COUNTY GOVERNMENT OF KISII

DEPARTMENT OF AGRICULTURE AND CO-OPERATIVES DEVELOPMENT
P. O. BOX 4550 - 40200 – KISII

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TENDER DOCUMENT FOR PROPOSED CONSTRUCTION OF A MODERN CONFERENCE FACILITY (MULTI YEAR PROJECT)

TENDER/NEGOTIATION NUMBER: - 2705831-2026/2027

CATEGORY: - OPEN

DATE OF ISSUE – 26TH NOVEMBER, 2026

CLOSING DATE: - 09TH DECEMBER, 2026

CLOSING TIME: 10.00 AM

DIRECTOR, SUPPLY CHAIN MANAGEMENT **COUNTY GOVERNMENT OF KISII** **P.O. BOX 4550-40200, KISII**	**CHIEF OFFICER,** **DEPARTMENT OF AGRICULTURE AND CO-OPERATIVES DEVELOPMENT** **P.O. BOX 4550 - 40200, KISII**

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INVITATION TO TENDER

PROCURINGENTITY: COUNTY GOVERNMENT OF KISII

CONTRACT NAME AND DESCRIPTION: AS HEREIN INDICATED ABOVE

1. The County Government of Kisii invites sealed tenders for PROPOSED CONSTRUCTION OF A MODERN CONFERENCE FACILITY (MULTI YEAR PROJECT)

2. Tendering will be conducted under open competitive method (National) using a standardized tender document. Tendering is open to all qualified and interested tenderers

3. Qualified and interested tenderers may obtain further information and inspect the Tender Documents during office hours at the Kisii procurement offices, Treasury Buildings, Block A, opposite Huduma centre Kisii town at the address given below:
P. O. Box4550-40200
KISII

4. Tender documents may be obtained electronically from the websites: www.kisii.go.ke or www.tenders.go.ke . Tender documents obtained electronically will be free of charge.

5. Tender documents may be viewed and downloaded for free from the websites: www.kisii.go.ke or www.tenders.go.ke

6. Tenders shall be quoted be in Kenya Shillings and shall include all taxes. Tenders shall remain valid for (140) days from the Date of opening of tenders.

7. All Tenders must be accompanied by a tender Security of 1,000,000 (one million shillings only)

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

9. Completed tenders must be **submitted electronically** on or before **Date and Time indicated on IFMIS.**

10. 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; **Kisii County Treasury Offices, Procurement Pool, Room No. 2**

11. Late tenders will be rejected.

12. The addresses referred to above are:

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

(1) Name of Procuring Entity-Kisii County Government

Tenders can be downloaded free of charge from the county website **www.kisii.go.keand www.tenders.go.ke**

B. A ddress for Submission of Tenders.

1) Name of Procuring Entity - County Government of Kisii

2) Postal Address–P. O Box 4550 - 40200 Kisii

3) Treasury Building Block A, Opposite Kisii Huduma Centre

C. A ddress for Opening of Tenders.

1) Name of Procuring Entity. County Government of Kisii

Treasury Building Block A, Opposite Kisii Huduma Centre, **Procurement Pool, RoomNo.2**

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

Name DIRECTOR SUPPLY CHAIN MANAGEMENT, COUNTY GOVERNMENT OF KISII

PART 1 - TENDERING PROCEDURES

SECTION I: INSTRUCTIONS TO TENDERERS

A General Provisions

1. Scopeof Tender

1.1 The Procuring Entity as defined in the Appendix to Conditions of Contract invites tenders for Works Contract as described in the tender documents. The name, identification, and number of lots (contracts) of this Tender Documentare **specified in the TDS.**

2. Fraud and Corruption

2.1 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.

2.2 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 civil sanctions may be imposed. Tothis effect, Tendersshall be required to complete and sign the "Certificate of Independent Tender Determination" annexed to the Form of Tender.

2.3 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 **Data Sheet** 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.

2.4 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 consultingservices related to this tender being tendered for. The Procuring Entity shall indicate in the **TDS** firms (if any) that provided consulting services for the contract being tendered for. The Procuring Entity shall check whether the owners or controllers of the Tenderer are same as those that provided consulting services. The Procuring Entity shall, uponrequest, make available to any tenderer information that would give suchfirmunfair competitive advantage over competing firms.

3. Eligible Tenderers

3.1 ATenderer may be a firm that is a private entity, a state-owned enterprise or institution subject to ITT 3.7 or any combination of such entities in the form of a joint venture (JV) under an existing agreement or with the intent to enter into such an agreement supported by a letter of intent. Public employees and their close relatives *(spouses, children, brothers, sisters and uncles and aunts)* are not eligible to participate in the tender. 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. The maximum number of JV members shall be specified in the **TDS.**

3.2 Public Officers of the Procuring Entity, their Spouses, Child, Parent, Brothers or Sister. Child, Parent, Brother 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.

3.3 A Tenderer shall not have a conflict of interest. Any tenderer found to have a conflict of interest shall be disqualified. Atenderer may be considered to have a conflict of interest for the purpose of this tendering process, if thetenderer:

a) Directlyor indirectly 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) Hasa 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) Any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender; or

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

g) Would be providing goods, works, or non-consulting services resulting from or directly related to consulting services for the preparation or implementation of the contract specified in this Tender Document or

h) Has a close business or family relationship with a professionalstaff of the Procuring Entity who:

i) are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract, and/or the Tenderevaluation 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 tendering process and execution of the Contract.

3.4 Atenderer shall not be involved in corrupt, coercive, obstructive, collusive or fraudulent practice. Atenderer that is proven to have been involved any of these practices shall be automatically disqualified.

3.5 A Tenderer (either individually or as a JV member) shall not participate in more than one Tender, except for permitted alternative tenders. This includes participation as a subcontractor in other Tenders. Such participation shall result in the disqualification of all Tenders in which the firm is involved. A firm that is not a tenderer or a JV member may participate as a subcontractor in more than one tender. 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.

3.6 A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT 4.8.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 subcontractors or sub-consultants for any part of the Contract including related Services.

3.7 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 PPRA www.ppra.go.ke.

3.8 Tenderers that are state-owned enterprises or institutions may be eligible to compete and be awarded a Contract(s) only if they are accredited by PPRA to be (i) a legal public entity of the state Government and/or public administration, (ii) financially autonomous and not receiving any significant subsidies or budget support from any public entity or Government, and (iii) operating under commercial law and vested with legal rights and liabilities similar to any commercial enterprise to enable it compete with firms in the private sector on an equal basis.

3.9 AFirms and individuals may be ineligible if their countries of origin (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. Atenderer shall provide such documentary evidence of eligibility satisfactory to the Procuring Entity, as the Procuring Entity shall reasonably request.

3.10 Foreign tenderers are required to source at least forty (40%) percent of their contract inputs (in supplies, subcontractsand labor) from national suppliers andcontractors. Tothisend, a foreign tenderershall provide in its tender documentary evidence that this requirement is met. Foreign tenderers not meeting this criterion will be automatically disqualified. Information required to enable the Procuring Entity determine if this condition is met shall be provided in for this purpose is be provided in *"SECTION III - EVALUATION AND QUALIFICATION CRITERIA, Item 9"*.

Pursuant to the eligibility requirements of ITT 4.10, a tender is considered a foreign tenderer, if the tenderer is not registered in Kenya or if the tenderer is registered in Kenya and has less than 51 percent ownership by Kenyan

Citizens. JVs are considered as foreign tenderers if the individual member firms are not registered in Kenya or if are registered in Kenya and have less than 51 percent ownership by Kenyan citizens. The JV shall not subcontract to foreign firms more than 10 percent of the contract price, excluding provisional sums.

