021	250,000.00
418	CPU	HP ELITEDESK 800 G5	4CE03335P7	2023	144,000.00
419	CPU	HP ELITEDESK 800 G5	AUD0100CFV	2020	144,000.00
420	CPU	HP PRODESK 400	MXL8502CZ2	2023	149,000.00
421	CPU	HP PRODESK 400	CZC10673XF	2021	149,000.00
422	CPU	HP PRODESK 400	CZC1188VFV	2021	149,000.00
423	CPU	HP PRODESK 400	CZC1188VTR	2021	149,000.00
424	CPU	HP PRODESK 400	CZC8168CP8	2021	149,000.00
425	CPU	HP PRODESK 400	CZC8168CQY	2021	149,000.00
426	CPU	HP PRODESK 400	CZC8168CRJ	2021	149,000.00
427	CPU	HP PRODESK 400	CZC8168CRM	2021	149,000.00
428	CPU	HP PRODESK 400	CZC8168CSP	2021	149,000.00
429	CPU	HP PRODESK 400	CZC8168CSQ	2021	149,000.00
430	CPU	HP PRODESK 400	29362471345	2020	149,000.00
431	CPU	HP PRODESK 400	4CER33M5R	2020	149,000.00
432	CPU	HP PRODESK 400	C7C10673P7	2020	149,000.00
433	CPU	HP PRODESK 400	ICZ9901XY	2020	149,000.00
434	CPU	HP ELITEDESK 800	CZC11R1BCNC	2019	140,000.00
435	CPU	HP ELITEDESK 800	JPH8440PXV	2019	140,000.00
436	CPU	HP ELITEDESK 800	JPH934VGLJ	2019	140,000.00
437	CPU	HP PRODESK 600 G4 SFF	ICZ921026Z	2023	120,000.00
438	CPU	HP Z2 G4 WORKSTATION	CEZ2G4A011	2023	250,000.00
439	CPU	HP Z2 G4 WORKSTATION	CE22G4A008	2019	250,000.00
440	CPU	HP Z2 G4 WORKSTATION	CEZ2G44001	2019	250,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
441	CPU	HP ELITEDESK 800 G4 SFF	JPH92059DN	2023	148,000.00
442	CPU	HP PRODESK 400 G4	CZC8168CRT	2021	150,000.00
443	CPU	HP PRODESK 400 G4	CZC8168CRW	2021	150,000.00
444	CPU	HP PRODESK 400 G4	3CQ53521R6	2017	150,000.00
445	CPU	HP DESKTOP	4CE137D9C4	2026	150,000.00
446	CPU	HP DESKTOP	4CE246CQSD	2026	150,000.00
447	CPU	HP DESKTOP	4CE1151FCG	2023	150,000.00
448	CPU	HP DESKTOP	4CE211D3NG	2023	150,000.00
449	CPU	HP DESKTOP	4CE229B1N4	2023	150,000.00
450	CPU	HP DESKTOP	4CE240C60Q	2023	150,000.00
451	CPU	HP DESKTOP	CND18D2010	2023	150,000.00
452	CPU	HP DESKTOP	CZC210864N	2023	150,000.00
453	CPU	HP DESKTOP	6CR4102WQ8	2021	150,000.00
454	CPU	HP DESKTOP	CZC10673YF	2021	150,000.00
455	CPU	HP DESKTOP	CZC1188VJ1	2021	150,000.00
456	CPU	HP DESKTOP	CZC1188VJ11	2021	150,000.00
457	CPU	HP DESKTOP	CZC1188VRW	2021	150,000.00
458	CPU	HP DESKTOP	2CMN64J	2017	150,000.00
459	CPU	HP DESKTOP	48ROWS1	2017	150,000.00
460	CPU	HP DESKTOP	4CE241CYB	2017	150,000.00
461	CPU	HP DESKTOP	54J4W51	2017	150,000.00
462	CPU	HP DESKTOP	9R47WSI	2017	150,000.00
463	CPU	HP DESKTOP	CF219BCWC	2017	150,000.00
464	CPU	HP DESKTOP	CN-07C2R4-72872-33P-A67L	2017	150,000.00
465	CPU	HP DESKTOP	CN-OKCCP-72872-310-E6YM	2017	150,000.00
466	CPU	HP DESKTOP	CZC10673N2	2017	150,000.00
467	CPU	HP DESKTOP	DLHNN101	2017	150,000.00
468	CPU	HP DESKTOP	HCE11410QN	2017	150,000.00
469	CPU	HP DESKTOP	MXL7192NZJ	2017	150,000.00
470	CPU	HP DESKTOP	SGH331QWGT	2017	150,000.00
471	CPU	HP DESKTOP	CZC1067405	2015	150,000.00
472	CPU	HP DESKTOP	91BFNWI	2014	150,000.00
473	CPU	HP DESKTOP	HFLNNW1	2014	150,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
474	CPU	HP ELITEDESK 800 G3 SFF	2UA804IRIB	2023	120,000.00
475	CPU	HP PRODESK 400 G3	SGH613P2RJ	2021	150,000.00
476	CPU	DELL DESKTOP	SN 25275010573	2020	150,000.00
477	CPU	DELL DESKTOP	94J5WS1	2017	150,000.00
478	CPU	DELL DESKTOP	36898384996	2014	150,000.00
479	CPU	DELL DESKTOP	5DQGNWI	2014	150,000.00
480	CPU	DELL DESKTOP	7PW16Z1	2014	150,000.00
481	CPU	DELL DESKTOP	8NXK8R1	2014	150,000.00
482	CPU	DELL DESKTOP	BDQGW1	2014	150,000.00
483	CPU	DELL DESKTOP	CN-07C2R4-72872-33K-A8LL	2014	150,000.00
484	CPU	DELL DESKTOP	CN-07C2R4-72872-33K-CC2M	2014	150,000.00
485	CPU	DELL DESKTOP	D275A001L	2014	150,000.00
486	CPU	DELL DESKTOP	DB136Z1	2014	150,000.00
487	CPU	DELL DESKTOP	DP9M64J	2014	150,000.00
488	CPU	DELL DESKTOP	F7IBMIS	2014	150,000.00
489	CPU	DELL DESKTOP	JWJ4WSI	2014	150,000.00
490	CPU	DELL OPTIPLEX 3010	15036Z1	2014	150,000.00
491	CPU	DELL OPTIPLEX 3010	2NWMNW1	2014	150,000.00
492	CPU	DELL OPTIPLEX 3010	39W16Z1	2014	150,000.00
493	CPU	DELL OPTIPLEX 3010	52XLNW1	2014	150,000.00
494	CPU	DELL OPTIPLEX 3010	5DQGNW1	2014	150,000.00
495	CPU	DELL OPTIPLEX 3010	6CZ26Z1	2014	150,000.00
496	CPU	DELL OPTIPLEX 3010	76XLNW1	2014	150,000.00
497	CPU	DELL OPTIPLEX 3010	77YMNW1	2014	150,000.00
498	CPU	DELL OPTIPLEX 3010	7HV16Z1	2014	150,000.00
499	CPU	DELL OPTIPLEX 3010	93K5WS1	2014	150,000.00
500	CPU	DELL OPTIPLEX 3010	9IBFNW1	2014	150,000.00
501	CPU	DELL OPTIPLEX 3010	9QH6NW1	2014	150,000.00
502	CPU	DELL OPTIPLEX 3010	9RPHNW1	2014	150,000.00
503	CPU	DELL OPTIPLEX 3010	9ZMJNW1	2014	150,000.00
504	CPU	DELL OPTIPLEX 3010	BM036Z1	2014	150,000.00
505	CPU	DELL OPTIPLEX 3010	CHLNNW1	2014	150,000.00
506	CPU	DELL OPTIPLEX 3010	CQPHNW1	2014	150,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
507	CPU	DELL OPTIPLEX 3010	DB136ZI	2014	150,000.00
508	CPU	DELL OPTIPLEX 3010	DHLNW1	2014	150,000.00
509	CPU	DELL OPTIPLEX 3010	DJ036Z1	2014	150,000.00
510	CPU	DELL OPTIPLEX 3010	DZ036Z1	2014	150,000.00
511	CPU	DELL OPTIPLEX 3010	FBX26Z1	2014	150,000.00
512	CPU	DELL OPTIPLEX 3010	FBZ26Z1	2014	150,000.00
513	CPU	DELL OPTIPLEX 3010	FGCFNW1	2014	150,000.00
514	CPU	DELL OPTIPLEX 3010	G4Z26Z1	2014	150,000.00
515	CPU	DELL OPTIPLEX 3010	HELNNW1	2014	150,000.00
516	CPU	DELL OPTIPLEX 3010	JN226ZI	2014	150,000.00
517	CPU	DELL OPTIPLEX 7010	67ROWSI	2014	150,000.00
518	CPU	DELL OPTIPLEX 7010	6TROWS1	2014	150,000.00
519	CPU	DELL OPTIPLEX 7010	9RH7WS1	2014	150,000.00
520	CPU	DELL OPTIPLEX 7010	9WJ4WSI	2014	150,000.00
521	CPU	DELL OPTIPLEX 7010	H2H6WSI	2014	150,000.00
522	CPU	DELL OPTIPLEX 7010	JVJ4WS1	2014	150,000.00
523	CPU	DELL VOSTRO	8JQ18R1	2014	100,000.00
524	CPU	DELL VOSTRO	8JWLWQ1	2014	100,000.00
525	CPU	DELL VOSTRO	8KV12R1	2014	100,000.00
526	CPU	DELL VOSTRO	8PLZYRI	2014	100,000.00
527	CPU	DELL VOSTRO	CN04WC93701631B7010	2014	100,000.00
528	CPU	DELL VOSTRO	CN04WC93701631B70132	2014	100,000.00
529	CPU	DELL VOSTRO	CN04WC93701631B701W2	2014	100,000.00
530	CPU	DESKTOP	CEZ2G4A005	2023	150,000.00
531	CPU	DESKTOP	4CV237950D	2014	150,000.00
532	CPU	DESKTOP	7S4LYXI	2014	150,000.00
533	CPU	DESKTOP	CN04WC93701631B7030N	2014	150,000.00
534	CPU	DESKTOP	DHLNNW1	2014	150,000.00
535	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR4102RR7	2021	150,000.00
536	CPU	HP COMPAQ PRO 6300/8300 SFF	2UA34616RV	2017	150,000.00
537	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR3250R1Z	2017	150,000.00
538	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR3250ROG	2017	150,000.00
539	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR3359QJY	2017	150,000.00
540	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR344758X	2017	150,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
541	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR4102W95	2017	150,000.00
542	CPU	HP COMPAQ PRO 6300/8300 SFF	AUD30704JS	2017	150,000.00
543	CPU	HP COMPAQ PRO 6300/8300 SFF	AUD3370NX9	2017	150,000.00
544	CPU	HP COMPAQ PRO 6300/8300 SFF	AUD346088H	2017	150,000.00
545	CPU	HP COMPAQ PRO 6300/8300 SFF	JPA2506230	2017	150,000.00
546	CPU	HP COMPAQ PRO 6300/8300 SFF	JPA316QMMR	2017	150,000.00
547	CPU	HP COMPAQ PRO 6300/8300 SFF	SGH328T8XN	2017	150,000.00
548	CPU	HP COMPAQ PRO 6300/8300 SFF	SGH331QWNT	2017	150,000.00
549	CPU	HP COMPAQ PRO 6300/8300 SFF	SGH342PBND	2017	150,000.00
550	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR4102WGZ	2015	150,000.00
551	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR4102Y81	2015	150,000.00
552	CPU	HP COMPAQ PRO 6300/8300 SFF	2UE24102TX	2014	150,000.00
553	CPU	HP COMPAQ PRO 6300/8300 SFF	5QH331QWGT	2014	150,000.00
554	CPU	HP COMPAQ PRO 6300/8300 SFF	AUD34608KF	2014	150,000.00
555	CPU	HP COMPAQ PRO 6300/8300 SFF	2UA2420D6M	2012	150,000.00
556	CPU	HP COMPAQ PRO 6300/8300 SFF	2UA2420DSF	2012	150,000.00
557	CPU	HP COMPAQ PRO 6300/8300 SFF	6CR4102WNX	2012	150,000.00
558	MONITOR	HP V24V G5 23.8-INCH	CNK23101WH	2025	28,000.00
559	MONITOR	HP V24V G5 23.8-INCH	3CQ1440KIF	2023	28,000.00
560	MONITOR	HP V24V G5 23.8-INCH	3CQ1440WJX	2023	28,000.00
561	MONITOR	HP V24V G5 23.8-INCH	3CQ144OJXX	2023	28,000.00
562	MONITOR	HP V24V G5 23.8-INCH	3CQ144OK14	2023	28,000.00
563	MONITOR	HP V24V G5 23.8-INCH	CNK2272675	2023	28,000.00
564	MONITOR	HP V24V G5 23.8-INCH	CNK2300Y3N	2023	28,000.00
565	MONITOR	HP V24V G5 23.8-INCH	CNK2300Y3P	2023	28,000.00
566	MONITOR	HP V24V G5 23.8-INCH	CNK2300Y3T	2023	28,000.00
567	MONITOR	HP V24V G5 23.8-INCH	CNK23101TC	2023	28,000.00
568	MONITOR	HP V24V G5 23.8-INCH	CNK23101WB	2023	28,000.00
569	MONITOR	HP V24V G5 23.8-INCH	CNK23101WJ	2023	28,000.00
570	MONITOR	HP V24V G5 23.8-INCH	CNK23101WN	2023	28,000.00
571	MONITOR	HP V24V G5 23.8-INCH	CNK23101WY	2023	28,000.00
572	MONITOR	HP V24V G5 23.8-INCH	CNK2340T3N	2023	28,000.00
573	MONITOR	HP V24V G5 23.8-INCH	CNK2340T4N	2023	28,000.00
574	MONITOR	HP V24V G5 23.8-INCH	CNK2340T4S	2023	28,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
575	MONITOR	HP V24V G5 23.8-INCH	CNK2340T5B	2023	28,000.00
576	MONITOR	HP V24V G5 23.8-INCH	CNK2340T5C	2023	28,000.00
577	MONITOR	HP V24V G5 23.8-INCH	CNK2340T5D	2023	28,000.00
578	MONITOR	HP V24V G5 23.8-INCH	CNK2340T5X	2023	28,000.00
579	MONITOR	HP V24V G5 23.8-INCH	CNC23101TK	2022	28,000.00
580	MONITOR	HP V24V G5 23.8-INCH	CNK231015H	2022	28,000.00
581	MONITOR	HP V24V G5 23.8-INCH	CNK231015N	2022	28,000.00
582	MONITOR	HP V24V G5 23.8-INCH	CNK23101WBT	2022	28,000.00
583	MONITOR	HP V24V G5 23.8-INCH	CNK2340T67T	2022	28,000.00
584	MONITOR	HP V24V G5 23.8-INCH	3CQ1440JY7	2021	28,000.00
585	MONITOR	HP 23.8-INCH MONITOR	3CM10200P8	2021	28,000.00
586	MONITOR	HP 23.8-INCH MONITOR	3CM10200PH	2021	28,000.00
587	MONITOR	HP 23.8-INCH MONITOR	3CM10200VC	2021	28,000.00
588	MONITOR	HP 23.8-INCH MONITOR	3CM1020123	2021	28,000.00
589	MONITOR	HP 23.8-INCH MONITOR	3CM1020145	2021	28,000.00
590	MONITOR	HP 23.8-INCH MONITOR	3CM10201P8	2021	28,000.00
591	MONITOR	HP 23.8-INCH MONITOR	3CM10201PK	2021	28,000.00
592	MONITOR	HP 23.8-INCH MONITOR	3CM10201QR	2021	28,000.00
593	MONITOR	HP 23.8-INCH MONITOR	3CM1030WV8	2021	28,000.00
594	MONITOR	HP 23.8-INCH MONITOR	3CM1036WQZ	2021	28,000.00
595	MONITOR	HP 23.8-INCH MONITOR	1CR0461X09	2020	28,000.00
596	MONITOR	HP P27V G4 27-INCH	1CR0461WVN	2021	32,000.00
597	MONITOR	HP P27V G4 27-INCH	1CR0461WZ8	2021	32,000.00
598	MONITOR	HP P27V G4 27-INCH	1CR0461WZX	2021	32,000.00
599	MONITOR	HP P27V G4 27-INCH	1CR0461XOG	2021	32,000.00
600	MONITOR	HP P27V G4 27-INCH	1CR0461XOQ	2021	32,000.00
601	MONITOR	HP P27V G4 27-INCH	1CRO461XOG	2021	32,000.00
602	MONITOR	HP P27V G4 27-INCH	ICR046IWZR	2021	32,000.00
603	MONITOR	HP P27V G4 27-INCH	1CR04461XOD	2020	32,000.00
604	MONITOR	HP P27V G4 27-INCH	1CR0461WZC	2020	32,000.00
605	MONITOR	HP P27V G4 27-INCH	1CR0461WZV	2020	32,000.00
606	MONITOR	HP P27V G4 27-INCH	1CR0461X02	2020	32,000.00
607	MONITOR	HP P27V G4 27-INCH	1CR0461X0V	2020	32,000.00
608	MONITOR	HP P27V G4 27-INCH	1CR0461XOX	2020	32,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
609	MONITOR	HP P27V G4 27-INCH	1CR0461XOY	2020	32,000.00
610	MONITOR	HP P27V G4 27-INCH	1CR046X04	2020	32,000.00
611	MONITOR	HP P27V G4 27-INCH	CZC1188VTP	2015	32,000.00
612	MONITOR	HP 24F 23.8-INCH	3CM1030WVH	2021	22,000.00
613	MONITOR	HP 24F 23.8-INCH	3CM1030X75	2021	22,000.00
614	MONITOR	HP 24F 23.8-INCH	3CM10310RX	2021	22,000.00
615	MONITOR	HP MONITOR	3CQ1290YQ7	2023	20,000.00
616	MONITOR	HP MONITOR	3CQ1320264	2023	20,000.00
617	MONITOR	HP MONITOR	3CQ13202CN	2023	20,000.00
618	MONITOR	HP MONITOR	3CQ1380DPQ	2023	20,000.00
619	MONITOR	HP MONITOR	4CE219B6WC	2023	20,000.00
620	MONITOR	HP MONITOR	CNK2300YIZ	2023	20,000.00
621	MONITOR	HP MONITOR	CNK23101SH	2023	20,000.00
622	MONITOR	HP MONITOR	CNK23101VF	2023	20,000.00
623	MONITOR	HP MONITOR	CNK23101W1	2023	20,000.00
624	MONITOR	HP MONITOR	CNK23101WP	2023	20,000.00
625	MONITOR	HP MONITOR	CNK23101WZ	2023	20,000.00
626	MONITOR	HP MONITOR	CNK2340T4P	2023	20,000.00
627	MONITOR	HP MONITOR	CNK2340T5J	2023	20,000.00
628	MONITOR	HP MONITOR	CZC0528NK6	2023	20,000.00
629	MONITOR	HP MONITOR	CNC216021H	2022	20,000.00
630	MONITOR	HP MONITOR	3CM10201QO	2021	20,000.00
631	MONITOR	HP MONITOR	3CM10201QZ	2021	20,000.00
632	MONITOR	HP MONITOR	3CM10201R6	2021	20,000.00
633	MONITOR	HP MONITOR	3CM10201R7	2021	20,000.00
634	MONITOR	HP MONITOR	3CM1030WVM	2021	20,000.00
635	MONITOR	HP MONITOR	3CM1030WVN	2021	20,000.00
636	MONITOR	HP MONITOR	3CQ1290XPX	2021	20,000.00
637	MONITOR	HP MONITOR	3CQ1440XBB	2021	20,000.00
638	MONITOR	HP MONITOR	CN41272WG3	2021	20,000.00
639	MONITOR	HP MONITOR	CNC12124LO	2021	20,000.00
640	MONITOR	HP MONITOR	CZC10673ND	2021	20,000.00
641	MONITOR	HP MONITOR	CZC10673YM	2021	20,000.00
642	MONITOR	HP MONITOR	CZC1188VFX	2021	20,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
643	MONITOR	HP MONITOR	CZC1188VSD	2021	20,000.00
644	MONITOR	HP MONITOR	CZC118VN1	2021	20,000.00
645	MONITOR	HP MONITOR	CZC8168CSC	2021	20,000.00
646	MONITOR	HP MONITOR	1CR0461X05	2020	20,000.00
647	MONITOR	HP MONITOR	1CR0461XOM	2020	20,000.00
648	MONITOR	HP MONITOR	3CM0530WP2	2020	20,000.00
649	MONITOR	HP MONITOR	CMK2340T6H	2020	20,000.00
650	MONITOR	HP MONITOR	CN-02NOON-64180-23E-1NBB	2020	20,000.00
651	MONITOR	HP MONITOR	CN-07C2R4-72872-33K-AZJM	2020	20,000.00
652	MONITOR	HP MONITOR	CN-07C2R4-72872-33P-FH6L	2020	20,000.00
653	MONITOR	HP MONITOR	CN-OKCCCP-72872-310-A44M	2020	20,000.00
654	MONITOR	HP MONITOR	CN-OKCCCP-72872-310-CFEM	2020	20,000.00
655	MONITOR	HP MONITOR	CN-OKCCCP-72872-310A4MM	2020	20,000.00
656	MONITOR	HP MONITOR	CN-OKCCCP-72872-36R-CDVB	2020	20,000.00
657	MONITOR	HP MONITOR	VNBVB76G9M	2020	20,000.00
658	MONITOR	HP MONITOR	3CQ33010RZ	2017	20,000.00
659	MONITOR	HP MONITOR	AUD3300G6N	2017	20,000.00
660	MONITOR	HP MONITOR	2UA2410ZTX	2015	20,000.00
661	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-23E-3UJB	2017	20,000.00
662	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-27R	2017	20,000.00
663	MONITOR	DELL E19 SERIES 19-INCH	CN-0762R4-72872-33K-A2JM	2017	20,000.00
664	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP-72872-310-A4HM	2017	20,000.00
665	MONITOR	DELL E19 SERIES 19-INCH	CN-OR735N-64180-9BD-07VU	2017	20,000.00
666	MONITOR	DELL E19 SERIES 19-INCH	024-155U	2014	20,000.00
667	MONITOR	DELL E19 SERIES 19-INCH	72872310	2014	20,000.00
668	MONITOR	DELL E19 SERIES 19-INCH	C2RA-72872-33K-A2JM	2014	20,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
669	MONITOR	DELL E19 SERIES 19-INCH	CN--OKCCCP-72872-36R-AHAB	2014	20,000.00
670	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON	2014	20,000.00
671	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-23D-3YFB	2014	20,000.00
672	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-23E-1MXB	2014	20,000.00
673	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-23E-1MZB	2014	20,000.00
674	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-23E-471B	2014	20,000.00
675	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-282-07MM	2014	20,000.00
676	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-282-07NN	2014	20,000.00
677	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-282-092M	2014	20,000.00
678	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-282-24DN	2014	20,000.00
679	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-287-049M	2014	20,000.00
680	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-287-084M	2014	20,000.00
681	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-287-08LM	2014	20,000.00
682	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-287-08MM	2014	20,000.00
683	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-287-08MW	2014	20,000.00
684	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON-64180-287-08WM	2014	20,000.00
685	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON64180-287-08MM	2014	20,000.00
686	MONITOR	DELL E19 SERIES 19-INCH	CN-02NOON64180-287084PM	2014	20,000.00
687	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2-R4-72872-33P	2014	20,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
688	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72-872-33P-A3LL	2014	20,000.00
689	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33K-A1CM	2014	20,000.00
690	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33K-CESM	2014	20,000.00
691	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33P-F78L	2014	20,000.00
692	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33P-FFUL	2014	20,000.00
693	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33P-FNCL	2014	20,000.00
694	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33P-FNEL	2014	20,000.00
695	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33P-GM7L	2014	20,000.00
696	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33P-GMTL	2014	20,000.00
697	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-72872-33PGNGL	2014	20,000.00
698	MONITOR	DELL E19 SERIES 19-INCH	CN-07C2R4-7287233K-AGYM	2014	20,000.00
699	MONITOR	DELL E19 SERIES 19-INCH	CN-0CCCP-72872-36R-D7KB	2014	20,000.00
700	MONITOR	DELL E19 SERIES 19-INCH	CN-0KECP-72872-310-CFHM	2014	20,000.00
701	MONITOR	DELL E19 SERIES 19-INCH	CN-0V048Y-64180-36L-1CYU	2014	20,000.00
702	MONITOR	DELL E19 SERIES 19-INCH	CN-O2NOON-64180-282-OA9M	2014	20,000.00
703	MONITOR	DELL E19 SERIES 19-INCH	CN-OFJ179-64180-6B8-32RC	2014	20,000.00
704	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP-72872-310-E7KM	2014	20,000.00
705	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP-72872-310-E90M	2014	20,000.00