3.11 The National Construction Authority Act of Kenya requires that all local and foreign contractors beregistered with the National Construction Authority and be issued with a Registration Certificate before they can undertake any construction works 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 such award and signature of contract. Application for registration with National Construction Authority may be accessed from the website www.nca.go.ke.

3.12 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 Competition Act, 2010. 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 conditionof contractaward and signature. A JV tenderer shall be given opportunity to seek such exemption as a condition of award and signatureof contract.Application forexemption fromthe CompetitionAuthority of Kenya may be accessed from the website www.cak.go.ke

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

4. Eligible Goods, Equipment, and Services

4.1 Goods, equipment and services to be supplied under the Contract may have their origin in any country that is not eligible under ITT 3.9. At the Procuring Entity's request, Tenderers may be required to provide evidence of the origin of Goods, equipment and services.

4.2 Any goods, works and production processes with characteristics that have been declared by the relevant national environmental protection agency or by other competent authority as harmful to human beings and to the environment shall not be eligible for procurement.

5. Tenderer's Responsibilities

5.1 The tenderer shall bear all costs associated with the preparation and submission of his/her tender, and the Procuring Entity will in no case be responsible or liable for those costs.

5.2 The tenderer, at the tenderer's own responsibility and risk, is encouraged to visit and examine the Site of the Works and its surroundings, and obtain all information that may be necessary for preparing the tender and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the tenderer's own expense.

5.3 The Tenderer and any of its personnel or agents will be granted permission by the Procuring Entity to enter upon its premises and lands for the purpose of such visit. The Tenderer shall indemnify the Procuring Entity against all liability arising from death or personal injury, loss of or damage to property, and any other losses and expenses incurred as a result of the inspection.

5.4 The tenderer shall provide in the Form of Tender and Qualification Information, a preliminary description of the proposed work method and schedule, including charts, as necessary or required.

B. Contentsof Tender Documents

6. Sectionsof Tender Document

6.1 The tender document consists of Parts 1, 2, and 3, which includes all the sections specified below, and which should be read in conjunction with any Addenda issued in accordance with ITT 8.

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 Works Requirements

i) Section V - Drawings
ii) Section VI - Specifications
iii) Section VII - Bills of Quantities

PART 3 Conditions of Contract and Contract Forms

i) Section VIII - General Conditions of Contract (GCC)
ii) Section IX - Special Conditions of Contract (SC)
iii) Section X - Contract Forms

6.2 The Invitation to Tender Document (ITT) issued by the Procuring Entity is not part of the Contract documents.

6.3 Unless obtained directly from the Procuring Entity, the Procuring Entity is not responsible for the completeness of the Tender document, responses to requests for clarification, the minutes of the pre-Tender meeting (if any), or Addenda to the Tender document in accordance with ITT 8. In case of any contradiction, documents obtained directly from the Procuring Entity shall prevail.

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

7. Site Visit

7.1 The Tenderer, at the Tenderer's own responsibility and risk, is encouraged to visit and examine and inspect the Site of the Required Services and its surroundings and obtain all information that may be necessary for preparing the Tender and entering into a contract for the Services. The costs of visiting the Site shall be at the Tenderer's own expense.

8. Pre-Tender Meeting

8.1 The Procuring Entity shall specify in the **TDS** if a pre-tender meeting will be held, when and where. The Procuring Entity shall also specify in the **TDS** if a pre-arranged pretender site visit will be held and when. The Tenderer's designated representative is invited to attend a pre-arranged pretender visit of the site of the works. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.

8.2 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.

8.3 Minutes of the pre-Tender meeting and the pre-arranged pretender site visit of the site of the works, 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 in accordance with ITT 6.3. Minutes shall not identify the source of the questions asked.

8.4 The Procuring Entity shall also promptly publish anonym zed (*nonames*) Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the works at the web page identified in the **TDS**. Any modification to the Tender Documents that may become necessary as a result of the pre-tender meeting and the pre-arranged pretender site visit, 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-Tender meeting will not be a cause for disqualification of a Tenderer.

9. Clarification and amendments of Tender Documents

9.1 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 and the pre-arranged pretender visit of the site of the works if provided for in accordance with ITT 8.4. 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 Documents in accordance with ITT 6.3, including a description of the inquiry but without identifying its source. If 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 essentialelements of the Tender Documents, the Procuring Entity shall amend the Tender Documents appropriately following the procedure under ITT 8.4.

10. Amendmentof Tendering Document

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

10.2 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 8.4.

10.3 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 25.2 below**.**

C. Preparation of Tenders

11. Costof Tendering

11.1 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.

12. Language of Tender

12.1 The Tender, as well as all correspondence and documentsrelating 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 may be in another language provided they are accompanied by an accurate and notarized translationof the relevant passagesinto the English Language, inwhichcase, for purposes of interpretation of the Tender, such translation shall govern.

13. Documents Comprising the Tender

13.1 The Tender shall comprise the following:

a) Form of Tenderprepared in accordance with ITT 14;
b) Schedules including priced Bill of Quantities, completed in accordance with ITT 14 and ITT 16;
c) TenderSecurity or Tender-Securing Declaration, in accordance with ITT 21.1;
d) Alternative Tender, if permissible, in accordance with ITT 15;
e) Authorization: written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT 22.3;
f) Qualifications: documentary evidence in accordance with ITT 19establishing the Tenderer's qualifications to perform the Contract if its Tenderis accepted;
g) Conformity: a technical proposal in accordance with ITT 18;
h) Any other document required in the **TDS**.

13.2 In addition to the requirements under ITT 11.1, Tenders submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful Tender shall be signed by all members and submitted with the Tender,

together with a copy of the proposed Agreement. The Tenderer shall chronologically serialize pages of all tender documentssubmitted.

13.3 The Tenderer shall furnish in the Form of Tenderinformation on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Tender**.**

14. Formof Tenderand Schedules

14.1 The Form of Tender and Schedules, including the Bill of Quantities, 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 20.3. All blank spaces shall be filled in with the informationrequested.

15. Alternative Tenders

15.1 Unless otherwise specified in the **TDS**, alternative Tendersshall not be considered.

15.2 When alternative times for completion are explicitly invited, a statement to that effect will be included in the **TDS**, and the method of evaluating different alternative times for completion will be described in Section III, Evaluation and Qualification Criteria.

15.3 Except as provided under ITT 13.4 below, Tenderers wishing to offer technical alternatives to the requirements of the Tender Documents must first price the Procuring Entity's design as described in the Tender Documents and shall further provide all information necessary for a complete evaluation of the alternative by the Procuring Entity, including drawings, design calculations, technical specifications, breakdown of prices, and proposed construction methodology and other relevant details. Only the technical alternatives, if any, of the Tenderer with the Winning Tender conforming to the basic technical requirements shall be considered by the Procuring Entity. When specified in the **TDS**, Tenderers are permitted to submit alternative technical solutions for specified parts of the Works, and such parts will be identified in the **TDS**, as will the method for their evaluating, and described in Section VII, Works' Requirements.

16. TenderPricesand Discounts

16.1 The prices and discounts (including any price reduction) quoted by the Tenderer in the Form of Tender and in the Bill of Quantities shall conform to the requirements specified below.

16.2 The Tenderer shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items against which no rate or price is entered by the Tenderer shall be deemed covered by the rates for other items in the Bill of Quantities and will not be paid for separately by the Procuring Entity. An item not listed in the priced Bill of Quantities shall be assumed to be not included in the Tender, and provided that the Tender is determined substantially responsive notwithstanding this omission, the average price of the item quoted by substantially responsive Tenderers will be added to the Tender price and the equivalent total cost of the Tender so determined will be used for price comparison.

16.3 The price to be quoted in the Form of Tender, in accordance with ITT 14.1, shall be the total price of the Tender, including any discounts offered.

16.4 The Tenderer shall quote any discounts and the methodology for their application in the Form of Tender, in accordance with ITT 14.1.

16.5 It will be specified in the **TDS** if the rates and prices quoted by the Tenderer are or are not subject to adjustment during the performance of the Contract in accordance with the provisions of the Conditions of Contract, except in cases where the contract is subject to fluctuations and adjustments, not fixed price. In such a case, the Tenderer shall furnish the indices and weightings for the price adjustment formulae in the Schedule of Adjustment Data and the Procuring Entity may require the Tenderer to justify its proposed indices and weightings.

16.6 Where tenders are being invited for individual lots (contracts)or for any combination of lots (packages), tenderers wishing to offer discounts for the award of more than one Contract shall specify in their Tender the price reductions applicable to each package, or alternatively, to individual Contracts within the package. Discounts shall be submitted in accordance with ITT 16.4, provided the Tenders for all lots (contracts) are opened at the same time.

16.7 All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, as of the date 30 days prior to the deadline for submission of Tenders, shall be included in the rates and prices and the total Tender Price submitted by the Tenderer.

17. Currencies of Tenderand Payment

17.1 Tenderers shall quote entirely in Kenya Shillings. The unit rates and the prices shall be quoted by the Tenderer in the Bill of Quantities, entirely in Kenya shillings. ATenderer expecting to incur expenditures in other currencies for inputs to the Works supplied from outside Kenya shall device own ways of getting foreign currency to meet thoseexpenditures.

18. Documents Comprising the Technical Proposal

18.1 The Tenderer shall furnish a technical proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in Section IV, Tender Forms, in sufficient detail to demonstrate the adequacy of the Tenderer's proposal to meet thework's requirements and the completion time.

19. Documents Establishing the Eligibility and Qualifications of the Tenderer

19.1 Tenderers shall complete the Form of Tender, included in Section IV, Tender Forms, to establish Tenderer's eligibility in accordance with ITT 4.

19.2 In accordance with Section III, Evaluation and Qualification Criteria, to establish its qualifications to perform the Contract the Tenderer shall provide the information requested in the corresponding information sheets included in Section IV,Tender Forms.

19.3 A margin of preference will not be allowed. Preference and reservations will be allowed, individually or in joint ventures. Applying for eligibility for Preference and reservations shall supply all information required to satisfy the criteria for eligibility specified in accordance with ITT 33.1.

19.4 Tenderers shall be asked to provide, as part of the data for qualification, such information, including details of ownership, asshall berequired to determinewhether, accordingtothe classification establishedby the Procuring Entity, a contractor or group of contractors 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 thereby help to prevent any corrupt influence in relation to the procurement process or contract management.

19.5 The purpose of the information described in ITT 19.4 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.

19.6 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.

19.7 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.

19.8 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.

19.9 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 contracthas been awardedto that tenderer, the contract awardwillbe set aside,
iii) the tenderer will be referred to the relevant law enforcement authorities for investigation of whetherthe tenderer or any other persons have committed any criminal offence.

19.10 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 error which was not attributable to the intentional act, negligence or recklessness of the tenderer.

20. Period of Validityof Tenders

20.1 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 (as prescribed by the Procuring Entity in accordance with ITT 24). A Tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.

20.2 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 21.1, it shall also be extended for thirty (30) days beyond the deadline of the extended validity 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 20.3.

20.3 If the award is delayed by a period exceeding the number of days to be specified in the **TDS** days beyond the expiry of the initial tender validity period, the Contract price shall be determined as follows**:**

a) in the case of **fixed price** contracts, the Contract price shall be the tender price adjusted by the factor specified in the **TDS**;
b) in the case of **adjustable price** contracts, no adjustment shall be made; or in any case, tender evaluation shall be based on the tender price without taking into consideration the applicable correction from those indicatedabove.

21. TenderSecurity

21.1 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**. A Tender-Securing Declaration shall use the form included in Section IV,Tender Forms**.**

21.2 If a Tender Security is specified pursuant to ITT 19.1, the Tender Security shall be a demand guarantee in any of the following forms at the Tenderer's option:

a) an unconditional Bank Guarantee issued by reputable commercial bank); or
b) an irrevocable letter of credit;
c) a Banker's cheque issued by a reputable commercial bank; or
d) anothersecurity specified **in the TDS**,

21.3 If an unconditional bank guarantee is issued by a bank located outside Kenya, the issuing bank shall have a correspondent bank located in Kenya to make it enforceable. The Tender Security shall be valid for thirty (30) days beyond the original validity period of the Tender, or beyond any period of extension if requested under ITT 20.2.

21.4 If a Tender Security or Tender-Securing Declaration is specified pursuant to ITT 19.1, any Tender not accompanied by a substantially responsive Tender Security or Tender-Securing Declaration shall be rejected by the Procuring Entity as non-responsive.

If a Tender Security is specified pursuant to ITT 21.1, 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 and any other documents required in the **TDS**. The Procuring Entity shall also promptly return the tender security to the tenderers where the procurement proceedings are terminated, all tenders were determined

nonresponsive or a bidder declines to extend tender validity period.

21.5 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, and any other documents required in the **TDS**.

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

e) if a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer onthe Formof Tender, or any extension thereto provided by the Tenderer; or

f) if the successful Tenderer fails to:

i) sign the Contract in accordance with ITT 50; or

ii) furnish a Performance Security and if required in the **TDS**, and any other documents required in the **TDS**.

21.7 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.

21.8 The Tender Security or the Tender-Securing Declaration of a JV shall be in the name of the JV that submits the Tender. If the JV has not been legally constituted into a legally enforceable JV at the time of tendering, the Tender Security or the Tender-Securing Declaration shall be in the names of all future members as named in the letter of intent referred to in ITT 4.1 and ITT 11.2.

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

22. Formatand Signing of Tender

22.1 The Tenderer shall prepare one original of the documents comprising the Tender as described in ITT 13 and clearly mark it "ORIGINAL." Alternative Tenders, if permitted in accordance with ITT 15, shall be clearly marked "ALTERNATIVE." In addition, the Tenderer shall submit copies of the Tender, in the number specified in the **TDS** and clearly mark them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.

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

22.3 The original and all copies of the Tender shall be typed or written in indelible ink and shall be signed by a person 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.

22.4 In case the Tenderer is a JV, the Tender shall be signed by an authorized representative of the JV on behalf of the JV, and to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

22.5 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

23. Sealingand Marking of Tenders

23.1 Depending on the sizes or quantities or weight of the tender documents, a tenderer may use an envelope, package or container. The Tenderer shall deliver the Tender in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the Tender, addressed to the Procuring Entity and a warning not to open before the time and date for Tender opening date. Within the single envelope, package or container, the Tenderer shall place the following separate, sealed envelopes:

a) in an envelope or package or container marked "ORIGINAL", all documents comprising the Tender, as described in ITT 11; and

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

c) if alternative Tenders are permitted in accordance with ITT 15, and if relevant:

i) in an envelope or package or container marked "ORIGINAL –ALTERNATIVE TENDER", the alternative Tender; and

ii) in the envelope or package or container marked "COPIES- ALTERNATIVE TENDER", all required copies of the alternative Tender.

The inner envelopes or packages or containers shall:

a) bear the name and address of the Procuring Entity.

b) bear the name and address of the Tenderer; and

c) bear the name and Reference number of the Tender.

23.2 If an envelope or package or container is not sealed and marked as required, the *Procuring Entity* will assume no responsibility for the misplacement or premature opening of the Tender. Tenders that are misplaced or opened prematurely will not be accepted.

24. Deadline for Submission of Tenders

24.1 Tenders must be received by the Procuring Entity at the address specified in the **TDS** and no later than the date and time also 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**.