706	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP-72872-310A56M	2014	20,000.00
707	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP-72872-36R-AHAB	2014	20,000.00
708	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP-72872-36R-ALWB	2014	20,000.00
709	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP-72872-36R-D7KB	2014	20,000.00
710	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCCP72872310CFHM	2014	20,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
711	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCP-72872-310-A4HM	2014	20,000.00
712	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCP-72872-36R-CMDB	2014	20,000.00
713	MONITOR	DELL E19 SERIES 19-INCH	CN-OKCCP-72872-36R-D7PB	2014	20,000.00
714	MONITOR	DELL E19 SERIES 19-INCH	CN-OR735N-64180-9BD-08MU	2014	20,000.00
715	MONITOR	DELL E19 SERIES 19-INCH	CN02N00N-64180-23E-1NBB	2014	20,000.00
716	MONITOR	DELL E19 SERIES 19-INCH	CN07C2R4	2014	20,000.00
717	MONITOR	DELL E19 SERIES 19-INCH	CN07C2R472872-33P-GM7L	2014	20,000.00
718	MONITOR	DELL E19 SERIES 19-INCH	CN07C2R472F	2014	20,000.00
719	MONITOR	DELL E19 SERIES 19-INCH	CNOKCLP-72872-36R-D7HB	2014	20,000.00
720	MONITOR	DELL E19 SERIES 19-INCH	JB0829004156	2014	20,000.00
721	MONITOR	DELL E19 SERIES 19-INCH	S/N:CN-OKCCCP-7Z872-310-E6YM	2014	20,000.00
722	MONITOR	DELL E19 SERIES 19-INCH	TOR CN-OFJ179-64180-6B8-32R	2014	20,000.00
723	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ330109Q	2017	20,000.00
724	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ33010CI	2017	20,000.00
725	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ33010SX	2017	20,000.00
726	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ33011CK	2017	20,000.00
727	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ541QQQJ	2017	20,000.00
728	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ3301029Q	2013	20,000.00
729	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ330105X	2013	20,000.00
730	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ33011D9	2013	20,000.00
731	MONITOR	HP COMPAQ L2311C 23-INCH	3CQ33011DQ	2013	20,000.00
732	MONITOR	HP ELITEDISPLAY E231I	CZC8168CRN	2021	20,000.00
733	MONITOR	HP ELITEDISPLAY E231I	3CQ53204Q5	2017	20,000.00
734	MONITOR	HP ELITEDISPLAY E231I	3CQ5410Q29	2017	20,000.00
735	MONITOR	HP ELITEDISPLAY E231I	3CQ5410QM4	2017	20,000.00
736	MONITOR	HP ELITEDISPLAY E231I	3CQ5410QXV	2017	20,000.00
737	MONITOR	HP ELITEDISPLAY E231I	3CQ5410QYH	2017	20,000.00
738	MONITOR	HP ELITEDISPLAY E231I	3CQ5410R6Z	2017	20,000.00
739	MONITOR	HP ELITEDISPLAY E231I	3CQ5410R7R	2017	20,000.00
740	MONITOR	HP ELITEDISPLAY E231I	3CQ5410R7W	2017	20,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
741	MONITOR	HP ELITEDISPLAY E231I	3CQ5410QZ9	2015	20,000.00
742	MONITOR	HP LP2475W 24-INCH	3CM029003L	2021	20,000.00
743	MONITOR	HP LP2475W 24-INCH	CNC13305W3	2021	20,000.00
744	MONITOR	HP LP2475W 24-INCH	CNC13305W9	2021	20,000.00
745	MONITOR	HP LP2475W 24-INCH	CNC13305WN	2021	20,000.00
746	MONITOR	HP LP2475W 24-INCH	CNC13305ZO	2021	20,000.00
747	MONITOR	HP LP2475W 24-INCH	CNC2160210	2021	20,000.00
748	MONITOR	HP LP2475W 24-INCH	CNC216021C	2021	20,000.00
749	MONITOR	HP LP2475W 24-INCH	CNC216021L	2021	20,000.00
750	MONITOR	HP LP2475W 24-INCH	CNCI330SW8	2021	20,000.00
751	MONITOR	HP LP2475W 24-INCH	CNC18305WH	2014	20,000.00
752	MONITOR	HP LP2475W 24-INCH	CNC2160205	2012	20,000.00
753	MONITOR	HP LP2475W 24-INCH	CNC216021D	2012	20,000.00
754	MONITOR	HP LP2475W 24-INCH	CNC2160228	2012	20,000.00
755	MONITOR	HP LP2475W 24-INCH	CNC216022T	2012	20,000.00
756	MONITOR	HP LP2475W 24-INCH	CNC1180P40	2011	20,000.00
757	MONITOR	HP LP2475W 24-INCH	CNC13305W1	2011	20,000.00
758	MONITOR	HP LP2475W 24-INCH	CNC13305WH	2011	20,000.00
759	MONITOR	HP LP2475W 24-INCH	CNC13305X1	2011	20,000.00
760	MONITOR	HP LP2475W 24-INCH	CNC13305XL	2011	20,000.00
761	MONITOR	HP LP2475W 24-INCH	CZC1180P40	2011	20,000.00
762	MONITOR	HP LP2475W 24-INCH	CZC13305WK	2011	20,000.00
763	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB36P	2026	195,000.00
764	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB37W	2026	195,000.00
765	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDP-35J	2026	195,000.00
766	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRODC02N	2023	195,000.00
767	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQ3XOPX	2023	195,000.00
768	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQD02H	2023	195,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
769	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQD765N	2023	195,000.00
770	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB2YY	2023	195,000.00
771	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB31Q	2023	195,000.00
772	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB31V	2023	195,000.00
773	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB326	2023	195,000.00
774	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB344	2023	195,000.00
775	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB34T	2023	195,000.00
776	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB365	2023	195,000.00
777	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB38L	2023	195,000.00
778	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB38S	2023	195,000.00
779	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB39D	2023	195,000.00
780	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDB39J	2023	195,000.00
781	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDBASI	2023	195,000.00
782	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC027	2023	195,000.00
783	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC02H	2023	195,000.00
784	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC02N	2023	195,000.00
785	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC02X	2023	195,000.00
786	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC032	2023	195,000.00
787	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC035	2023	195,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
788	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC03D	2023	195,000.00
789	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC051	2023	195,000.00
790	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC07M	2023	195,000.00
791	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDC805V	2023	195,000.00
792	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDCO27	2023	195,000.00
793	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDCO3J	2023	195,000.00
794	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDCO5I	2023	195,000.00
795	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDCO5V	2023	195,000.00
796	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDCO8X	2023	195,000.00
797	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQDCOID	2023	195,000.00
798	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	CNCRQX31Q	2023	195,000.00
799	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	ICNCRQDC06F	2023	195,000.00
800	PRINTER	HP COLOR LASERJET PRO MFP M479FDW	RCA-5329V2-1	2023	195,000.00
801	PRINTER	HP LASERJET PRO 4003DN	VNM0402229	2026	68,000.00
802	PRINTER	HP LASERJET PRO 4003DN	VNM0409516	2026	68,000.00
803	PRINTER	HP LASERJET PRO 4003DN	XNM0905880	2026	68,000.00
804	PRINTER	HP LASERJET PRO 4003DN	VNM0905914	2025	68,000.00
805	PRINTER	HP LASERJET PRO 4003DN	PHM5P01116	2023	68,000.00
806	PRINTER	HP LASERJET PRO 4003DN	PHM5PO1116	2023	68,000.00
807	PRINTER	HP LASERJET PRO 4003DN	VN0402234	2023	68,000.00
808	PRINTER	HP LASERJET PRO 4003DN	VNM0109524	2023	68,000.00
809	PRINTER	HP LASERJET PRO 4003DN	VNM0402027	2023	68,000.00
810	PRINTER	HP LASERJET PRO 4003DN	VNM0402231	2023	68,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
811	PRINTER	HP LASERJET PRO 4003DN	VNM0402234	2023	68,000.00
812	PRINTER	HP LASERJET PRO 4003DN	VNM0402235	2023	68,000.00
813	PRINTER	HP LASERJET PRO 4003DN	VNM0409518	2023	68,000.00
814	PRINTER	HP LASERJET PRO 4003DN	VNM0409520	2023	68,000.00
815	PRINTER	HP LASERJET PRO 4003DN	VNM0409521	2023	68,000.00
816	PRINTER	HP LASERJET PRO 4003DN	VNM0409525	2023	68,000.00
817	PRINTER	HP LASERJET PRO 4003DN	VNM0409526	2023	68,000.00
818	PRINTER	HP LASERJET PRO 4003DN	VNM0409527	2023	68,000.00
819	PRINTER	HP LASERJET PRO 4003DN	VNM0409551	2023	68,000.00
820	PRINTER	HP LASERJET PRO 4003DN	VNM0905082	2023	68,000.00
821	PRINTER	HP LASERJET PRO 4003DN	VNM0905690	2023	68,000.00
822	PRINTER	HP LASERJET PRO 4003DN	VNM0905698	2023	68,000.00
823	PRINTER	HP LASERJET PRO 4003DN	VNM0905704	2023	68,000.00
824	PRINTER	HP LASERJET PRO 4003DN	VNM0905707	2023	68,000.00
825	PRINTER	HP LASERJET PRO 4003DN	VNM0905840	2023	68,000.00
826	PRINTER	HP LASERJET PRO 4003DN	VNM0905880	2023	68,000.00
827	PRINTER	HP LASERJET PRO 4003DN	VNM0905881	2023	68,000.00
828	PRINTER	HP LASERJET PRO 4003DN	VNM0905882	2023	68,000.00
829	PRINTER	HP LASERJET PRO 4003DN	VNM0905883	2023	68,000.00
830	PRINTER	HP LASERJET PRO 4003DN	VNM0905884	2023	68,000.00
831	PRINTER	HP LASERJET PRO 4003DN	VNM0905887	2023	68,000.00
832	PRINTER	HP LASERJET PRO 4003DN	VNM0905888	2023	68,000.00
833	PRINTER	HP LASERJET PRO 4003DN	VNM0905889	2023	68,000.00
834	PRINTER	HP LASERJET PRO 4003DN	VNM0905893	2023	68,000.00
835	PRINTER	HP LASERJET PRO 4003DN	VNM0905894	2023	68,000.00
836	PRINTER	HP LASERJET PRO 4003DN	VNM0905899	2023	68,000.00
837	PRINTER	HP LASERJET PRO 4003DN	VNM0905901	2023	68,000.00
838	PRINTER	HP LASERJET PRO 4003DN	VNM0905905	2023	68,000.00
839	PRINTER	HP LASERJET PRO 4003DN	VNM0905907	2023	68,000.00
840	PRINTER	HP LASERJET PRO 4003DN	VNM0905908	2023	68,000.00
841	PRINTER	HP LASERJET PRO 4003DN	VNM0905909	2023	68,000.00
842	PRINTER	HP LASERJET PRO 4003DN	VNM0905911	2023	68,000.00
843	PRINTER	HP LASERJET PRO 4003DN	VNM0905912	2023	68,000.00
844	PRINTER	HP LASERJET PRO 4003DN	VNM0905913	2023	68,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
845	PRINTER	HP LASERJET PRO 4003DN	VNM0905915	2023	68,000.00
846	PRINTER	HP LASERJET PRO 4003DN	VNM0905916	2023	68,000.00
847	PRINTER	HP LASERJET PRO 4003DN	VNM0905920	2023	68,000.00
848	PRINTER	HP LASERJET PRO 4003DN	VNM0905921	2023	68,000.00
849	PRINTER	HP LASERJET PRO 4003DN	VNM0905922	2023	68,000.00
850	PRINTER	HP LASERJET PRO 4003DN	VNM0905927	2023	68,000.00
851	PRINTER	HP LASERJET PRO 4003DN	VNM0905932	2023	68,000.00
852	PRINTER	HP LASERJET PRO 4003DN	VNM090702	2023	68,000.00
853	PRINTER	HP LASERJET PRO 4003DN	VNMO409518	2023	68,000.00
854	PRINTER	HP LASERJET PRO 4003DN	VNMO4O9527	2023	68,000.00
855	PRINTER	HP LASERJET PRO 4003DN	VNMO905887	2023	68,000.00
856	PRINTER	HP LASERJET PRO 4003DN	VNMO905893	2023	68,000.00
857	PRINTER	KYOCERA TASKALFA 6004/6005 MFP	RW22007697	2023	1,450,000.00
858	PRINTER	KYOCERA TASKALFA 6004/6005 MFP	RW22907698	2023	1,450,000.00
859	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRD4TOLJ	2021	70,000.00
860	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP3VOVC	2021	70,000.00
861	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP3VOVO	2021	70,000.00
862	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP3VOWL	2021	70,000.00
863	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP3VOYZ	2021	70,000.00
864	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP3VOZL	2021	70,000.00
865	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP470NK	2021	70,000.00
866	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4765J	2021	70,000.00
867	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4T0YH	2021	70,000.00
868	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4T101	2021	70,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
869	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4T124	2021	70,000.00
870	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4TIOS	2021	70,000.00
871	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4TOM7	2021	70,000.00
872	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4TOPX	2021	70,000.00
873	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4TOVC	2021	70,000.00
874	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4TOW3	2021	70,000.00
875	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4TOX8	2021	70,000.00
876	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP4TOXX	2021	70,000.00
877	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP877GY	2021	70,000.00
878	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP8T7PL	2021	70,000.00
879	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRP8T8D4	2021	70,000.00
880	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRPOYM	2021	70,000.00
881	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNBRPQOTJ	2021	70,000.00
882	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNDRP4TONK	2021	70,000.00
883	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	VNFBRP3VOVW	2021	70,000.00
884	PRINTER	HP COLOR LASERJET PRO MFP M283FDW	3X8N64J	2014	70,000.00
885	PRINTER	HP LASERJET ENTERPRISE M506	PHB0005HCSD	2020	110,000.00
886	PRINTER	HP LASERJET ENTERPRISE M506	PHB80005HCSD	2020	110,000.00
887	PRINTER	HP LASERJET ENTERPRISE M506	PHB8K5HC5D	2020	110,000.00
888	PRINTER	HP LASERJET ENTERPRISE M506	PHB8K5HGGX	2020	110,000.00
889	PRINTER	HP LASERJET ENTERPRISE M506	PHBBK5HC5T	2020	110,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
890	PRINTER	HP LASERJET ENTERPRISE M506	PHBBK5HCN3	2020	110,000.00
891	PRINTER	HP LASERJET ENTERPRISE M506	PHH8K5HCN3	2020	110,000.00
892	PRINTER	HP LASERJET ENTERPRISE M506	VNBRP3V029	2020	110,000.00
893	PRINTER	HP LASERJET ENTERPRISE M506	PHB8K5HCPI	2019	110,000.00
894	PRINTER	HP LASERJET ENTERPRISE M506	PHB8K5HCPZ	2019	110,000.00
895	PRINTER	HP LASERJET ENTERPRISE M506	PHB8K5HCRJ	2019	110,000.00
896	PRINTER	HP LASERJET ENTERPRISE M506	PHB8K5HCTI	2019	110,000.00
897	PRINTER	HP LASERJET ENTERPRISE M506	PHB8K5HCTV	2019	110,000.00
898	PRINTER	HP LASERJET ENTERPRISE M506	PHBVK4G03C	2019	110,000.00
899	PRINTER	HP LASERJET ENTERPRISE M506	PHBVK4G0D5	2019	110,000.00
900	PRINTER	HP LASERJET PRINTER	3B12Q6X11287	2019	63,000.00
901	PRINTER	HP LASERJET PRINTER	CHB9VC9DHQ	2019	63,000.00
902	PRINTER	HP LASERJET PRINTER	CNB9K2662V	2019	63,000.00
903	PRINTER	HP LASERJET PRINTER	HP3015VNBQC3Q0HV	2019	63,000.00
904	PRINTER	HP LASERJET PRINTER	VNBQBDH034	2019	63,000.00
905	PRINTER	HP LASERJET PRINTER	VNBQBDH0ZK	2019	63,000.00
906	PRINTER	HP LASERJET PRINTER	VNBQC3Q0HV	2019	63,000.00
907	PRINTER	HP LASERJET PRINTER	VNBUB82GTS	2019	63,000.00
908	PRINTER	HP LASERJET PRINTER	C1B9JD03TZ	2017	63,000.00
909	PRINTER	HP LASERJET PRINTER	PHHGC15122	2014	63,000.00
910	PRINTER	HP LASERJET PRINTER	VNC3552347	2009	63,000.00
911	PRINTER	HP LASERJET PRO M402DNE	PHC6424743	2020	70,000.00
912	PRINTER	HP LASERJET PRO M402DNE	PHC6731064	2020	70,000.00
913	PRINTER	HP LASERJET PRO M402DNE	PHC6731112	2020	70,000.00
914	PRINTER	HP LASERJET PRO M402DNE	PHC6731160	2020	70,000.00
915	PRINTER	HP LASERJET PRO M402DNE	PHC6731197	2020	70,000.00
916	PRINTER	HP LASERJET PRO M402DNE	PHC6731244	2020	70,000.00
917	PRINTER	HP LASERJET PRO M402DNE	PHC6731247	2020	70,000.00
918	PRINTER	HP LASERJET PRO M402DNE	PHC6731323	2020	70,000.00
919	PRINTER	HP LASERJET PRO M402DNE	PHC6731325	2020	70,000.00
920	PRINTER	HP LASERJET PRO M402DNE	PHC6Y24358	2020	70,000.00
921	PRINTER	HP LASERJET PRO M402DNE	PHC6Y24743	2020	70,000.00
922	PRINTER	HP LASERJET PRO M402DNE	PHC6Y24751	2020	70,000.00
923	PRINTER	HP LASERJET PRO M402DNE	PHC67311997	2019	70,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
924	PRINTER	HP LASERJET PRO M402DNE	PHC6X24751	2019	70,000.00
925	PRINTER	HP LASERJET PRO MFP M130NW	VNCRC05922	2021	45,000.00
926	PRINTER	HP LASERJET PRO MFP M130NW	VNCRC05949	2021	45,000.00
927	PRINTER	HP LASERJET PRO MFP M130NW	VNCRC20214	2019	45,000.00
928	PRINTER	HP LASERJET PRO MFP M130NW	VNCRC28718	2019	45,000.00
929	PRINTER	HP LASERJET PRO MFP M130NW	VNCRC29214	2019	45,000.00
930	PRINTER	CANON IMAGERUNNER 2520 COPIER	RML15259	2014	250,000.00
931	PRINTER	CANON IMAGERUNNER 2520 COPIER	RML15872	2014	250,000.00
932	PRINTER	HP COLOR LASERJET 500 CLASS	CNB9JDD36Z	2017	250,000.00
933	PRINTER	HP COLOR LASERJET 500 CLASS	CNB9JDD37Z	2017	250,000.00
934	PRINTER	HP COLOR LASERJET 500 CLASS	CNB9K4D4GK	2017	250,000.00
935	PRINTER	HP COLOR LASERJET 500 CLASS	CNB9KQ662V	2017	250,000.00
936	PRINTER	HP COLOR LASERJET 500 CLASS	CNCTC760TJ	2017	250,000.00
937	PRINTER	HP LASERJET P3015	VNBQBDH11J	2017	40,000.00
938	PRINTER	HP LASERJET P3015	CND54106VN	2014	40,000.00
939	PRINTER	HP LASERJET P3015	CNK1F19145	2014	40,000.00
940	PRINTER	HP LASERJET P3015	CNK1F19151	2014	40,000.00
941	PRINTER	HP LASERJET P3015	VNBQBDH18J	2014	40,000.00
942	PRINTER	HP LASERJET P3015	VNC8F7Y893	2009	40,000.00
943	PRINTER	HP LASERJET PRO 400 M401DN	PHHGB16294	2014	40,000.00
944	PRINTER	HP LASERJET PRO 400 M401DN	PHHGB18982	2014	40,000.00
945	PRINTER	HP LASERJET PRO 400 M401DN	PHHGC15097	2014	40,000.00
946	PRINTER	HP LASERJET PRO 400 M401DN	PHHGC15119	2014	40,000.00
947	PRINTER	HP LASERJET PRO 400 M401DN	PHHGD06023	2014	40,000.00
948	PRINTER	HP LASERJET PRO 400 M401DN	PHHGD12530	2014	40,000.00
949	PRINTER	HP LASERJET PRO 400 M401DN	PHHGD12894	2014	40,000.00
950	PRINTER	HP LASERJET PRO 400 M401DN	PHHGD18982	2014	40,000.00
951	PRINTER	HP LASERJET PRO 400 M401DN	PHHGF12380	2014	40,000.00
952	PRINTER	HP LASERJET PRO 400 M401DN	PHHGF12381	2014	40,000.00
953	PRINTER	HP LASERJET PRO 400 M401DN	PHHGG00859	2014	40,000.00
954	PRINTER	HP LASERJET PRO 400 M401DN	PHHGG05990	2014	40,000.00
955	PRINTER	HP LASERJET PRO 400 M401DN	PHHGG06067	2014	40,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
956	PRINTER	HP LASERJET PRO 400 M401DN	PHHGG06104	2014	40,000.00
957	PRINTER	HP LASERJET PRO 400 M401DN	PHHHGC15097	2014	40,000.00
958	PRINTER	HP LASERJET PRO 400 M401DN	VNH6726481	2014	40,000.00
959	PRINTER	HP LASERJET PRO 500 MFP M570	CNB9JC9DH2	2017	150,000.00
960	PRINTER	HP LASERJET PRO 500 MFP M570	CNB9KD4H4	2017	150,000.00
961	PRINTER	HP LASERJET PRO 500 MFP M570	CNB9K4D465	2014	150,000.00
962	PRINTER	HP LASERJET PRO 500 MFP M570	CNB9K4D4H4	2014	150,000.00
963	PRINTER	HP LASERJET PRO 500 MFP M570	CNCB9C9DH2	2014	150,000.00
964	SCANNER	HP SCANJET PRO 3500 F1	CNOC5B603Y	2021	49,000.00
965	SCANNER	HP SCANJET	CN307WHOOH	2017	40,000.00
966	SCANNER	HP SCANJET	CN3ACWH080	2017	40,000.00
967	SCANNER	HP SCANJET	DHHGF12380	2017	40,000.00
968	SCANNER	HP SCANJET	CN2ABWH1B0	2014	40,000.00
969	SCANNER	HP SCANJET	CN3ACWH07Q	2014	40,000.00
970	SCANNER	HP SCANJET 5590P	CN394WH0Y2	2014	42,000.00
971	SCANNER	HP SCANJET 5590P	CN3ACWH07W	2014	42,000.00
972	PROJECTOR	EPSON EB-S05 PROJECTOR	X4GB8201102	2023	145,000.00
973	PROJECTOR	EPSON EB-S05 PROJECTOR	X4GB8201184	2023	145,000.00
974	PROJECTOR	EPSON PROJECTOR	X89L2X00667	2023	145,000.00
975	PROJECTOR	EPSON PROJECTOR	X89L2X01413	2023	145,000.00
976	PROJECTOR	SONY PROJECTOR	70284099395	2017	100,000.00
977	VISUAL	HUAWEI IDEAHUB S2 65 INCH	2155150550XHP8000375	2023	1,890,000.00
978	VISUAL	HUAWEI IDEAHUB S2 65 INCH	2155150650VHP8000331	2023	1,890,000.00
979	VISUAL	HUAWEI IDEAHUB S2 65 INCH	2155150650XHP8000367	2023	1,890,000.00
980	SERVER	DELL POWEREDGE R610 SERVER	24Q325J	2011	500,000.00
981	SERVER	DELL POWEREDGE R610 SERVER	34Q325J	2011	500,000.00
982	NETWORK	SAMSUNG 5G ROUTER	866888061776564	2025	35,000.00
983	NETWORK	HUAWEI ROUTER	SHTUT21202001829	2022	15,000.00
984	NETWORK	CISCO 1900 SERIES ROUTER	FCZ1925COQC	2020	200,000.00
985	NETWORK	CISCO SG220 SWITCH	DNI231404SS	2020	200,000.00
986	NETWORK	CISCO SG220 SWITCH	DNI231404W7	2020	200,000.00
987	NETWORK	SOPHOS XG 310 FIREWALL	C320ABWB2M38W24	2011	500,000.00
988	NETWORK	HP MSA 1040 SAN STORAGE	CNB421M908	2018	500,000.00
989	NETWORK	WD MY CLOUD 4TB NAS	WC7K2CE5H3P	2018	30,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
990	NETWORK	WD MY CLOUD 4TB NAS	WCC7K1LVE713	2018	30,000.00
991	NETWORK	WD MY CLOUD 4TB NAS	WCC7K4NPNTL8	2018	30,000.00
992	NETWORK	KAREL IPSOS PBX	7024240004	2011	200,000.00
993	NETWORK	DELL SERVER RACK CABINET	26R6QH1	2014	150,000.00
994	UPS	EVI POWER 650VA UPS	310028364F54732700030	2023	9,000.00
995	UPS	EVI POWER 650VA UPS	310028364F54732700069	2023	9,000.00
996	UPS	EVI POWER 650VA UPS	310028364F54732700070	2023	9,000.00
997	UPS	EVI POWER 650VA UPS	310028364F54732700071	2023	9,000.00
998	UPS	EVI POWER 650VA UPS	310028364F54732700072	2023	9,000.00
999	UPS	EVI POWER 650VA UPS	310028364F54732700109	2023	9,000.00
1000	UPS	EVI POWER 650VA UPS	310028364F54732700110	2023	9,000.00
1001	UPS	EVI POWER 650VA UPS	310028364F54732700111	2023	9,000.00
1002	UPS	EVI POWER 650VA UPS	310028364F54732700112	2023	9,000.00
1003	UPS	EVI POWER 650VA UPS	310028364F54732700197	2023	9,000.00
1004	UPS	EVI POWER 650VA UPS	310028364F54732700229	2023	9,000.00
1005	UPS	EVI POWER 650VA UPS	310028364F54732700230	2023	9,000.00
1006	UPS	EVI POWER 650VA UPS	310028364F54732700231	2023	9,000.00
1007	UPS	EVI POWER 650VA UPS	310028364F54732700232	2023	9,000.00
1008	UPS	EVI POWER 650VA UPS	310028364F54732700241	2023	9,000.00
1009	UPS	EVI POWER 650VA UPS	310028364F54732700242	2023	9,000.00
1010	UPS	EVI POWER 650VA UPS	310028364F54732700243	2023	9,000.00
1011	UPS	EVI POWER 650VA UPS	310028364F54732700244	2023	9,000.00
1012	UPS	EVI POWER 650VA UPS	310028364F54732700269	2023	9,000.00
1013	UPS	EVI POWER 650VA UPS	310028364F54732700270	2023	9,000.00
1014	UPS	EVI POWER 650VA UPS	310028364F54732700271	2023	9,000.00
1015	UPS	EVI POWER 650VA UPS	310028364F54732700272	2023	9,000.00
1016	UPS	UPS 2KVA	2211231000312	2022	60,000.00
1017	UPS	UPS 2KVA	2211231000319	2022	60,000.00
1018	UPS	UPS 2KVA	2211231100102	2022	60,000.00
1019	UPS	UPS 2KVA	2211231100124	2022	60,000.00
1020	UPS	UPS 2KVA	2211231100129	2022	60,000.00
1021	UPS	UPS 2KVA	31002483903303999488	2022	60,000.00
1022	UPS	CURSOR 1200VA UPS	310019004D33807100107	2025	18,500.00
1023	UPS	CURSOR 1200VA UPS	310019004D33807100004	2023	18,500.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1024	UPS	CURSOR 1200VA UPS	310019004D33807100032	2023	18,500.00
1025	UPS	CURSOR 1200VA UPS	310019004D33807100061	2023	18,500.00
1026	UPS	CURSOR 1200VA UPS	310019004D33807100086	2023	18,500.00
1027	UPS	CURSOR 1200VA UPS	310019004D33807100106	2023	18,500.00
1028	UPS	CURSOR 1200VA UPS	310019004D33807100126	2023	18,500.00
1029	UPS	CURSOR 1200VA UPS	310019004D33807100143	2023	18,500.00
1030	UPS	CURSOR 1200VA UPS	31001900HD3380T1000TT	2023	18,500.00
1031	UPS	CURSOR 1200VA UPS	310019000000000032768	2021	18,500.00
1032	UPS	CURSOR 1200VA UPS	3100190004D33807100055	2021	18,500.00
1033	UPS	CURSOR 1200VA UPS	310019004033807100105	2021	18,500.00
1034	UPS	CURSOR 1200VA UPS	31001900403380710OR1	2021	18,500.00
1035	UPS	CURSOR 1200VA UPS	310019004D338071	2021	18,500.00
1036	UPS	CURSOR 1200VA UPS	310019004D33807100002	2021	18,500.00
1037	UPS	CURSOR 1200VA UPS	310019004D33807100005	2021	18,500.00
1038	UPS	CURSOR 1200VA UPS	310019004D33807100007	2021	18,500.00
1039	UPS	CURSOR 1200VA UPS	310019004D33807100012	2021	18,500.00
1040	UPS	CURSOR 1200VA UPS	310019004D33807100014	2021	18,500.00
1041	UPS	CURSOR 1200VA UPS	310019004D33807100019	2021	18,500.00
1042	UPS	CURSOR 1200VA UPS	310019004D33807100025	2021	18,500.00
1043	UPS	CURSOR 1200VA UPS	310019004D33807100026	2021	18,500.00
1044	UPS	CURSOR 1200VA UPS	310019004D33807100027	2021	18,500.00
1045	UPS	CURSOR 1200VA UPS	310019004D33807100031	2021	18,500.00
1046	UPS	CURSOR 1200VA UPS	310019004D33807100037	2021	18,500.00
1047	UPS	CURSOR 1200VA UPS	310019004D33807100051	2021	18,500.00
1048	UPS	CURSOR 1200VA UPS	310019004D33807100056	2021	18,500.00
1049	UPS	CURSOR 1200VA UPS	310019004D33807100065	2021	18,500.00
1050	UPS	CURSOR 1200VA UPS	310019004D33807100066	2021	18,500.00
1051	UPS	CURSOR 1200VA UPS	310019004D33807100073	2021	18,500.00
1052	UPS	CURSOR 1200VA UPS	310019004D33807100074	2021	18,500.00
1053	UPS	CURSOR 1200VA UPS	310019004D33807100085	2021	18,500.00
1054	UPS	CURSOR 1200VA UPS	310019004D33807100089	2021	18,500.00
1055	UPS	CURSOR 1200VA UPS	310019004D33807100090	2021	18,500.00
1056	UPS	CURSOR 1200VA UPS	310019004D33807100098	2021	18,500.00
1057	UPS	CURSOR 1200VA UPS	310019004D33807100108	2021	18,500.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1058	UPS	CURSOR 1200VA UPS	310019004D33807100111	2021	18,500.00
1059	UPS	CURSOR 1200VA UPS	310019004D33807100123	2021	18,500.00
1060	UPS	CURSOR 1200VA UPS	310019004D33807100128	2021	18,500.00
1061	UPS	CURSOR 1200VA UPS	310019004D33807100130	2021	18,500.00
1062	UPS	CURSOR 1200VA UPS	310019004D33807100149	2021	18,500.00
1063	UPS	CURSOR 1200VA UPS	310019004D3380710015	2021	18,500.00
1064	UPS	CURSOR 1200VA UPS	310019004D33807100150	2021	18,500.00
1065	UPS	CURSOR 1200VA UPS	310019004D3380710064	2021	18,500.00
1066	UPS	CURSOR 1200VA UPS	310019004D3387100062	2021	18,500.00
1067	UPS	CURSOR 1200VA UPS	310019004D3807100019	2021	18,500.00
1068	UPS	CURSOR 1200VA UPS	310019004D55807100122	2021	18,500.00
1069	UPS	CURSOR 1200VA UPS	3100190D35807100052	2021	18,500.00
1070	UPS	CURSOR 1200VA UPS	3100194D33807100027	2021	18,500.00
1071	UPS	CURSOR 1200VA UPS	3100M004D33807100020	2021	18,500.00
1072	UPS	CURSOR 1200VA UPS	3B1806X21679	2021	18,500.00
1073	UPS	CURSOR 1200VA UPS	3B1806X24597	2021	18,500.00
1074	UPS	CURSOR 1200VA UPS	3B1814X62824	2021	18,500.00
1075	UPS	CURSOR 1200VA UPS	3B1817X68589	2021	18,500.00
1076	UPS	CURSOR 1200VA UPS	910019004D33807100065	2021	18,500.00
1077	UPS	CURSOR 1200VA UPS	310019004D33807100021	2020	18,500.00
1078	UPS	CURSOR 1200VA UPS	3B1914X67103	2020	18,500.00
1079	UPS	CURSOR 1200VA UPS	3B1914X70284	2020	18,500.00
1080	UPS	CURSOR 1200VA UPS	3B1915X38640	2020	18,500.00
1081	UPS	CURSOR 1200VA UPS	APC700-3B1914X67303	2020	18,500.00
1082	UPS	APC BACK-UPS 700VA	3B1805X21537	2020	14,000.00
1083	UPS	APC BACK-UPS 700VA	3B1806X21324	2020	14,000.00
1084	UPS	APC BACK-UPS 700VA	3B1806X24464	2020	14,000.00
1085	UPS	APC BACK-UPS 700VA	3B1807X16469	2020	14,000.00
1086	UPS	APC BACK-UPS 700VA	3B1807X16534	2020	14,000.00
1087	UPS	APC BACK-UPS 700VA	3B1807X16749	2020	14,000.00
1088	UPS	APC BACK-UPS 700VA	3B1807X16785	2020	14,000.00
1089	UPS	APC BACK-UPS 700VA	3B1807X16789	2020	14,000.00
1090	UPS	APC BACK-UPS 700VA	3B1807X17899	2020	14,000.00
1091	UPS	APC BACK-UPS 700VA	3B1809X02819	2020	14,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1092	UPS	APC BACK-UPS 700VA	3B1809X02984	2020	14,000.00
1093	UPS	APC BACK-UPS 700VA	3B1809X04790	2020	14,000.00
1094	UPS	APC BACK-UPS 700VA	3B1809X09681	2020	14,000.00
1095	UPS	APC BACK-UPS 700VA	3B1809X09710	2020	14,000.00
1096	UPS	APC BACK-UPS 700VA	3B1810X14544	2020	14,000.00
1097	UPS	APC BACK-UPS 700VA	3B1814X62358	2020	14,000.00
1098	UPS	APC BACK-UPS 700VA	3B1814X62796	2020	14,000.00
1099	UPS	APC BACK-UPS 700VA	3B1814X62822	2020	14,000.00
1100	UPS	APC BACK-UPS 700VA	3B1814X62827	2020	14,000.00
1101	UPS	APC BACK-UPS 700VA	3B1814X62829	2020	14,000.00
1102	UPS	APC BACK-UPS 700VA	3B1814X62844	2020	14,000.00
1103	UPS	APC BACK-UPS 700VA	3B1817X66618	2020	14,000.00
1104	UPS	APC BACK-UPS 700VA	3B1817X66766	2020	14,000.00
1105	UPS	APC BACK-UPS 700VA	3B1817X66771	2020	14,000.00
1106	UPS	APC BACK-UPS 700VA	3B1817X68747	2020	14,000.00
1107	UPS	APC BACK-UPS 700VA	3B1907X64211	2020	14,000.00
1108	UPS	APC BACK-UPS 700VA	3B1914X62047	2020	14,000.00
1109	UPS	APC BACK-UPS 700VA	3B1914X67047	2020	14,000.00
1110	UPS	APC BACK-UPS 700VA	3B1914X67112	2020	14,000.00
1111	UPS	APC BACK-UPS 700VA	3B1914X67142	2020	14,000.00
1112	UPS	APC BACK-UPS 700VA	3B1914X67147	2020	14,000.00
1113	UPS	APC BACK-UPS 700VA	3B1914X67171	2020	14,000.00
1114	UPS	APC BACK-UPS 700VA	3B1914X67206	2020	14,000.00
1115	UPS	APC BACK-UPS 700VA	3B1914X67211	2020	14,000.00
1116	UPS	APC BACK-UPS 700VA	3B1914X67303	2020	14,000.00
1117	UPS	APC BACK-UPS 700VA	3B1914X70134	2020	14,000.00
1118	UPS	APC BACK-UPS 700VA	3B1914X70135	2020	14,000.00
1119	UPS	APC BACK-UPS 700VA	3B1914X70157	2020	14,000.00
1120	UPS	APC BACK-UPS 700VA	3B1914X70283	2020	14,000.00
1121	UPS	APC BACK-UPS 700VA	3B1914X70338	2020	14,000.00
1122	UPS	APC BACK-UPS 700VA	3B1915X30505	2020	14,000.00
1123	UPS	APC BACK-UPS 700VA	3B1915X30627	2020	14,000.00
1124	UPS	APC BACK-UPS 700VA	3B1915X61555	2020	14,000.00
1125	UPS	APC BACK-UPS 700VA	3B1915X61698	2020	14,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1126	UPS	APC BACK-UPS 700VA	3B191X67206	2020	14,000.00
1127	UPS	APC BACK-UPS 700VA	B1806X21324	2020	14,000.00
1128	UPS	APC BACK-UPS 700VA	BK650-AS	2020	14,000.00
1129	UPS	APC BACK-UPS 700VA	BX70041	2020	14,000.00
1130	UPS	APC BACK-UPS 700VA	BX700V1	2020	14,000.00
1131	UPS	APC BACK-UPS 700VA	NOT RECORDED	2020	14,000.00
1132	UPS	APC BACK-UPS 700VA	3B1914X67048	2019	14,000.00
1133	UPS	APC BACK-UPS 700VA	3B1914X67073	2019	14,000.00
1134	UPS	APC BACK-UPS 700VA	3B1915X30640	2019	14,000.00
1135	UPS	APC BACK-UPS 700VA	3B1915X61690	2019	14,000.00
1136	UPS	MECER 650VA UPS	242011534473X	2019	9,000.00
1137	UPS	MECER 650VA UPS	242104522694X	2019	9,000.00
1138	UPS	MECER 650VA UPS	242104522695X	2019	9,000.00
1139	UPS	MECER 650VA UPS	242104522696	2019	9,000.00
1140	UPS	MECER 650VA UPS	242104522697	2019	9,000.00
1141	UPS	MECER 650VA UPS	242104522698	2019	9,000.00
1142	UPS	MECER 650VA UPS	242104522699	2019	9,000.00
1143	UPS	MECER 650VA UPS	242104522699X	2019	9,000.00
1144	UPS	MECER 650VA UPS	242104522700	2019	9,000.00
1145	UPS	MECER 650VA UPS	242104522758X	2019	9,000.00
1146	UPS	MECER 650VA UPS	242104522760	2019	9,000.00
1147	UPS	MECER 650VA UPS	242104522805X	2019	9,000.00
1148	UPS	MECER 650VA UPS	242104522806X	2019	9,000.00
1149	UPS	MECER 650VA UPS	242104522807X	2019	9,000.00
1150	UPS	MECER 650VA UPS	242104522808X	2019	9,000.00
1151	UPS	MECER 650VA UPS	242104522945	2019	9,000.00
1152	UPS	MECER 650VA UPS	242104522947X	2019	9,000.00
1153	UPS	MECER 650VA UPS	242104522948X	2019	9,000.00
1154	UPS	MECER 650VA UPS	242104522965X	2019	9,000.00
1155	UPS	MECER 650VA UPS	242104522966X	2019	9,000.00
1156	UPS	MECER 650VA UPS	242104522967	2019	9,000.00
1157	UPS	MECER 650VA UPS	242104523025	2019	9,000.00
1158	UPS	MECER 650VA UPS	242104523026X	2019	9,000.00
1159	UPS	MECER 650VA UPS	242104523028X	2019	9,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1160	UPS	MECER 650VA UPS	242104523059	2019	9,000.00
1161	UPS	MECER 650VA UPS	242104523059X	2019	9,000.00
1162	UPS	MECER 650VA UPS	2421045522757	2019	9,000.00
1163	UPS	MECER 650VA UPS	2421045523057X	2019	9,000.00
1164	UPS	MECER 650VA UPS	242105000000	2019	9,000.00
1165	UPS	MECER 650VA UPS	310019004033807100011	2019	9,000.00
1166	UPS	MECER 650VA UPS	31001900403380710068	2019	9,000.00
1167	UPS	UPS 650VA	310000000000000000000	2019	12,000.00
1168	UPS	UPS 650VA	3100189999999999803392	2019	12,000.00
1169	UPS	UPS 650VA	3B1304X12041	2019	12,000.00
1170	UPS	UPS 650VA	3B1814X62326	2019	12,000.00
1171	UPS	UPS 650VA	4B1202253516	2019	12,000.00
1172	UPS	UPS 650VA	4B1405121321	2019	12,000.00
1173	UPS	UPS 650VA	4B1405122086	2019	12,000.00
1174	UPS	UPS 650VA	PHHGG00624	2014	12,000.00
1175	UPS	APC BACK-UPS 650VA	3B1226X11287	2018	12,000.00
1176	UPS	APC BACK-UPS 650VA	3B1304X12066	2018	12,000.00
1177	UPS	APC BACK-UPS 650VA	3B1304X12191	2018	12,000.00
1178	UPS	APC BACK-UPS 650VA	3B1348X1956	2018	12,000.00
1179	UPS	APC BACK-UPS 650VA	3B1348X21943	2018	12,000.00
1180	UPS	APC BACK-UPS 650VA	3B1348X21955	2018	12,000.00
1181	UPS	APC BACK-UPS 650VA	3B1348X21960	2018	12,000.00
1182	UPS	APC BACK-UPS 650VA	3B1348X21968	2018	12,000.00
1183	UPS	APC BACK-UPS 650VA	3B1348X21976	2018	12,000.00
1184	UPS	APC BACK-UPS 650VA	3B1348X21982	2018	12,000.00
1185	UPS	APC BACK-UPS 650VA	3B1348X21993	2018	12,000.00
1186	UPS	APC BACK-UPS 650VA	3B1348X21994	2018	12,000.00
1187	UPS	APC BACK-UPS 650VA	4B1202253533	2018	12,000.00
1188	UPS	APC BACK-UPS 650VA	4B1405121233	2018	12,000.00
1189	UPS	APC BACK-UPS 650VA	4B1405121303	2018	12,000.00
1190	UPS	APC BACK-UPS 650VA	4B1405121325	2018	12,000.00
1191	UPS	APC BACK-UPS 650VA	4B1405122087	2018	12,000.00
1192	UPS	APC BACK-UPS 650VA	4B1405122090	2018	12,000.00
1193	UPS	APC BACK-UPS 650VA	4BI405121307	2018	12,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1194	UPS	APC BACK-UPS 650VA	5B1148T12069	2018	12,000.00
1195	UPS	APC BACK-UPS 650VA	B12007050851	2018	12,000.00
1196	UPS	APC BACK-UPS 650VA	B12007091015	2018	12,000.00
1197	UPS	APC BACK-UPS 650VA	B12007091039	2018	12,000.00
1198	UPS	APC BACK-UPS 650VA	B12007091043	2018	12,000.00
1199	UPS	APC BACK-UPS 650VA	B12007091044	2018	12,000.00
1200	UPS	APC BACK-UPS 650VA	B12007091045	2018	12,000.00
1201	UPS	APC BACK-UPS 650VA	B120070916	2018	12,000.00
1202	UPS	APC BACK-UPS 650VA	CDF/NHQ/20/576	2018	12,000.00
1203	UPS	APC BACK-UPS 650VA	JB0832016810	2018	12,000.00
1204	UPS	APC BACK-UPS 650VA	PB0427132300	2018	12,000.00
1205	UPS	APC BACK-UPS 650VA	QB0608330819	2018	12,000.00
1206	UPS	APC BACK-UPS 650VA	QB0649133040	2018	12,000.00
1207	UPS	CRUIZE 3KVA UPS WITH 12 BATTERY PACK	17E971B1001992	2017	300,000.00
1208	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA6458	2026	28,000.00
1209	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	201730BK700927D6	2023	28,000.00
1210	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	201Z7PIN60AA6274	2023	28,000.00
1211	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	201Z7PIN60AA6340	2023	28,000.00
1212	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	201Z7PIN60AA634F	2023	28,000.00
1213	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20E2PING60AA6700	2023	28,000.00
1214	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092546	2023	28,000.00
1215	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927CE	2023	28,000.00
1216	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927D7	2023	28,000.00
1217	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927D9	2023	28,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1218	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927DA	2023	28,000.00
1219	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927DB	2023	28,000.00
1220	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927DC	2023	28,000.00
1221	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927DD	2023	28,000.00
1222	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927DE	2023	28,000.00
1223	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927DF	2023	28,000.00
1224	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927E0	2023	28,000.00
1225	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927E1	2023	28,000.00
1226	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927E4	2023	28,000.00
1227	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927E5	2023	28,000.00
1228	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927E7	2023	28,000.00
1229	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927EA	2023	28,000.00