24.2 The Procuring Entity may, at its discretion, extend the deadline for the submission of Tenders by amending the Tender Documents in accordance with ITT 8, 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.

25. Late Tenders

25.1 The Procuring Entity shall not consider any Tender that arrives after the deadline for submission of tenders, in accordance with ITT 24. 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.

26. Withdrawal, Substitution, and Modification of Tenders

26.1 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 in accordance with ITT 22.3, (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 22 and ITT 23 (except that withdrawals notices do not require copies), and in addition, the respective envelopes shall be clearly marked "WITHDRAWAL," "SUBSTITUTION," "MODIFICATION;"and

b) received by the Procuring Entity prior to the deadline prescribed for submission of Tenders, in accordance with ITT 24.

26.2 Tenders requested to be withdrawn in accordance with ITT 26.1 shall be returned unopened to the Tenderers.

26.3 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.

27. Tender Opening

27.1 Except in the cases specified in ITT 23 and ITT 26.2, the Procuring Entity shall 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 who chooses to attend. Any specific electronic Tender opening procedures required if electronic Tendering is permitted in accordance with ITT 24.1, shall be as specified in the **TDS**.

27.2 First, envelopes marked "WITHDRAWAL" shall be opened and read out and the envelopes with the corresponding Tender shall not be opened, but returned to the Tenderer. 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.

27.3 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.

27.4 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.

27.5 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 Price, 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.

27.6 Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further for evaluation. The Form of Tender and pages of the Bills of Quantities are to be initialed by the members of the tender opening committee attending the opening. The number of representatives of the Procuring Entity to sign shall be specified in the **TDS**.

27.7 At the Tender Opening, the Procuring Entity shall neither discuss the merits of any Tender nor reject any Tender (except for late Tenders, in accordance with ITT 25.1).

27.8 The Procuring **Entityshall prepareminutes of the Tender Opening that shall include, as a minimum:**

a) thename of the Tendererandwhether thereis a withdrawal, substitution, or modification;
b) the Tender Price, per lot (contract) if applicable, including any discounts;
c) any alternative Tenders;
d) thepresenceorabsenceof a Tender Security, if onewas required.
e) number of pages of each tender documentsubmitted.

27.9 The Tenderers' representatives who are present shall be requested to sign the minutes. The omission of a Tenderer's signature on the minutes shall not invalidate the contents and effect of the minutes. A copy of the tender opening register shall be distributed to all Tenderers upon request.

E. Evaluation and Comparison of Tenders

28. Confidentiality

28.1 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 Tender process until information on Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT 46.

28.2 Any effort by a Tenderer to influence the Procuring Entity in the evaluation of the Tenders or Contract award decisions may result in the rejection of its tender.

28.3 Notwithstanding ITT 28.2, from the time of tender opening to the time of contract award, if a tenderer wishes to contact the Procuring Entity on any **matter related to the tendering process, it shall do so in writing.**

29. Clarificationof Tenders

29.1 To assist in the examination, evaluation, and comparison of the tenders, and qualification of the tenderers, the Procuring Entity may, at its discretion, ask any tenderer for a clarification of its tender, given a reasonable time for a response. Any clarification submitted by a tenderer 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 33.

29.2 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.

30. Deviations, Reservations, and Omissions

30.1 During the evaluation of tenders, the following definitions apply:

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

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

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

31. Determination of Responsiveness

31.1 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 13.

31.2 A substantially responsive Tender is one that meets the requirements of the Tender document without material deviation**, reservation, or omission. Amaterial deviation, reservation, or omission is one that, if accepted, would:**

a) affect in any substantial way the scope, quality, or performance of the Worksspecified in the Contract; or

b) limit in any substantial way, inconsistent with the tender document, the Procuring Entity's rights or the tenderer's obligations under the proposed contract; or

c) if rectified, would unfairly affect the competitive position of other tenderers presenting substantially responsivetenders.

31.3 The Procuring Entity shall examine the technical aspects of the tender submitted in accordance with ITT 18, to confirm that all requirements of Section VII, Works' Requirements have been met without any material deviation, reservation or omission.

31.4 If a tender is not substantially responsive to the requirements of the tender 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.

32. Non-material Non-conformities

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

32.2 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, to rectify nonmaterial non-conformities 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.

32.3 Provided that a tender is substantially responsive, the Procuring Entity shall rectify quantifiable nonmaterial non-conformities related to the Tender Price. To this effect, the Tender Price shall be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component in the manner specified in the **TDS.**

33. Arithmetical Errors

33.1 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.

33.2 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 arising from a miscalculation of unit price, quantity, and subtotal 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

33.3 Tenderersshallbe notifiedof any error detectedin their bid duringthe notificationof a ward.

34. Currency provisions

34.1 Tenderswillpriced be in Kenya Shillings only. Tenderers quoting in currencies other than in Kenya shillings will be determined non-responsive and rejected.

35. Margin of Preference and Reservations

35.1 No margin of preference shall be allowed on contracts for small works.

35.2 Where it is intended to reserve the contract to specific groups under Small and Medium Enterprises, or enterprise of women, youth and/or persons living with disability, who are appropriately registered as such by the authority to be specified in the **TDS**, a procuring entity shall ensure that the invitation to tender specifically indicates that only businesses/firms belonging to those specified groups are the only ones eligible to tender. Otherwise if no so stated, the invitation will be open to all tenderers.

36. Nominated Subcontractors

36.1 Unless otherwise stated in the **TDS**, the Procuring Entity does not intend to execute any specific elements of the Works by subcontractors selected in advance by the Procuring Entity.

36.2 Tenderers may propose subcontracting up to the percentage of total value of contracts or the volume of works as specified in the **TDS**. Subcontractors proposed by the Tenderer shall be fully qualified for their parts of the Works.

36.3 The subcontractor's qualifications shall not be used by the Tenderer to qualify for the Works unless their specialized parts of the Works were previously designated by the Procuring Entity in the **TDS** as can be met by subcontractors referred to hereafter as 'Specialized Subcontractors', in which case, the qualifications of the Specialized Subcontractors proposed by the Tenderer may be added to the qualifications of the Tenderer.

37. Evaluation of Tenders

37.1 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 Best Evaluated Tender in accordance with ITT 40.

37.2 To evaluate a Tender, the Procuring Entity shall consider the following:

a) priceadjustmentduetodiscountsofferedinaccordancewith ITT16;
b) converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with ITT39;
c) price adjustment due to quantifiable nonmaterial non-conformities in accordance with ITT 30.3; and
d) any additional evaluation factors specified **in the TDS** and Section III, Evaluation and Qualification Criteria.

37.3 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 considered in Tender evaluation.

37.4 In the case of multiple contracts or lots, Tenderers shall be allowed to tender for one or more lots and the methodology to determine the lowest evaluated cost of the lot (contract) combinations, including any discounts offered in the **Form of Tender, is specified in Section III, Evaluation and Qualification Criteria.**

38. Comparison of Tenders

38.1 The Procuring Entity shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 38.2 to determine the Tenderthat has the lowest evaluated cost.

39. Abnormally Low Tenders

39.1 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer in regards to the Tenderer's ability to perform the Contract for the offered Tender Price or that genuine competition between Tenderers is compromised.

39.2 In the event of identification of a potentially Abnormally Low Tender, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analyses 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 Tender document.

39.3 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.

40. Abnormally High Tenders

40.1 An abnormally high 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.

40.2 In case of an abnormally high tender 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, scope 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.