1230	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927EB	2023	28,000.00
1231	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927EC	2023	28,000.00
1232	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927ED	2023	28,000.00
1233	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927EE	2023	28,000.00
1234	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927EF	2023	28,000.00
1235	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927F0	2023	28,000.00
1236	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK700927FI	2023	28,000.00
1237	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092802	2023	28,000.00
1238	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092803	2023	28,000.00
1239	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092804	2023	28,000.00
1240	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092806	2023	28,000.00
1241	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009280C	2023	28,000.00
1242	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009295B	2023	28,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1243	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009296C	2023	28,000.00
1244	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009296D	2023	28,000.00
1245	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009296E	2023	28,000.00
1246	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009296F	2023	28,000.00
1247	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092970	2023	28,000.00
1248	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092971	2023	28,000.00
1249	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092972	2023	28,000.00
1250	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092975	2023	28,000.00
1251	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092977	2023	28,000.00
1252	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009297C	2023	28,000.00
1253	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009297D	2023	28,000.00
1254	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009297E	2023	28,000.00
1255	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK7009297F	2023	28,000.00
1256	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092980	2023	28,000.00
1257	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK70092981	2023	28,000.00
1258	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B2DE9	2023	28,000.00
1259	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B2E5B	2023	28,000.00
1260	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B2EEF	2023	28,000.00
1261	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3131	2023	28,000.00
1262	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B349F	2023	28,000.00
1263	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34AB	2023	28,000.00
1264	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34AC	2023	28,000.00
1265	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34AD	2023	28,000.00
1266	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34AF	2023	28,000.00
1267	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34B1	2023	28,000.00
1268	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34B5	2023	28,000.00
1269	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34B6	2023	28,000.00
1270	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B34B8	2023	28,000.00
1271	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B368E	2023	28,000.00
1272	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3A68	2023	28,000.00
1273	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3A94	2023	28,000.00
1274	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3A97	2023	28,000.00
1275	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3A98	2023	28,000.00
1276	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3A99	2023	28,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1277	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3A9B	2023	28,000.00
1278	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3A9E	2023	28,000.00
1279	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3AA1	2023	28,000.00
1280	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3B63	2023	28,000.00
1281	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ30BK800B3C6A	2023	28,000.00
1282	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA6311	2023	28,000.00
1283	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA6341	2023	28,000.00
1284	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA6450	2023	28,000.00
1285	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA645A	2023	28,000.00
1286	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA6756	2023	28,000.00
1287	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA675B	2023	28,000.00
1288	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7P1N60AA675D	2023	28,000.00
1289	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA61F6	2023	28,000.00
1290	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6255	2023	28,000.00
1291	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA62E1	2023	28,000.00
1292	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA631C	2023	28,000.00
1293	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6323	2023	28,000.00
1294	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6335	2023	28,000.00
1295	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6336	2023	28,000.00
1296	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA633B	2023	28,000.00
1297	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6341	2023	28,000.00
1298	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6348	2023	28,000.00
1299	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6354	2023	28,000.00
1300	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6355	2023	28,000.00
1301	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6357	2023	28,000.00
1302	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA635D	2023	28,000.00
1303	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6360	2023	28,000.00
1304	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6365	2023	28,000.00
1305	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA636D	2023	28,000.00
1306	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA636F	2023	28,000.00
1307	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6371	2023	28,000.00
1308	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6381	2023	28,000.00
1309	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6385	2023	28,000.00
1310	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63AE	2023	28,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1311	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63B3	2023	28,000.00
1312	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63B5	2023	28,000.00
1313	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63B6	2023	28,000.00
1314	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63C3	2023	28,000.00
1315	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63C5	2023	28,000.00
1316	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63C8	2023	28,000.00
1317	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63C9	2023	28,000.00
1318	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63CA	2023	28,000.00
1319	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63CB	2023	28,000.00
1320	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63CE	2023	28,000.00
1321	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63DI	2023	28,000.00
1322	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63E5	2023	28,000.00
1323	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6407	2023	28,000.00
1324	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA640A	2023	28,000.00
1325	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA640B	2023	28,000.00
1326	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6410	2023	28,000.00
1327	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA641B	2023	28,000.00
1328	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA641C	2023	28,000.00
1329	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA641F	2023	28,000.00
1330	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA643B	2023	28,000.00
1331	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA643C	2023	28,000.00
1332	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA643D	2023	28,000.00
1333	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA643E	2023	28,000.00
1334	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6440	2023	28,000.00
1335	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6442	2023	28,000.00
1336	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA644C	2023	28,000.00
1337	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6450	2023	28,000.00
1338	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6456	2023	28,000.00
1339	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6457	2023	28,000.00
1340	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6458	2023	28,000.00
1341	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA645A	2023	28,000.00
1342	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA645D	2023	28,000.00
1343	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA66E9	2023	28,000.00
1344	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA66EA	2023	28,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1345	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA66EC	2023	28,000.00
1346	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA66ED	2023	28,000.00
1347	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA66FD	2023	28,000.00
1348	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA66FF	2023	28,000.00
1349	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6706	2023	28,000.00
1350	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6754	2023	28,000.00
1351	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA6759	2023	28,000.00
1352	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA675A	2023	28,000.00
1353	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA675D	2023	28,000.00
1354	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA675E	2023	28,000.00
1355	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA675F	2023	28,000.00
1356	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PING0AA644B	2023	28,000.00
1357	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	4121116080D14602	2023	28,000.00
1358	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	4121116080D14690	2023	28,000.00
1359	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	4121116110D16594	2023	28,000.00
1360	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	412116080D14606	2023	28,000.00
1361	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	C074ADAA6311	2023	28,000.00
1362	IP PHONE	GRANDSTREAM GRP2602G IP PHONE	20EZ7PIN60AA63AF	2022	28,000.00
1363	IP PHONE	GRANDSTREAM GRP2612P IP PHONE	4969525	2023	28,000.00
1364	IP PHONE	IP PHONE	20E27P1N60AA63B6	2026	15,000.00
1365	IP PHONE	IP PHONE	4121116110D16716	2019	15,000.00
1366	IP PHONE	YEALINK IP PHONE	4121116110D1574	2019	15,000.00
1367	IP PHONE	YEALINK IP PHONE	4121116110D16593	2019	15,000.00
1368	IP PHONE	YEALINK IP PHONE	4121116110D16598	2019	15,000.00
1369	IP PHONE	YEALINK IP PHONE	801043D060000443	2019	15,000.00
1370	IP PHONE	YEALINK IP PHONE	801043D060000741	2019	15,000.00
1371	IP PHONE	YEALINK IP PHONE	801043D060000776	2019	15,000.00
1372	IP PHONE	YEALINK IP PHONE	T431010900358	2019	15,000.00
1373	IP PHONE	KAREL IP PHONE	NM56678888	2017	15,000.00
1374	IP PHONE	KAREL IP PHONE	T431021000727	2017	15,000.00
1375	IP PHONE	KAREL IP PHONE	T436011000010	2017	15,000.00
1376	PHONE	APPLE IPHONE	T431321000728	2023	120,000.00
1377	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	CC2040230700048	2026	35,000.00
1378	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700012	2023	35,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1379	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700026	2023	35,000.00
1380	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700033	2023	35,000.00
1381	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700034	2023	35,000.00
1382	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700036	2023	35,000.00
1383	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700037	2023	35,000.00
1384	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700038	2023	35,000.00
1385	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700039	2023	35,000.00
1386	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700041	2023	35,000.00
1387	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700042	2023	35,000.00
1388	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700044	2023	35,000.00
1389	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700048	2023	35,000.00
1390	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700049	2023	35,000.00
1391	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700050	2023	35,000.00
1392	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700059	2023	35,000.00
1393	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700094	2023	35,000.00
1394	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700095	2023	35,000.00
1395	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700101	2023	35,000.00
1396	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700102	2023	35,000.00
1397	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700103	2023	35,000.00
1398	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700104	2023	35,000.00
1399	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700109	2023	35,000.00
1400	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700111	2023	35,000.00
1401	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700112	2023	35,000.00
1402	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700114	2023	35,000.00
1403	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700115	2023	35,000.00
1404	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700117	2023	35,000.00
1405	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700118	2023	35,000.00
1406	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700119	2023	35,000.00
1407	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700121	2023	35,000.00
1408	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700122	2023	35,000.00
1409	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700123	2023	35,000.00
1410	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700124	2023	35,000.00
1411	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700125	2023	35,000.00
1412	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700126	2023	35,000.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1413	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700128	2023	35,000.00
1414	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700146	2023	35,000.00
1415	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700147	2023	35,000.00
1416	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700149	2023	35,000.00
1417	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700150	2023	35,000.00
1418	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700151	2023	35,000.00
1419	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700152	2023	35,000.00
1420	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700153	2023	35,000.00
1421	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700155	2023	35,000.00
1422	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700161	2023	35,000.00
1423	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700162	2023	35,000.00
1424	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700164	2023	35,000.00
1425	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700165	2023	35,000.00
1426	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700167	2023	35,000.00
1427	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700169	2023	35,000.00
1428	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700174	2023	35,000.00
1429	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700177	2023	35,000.00
1430	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700194	2023	35,000.00
1431	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	230700199	2023	35,000.00
1432	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	310019004D33807100044	2023	35,000.00
1433	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	C2040230700147	2023	35,000.00
1434	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	CC2040230700124	2023	35,000.00
1435	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	CC2040230700169	2023	35,000.00
1436	SHREDDER	ATLAS CC2040 CROSS-CUT SHREDDER	CC2040230700197	2023	35,000.00
1437	ACCESSORY	APPLE MAGIC KEYBOARD FOLIO	LYY2CGYX2T	2025	40,000.00
1438	ACCESSORY	APPLE PENCIL	G9Y7J7JNLF	2025	18,000.00
1439	ACCESSORY	APPLE PENCIL	KY7YG9C60R	2025	18,000.00
1440	ACCESSORY	APPLE PENCIL	LKGYD04P6G	2025	18,000.00
1441	ACCESSORY	APPLE PENCIL	LLJQ77WXW1	2025	18,000.00
1442	ACCESSORY	APPLE PENCIL	LVM46292PJ	2025	18,000.00
1443	ACCESSORY	HP KEYBOARD/MOUSE	9GCMCB200094124	2023	3,500.00
1444	ACCESSORY	HP KEYBOARD/MOUSE	9GCMCB200094224	2023	3,500.00
1445	ACCESSORY	HP KEYBOARD/MOUSE	9GCMCB200094324	2023	3,500.00
1446	ACCESSORY	HP KEYBOARD/MOUSE	C1N1306K3	2023	3,500.00