40.3 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 competent Government Agencies to institute an investigation on the cause of the compromise, before retendering**.**

41. Unbalanced and/or Front-Loaded Tenders

41.1 If in the Procuring Entity's opinion, the Tender that is evaluated as the lowest evaluated price is seriously unbalanced and/or front loaded, the Procuring Entity may require the Tenderer to provide written clarifications. Clarifications may include detailed price analyses to demonstrate the consistency of the tender prices with the scope of works, proposed methodology, schedule and any other requirements of the Tender document.

41.2 After the evaluation of the information and detailed price analyses presented by the Tenderer, the Procuring Entity may as appropriate:

a) accept the Tender; or

b) require that the total amount of the Performance Security be increased at the expense of the Tenderer to a level not exceeding a 30% of the Contract Price; or

c) agree on a payment mode that eliminates the inherent risk of the Procuring Entity paying too much for undelivered works;or

d) reject the Tender,

42. Qualificationsof the Tenderer

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

42.2 The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 19. The determination shall not take into consideration the qualifications of other firms such as the Tenderer's subsidiaries, parent entities, affiliates, subcontractors (other than Specialized Subcontractors if permitted in the Tender document), or any other firm(s) different from the Tenderer.

42.3 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 price to make a similar determination of that Tenderer's qualifications to perform satisfactorily.

42.4 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer in regards to the Tenderer's ability to perform the Contract for the offered Tender Price.

42.5 In the event of identification of a potentially Abnormally Low Tender, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analyses 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 Tender document.

42.6 After evaluation of the price analyses, if 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.

43. Best Evaluated Tender

43.1 Having compared the evaluated prices of Tenders, the Procuring Entity shall determine the Best Evaluated Tender.The Best Evaluated Tender is the Tender of the Tenderer that meets the Qualification Criteria and whose Tenderhas been determined to be:

a) Most responsive to the Tenderdocument; and

b) the lowest evaluated price.

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

44.1 The Procuring Entity reserves the right to accept or reject any Tender and to annul the Tender process and reject all Tenders at any time prior to Contract Award, without thereby 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

45. AwardCriteria

45.1 The Procuring Entity shall award the Contract to the successful tenderer whose tender has been determined to be the Lowest Evaluated Tender.

46. Noticeof Intention to enterintoa Contract

46.1 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 into 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) theexpirydate of the Standstill Period; and

e) instructions on how to request a debriefing and/or submit a complaint during the standstill period;

47. Standstill Period

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

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

48. Debriefing by the Procuring Entity

48.1 On receipt of the Procuring Entity's Notification of Intention to Enter into a Contract referred to in ITT 46, 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.

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

49. LetterofAward

49.1 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 Awardto 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.

50. Signing ofContract

50.1 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.

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

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

51. Appointment of Adjudicator

51.1 The Procuring Entity proposes the person named in the **TDS** to be appointed as Adjudicator under the Contract, at the hourly fee specified in the **TDS**, plus reimbursable expenses. If the Tenderer disagrees with this proposal, the Tenderer should so state in his Tender. If, in the Letter of Acceptance, the Procuring Entity does not agree on the appointment of the Adjudicator, the Procuring Entity will request the Appointing Authority designated in the Special Conditions of Contract (SCC) pursuant to Clause 23.1 of the General Conditions of Contract (GCC), to appointtheAdjudicator.

52. Performance Security

52.1 Within twenty-one (21) days of the receipt of the Letter of Acceptance 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 40.2 (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.

52.2 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.

52.3 Performance security shall not be required for contracts estimated to cost less than Kenya shillings five million shillings**.**

53. Publication of Procurement Contract

53.1 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 containthe followinginformation:

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

methodused;

c) thename of the successful Tenderer,the final totalcontract price, the contractduration.

d) dates of signature, commencement and completion of contract;

e) names of all Tenderers that submitted Tenders, and their Tenderprices as read out at Tenderopening.

54. Procurement Related Complaints and Administrative Review

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

54.2 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 shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT). Whenever there is a conflict, the provisions herein shall prevail over those in ITT.

Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
A. General	
ITT 1.1	The name of the contract is PROPOSED CONSTRUCTION OF A MODERN CONFERENCE FACILITY (MULTI YEAR PROJECT) The reference number of the Contract is **2705831-2026/2027** The number and identification of lots(contracts) comprising this Tender are: 1
ITT 2.4	The Information made available on competing firms is as follows: Name, Tender Price as submitted, Evaluated Tender Price.
ITT 2.4	The firms that provided consulting services for the contract being tendered for are: N/A
ITT 3.1	Maximum number of members in the Joint Venture(JV) shall be: 2
B. Contents of Tender Document	
ITT 7.1	(i) The Tenderer will submit any request for clarifications in writing at the Address Head of Procurement Kisii County, P.O Box 4550-40200 Kisii to reach the Procuring Entity not later than **Date and Time indicated on IFMIS.** (ii) The Procuring Entity shall publish its response at the website www.kisii.go.ke
ITT 7.2	(A) A pre-arranged pretender site visit *shall be met on request from 26th November to 04th December, 2026 - tenderers can make arrangement with the project manager by visiting Public Works offices for guidance.* (B) Pre-Tender meeting *shall be met on request – tenderers can make arrangement with the project manager by visiting Public Works offices for guidance*
ITT 7.3	The Tenderer will submit any questions in writing, to reach the Procuring Entity not later than **3 days before tender closing date**.
ITT 7.5	The Procuring Entity's website where Minutes of the pre-Tender meeting and the pre-arranged pretender will be published is www.kisii.go.ke
ITT 9.1	For Clarification of Tender purposes, for obtaining further information and for purchasingtender documents, the Procuring Entity's address is:
Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	(1) Name of Procuring Entity: County Government of Kisii (2) Physical address Treasury Building Block A (3) Postal Address P.O Box 4550-40200 Kisii (4) Insert name, telephone number and e-mail address of the officer to be contacted (where applicable). - Send email to procurement@kisii.go.ke /procurementsecreatariat@kisii.go.ke
C. Preparation of Tenders	
ITT11.1(h)	The Tenderer shall submit the following additional documents in its Tender: N/A

ITT13.1	Alternative Tenders: *N/A*
ITT13.2	Alternative times for completion ***shall not be*** permitted.
ITT13.3	The price to be quoted in the Form of Tender in accordance with ITT11.1 shall be the total price of the Tender, including all other levies and taxes including **capacity building levy of 0.03% pursuant to Legal Notice No. 206 on the Public Procurement Capacity Building Levy Order 2023**
ITT13.4	Alternative technical solutions shall be permitted for the following parts of the Works: N/A
ITT14.5	The prices quoted by the Tenderer shall be: FIXED
ITT15.2(a)	Foreign currency requirements **not allowed.**
ITT18.1	The Tender validity period shall be **140** days.
ITT19.1	Tenderers shall provide a Tender Security of: 1,000,000 (one million shillings only)
ITT20.1	In addition to the original of the Tender, the number of copies is: N/A
ITT20.3	The written confirmation of authorization to sign on behalf of the Tenderer shall consist of: N/A
D. Submission and Opening of Tenders	
ITT22.1	Date and time for submission of Tenders: **Date and Time indicated on IFMIS** Tenders shall be **submitted** electronically.
ITT25.1	The Tender opening shall take place at the **The Treasury Offices Block A** **Procurement Pool, RoomNo.2**
E. Evaluation, and Comparison of Tenders	
ITT30.3	The adjustment shall be based on the *highest* price of the Item or component as quoted in other substantially responsive Tenders. If the price of the item or component cannot be derived from the price of other substantially responsive Tenders, the Procuring Entity shall use its best estimate.
Reference to ITC Clause	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
ITT33.2	A margin of preference shall not apply.
ITT33.4	The invitation to tender is extended to the following group that qualify for Reservations; N/A
ITT34.1	At this time, the Procuring Entity does not intend to execute certain specific parts of the Works by subcontractors selected in advance.
ITT34.2	Contractor's may propose subcontracting: Permissible but under express authority of the Procuring Entity
ITT34.3	The parts of the Works for which the Procuring Entity permits Tenderers to propose Specialized Subcontractors are designated as follows: N/A
ITT35.2(e)	Additional requirements apply. These are detailed in the evaluation criteria in Section III, Evaluation and Qualification Criteria.
ITT48.1	Other documents required in addition to the Performance Security are: N/A
ITT50.1	The procedures for making a Procurement-related Complaint are detailed in the "Notice of Intention to Award the Contract" herein and are also available from the PPRA Website www.ppra.go.ke or email complaints@ppra.go.ke.

SECTION III - EVALUATION AND QUALIFICATION CRITERIA

1. General Provisions

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 construction turnover 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) Valueof single contract - Exchange rateprevailing on the date of the contract signature.
c) Exchange rates shall be taken from the publicly available source identified in the ITT 14.3. Any error in determining the exchange rates in the Tendermay 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 Document 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 "Part 2 – Procuring Entity's Works Requirements", including checking for tenders with unacceptable errors, abnormally low tenders, abnormally high tenders and tenders that are front loaded. The Standard Tender Evaluation Report Document for Goods and Works for evaluating Tenders provides very clear guide 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.

[The Procuring Entity will provide the preliminary evaluation criteria. To facilitate, a template may be attached or clearly described all information and list of documentation to be submitted by Tenderers to enable preliminary evaluationof the Tender]

3. Tender Evaluation (ITT 35) Price evaluation: in addition to the criteria listed in ITT 35.2 (a) – (c) the following

criteria shall apply:

i) Alternative Completion Times, if permitted under ITT 13.2, will be evaluated as follows:
……

ii) Alternative Technical Solutions for specified parts of the Works, if permitted under ITT 13.4, will be evaluated as follows: ……

iii) Other Criteria; if permitted under ITT 35.2(d):
……

4. Multiple Contracts

Multiple contracts will be permitted in accordance with ITT 35.4. Tenderers are evaluated on basis of Lots and the lowest evaluated tenderer identified for each Lot. The Procuring Entity will select one Option of the two Options listed below for award of Contracts.

OPTION 1

i) If a tenderer wins only one Lot, the tenderer will be awarded a contract for that Lot, provided the tenderer meets the Eligibility and Qualification Criteria for that Lot.

ii) If a tenderer wins more than one Lot, the tender will be awarded contracts for all won Lots, provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the Lots. The tenderer will be awarded the combination of Lots for which the tenderer qualifies and the others will be considered for award to second lowest the tenderers.

OPTION 2

The Procuring Entity will consider all possible combinations of won Lots [contract(s)] and determine the combinations with the lowest evaluated price. Tenders will then be awarded to the Tenderer or Tenderers in the combinations provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the won Lots.

5. Alternative Tenders(ITT 13.1)

An alternative if permitted under ITT 13.1, will be evaluated as follows:

The Procuring Entity shall consider Tenders offered for alternatives as specified in Part 2- Works 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. Marginof Preference is not applicable

7. Postqualificationand Contractward (ITT 39), 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, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance pay ment) sufficient to meet the construction cash flow of Kenya Shillings _____.

ii) Minimum average annual construction 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 contractor, or joint venture member or sub-contractor each of minimum value Kenya shillings_____equivalent.

iv) Contractor's Representative and Key Personnel, which are specified as _____

v) Contractors key equipment listed on the table "Contractor's Equipment" below and more specificallylistedas *[specify requirementsforeachlotasapplicable]* _____

vi) 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 if all 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 JVmay result in rejection of the tender.

8. QUALIFICATION FORM SUMMARY

1	2	3	*4*	*5*
Item No.	**Qualification Subject**	**Qualification Requirement**	***Document To be Completed by Tenderer***	***For Procuring Entity's Use (Qualification met or Not Met)***
1	Nationality	Nationality in accordance with ITT 3.6	Forms ELI – 1.1 and 1.2, with attachments	
2	Tax Obligations for Kenyan Tenderers	Has produced a current tax clearance certificate or tax exemption certificate issued by the the Kenya Revenue Authority in accordance with ITT 3.14.	Form of Tender	
3	Conflict of Interest	No conflicts of interest in accordance with ITT 3.3	Form of Tender	
4	PPRA Eligibility	Not having been declared ineligible by the PPRA as described in ITT 3.8	Form of Tender	
5	State- owned Enterprise	Meets conditions of ITT 3.7	Forms ELI – 1.1 and 1.2, with attachments	
6	Goods, equipment and services to be supplied under the contract	To have their origin in any country that is not determined ineligible under ITT 4.1	Forms ELI – 1.1 and 1.2, with attachments	
7	History of Non-Performing Contracts	Non-performance of a contract did not occur as a result of contractor default since 1st January […….].	Form CON-2	
8	Suspension Based on Execution of Tender/Proposal Securing Declaration by the Procuring Entity	Not under suspension based on-execution of a Tender/Proposal Securing Declaration pursuant to ITT 19.9	Form of Tender	
9	Pending Litigation	Tender's financial position and prospective long-term profitability still sound according to criteria established in 3.1 and assuming that all pending litigation will NOT be resolved against the Tenderer.	Form CON – 2	
10	Litigation History	No consistent history of court/arbitral award decisions against the Tenderer since 1st January *[insert year]*	Form CON – 2	
11	Financial Capabilities	(i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow requirements estimated as Kenya Shillings *[insert amount]* equivalent for the subject contract(s) net of the Tenderer's other commitments. (ii) The Tenderers shall also demonstrate, to the satisfaction of the Procuring Entity, that it has adequate sources of	Form FIN – 3.1, with attachments	

1	2	3	*4*	*5*
Item No.	**Qualification Subject**	**Qualification Requirement**	***Document To be Completed by Tenderer***	***For Procuring Entity's Use (Qualification met or Not Met)***
		finance to meet the cash flow requirements on works currently in progress and for future contract commitments. (iii) The audited balance sheets or, if not required by the laws of the Tenderer's country, other financial statements acceptable to the Procuring Entity, for the last *[insert number of years]* years shall be submitted and must demonstrate the current soundness of the Tenderer's financial position and indicate its prospective long-term profitability.		
12	Average Annual Construction Turnover	Minimum average annual construction 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, divided by *[insert number of years]* years	Form FIN – 3.2	
13	General Construction Experience	Experience under construction contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last *[insert number of years]* years, starting 1st January *[insert year]*.	Form EXP – 4.1	
	Specific Construction & Contract Management Experience	A minimum number of *[state the number]* similar contracts specified below that have been satisfactorily and substantially completed as a prime contractor, joint venture member, management contractor or sub-contractor between 1st January [*insert year*] and tender submission deadline i.e. …. (number) contracts, each of minimum value Kenya shillings.....equivalent. [*In case the Works are to be tender as individual contracts under multiple contract procedure, the minimum number of contracts required for purposes of evaluating qualification shall be selected from the options mentioned in ITT 35.4]* The similarity of the contracts shall be based on the following: [*Based on Section VII, Scope of Works, specify the minimum key requirements in terms of physical size, complexity, construction method, technology and/or other characteristics including part of the requirements that may*	Form EXP 4.2(a)	

1	2	3	*4*	*5*
Item No.	**Qualification Subject**	**Qualification Requirement**	***Document To be Completed by Tenderer***	***For Procuring Entity's Use (Qualification met or Not Met)***
		be met by specialized subcontractors, if permitted in accordance with ITT 34.3]		