S/N	TYPE	MAKE	SERIAL	YEAR	COST
1447	ACCESSORY	HP KEYBOARD/MOUSE	9GCMCB200082421	2022	3,500.00
1448	ACCESSORY	Canon EOS R5 Mirrorless Camera		2026	1,500,000
TOTAL					**135,148,500.00**

NITURES AND ALL FITTINGS RISK (ALL EQUIPMENT RISK)-AMOUNT INSURED, KSHS.**169,400,351**

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
1	Conference chairs	FURNITURES AND FITTINGS	30/06/2006	487,500.00
2	Shredding machine	FURNITURES AND FITTINGS	30/6/2006	380,000.00
3	Chair	FURNITURES AND FITTINGS	2007	37,200.00
4	Chair	FURNITURES AND FITTINGS	2007	37,200.00
5	Chair	FURNITURES AND FITTINGS	2007	37,200.00
6	Chair	FURNITURES AND FITTINGS	2007	37,200.00
7	Chair	FURNITURES AND FITTINGS	2007	37,200.00
8	Chair	FURNITURES AND FITTINGS	2007	37,200.00
9	Chair	FURNITURES AND FITTINGS	2007	37,200.00
10	Chair	FURNITURES AND FITTINGS	2007	37,200.00
11	Chair	FURNITURES AND FITTINGS	2007	37,200.00
12	Chair	FURNITURES AND FITTINGS	2007	37,200.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
13	Partitions	FURNITURES AND FITTINGS	31/07/2006	3,706,702.00
14	Chairs	FURNITURES AND FITTINGS	2008	37,200.00
15	Chairs	FURNITURES AND FITTINGS	2008	52,300.00
16	Chairs	FURNITURES AND FITTINGS	2008	39,300.00
17	Chairs	FURNITURES AND FITTINGS	2008	33,000.00
18	Chairs	FURNITURES AND FITTINGS	2008	4,200.00
19	1 cabinet	FURNITURES AND FITTINGS	2008	13,200.00
20	Cupboard	FURNITURES AND FITTINGS	2008	120,000.00
21	Reception desk	FURNITURES AND FITTINGS	2008	32,364.00
22	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
23	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
24	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
25	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
26	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
27	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
28	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
29	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
30	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
31	1 Coat hanger	FURNITURES AND FITTINGS	15/04/2008	4,400.00
32	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
33	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
34	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
35	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
36	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
37	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
38	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
39	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
40	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
41	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
42	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
43	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
44	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
45	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
46	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
47	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
48	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
49	Chair	FURNITURES AND FITTINGS	16/08/2007	21,530.00
50	scanner	FURNITURES AND FITTINGS	16/08/2007	8,000.00
51	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
52	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
53	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
54	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
55	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
56	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
57	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
58	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
59	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
60	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
61	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
62	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
63	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
64	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
65	2 Headset	FURNITURES AND FITTINGS	16/08/2007	5,000.00
66	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
67	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
68	2 Headset	FURNITURES AND FITTINGS	16/08/2007	5,000.00
69	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
70	1 Headset	FURNITURES AND FITTINGS	16/08/2007	2,500.00
71	Fax	FURNITURES AND FITTINGS	16/08/2007	29,000.00
72	Photocopier	FURNITURES AND FITTINGS	16/08/2007	184,440.00
73	Air fan	FURNITURES AND FITTINGS	16/08/2007	6,000.00
74	water dispenser	FURNITURES AND FITTINGS	16/10/2007	12,395.00
75	Chairs	FURNITURES AND FITTINGS	17/10/2007	58,434.00
76	Other office equip.	FURNITURES AND FITTINGS	26/10/2007	59,500.00
77	Chairs	FURNITURES AND FITTINGS	26/6/2008	50,200.00
78	Curtains	FURNITURES AND FITTINGS	26/6/2008	3,400.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
79	water dispenser	FURNITURES AND FITTINGS	26/6/2008	12,000.00
80	Room heater	FURNITURES AND FITTINGS	26/6/2008	2,200.00
81	T.V stand	FURNITURES AND FITTINGS	29/08/2007	7,000.00
82	8 cabinets	FURNITURES AND FITTINGS	29/08/2007	94,792.00
83	Chairs	FURNITURES AND FITTINGS	29/9/2007	45,456.00
84	1 cabinet	FURNITURES AND FITTINGS	29/9/2007	11,995.00
85	Visitors chairs-9 @5,779	FURNITURES AND FITTINGS	2009	52,011.00
86	Kitchen appliances	FURNITURES AND FITTINGS	16/10/2008	6,948.00
87	1 cabinet	FURNITURES AND FITTINGS	18/12/2008	21,000.00
88	1 cabinet	FURNITURES AND FITTINGS	18/12/2008	21,000.00
89	Tender box	FURNITURES AND FITTINGS	23/01/2009	34,950.00
90	Photocopier	FURNITURES AND FITTINGS	27/08/2008	1,983,600.00
91	Maintenance kit	FURNITURES AND FITTINGS	27/08/2008	86,536.00
92	Projector	FURNITURES AND FITTINGS	16/09/2009	180,000.00
93	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
94	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
95	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
96	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
97	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
98	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
99	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
100	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
101	Chair	FURNITURES AND FITTINGS	25/08/2009	33,369.00
102	Exec.Chairs	FURNITURES AND FITTINGS	25/08/2009	522,000.00
103	Quotation box	FURNITURES AND FITTINGS	25/08/2009	29,500.00
104	3 cabinets	FURNITURES AND FITTINGS	25/08/2009	49,500.00
105	2 cabinets	FURNITURES AND FITTINGS	25/08/2009	33,000.00
106	9 cabinets	FURNITURES AND FITTINGS	25/08/2009	121,500.00
107	T.V SET	FURNITURES AND FITTINGS	25/08/2009	25,000.00
108	T.V SET	FURNITURES AND FITTINGS	25/08/2009	45,000.00
109	Chair	FURNITURES AND FITTINGS	30/06/2010	20,000.00
110	Sec. Chair	FURNITURES AND FITTINGS	30/06/2010	20,000.00
111	Executive shelves	FURNITURES AND FITTINGS	30/06/2010	108,000.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
112	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
113	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
114	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
115	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
116	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
117	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
118	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
119	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
120	1 Coat hanger	FURNITURES AND FITTINGS	30/06/2010	5,000.00
121	Fire proof safe	FURNITURES AND FITTINGS	30/06/2010	98,000.00
122	EXEC. DESK	FURNITURES AND FITTINGS	24/06/2011	128,500.00
123	EXEC. DESK	FURNITURES AND FITTINGS	24/06/2011	128,500.00
124	EXEC. DESK	FURNITURES AND FITTINGS	24/06/2011	128,500.00
125	CHAIRS	FURNITURES AND FITTINGS	24/06/2011	400,950.00
126	1 Sideboard	FURNITURES AND FITTINGS	24/06/2011	65,000.00
127	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
128	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
129	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
130	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
131	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
132	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
133	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
134	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
135	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
136	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
137	3 cabinets	FURNITURES AND FITTINGS	29/09/2010	61,080.00
138	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
139	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
140	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
141	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
142	2 cabinets	FURNITURES AND FITTINGS	29/09/2010	40,720.00
143	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
144	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
145	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
146	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
147	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
148	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
149	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
150	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
151	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
152	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
153	1 cabinet	FURNITURES AND FITTINGS	29/09/2010	20,360.00
154	Partitions	FURNITURES AND FITTINGS	31/12/2010	3,402,593.00
155	1 cabinet	FURNITURES AND FITTINGS	2012	19,900.00
156	Photocopier	FURNITURES AND FITTINGS	24/08/2011	754,200.00
157	3 Exec. High back chairs	FURNITURES AND FITTINGS	26/10/2011	164,095.00
158	2 steel shelves	FURNITURES AND FITTINGS	26/10/2011	79,224.00
159	15 Pcs low back visitors chairs	FURNITURES AND FITTINGS	2012	277,500.00
160	5 seater sofa set	FURNITURES AND FITTINGS	2012	375,965.00
161	6 Visitors chairs	FURNITURES AND FITTINGS	2012	54,900.00
162	2 High back chairs	FURNITURES AND FITTINGS	2012	74,800.00
163	Exec. High back chair	FURNITURES AND FITTINGS	2012	39,850.00
164	10 junior exec. Chairs	FURNITURES AND FITTINGS	2012	325,000.00
165	2 3-in-1 Receprion chairs	FURNITURES AND FITTINGS	2012	79,000.00
166	20 Leather conference chairs	FURNITURES AND FITTINGS	2012	748,000.00
167	T.V stand	FURNITURES AND FITTINGS	2012	55,780.00
168	Conference table	FURNITURES AND FITTINGS	2012	810,000.00
169	14 Steel cabinets	FURNITURES AND FITTINGS	2012	680,400.00
170	4-in-1 work station	FURNITURES AND FITTINGS	28/02/2012	268,500.00
171	Coffee table	FURNITURES AND FITTINGS	28/02/2012	42,500.00
172	Reception desk	FURNITURES AND FITTINGS	28/02/2012	215,950.00
173	4 chair oval mounting table	FURNITURES AND FITTINGS	28/02/2012	168,650.00
174	3 Flat sreen T.V 32	FURNITURES AND FITTINGS	2012	137,985.00
175	Fridge	FURNITURES AND FITTINGS	2012	54,890.00
176	2 in & out tray	FURNITURES AND FITTINGS	17/02/2012	13,000.00
177	Shredder	FURNITURES AND FITTINGS	17/02/2012	58,000.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
178	PABX	FURNITURES AND FITTINGS	18/06/2012	1,999,584.00
179	LCD SCREEN	FURNITURES AND FITTINGS	26/06/2013	119,400.00
180	CABINET	FURNITURES AND FITTINGS	2013	490,000.00
181	TABLE	FURNITURES AND FITTINGS	26/06/2013	74,289.00
182	TABLE	FURNITURES AND FITTINGS	26/06/2013	24,500.00
183	TABLE	FURNITURES AND FITTINGS	26/06/2013	5,454,937.00
184	RECO	FURNITURES AND FITTINGS	26/06/2013	3,177,080.00
185	CABINET	FURNITURES AND FITTINGS	30/06/2014	1,200,000.00
186	20 LATHER CHAIRS	FURNITURES AND FITTINGS	30/06/2014	1,800,000.00
187	9 conference tables	FURNITURES AND FITTINGS	30/06/2014	1,170,000.00
188	5 fire proof cabinet	FURNITURES AND FITTINGS	30/06/2014	1,900,000.00
189	2 CHAIRS	FURNITURES AND FITTINGS	27/06/2014	280,000.00
190	3 CASHBOXES	FURNITURES AND FITTINGS	27/06/2014	45,000.00
191	Fire proof safe	FURNITURES AND FITTINGS	27/06/2014	170,000.00
192	8 WORK STATION	FURNITURES AND FITTINGS	18/06/2014	600,000.00
193	8 TACK BOARDS	FURNITURES AND FITTINGS	18/06/2014	200,000.00
194	8 CHAIRS	FURNITURES AND FITTINGS	18/06/2014	360,000.00
195	partitioning	FURNITURES AND FITTINGS	30/05/2014	850,000.00
196	VIDEO CAMERA	FURNITURES AND FITTINGS	13/02/2014	980,000.00
197	12 digital cameras	FURNITURES AND FITTINGS	18/03/2014	239,400.00
198	partitioning	FURNITURES AND FITTINGS	17/09/2013	384,943.00
199	2 FIRE PROOF SAFES	FURNITURES AND FITTINGS	03/10/2014	490,000.00
200	COMPUTER	FURNITURES AND FITTINGS	05/11/2015	473,280.00
201	PARTITIONING AND REPAIRS	FURNITURES AND FITTINGS	30/06/2015	4,465,075.50
202	DESKTOP TABLE	FURNITURES AND FITTINGS	30/06/2015	186,500.00
203	TELEVISION	FURNITURES AND FITTINGS	30/06/2016	58,995.00
204	TELEVISION	FURNITURES AND FITTINGS	30/06/2016	114,995.00
205	TELEVISION	FURNITURES AND FITTINGS	30/06/2016	33,995.00
206	EXECUTIVE CHAIRS	FURNITURES AND FITTINGS	30/06/2016	2,415,000.00
207	WINDOW BINDERS	FURNITURES AND FITTINGS	30/06/2016	1,500,000.00
208	CABINET SHELF	FURNITURES AND FITTINGS	30/06/2016	65,000.00
209	PARTITIONING AND REPAIRS	FURNITURES AND FITTINGS	30/06/2015	7,196,741.50
210	FURNITURE	FURNITURES AND FITTINGS	30/06/2015	7,196,741.50