Evaluation Criteria

1. Mandatory Requirements

Bidders must demonstrate that he has statutory and legal documents to enable him trade in the republic of Kenya – must meet the following requirements

i) Submit a copy of certified certificate of registration/incorporation

ii) Submit a copy of certified valid tax compliance certificate

iii) Submit a Current Certificate of Registration with National Construction Authority in the Categories below;

   a. NCA 5 and above Building Works together with valid NCA practicing license

   b. NCA 6 and above Electrical Works together with valid NCA practicing license

iv) Submit a copy of certified CR12 (issued within the last 6 months from the tender opening date) from registrar of companies. Must attach copies of certified National ID or passports for all Shareholders/Directors on CR12, (attach both sides of each ID or passport copy).The Commissioner for Oaths must also attach a valid practicing license.

v) Submit a Valid Business Permit

vi) Submit a Bid security of an amount of Kshs 1,000,000/= from a reputable bank registered by the central bank of Kenya valid for an additional 30 days beyond the tender validity period.

vii) Dullyfilled, signed and stamped Form of Tender

viii) Dully filled, signed and stamped Confidential Business Questionnaire

ix) Dully filled, signed and stamped Certificate of Independent Tender Determination

x) Dully filled, signed and stamped Self Declaration that the Person/Tenderer is not Debarred in the Matter of the Public Procurement and Asset Disposal Act 2015 (Revised 2022) – SD1.

xi) Dully filled, signed and stamped Self Declaration that the Person/Tenderer will not Engage in any Corrupt or Fraudulent Practice – SD2

xii) Dullyfilled, signed and stamped Declaration and Commitment to the Code of Ethics.

xiii) Duly filled, signed, and stamped Tender Securing Declaration Form where applicable.

xiv) submit a written Power of Attorney for the person(s) duly authorized to bid for the tender, certified by a Commissioner for Oaths.

xv) Certified SHA (Social Health Authority) Compliance Certificate.

xvi) Attach a certified and valid NSSF Compliance Certificate as proof of registration and compliance with the National Social Security Fund requirements.

xvii) Attach a certified and valid Work Injury Benefits Act (WIBA) Insurance Policy or certificate, providing coverage for all employees engaged in the project.

xviii) Attach a certified and valid DOSH (Directorate of Occupational Safety and Health Services) Certificate as evidence of compliance with occupational safety and health regulations under the Occupational Safety and Health Act.

xix) Bidders(s) should not mutilate the bid document issued by the procuring entity and shall ensure the document is sequentially Paginated/Serialized/ Numbered on each page including all the attachments in the order of 1, 2, 3…..

2. *Technical evaluation*

(1) Previous experience of the bidder in construction related Activities;

Bidder to demonstrate by attaching relevant supportive documents such as practical completion certificates,

certificate of making good defects for completed works of works of similar nature magnitude and complexity. Reference letters from previous clients' awards and contracts signed with clients.

(2) Technical staff to handle the works

A bidder must demonstrate that he has a suitably qualified contractor's representative and suitably (and in adequate numbers) key personnel together with their academic qualifications and work experience.

(3) Equipment schedule owned or lease agreement in the format provided in the tender forms

(4) Comprehensive works program (elaborate taking into account the following

(i) Contract duration of the duration should be in weeks i.e 1-24 weeks from the commencement date, in addition, the WBS should be detailed to identify key activities and particularly the activities on critical path

(ii) Project scope and all activities.

The award of points considered in this section shall be as shown below:

Item	parameter	Max Score
1	Presentation of Bid document	2
2	Pastrelevant work experience	20
3	Technical staff with relevant training in Civil Engineering and relevant fields specific to the project	20
4	Attach the organization structure of your firm signed, dated and stamped by company director	10
5	Equipment holding	10
6	Audited Financial Report for the last 3 years (to show financial soundness of prospective bidders and long term profitability of the firm)	8
7	Work programme and projected cash flow	10
8	Work methodology and safety management	10
9	Evidence of Financial Resources (to demonstrate capacity for immediate execution of the works)	8
10	Litigation History	2

Item	Description	Weighting score	Max Score
1	Presentationof Bid document	Includes binding the documents (where applicable) , neat presentation, separation and arrangement of requested information and general response to all requirements	2
2	Pastrelevant work experience	Attach at least four (4) certificates of completion of building works in the previous 5 (five) years. *(5 marks for every certificate attached)*	20
3	Technical staff with relevant training in Civil Engineering relevant fields specific to the project	**Attach academic certificates and their curriculum vitae in addition to Relevant degrees with relevant 2 years' experience Or Diploma with relevant 5 years' experience** ✓ Project manager Over 10 years (4mks) ✓ Architect Over 5 years (2mks) ✓ Electrical Engineer EPRA certification(2MKS) ✓ Mechanical Engineer building services (2mks) ✓ Safety Officer (2mks) **certificate holder of key personnel in relevant Field (Building) Masonry with over 3 years working experience and NCA accredited tradesmen** ✓ Project Foremen (4 mks) ✓ Masonry (2 mks) ✓ Steel fixing (2 mks)	20
4	Attach the organization structure of your firm signed, dated and stamped by company director	✓ 10 marks for the attached certified organization structure ✓ Zero mark if the structure is not certified or attached *(The organization structure is essential in communication and coordination in the latter stages of project implementation)*	10

5	Equipment holding	Indicate a minimum of 5 (five) core plant and equipment considered by the company to be required for undertaking the project together with proof of ownership (Log book) or authorized letter of hiring from ministry of transport *(It has been left to the discretion of bidders to propose 5 equipment they deem suitable to effectively execute the works)* (2 marks for each equipment)	10
6	Audited Financial Report for the last 3 years (to show financial soundness of prospective bidders and long term profitability of the firm)	✓ Audited financial report (last three (3) years) i.e. , 2022-2023, 2023-2024, 2024-2025 (6marks) ✓ Average Annual Turn-over equal to or greater than the annual Expected Turnover of the project (2 marks) N/B Attach ICPAK certificate from a registered auditor (0 overall marks if not attached)	8
7	Workprogramme and projected cash flow	Submit a signed work programme chart and cash flow estimate	10
8	Workmethodology and safety management	Provide detailed method statement on how to carry out the intended works and safety methodology	10
9	Evidence of Financial Resources (to demonstrate capacity for immediate execution of the works)	✓ Has attached certified current bank statement for the last six months - 5 marks ✓ Has attached a letter from bank showing credit worthiness - 3 marks	8
10	Litigation History	Submit a signed, stamped, and dated affidavit declaring whether the bidder has had, is currently involved in, or has not been involved in any construction related litigation within the last five (5) years. ✓ ... Duly Filled - 2 marks ✓ Not filled – 0 mark	2
	TOTALS		100

(Attach clear legible copies for ease of reference). Marks shall be awarded as indicated against each requirement. Note that a bidder must score at least 70% total marks to qualify for financial evaluation Stage III:

Post-qualification

Before award due diligence shall be conducted to verify the qualifications of the tenderer.

Financial Stage

The evaluation shall be in three stages as follows;

i. Determination of Arithmetic errors

ii. Comparison of Rates; and

iii. Checking of Consistency of the Rates.

Determination of Arithmetic Errors

Tenders will be checked to determine if there are any arithmetic errors. If there will be a discrepancy between the amount in figures and the amount in words, the amount in words shall prevail.

If there will be a discrepancy between the amount in the Form of Tender and the Amount in the Bill of Quantities, the amount in the Form of Tender Shall Prevail.

Subject to Section 79(2)(b) the Public Procurement and Asset Disposal Act 2015, and in line with Regulation 74(2) of the public procurement and Asset Disposal Regulations 2020, any errors in the submitted tender arising from a miscalculation of unit price, quantity, and subtotal 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.