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
211	FURNITURE	FURNITURES AND FITTINGS	30/06/2015	7,196,741.50
212	OFFICE EQUIPMENT	FURNITURES AND FITTINGS	30/06/2015	5,950,000.00
213	FURNITURE	FURNITURES AND FITTINGS	13/05/2015	1,560,000.00
214	FURNITURE	FURNITURES AND FITTINGS	30/06/2015	1,500,000.00
215	FURNITURE	FURNITURES AND FITTINGS	18/05/2015	638,335.00
216	ORTHOPEDIC CHAIRS	FURNITURES AND FITTINGS	30/06/2016	66,000.00
217	VISITORS CHAIRS	FURNITURES AND FITTINGS	30/06/2016	60,050.00
218	EXECUTIVCE CHAIRS	FURNITURES AND FITTINGS	30/06/2016	419,620.00
219	OFFICE CHAIRS	FURNITURES AND FITTINGS	30/06/2015	749,500.00
220	SYSTEM DOCUMENTATION	FURNITURES AND FITTINGS	30/06/2016	1,262,080.00
221	ORTHOPEDIC CHAIRS	FURNITURES AND FITTINGS	30/06/2016	66,000.00
222	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
223	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
224	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
225	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
226	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
227	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
228	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
229	ORHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
230	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
231	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
232	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
233	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
234	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
235	BOOK RACKS	FURNITURES AND FITTINGS	30/06/2016	75,000.00
236	TELEVISION	FURNITURES AND FITTINGS	30/06/2016	33,995.00
237	TELEVISION	FURNITURES AND FITTINGS	30/06/2016	33,995.00
238	TELEVISION	FURNITURES AND FITTINGS	30/06/2016	114,995.00
239	MESH CHAIR	FURNITURES AND FITTINGS	01/05/2017	49,999.00
240	TELEVISION	FURNITURES AND FITTINGS	30/06/2016	58,995.00
241	CABINET	FURNITURES AND FITTINGS	30/06/2016	65,000.00
242	CABINET METAL	FURNITURES AND FITTINGS	30/06/2016	65,000.00
243	ORHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
244	ORHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
245	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
246	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
247	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
248	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
249	ORTHOPEDIC CHAIRS	FURNITURES AND FITTINGS	30/06/2016	66,000.00
250	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
251	ORTHOPEDIC CHAIR ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
252	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
253	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
254	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
255	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
256	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	30/06/2016	66,000.00
257	ORTHOPEDIC CHAIRS	FURNITURES AND FITTINGS	30/06/2016	66,000.00
258	CABINET METAL	FURNITURES AND FITTINGS	30/06/2016	65,000.00
259	CABINET METAL	FURNITURES AND FITTINGS	30/06/2016	65,000.00
260	VISITORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
261	VISITORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
262	EXECUTIVE TAABLE	FURNITURES AND FITTINGS	30/06/2016	142,000.00
263	EXECUTIVE TABLE	FURNITURES AND FITTINGS	30/06/2016	142,000.00
264	EXECUTIVE TABLE	FURNITURES AND FITTINGS	30/06/2016	142,000.00
265	EXECUTIVE TABLE	FURNITURES AND FITTINGS	30/06/2016	142,000.00
266	EXECUTIVE TABLE	FURNITURES AND FITTINGS	30/06/2016	142,000.00
267	SEATER	FURNITURES AND FITTINGS	01/05/2017	79,999.00
268	CABINET	FURNITURES AND FITTINGS	01/05/2017	97,999.00
269	ROUND TABLE	FURNITURES AND FITTINGS	01/05/2017	39,999.00
270	RECEPTION DESK	FURNITURES AND FITTINGS	01/05/2017	139,998.00
271	CAPUCCINO	FURNITURES AND FITTINGS	01/05/2017	38,999.00
272	CONSOLE	FURNITURES AND FITTINGS	01/05/2017	34,999.00
273	3 SEATER BENCH	FURNITURES AND FITTINGS	01/05/2017	122,997.00
274	SEATER	FURNITURES AND FITTINGS	01/05/2017	289,999.00
275	EXUCUTIVE COMPUTER TABLE	FURNITURES AND FITTINGS	19/01/2017	17,000.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
276	ACCENT MIRROR	FURNITURES AND FITTINGS	17/03/2017	26,999.00
277	MICROWAVE	FURNITURES AND FITTINGS	17/03/2017	12,495.00
278	DESK	FURNITURES AND FITTINGS	17/03/2017	37,998.00
279	VELO BINDING MACHINE	FURNITURES AND FITTINGS	30/06/2017	95,000.00
280	COMB BINDING MACHINE	FURNITURES AND FITTINGS	30/06/2017	45,000.00
281	VELO BINDING MACHINE	FURNITURES AND FITTINGS	30/06/2017	95,000.00
282	VELO BINDING MACHINE	FURNITURES AND FITTINGS	30/06/2017	95,000.00
283	COMB BINDING MACHINE	FURNITURES AND FITTINGS	30/06/2017	45,000.00
284	COMP BINDING MACHINE	FURNITURES AND FITTINGS	30/06/2017	45,000.00
285	VISITORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
286	VISTORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
287	VISITORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
288	VISTORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
289	VISTORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
290	VISITORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
291	VISTORS CHAIR	FURNITURES AND FITTINGS	30/06/2016	60,050.00
292	COAT HANGER	FURNITURES AND FITTINGS	01/05/2017	7,999.00
293	DESK	FURNITURES AND FITTINGS	17/03/2017	53,998.00
294	CABINET	FURNITURES AND FITTINGS	17/03/2017	23,999.00
295	FRIDGE	FURNITURES AND FITTINGS	30/06/2017	160,000.00
296	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
297	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
298	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
299	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
300	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
301	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
302	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
303	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
304	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
305	FIRE PROOF SAFE	FURNITURES AND FITTINGS	30/06/2017	270,000.00
306	MANAGER DESK	FURNITURES AND FITTINGS	30/06/2017	156,000.00
307	VC CHAIR	FURNITURES AND FITTINGS	30/06/2017	864,000.00
308	MESH CHAIRS	FURNITURES AND FITTINGS	30/06/2017	260,000.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
309	NORMAL OFFICE DESK	FURNITURES AND FITTINGS	30/06/2017	450,000.00
310	PARTITIONING	FURNITURES AND FITTINGS	22/12/2016	1,350,000.00
311	CABINETS	FURNITURES AND FITTINGS	21/02/2018	144,000.00
312	WORK STATIONS	FURNITURES AND FITTINGS	21/02/2018	270,000.00
313	SHREDDERS	FURNITURES AND FITTINGS	30/06/2018	1,010,000.00
314	WOODEN GLASS CABINET	FURNITURES AND FITTINGS	30/06/2017	760,000.00
315	ORTHOPEDIC CHAIRS	FURNITURES AND FITTINGS	03/08/2018	702,000.00
316	TELEVISION	FURNITURES AND FITTINGS	27/06/2018	500,000.00
317	TELEVISION	FURNITURES AND FITTINGS	27/06/2018	805,000.00
318	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
319	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
320	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
321	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
322	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
323	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
324	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
325	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
326	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
327	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
328	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
329	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
330	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
331	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
332	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
333	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
334	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
335	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
336	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
337	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
338	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
339	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
340	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
341	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
342	TABLE	FURNITURES AND FITTINGS	27/06/2018	44,000.00
343	TELEVISION	FURNITURES AND FITTINGS	27/06/2018	12,000.00
344	TELEVISION	FURNITURES AND FITTINGS	27/03/2018	90,000.00
345	CHAIRS	FURNITURES AND FITTINGS	27/06/2018	60,000.00
346	CAMERAS	FURNITURES AND FITTINGS	06/12/2019	1,088,000.00
347	FIRE PROOF CABINETS	FURNITURES AND FITTINGS	29/06/2019	1,995,000.00
348	AC SYSTEM	FURNITURES AND FITTINGS	25/02/2020	650,000.00
349	L SHAPED WORK STATION	FURNITURES AND FITTINGS	29/11/2018	85,000.00
350	WORK STATION	FURNITURES AND FITTINGS	27/05/2020	460,000.00
351	OFFICE SOFA SET	FURNITURES AND FITTINGS	24/06/2020	350,400.00
352	VISITORS BENCH	FURNITURES AND FITTINGS	24/06/2020	39,420.00
353	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
354	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
355	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
356	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
357	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
358	TELEVISION	FURNITURES AND FITTINGS	28/06/2018	500,000.00
359	VISITORS CHAIR	FURNITURES AND FITTINGS	29/06/2020	566,000.00
360	SECRETARIAL CHAIRS	FURNITURES AND FITTINGS	29/06/2020	211,000.00
361	PARTITIONING	FURNITURES AND FITTINGS	04/09/2020	1,995,200.00
362	PHOTOCOPYING MACHINE	FURNITURES AND FITTINGS	20/05/2020	178,000.00
363	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
364	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
365	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
366	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
367	ORTHOPEDIC CHAIR	FURNITURES AND FITTINGS	24/06/2020	47,102.00
368	OFFICE PARTITIONING	FURNITURES AND FITTINGS	30/06/2021	35,696,810.00
369	SINGLE WORK STATION	FURNITURES AND FITTINGS	30/06/2021	662,809.00
370	6 SEATER WORK STATION	FURNITURES AND FITTINGS	30/06/2021	248,514.00
371	6 SEATER WORK STATION ROUND	FURNITURES AND FITTINGS	30/06/2021	340,930.00
372	WORK STATIONS	FURNITURES AND FITTINGS	30/06/2021	6,455,750.00
373	4 SEATER WORK STATION	FURNITURES AND FITTINGS	30/06/2021	316,743.00
374	2 SEATER WORKSATION WITH GLASSES	FURNITURES AND FITTINGS	30/06/2021	116,800.00

NO.	ASSET NAME	CATEGORY NAME	PURCHASE DATE	INSURED AMOUNT
375	4 SEATER WORK STATION	FURNITURES AND FITTINGS	30/06/2021	1,168,000.00
376	STOOL SET	FURNITURES AND FITTINGS	30/06/2021	87,600.00
377	WOODEN WARDROBE	FURNITURES AND FITTINGS	30/06/2021	58,400.00
378	WORKSTATIONS AND CHAIRS	FURNITURES AND FITTINGS	30/06/2021	4,548,100.00
379	CHAIRS AND WORKSTATION	FURNITURES AND FITTINGS	30/06/2021	5,949,250.00
380	FIREPRROF CABINETS	FURNITURES AND FITTINGS	18/03/2022	2,400,000.00
381	FIRE EXTINGUISHER	FURNITURES AND FITTINGS	18/03/2022	55,000.00
382	FIRE EXTINGUISHER	FURNITURES AND FITTINGS	18/03/2022	60,000.00
			TOTAL	**169,400,351.00**

6.0 CLASS OF POLICY: - GROUP MEDICAL INSURANCE COVER (STAFF & DIRECTORS)

Terms of Reference – Group Medical Insurance Cover for Directors and Staff

1. Background

The National Government Constituencies Development Fund Board invites bids from licensed insurance underwriters to provide comprehensive group medical insurance cover for its Directors, staff and their eligible dependents for a period of one (1) year, renewable.

The Board is a state corporation established pursuant to National Government Constituencies Development Fund Act 2015. It has Two (2) Board Directors and 439 members of staff based at its head office in [location] and [number] regional offices. The current medical cover expires on 19th December 2026, and the new cover must start on 20th December 2026 without a break in cover.

These Terms of Reference (ToR) set out the scope of cover, benefit limits, service standards and evaluation criteria that bidders must meet. They form part of the tender document and should be read together with the Instructions to Tenderers and the General and Special Conditions of Contract.

2. Objectives

The Board seeks a single underwriter that will give Directors and staff timely, quality healthcare at a competitive and sustainable premium. Specifically, the cover should:

1. Provide comprehensive inpatient and outpatient cover, including maternity, dental, optical and chronic conditions, for all eligible members and dependants.
2. Give members cashless access to a wide panel of accredited hospitals, clinics, pharmacies and specialists across Kenya, with emergency cover outside Kenya where applicable.
3. Comply with the Salaries and Remuneration Commission (SRC) guidelines on medical benefits for Board Members and public officers, and with the Board's Human Resource Policy.
4. Integrate with the Social Health Insurance Fund (SHIF), using SHIF as the first payer where applicable.
5. Deliver prompt claims settlement, accurate utilization reporting and responsive customer service.
6. Promote member wellness through screening, health education and chronic disease management.

3. Scope of cover

3.1 Eligible beneficiaries

- Board Directors: Independent Directors as per SRC guidelines.
- Staff: the Chief Executive Officer and all permanent and pensionable, contract and probationary staff engaged at the Board, each with one spouse and up to four (4) children.
- Children: biological, legally adopted or step-children up to 18 years, or up to 25 years if in full-time education. Children with disabilities are covered regardless of age.
- New members: new employees, newborns and new spouses join from the date of notification, with no waiting period.
- Exits: cover ends on the date of exit, with a pro-rata refund of premium to the Board.

3.2 Membership profile

Bidders should price on the census below. The detailed census (age, gender, family size, grade) is in Annex 1.

Category	Principal members	Spouses	Children	Total lives
Board Directors	[2]	[0]	[0]	[2]
Chief Executive Officer	1	[1]	[2]	[4]
Senior management (Grade 2– 4)	[36]	[32]	[94]	[162]
Middle Level staff (Grade [5]–[8])	[399]	[330]	[990]	[1719]
Grade 9-12	4	4	10	18
Total	[442]	[367]	[1096]	[1905]

4. Schedule of benefits

All limits are per family per annual period of cover, in Kenya Shillings (KES). The figures are indicative and must be confirmed against the current SRC circular and the Board's approved budget before the tender is floated.

Benefit	Directors	CEO	Senior management Scale 2-4	Middle Level Management Scale 5-8	Lower Level Scale 9-12
Inpatient (overall limit)	3,000,000	3,000,000	2,500,000	1,500,000	1,000,000
Outpatient	200,000	350,000	300,000	200,000	150,000
Maternity (normal delivery, within inpatient)	Nil	200,000	200,000	200,000	200,000
Maternity (caesarean, within inpatient)	Nil	200,000	200,000	200,000	200,000
Dental (within outpatient)	30,000	30,000	30,000	30,000	30,000
Optical (within outpatient)	30,000	30,000	30,000	30,000	30,000
Last expense (per principal or spouse)	200,000	200,000	200,000	200,000	200,000

4.1 Inpatient benefit

Covers hospital admission, including:

- Ward accommodation: Executive ward for Directors and the CEO; Ensuit room upto 30,000 for Scale 2-4; Ensuit room upto 25,000 for Scale 5-8 and Standard private room for 9-12.
- Specialist consultation, surgery, theatre, anaesthesia and ICU/HDU charges.
- Diagnostics: laboratory, X-ray, CT, MRI, PET and ultrasound.
- Prescribed drugs and dressings during admission and up to 30 days of discharge medication.
- Pre-existing, chronic and HIV/AIDS-related conditions, covered in full of day one.
- Cancer treatment, including chemotherapy, radiotherapy and related surgery.
- Renal dialysis, organ transplant (recipient) and joint replacement.
- Psychiatric and mental health treatment, including rehabilitation for substance use, up to KES [ ] per family.
- Congenital conditions, neonatal care and premature-baby care.
- Post-hospitalization physiotherapy and day-case procedures.
- Accident and emergency treatment, including injuries from road traffic accidents.

4.2 Outpatient benefit

Covers treatment that does not need admission, including:

- General practitioner and specialist consultations.
- Prescribed drugs, laboratory tests and diagnostic imaging.
- Management of chronic conditions (diabetes, hypertension, asthma and others).
- Physiotherapy, occupational and speech therapy.
- Antenatal and postnatal care, family planning and immunization per the Kenya Expanded Programme on Immunization.
- Annual wellness checks: medical examination, cancer screening (cervical, breast, prostate), and screening for diabetes, hypertension and cholesterol.
- Counselling and psychotherapy sessions.

4.3 Dental and optical

- Dental: consultation, extraction, fillings, scaling and polishing, root canal and X-rays. Cosmetic dentistry is excluded.
- Optical: eye tests, prescription lenses and frames once per year, and contact lenses where medically required.

4.4 Last expense

Paid within 48 hours of notification of the death of a principal member or spouse, to the next of kin or the Board, on presentation of a death notification or certificate.

5. Special conditions

The following conditions are mandatory. A bid that excludes or qualifies any of them will be treated as non-responsive.

1. No waiting periods for any benefit, including maternity, chronic and pre-existing conditions.
2. No medical examination required to join, for principal members or dependants.
3. Pre-existing, chronic, congenital and HIV/AIDS-related conditions covered in full of day one, within the overall limits.
4. Unlimited age limit for principal members and spouses while in the Board's service.

5. SHIF as first payer: the insurer coordinates with SHIF on behalf of members and pays the balance up to the benefit limits, without requiring members to claim from SHIF themselves.
6. Emergency treatment at any hospital, on or off panel, settled directly or reimbursed within 14 days.
7. Reimbursement of treatment received outside the panel or outside Kenya at the prevailing rates, within 14 days of a complete claim.
8. Overseas treatment on referral by a local specialist and approved by the insurer's medical panel, including the cost of travel for the patient and one escort.
9. Reinstatement: any exhausted limit may be topped up by the Board at a pro-rata premium agreed in the bid.
10. Continuity option: members exiting the Board through retirement or end of contract may convert to an individual policy without new medical underwriting.

5.1 Permitted exclusions

Bidders may exclude only the following:

- Cosmetic or beautification procedures, unless needed after an accident or illness.
- Self-inflicted injuries while sane, and injuries from taking part in riots or criminal acts.
- Experimental or unproven treatment not approved by the Kenya Medical Practitioners and Dentists Council.
- Infertility treatment, unless the Board elects to add it at the premium quoted.
- Injuries from war, invasion or nuclear contamination.

Any other exclusion listed in a bidder's standard policy wording will not apply to this cover.

6. Service delivery requirements

6.1 Provider panel

- A panel of accredited hospitals, clinics, pharmacies, dental and optical providers in every county where the Board has staff, including Level 5 and 6 hospitals in Nairobi, Mombasa, Kisumu, Nakuru and Eldoret.
- Members may choose their own provider within the panel. The panel list must be attached to the bid and updated quarterly.
- The insurer may not remove a major hospital from the panel during the contract without 30 days' written notice to the Board and an equivalent replacement.

6.2 Membership cards and access

- Smart or biometric cards, or an equivalent digital membership, issued to all members within seven (7) days of the start of cover or of a new member joining.
- A mobile app or member portal showing benefits, balances, panel providers and claims status.
- Cover must start on the agreed date whether cards have been issued, with members served on the Board's membership list.

6.3 pre-authorisation

- Pre-authorisation for admissions and specialized procedures within one (1) hour during working hours and two (2) hours otherwise.
- Emergency admissions proceed without pre-authorization; the insurer is notified within 48 hours.
- A 24-hour call center and a toll-free line staffed by qualified medical personnel.

6.4 Claims management

- Provider claims settled within 30 days of receipt of a complete claim.
- Member reimbursement claims settled within 14 days of receipt of complete documents.
- No co-payment or deductible at panel providers.
- Disputed claims resolved within 14 days, with written reasons to the member and the Board.

6.5 Account management

- A dedicated relationship manager and a medical liaison officer based at or visiting the Board's offices at least once a week.
- An onboarding session for all members within 30 days of the start of cover, and quarterly wellness talks.
- Grievances acknowledged within 24 hours and resolved within seven (7) days.

6.6 Data protection

The insurer must handle member health data in line with the Data Protection Act, 2019, and must not share it with any third party except providers involved in a member's care.

7. Eligibility and evaluation

Bids will be evaluated in three stages: mandatory requirements, technical evaluation, then financial evaluation. Only bids that pass each stage proceed to the next.

7.1 Stage 1: Mandatory requirements

Bidders must submit all of the following. Missing any one makes the bid non-responsive.

1. Certificate of incorporation or registration.
2. Valid licence from the Insurance Regulatory Authority (IRA) to underwrite medical insurance business for the current year.
3. Valid tax compliance certificate from the Kenya Revenue Authority.
4. Current CR12 or equivalent showing the directors and shareholders.
5. Bid security of KES [ ] in the form specified in the tender document, valid for [ ] days.
6. Duly filled, signed and stamped Form of Tender and Confidential Business Questionnaire.
7. Signed self-declaration that the bidder is not debarred by the Public Procurement Regulatory Authority (PPRA) and will not engage in corrupt or fraudulent practices.
8. Audited financial statements for the last three (3) years.
9. Evidence of compliance with the IRA capital adequacy requirement (latest return or IRA letter).
10. Bid document serialised, paginated and bound, with the original and [ ] copies.

8. Financial proposal and contract terms

8.1 Price schedule

Bidders must quote premiums in KES, inclusive of all levies (training levy, policyholders' compensation fund levy, stamp duty), using the format below. Prices are fixed for the contract year.

Category	Family size	Lives	Inpatient premium (KES)	Outpatient premium (KES)	Total premium (KES)
Directors & CEO	M, M+1 … M+5	[ ]			
Senior management	M, M+1 … M+5	[ ]			
Other staff	M, M+1 … M+5	[ ]			
Last expense	Per principal	[ ]			
Levies					
Grand total					

M = principal member; M+1 = principal plus one dependant, and so on. Bidders must also quote the pro-rata rate for additions and deletions during the year and the rate for reinstating exhausted limits.

8.2 Contract period

The contract runs for one (1) year from **20TH December 2026**. It may be renewed once for a further year, subject to satisfactory performance, budget availability and the Public Procurement and Asset Disposal Act, 2015. Any renewal premium change must be justified by the claims experience.

8.3 Payment terms

- Premium is payable quarterly in advance, or as otherwise agreed, within 30 days of receipt of a valid invoice.
- Additions are billed, and deletions refunded, pro-rata at the end of each quarter.
- The Board will pay no commission or fee on top of the quoted premium.

8.4 Reporting

Report	Content	Frequency
Membership list	Active members and dependants, additions and deletions	Monthly
Utilisation report	Claims paid and outstanding by member category, benefit, provider and diagnosis group	Quarterly

Report	Content	Frequency
Loss ratio report	Premium earned against claims incurred, with trends and cost-containment measures	Quarterly
Service report	Pre-authorisation times, claims settlement times, complaints and their resolution	Quarterly
Annual review	Full-year experience, wellness outcomes and recommendations for the next period	Within 30 days of year end

Reports must not identify individual members' diagnoses to the Board.

8.5 Performance and termination

The Board will review performance quarterly against the service standards in section 6. Either party may terminate the contract by giving 90 days' written notice. The Board may terminate earlier for material breach not remedied within 30 days of written notice. On termination, the insurer will settle all claims incurred during the period of cover.

3. SCHEDULE OF REQUIREMENTS

[The Procuring Entity shall fill in this Form to indicate the List of Insurance Services required by the Procuring Entity [Columns 1-4 and the Tenderer shall complete columns 5- 7 as his/her Tender].

1	2	3	4	5	6	7	8
No of item to be insured	**Description of item to be insured**	**Value of item to be insured**	**Major contingencies requiring insurance**	**Insurance period**	**Insurance Premium per specified period (Tender Price)**	**Price discount (if any)**	**Total Tender Price for Insurance Service (Col. 6-7)**
No 1							
No 2							
No 3							

Name of Tenderer..... *[insert complete name of Tenderer]*

Signature of Tenderer ..... *[signature of person signing the Tender]*

Date ..... *[insert date]*

PART III – CONDITIONS OF CONTRACT AND CONTRACT FORMS

SECTION VI - GENERAL CONDITIONS OF CONTRACT

A. General Provisions

1.1 Definitions

Unless the context otherwise requires, the following terms whenever used in this Contract have the following meanings:

a) "Schedule of Requirements" is the priced and completed list of items of Services to be performed by the Insurance Provider forming part of his Tender;
b) "Completion Date" means the date of completion of the Services by the Insurance Provider as certified by the Procuring Entity
c) "Contract" means the Contract signed by the Parties, to which these General Conditions of Contract (GCC) are attached, together with all the documents listed in Clause1 of such signed Contract;
d) "Contract Price" means the price to be paid for the performance of the Services, in accordance with Clause 6;
e) "Procuring Entity" means the Procuring Entity or party who employs the Insurance Provider
f) "Foreign Currency" means any currency other than the currency of Kenya;
g) "GCC" means these General Conditions of Contract;
h) "Government" means the Government of Kenya;
i) "Local Currency" means Kenya shilling;
j) "Party" means the Procuring Entity or the Insurance Provider, as the case may be, and "Parties" means both of them;
k) "Personnel" means persons hired by the Insurance Provider;
l) "Insurance Provider" is a person or corporate body whose Tender to provide the Services has been accepted by the Procuring Entity;
m) "Insurance Provider's Tender" means the completed Tendering Document submitted by the Insurance Provider to the Procuring Entity
n) "SCC" means the Special Conditions of Contract by which the GCC may be amended or supplemented;
o) "Services" means the work to be performed by the Insurance Provider pursuant to this Contract, as described in Schedule of Requirements included in the Insurance Provider's Tender.
p) "Public Procurement Regulatory Authority (PPRA)" shall mean the Government Agency responsible for oversight of public procurement.

1.2 Applicable Law

The Contract shall be interpreted in accordance with the laws of Kenya**.**

1.3 Language

This Contract has been executed in the English language**,** which shall be the binding and controlling language for all matters relating to the meaning or interpretation of this Contract.

1.4 Notices

Any notice, request, or consent made pursuant to this Contract shall be in writing and shall be deemed to have been made when delivered in person to an authorized representative of the Party to whom the communication is addressed, or when sent by registered mail, hand delivery, or email to such Party at the address **specified in the SCC.**

1.5 Location

The Services shall be performed at such locations as are specified in Appendix A, in the specifications and, where the location of a particular task is not so specified, at such locations, whether in Kenya or elsewhere, as the Procuring Entity may approve.

1.6 Authorized Representatives

Any action required or permitted to be taken, and any document required or permitted to be executed, under this Contract by the Procuring Entity or the Insurance Provider may be taken or executed by the officials **specified in the SCC.**

1.7 Inspection and Audit by the PPRA

Pursuant to paragraph 2.2e. of Attachment1 to the General Conditions, the Insurance Provider shall permit and shall cause its subcontractors and sub-consultants to permit, PPRA and/ or persons appointed by PPRA to inspect the Site and/ or the accounts and records relating to the procurement process, selection and/ or contract execution, and to have such accounts and records audited by auditors appointed by PPRA. The Insurance Provider's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 3.10 which provides, inter alia, that acts intended to materially impede the exercise of PPRA's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to PPRA's prevailing sanctions procedures).

1.8 Taxes and Duties, e t c

The Insurance Provider shall pay such taxes, duties, fees, levies and other impositions as may be levied under the Applicable Law, the amount of which is deemed to have been included in the Contract Price.

1. Commencement, Completion, Modification, and Termination of Contract

1.1 Effectiveness of Contract

This Contract shall come in to effect on the date the Contract is signed by both parties or such other later date as may be **stated in the SCC.**

1.2 Duration and Commencement of Services the Commencement date and duration of the insurance cover shall be **specified in the SCC.**

2.3. Modification

Modification of the terms and conditions of this Contract, including any modification of the scope of the Services or of the Contract Price, may only be made by written agreement between the Parties.

2.4 Force Majeure

2.4.1 Definition

For the purposes of this Contract, “Force Majeure” means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.

2.4.2 No Breach of Contract

The failure of a Party to fulfill any of its obligations under the contract shall not be considered to be a breach of, or default under, this Contract insofar as such inability arises from an event of Force Majeure, provided that the Party affected by such an event (a) has taken all reasonable precautions, due care and reasonable alternative measures in order to carry out the terms and conditions of this Contract, and (b) has informed the other Party as soon as possible about the occurrence of such an event.

2.4.3 Extension of Time

Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party was unable to perform such action as a result of Force Majeure.

2.4.4 Payments

During the period of their inability to perform the Services as a result of an event of Force Majeure, the Insurance Provider shall been titled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.

2.5. Termination

2.5.1 By the Procuring Entity

The Procuring Entity may terminate this Contract, by not less than thirty (30) days' written notice of termination to the Insurance Provider, to be given after the occurrence of any of the events specified in paragraphs (a) through of this Sub-Clause 2.5.1:

a) If the Insurance Provider does not remedy a failure in the performance of its obligations under the Contract, within thirty (30) days after being notified or within any further period as the Procuring Entity may have subsequently approved in writing;

b) If the Insurance Provider become in solvent or bankrupt;

c) if, as the result of Force Majeure, the Insurance Provider is unable to perform a material portion of the Services for a period of not less than sixty (60) days; or

d) if the Insurance Provider, in the judgment of the Procuring Entity has engaged in Fraud and Corruption, as defined in paragraph 2.2a. of Attachment1 to the GCC, in competing for or in executing the Contract

2.5.2 By the Insurance Provider

The Insurance Provider may terminate this Contract, by not less than thirty (30) days' written notice to the Procuring Entity, such notice to be given after the occurrence of any of the events specified in paragraphs (a) and (b) of this Sub-Clause 2.5.2:

a) If the Procuring Entity fails to pay any monies due to the Insurance Provider pursuant to this Contract and not subject to dispute pursuant to Clause 7 within forty-five (45) days after receiving written notice from the Insurance Provider that such payment is overdue; or

b) if, as the result of Force Majeure, the Insurance Provider is unable to perform a material portion of the Services for a period of not less than sixty (60) days.

2.5.3 Payment upon Termination

Upon termination of this Contract pursuant to Sub-Clauses 2.5.1 or 2.5.2, the Procuring Entity shall make the following payments to the Insurance Provider:

a) remuneration pursuant to Clause 5 for Services satisfactorily performed prior to the effective date of termination;

b) except in the case of termination pursuant to paragraphs (a), (b), (d) of Sub-Clause 2.5.1, reimbursement of any reasonable cost incident to the prompt and orderly termination of the Contract.

c) The Insurance provider shall pay or refund to the Procuring Entity any moneys paid but for which no consume rate services were provided.

2. Obligations of the Insurance Provider

2.1 General

The Insurance Provider shall perform the Services in accordance with the terms of the signed Insurance Policy and the Schedule of Requirements, and carry out its obligations with all due diligence, efficiency, and economy, in accordance with generally accepted professional techniques and practices, and shall observe sound management practices, and employ appropriate advanced technology and safe methods. The Insurance Provider shall always act, in respect of any matter relating to this Contract or to the Services, as faithful adviser to the Procuring Entity, and shall at all times support and safeguard the Procuring Entity's legitimate interests in any dealings with Subcontractors or third parties.

2.2 Conflict of Interests

2.2.1 Insurance Provider Not to Benefit from Commissions and Discounts.

The remuneration of the Insurance Provider pursuant to Clause 6 shall constitute the Insurance Provider's sole

remuneration in connection with this Contract or the Services, and the Insurance Provider shall not accept for their own benefit any trade commission, discount, or similar payment in connection with activities pursuant to this Contract or to the Services or in the discharge of their obligations under the Contract, and the Insurance Provider shall use their best efforts to ensure that the Personnel, any Subcontractors, and agents of either of them similarly shall not receive any such additional remuneration.

2.2.2 Insurance Provider and Affiliates Not to be Otherwise Interested in Services other than the insurance Services

The Insurance Provider agree that, during the term of this Contract and after its termination, the Insurance Provider and its affiliates, as well as any Subcontractor and any of its affiliates, shall be disqualified from providing goods, works, or Services (other than the insurance Services and any continuation thereof) for any contingency resulting from or closely related to the Services.

2.2.3 Prohibition of Conflicting Activities

Neither the Insurance Provider nor its Subcontractors nor the Personnel shall engage, either directly or indirectly, in any of the following activities:

a) During the term of this Contract, any business or professional activities in Kenya which would conflict with the activities as signed to them under this Contract;
b) during the term of this Contract, neither the Insurance Provider nor their Subcontractors shall hire public employees in active duty or on any type of leave, to perform any activity under this Contract;
c) after the termination of this Contract, such other activities as may be **specified in the SCC.**

2.3 Confidentiality

The Insurance Provider, its Subcontractors, and the Personnel of either of them shall not, either during the term or within two (2) years after the expiration of this Contract, disclose any proprietary or confidential information relating to the Project, the Services, this Contract, or the Procuring Entity's business or operations without the prior written consent of the Procuring Entity.

2.4 Reporting Obligations

The Insurance Provider shall submit to the Procuring Entity there ports and documents specified in Appendix B in the form, in the numbers, and within the periods set for thin the said Appendix.

2.5 Documents Prepared by the Insurance Provider to Be the Property of the Procuring Entity.

All reports, and other documents and software submitted by the Insurance Provider in accordance with Sub-Clause 3.4 shall become and remain the property of the Procuring Entity, and the Insurance Provider shall, not later than upon termination or expiration of this Contract, deliver all such documents and software to the Procuring Entity, together with a detailed inventory thereof. The Insurance Provider may retain a copy of such documents and software. Restrictions about the future use of these documents, if any, shall be **specified in the SCC.**

2.6 Liquidated Damages

2.6.1 Payments of Liquidated Damages

The Insurance Provider shall pay liquidated damages to the Procuring Entity at the rate per day **stated in the SCC** for each day that the Insurance Provider fails to pay the agreed compensation costs beyond or later the agreed date when such compensation should be made. The date by when the compensation costs should be made is specified in **the SCC**. The total amount of liquidated damages shall not exceed the amount **defined in the SCC.** The Procuring Entity may deduct liquidated damages from payments due to the Insurance Provider. Payment of liquidated damages shall not affect the Insurance Provider's liabilities.

2.6.2 Correction for Over-payment

The Procuring Entity shall correct any overpayment of liquidated damages by the Insurance Provider by adjusting the next payment premium or certificate. The Insurance Provider shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in Sub- Clause 6.5.

2.7 Performance Security

The Insurance Provider shall not be required to provide any Performance Security to the Procuring Entity.

2.8 Fraud and Corruption

The Procuring Entity requires compliance with the Government's Anti-Corruption laws and its prevailing sanctions. The Procuring Entity requires the Insurance Provider to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the tendering process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

3. Insurance Provider's Personnel

TheContractshallnotobligatetheInsuranceProvidertoprovideanyspecificpersonnelforcarryingoutofthe Services.

4. Obligations of the Procuring Entity

4.1 Change in the Applicable Law

If, after the date of this Contract, there is any change in the Applicable Law with respect to taxes and duties which increases or decreases the cost of the Services rendered by the Insurance Provider, then the remuneration and reimbursable expenses otherwise payable to the Insurance Provider under this Contract shall be increased or decreased accordingly by agreement between the Parties, and corresponding adjustments shall be made to the amounts referred to in Sub-Clauses 6.2 (a) or (b),as the case may be.

5. Payments to the Insurance Provider

5.1 Lump-Sum Remuneration

The Insurance Provider's remuneration shall not exceed the Contract Price and shall be a fixed lump-sum. Except as provided in Sub-Clause 5.1, the Contract Price may only be increased above the amounts stated in Sub- Clause 6.2 if the Parties have agreed to additional payments in accordance with Sub-Clauses 2.3 and 6.3.

5.2 Contract Price

The price payable is **set forth in the SCC.**

5.3 Terms and Conditions of Payment

Payments will be made to the Insurance Provider according to the payment schedule **stated in the SCC.**

5.4 Interest on Delayed Payments

If the Procuring Entity has delayed payments beyond thirty (30) days after the due date stated in the SCC, interest shall be paid to the Insurance Provider for each day of delay at the rate stated in **the SCC**.

6. Quality Control

The contract shall not have any quality control modalities as this is not envisaged in the industry

7. Settlement of Disputes

7.1 Amicable Settlement

Any party with dispute against the other party shall give notice to the other party, requesting the party to make

Good the matters of the dispute. The Parties shall attempt to settle the dispute amicably. If the dispute cannot be settled amicably, the complaining party should move to commence arbitration after thirty days from the day on which a notice was given, even if no attempt at an amicable settlement has been made.

7.2 Arbitration if the Insurance Provider is a Kenyan firm

7.2.1 Any claim or dispute between the Parties arising out of or in connection with the Contract not settled amicably in accordance with Sub-Clause 8.1 shall be finally settled by arbitration. Arbitration shall be conducted in accordance with the Arbitration Laws of Kenya.

7.2.2 The arbitrators shall have full power to open up, review all matters relevant to the dispute. Nothing shall disqualify representatives of the Parties from being called as a witness and giving evidence before the arbitrators on any matter whatsoever relevant to the dispute.

7.2.3 Arbitration may be commenced prior to or after completion of the services. The obligations of the Parties shall not be altered by reason of any arbitration being conducted during the progress of the services.

7.2.4 The terms of the remuneration of each or all the members of Arbitration shall be mutually agreed upon bythe Parties when agreeing the terms of appointment. Each Party shall be responsible for paying one-half of this remuneration.

7.2.5 In case of any claim or dispute, such claim or dispute shall be notified in writing by either party to the other with a request to submit it to arbitration and to concur in the appointment of an Arbitrator within thirty days of the notice. The dispute shall be referred to the arbitration and final decision of a person to be agreed between the parties. Failing agreement to concur in the appointment of an Arbitrator, the Arbitrator shall be appointed, on the request of the applying party, by the Chairman or Vice Chairman of any of the following institutions the:

i) Law Society of Kenya, or

ii) Chartered Institute of Arbitrators (Kenya Branch), or

iii) Insurance Institute of Kenya, or

iv) The Actuarial Society of Kenya.

7.2.6 The institution written to first by the aggrieved party shall take precedence over all other institutions.

7.2.7 The award of such Arbitrator shall be final and binding upon the parties.

7.3 Failure to Comply with Arbitrator's Decision

7.3.1 In the event that a Party fails to comply with a final and binding Arbitrator's decision, then the other Party may, without prejudice to any other right sit may have, refer the matter to a competent Court of law.

7.4 Arbitration if the Insurance Provider is a foreign firm

7.4.1 Arbitration proceedings shall be conducted in accordance with the rules of procedure specified in the **SCC.**

SECTION VII - SPECIAL CONDITIONS OF CONTRACT

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
1.1	**The Parties to the Contract are:** The Procuring Entity is ***National Government Constituencies Development Fund Board*** The Insurance Provider is _____ The contract name is Provision of various Insurance Covers for a period of one year
1.4	For **notices**, the Procuring Entity's address shall be: Attention: *Manager Supply Chain Management* Postal address P.O BOX 46682-00100, NAIROBI Physical Address **The Procurement office, Harambee Sacco Plaza, 10th Floor, along Haile Selassie Uhuru Way junction Nairobi***)* Telephone: ***0709894000, NAIROBI,KENYA*** Electronic mail address*: procurement@ngcdf.go.ke*
1.6	The Authorized Representatives are: For the Procuring Entity: _____ *[Name, Postal Address, Email, Telephone Number*] For the Insurance Provider: _____ *[Name, Postal Address, Email, Telephone Number]*
2.1	The date on which this Contract shall come into effect is ***_20TH DECEMBER,2026_____*.**
2.2	The Commencement date and duration of the insurance cover shall be: Commencement date **_20TH DECEMBER,2026** Completion or Expiry Date___19TH DECEMBER,2027 Duration of the coverage **ONE-** **YEAR** It may be renewed once for a further year, subject to satisfactory performance
3.2.3 (c)	After the termination of this Contract, the activities are: **Not Applicable** _____
3.6.1	The liquidated damages per day is 0.5% of the Claimant Amount The date by when the compensation costs should be made is 21 days of the receipt by the insurance provider fully documented claim. The total amount of liquidated damages shall not exceed 60% of the claim amount.
6.2 – 6.3	Contract Price is _____ The price shall be made in one lump sum on contract signature
6.4	Interest shall be paid to the Insurance Provider for each day of delayed payment at the rate of _____% per month.-N/A

8.4.1	The rules of procedure for arbitration proceedings ***with a foreign Insurance Provider*** shall be as follows: *[For contracts entered into with foreign sellers, International commercial arbitration may have practical advantages over other dispute settlement methods].* (i) ***If the Procuring Entity chooses the UNCITRAL Arbitration Rules, the following sample clause should be inserted:***

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	Any dispute, controversy or claim arising out of or relating to this Contract, or breach, termination or invalidity thereof, shall be settled by arbitration in accordance with the UNCITRAL Arbitration Rules as at present in force. (ii) ***If NGCDF Board chooses the Rules of ICC, the following sample clause should be inserted:*** All disputes arising in connection with the present Contract shall be finally settled under the Rules of Conciliation and Arbitration of ***the International Chamber of Commerce*** by one or more arbitrators appointed in accordance with said Rules. (iii) ***If NGCDF Board chooses the Rules of Arbitration Institute of Stockholm Chamber of Commerce, the following sample clause should be inserted:*** Any dispute, controversy or claim arising out of or in connection with this Contract, or the breach termination or invalidity thereof, shall be settled by arbitration in accordance with the Rules of the Arbitration Institute of the Stockholm Chamber of Commerce. (iv) ***If NGCDF Board chooses the Rules of the London Court of International Arbitration, the following clause should be inserted:*** Any dispute arising out of or in connection with this Contract, including any question regarding its existence, validity or termination shall be referred to and finally resolved by arbitration under the Rules of the London Court of International Arbitration, which rules are deemed to be incorporated by reference to this clause.

APPENDIX TO THE CONTRACT

The Appendix to the contract shall be an **Insurance Policy** that shall provide a description of the Services, compensation procedure and all the contingencies that shall lead to the compensation claim. The Policy is an industry form (the norm) but would be negotiated before signature to ensure all parties concerns are taken into account. No provision or Clause in the Insurance Policy shall negate any Condition of Contract.

BENEFICIAL OWNERSHIP DISCLOSURE FORM

(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)

INSTRUCTIONS TO TENDERERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE FORM

This Beneficial Ownership Disclosure Form ("Form") is to be completed by the successful tenderer pursuant to Regulation 13 (2A) and 13 (6) of the Companies (Beneficial Ownership Information) Regulations, 2020. In case of joint venture, the tenderer must submit a separate Form for each member. The beneficial ownership information to be submitted in this Form shall be current as of the date of its submission.

For the purposes of this Form, a Beneficial Owner of a Tenderer is any natural person who ultimately owns or controls the legal person (tenderer) or arrangements or a natural person on whose behalf a transaction is conducted, and includes those persons who exercise ultimate effective control over a legal person (Tenderer) or arrangement.

Tender Reference No.:_____[*insert identification no*] Name of the Tender Title/Description:_____*[insert name of the assignment]* to:_____*[insert complete name of Procuring Entity]*

In response to the requirement in your notification of award dated_*[insert date of notification of award]* to furnish additional information on beneficial ownership:_____*[select one option as applicable and delete the options that are not applicable]*

I) We here by provide the following beneficial ownership information.

Details of beneficial ownership

	Details of all Beneficial Owners		**% of shares a person holds in the company Directly or indirectly**	**% of voting rights a person holds in the company**	**Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer** (Yes / No)	**Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)**
1.	Full Name		Directly---------- % of shares Indirectly---------- % of shares	Directly…… …….% of voting rights Indirectly---------- % of voting rights	1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes -----No---- 2. Is this right held directly or indirectly?: Direct…… …… Indirect…… ……...	1. Exercises significant influence or control over the Company body of the Company (tenderer) Yes -----No---- 2. Is this influence or control exercised directly or indirectly? Direct…… …..
	National identity card number or Passport number					
	Personal Identification Number (where applicable)					
	Nationality					
	Date of birth *[dd/mm/yyyy]*					
	Postal address					
	Residential address					
	Telephone number					
	Email address					
	Occupation or profession					

	Details of all Beneficial Owners		**% of shares a person holds in the company Directly or indirectly**	**% of voting rights a person holds in the company**	**Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer** (Yes / No)	**Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)**
						Indirect…… …
2.	Full Name		Directly---------- % of shares Indirectly---------- % of shares	Directly…… …….% of voting rights Indirectly---------- % of voting rights	1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes -----No---- 2. Is this right held directly or indirectly?: Direct…… …… Indirect…… ……...	1. Exercises significant influence or control over the Company body of the Company (tenderer) Yes -No----- 2. Is this influence or control exercised directly or indirectly? Direct…… ….. Indirect…… …
	National identity card number or Passport number					
	Personal Identification Number (where applicable)					
	Nationality(ies)					
	Date of birth *[dd/mm/yyyy]*					
	Postal address					
	Residential address					
	Telephone number					
	Email address					
	Occupation or profession					
3.						
e.t .c						

II) Am fully aware that beneficial ownership information above shall be reported to the Public Procurement Regulatory Authority together with other details in relation to contract awards and shall be maintained in the Government Portal, published and made publicly available pursuant to Regulation 13(5) of the Companies (Beneficial Ownership Information) Regulations, 2020.(Notwithstanding this paragraph Personally Identifiable Information in line with the Data Protection Act shall not be published or made public). *Note that Personally Identifiable Information (PII) is defined as any information that can be used to distinguish one person from another and can be used to deanonymize previously anonymous data. This information includes National identity card number or Passport number, Personal Identification Number, Date of birth, Residential address, email address and Telephone number.*

III) In determining who meets the threshold of who a beneficial owner is, the Tenderer must consider a natural person who in relation to the company:

(a) holds at least ten percent of the issued shares in the company either directly or indirectly;

(b) exercises at least ten percent of the voting rights in the company either directly or indirectly;

(c) holds a right, directly or indirectly, to appoint or remove a director of the company; or

(d) exercises significant influence or control, directly or indirectly, over the company.

IV) What is stated to herein above is true to the best of my knowledge, information and belief.

Name of the Tenderer.....[insert complete name of the Tenderer]*_____

*Name of the person duly authorized to sign the Tender on behalf of the Tenderer: ** [insert complete name of person duly authorized to sign the Tender]*

Designation of the person signing the Tender: ..... [insert complete title of the person signing the Tender]

Signature of the person named above.....[insert signature of person whose name and capacity are shown above]

Date this ..... [insert date of signing] day of .....[Insert month], [insert year]

Bidder Official Stamp