Comparison of rates

Items that are under-priced or overpriced may indicate potential for non-delivery and front-loading respectively. The evaluation committee shall promptly write to the tenderer asking for detailed breakdown of costs for any of the quoted items, relationship between those prices, proposed construction/installation methods and schedules.

Consistencyof the Rates

The evaluation committee will compare the consistency of rates for similar items and note all inconsistencies of the rates for similar items. Tenders with inconsistent rates for similar items, particularly where the higher rate is used in the first elements of the works (front loading) risks non-completion of the project.

Notes

1. The bidder with lowest evaluated price will be awarded the tender in line with Section86 (a) of the Public **Procurement** and Asset Disposal Act,2015(Revised Edition,2022)
2. The Procuring Entity may inspect the premises to seek further clarification/confirmation, if necessary, to confirm authenticity/compliance of any condition of the tender /qualifications of the tenderer in line with Section 83 of the Public Procurement and Asset Disposal Act, 2015 (Revised Edition, 2022)

QUALIFICATION FORMS

1. FORMEQU: EQUIPMENT

The Tenderer shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key equipment listed in Section III, Evaluation and Qualification Criteria. A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Tenderer.

Item of equipment		
Equipment information	Name of manufacturer	Model and power rating
	Capacity	Year of manufacture
Current status	Current location	
	Details of current commitments	
Source	Indicate source of the equipment o Owned o Rented o Leased o Specially manufactured	

Omit the following information for equipment owned by the Tenderer.

Owner	Name of owner	
	Address of owner	
	Telephone	Contact name and title
	Fax	Telex
Agreements	Details of rental / lease / manufacture agreements specific to the project	

2. FORM PER -1

Contractor's Representativeand Key Personnel Schedule

Tenderers should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

Contractor' Representative and Key Personnel

1.	**Title of position: Contractor's Representative**	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*]
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*]
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*]
2.	**Title of position:** *[ ]*	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*]
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*]
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*]
3.	**Title of position:** *[ ]*	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*]
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*]
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*]
4.	**Title of position:** *[ ]*	
	Name of candidate:	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*]
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*]
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*]
5.	**Title of position:** *[insert title]*	
	Name of candidate	
	Duration of appointment:	[*insert the whole period (start and end dates) for which this position will be engaged*]
	Time commitment: for this position:	[*insert the number of days/week/months/ that has been scheduled for this position*]
	Expected time schedule for this position:	[*insert the expected time schedule for this position (e.g. attach high level Gantt chart*]

3. FORM PER-2:

Resume and Declaration - Contractor's Representative and Key Personnel.

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Name of Tenderer

Position [*#1*]: [*title of position from Form PER-1*]		
Personnel information	Name:	Date of birth:
	Address:	E-mail:
	Professional qualifications:	
	Academic qualifications:	
	Language proficiency: *[language and levels of speaking, reading and writing skills]*	
Details		
	Address of Procuring Entity:	
	Telephone:	Contact (manager / personnel officer):
	Fax:	
	Job title:	Years with present Procuring Entity:

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

Project	**Role**	**Duration of involvement**	**Relevant experience**
[main project details]	*[role and responsibilities on the project]*	*[time in role]*	*[describe the experience relevant to this position]*

Declaration

I, the undersigned *[insert either "Contractor's Representative" or "Key Personnel" as applicable]*, certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Tender:

Commitment	**Details**
Commitment to duration of contract:	*[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]*
Time commitment:	*[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]*

I understand that any misrepresentation or omission in this Form may:

a) be taken into consideration during Tenderevaluation;
b) result in my disqualification from participating in the Tender;
c) resultin my dismissal fromthe contract.

Name of Contractor's Representative or Key Personnel: [*insert name*]

Signature: _____

Date: (day month year): _____Countersignature

of authorized representative of the Tenderer:

Signature:_____Date:(day month

year):_____

4. TENDERER'S QUALIFICATIONWITHOUTPRE-QUALIFICATION

To establish its qualifications to perform the contract in accordance with Section III, Evaluation and Qualification Criteria the Tenderer shall provide the information requested in the corresponding Information Sheets included hereunder.

4.1 FORM ELI -1.1

Tenderer Information Form

Date: _____

ITT No. and title: _____

Tenderer's name
In case of Joint Venture (JV), nameofeachmember:
Tenderer'sactualorintendedcountryofregistration: *[indicate country of Constitution]*
Tenderer'sactualorintendedyearofincorporation:
Tenderer's legal address [in country of registration]:
Tenderer's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mailaddress:
1. Attached are copies of original documents of ☐ 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 3.6 ☐ In case of JV, letter of intent to form JV or JV agreement, in accordance with ITT 3.5 ☐ In case of state-owned enterprise or institution, in accordance with ITT 3.8, documents establishing: • Legal and financial autonomy • Operation under commercial law • Establishing that the Tenderer is not under the supervision of the Procuring Entity 2. Included are the organizational chart and a list of Board of Directors.

4.2 FORM ELI -1.2

Tenderer's JV Information Form
(to be completed for each member of Tenderer's JV)
Date: _____

ITT No. and title: _____

Tenderer's JV name:
JV member's name:
JV member's country of registration:
JV member's year of constitution:
JVmember's legal addressin countryof constitution:
JV member's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address:
1. Attached are copies of original documents of ☐ Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entitynamed above, in accordance with ITT 3.6. ☐ In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Procuring Entity, in accordance with ITT 3.8. 2. Included are the organizational chart and a list of Board of Directors.

4.3 FORM CON – 2

Historical Contract Non-Performance, Pending Litigation and Litigation History

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

Non-Performed Contracts in accordance with Section III, Evaluation and Qualification Criteria			
☐ Contract non-performance did not occursince 1st January *[insertyear]* specified in Section III, Evaluation and Qualification Criteria, Sub-Factor 2.1. ☐ Contract(s) not performed since 1st January *[insert year]* specified in Section III, Evaluation and Qualification Criteria, requirement 2.1			
Year	**Non-performed portion of contract**	**Contract Identification**	**Total Contract Amount (current value, currency, exchangerateand Kenya Shilling equivalent)**
[insert year]	*[insert amount andpercentage]*	Contract Identification: *[indicate complete contract name/ number, and any other identification]* Name of Procuring Entity: *[insertfull name]* Address of Procuring Entity: *[insert street/city/country]* Reason(s) for nonperformance: *[indicate main reason(s)]*	*[insert amount]*
Pending Litigation, inaccordance with Section III, Evaluation and Qualification Criteria			
☐ No pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3. ☐ Pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3 as indicated below.			

Year of dispute	**Amount in dispute (currency)**	**Contract Identification**	**Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)**
		Contract Identification: _____ Name of Procuring Entity: _____ Address of Procuring Entity: _____ Matter in dispute: _____ Party who initiated the dispute: ____ Status of dispute:	
		Contract Identification: Name of Procuring Entity: Address of Procuring Entity: Matter in dispute: Party who initiated the dispute: Status of dispute:	
Litigation History in accordance with Section III, Evaluation and Qualification Criteria			
☐ No Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4. ☐ Litigation History in accordancewith Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4 as indicated below.			

Year of award	Outcome as percentage of Net Worth	Contract Identification	Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)
[insert year]	*[insert percentage]*	Contract Identification: [indicate complete contract name, number, and any other identification] Name of Procuring Entity: *[insert full name]* Address of Procuring Entity: *[insert street/city/country]* Matter in dispute: *[indicate main issues in dispute]* Party who initiated the dispute: *[indicate "Procuring Entity" or "Contractor"]* Reason(s) for Litigation and award decision *[indicate main reason(s)]*	*[insert amount]*

4.4 FORM FIN – 3.1:

Financial Situation and Performance

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

4.4.1. Financial Data

Type of Financial information in _____ (currency)	**Historic information for previous _____ *years,* (amount in currency, currency, exchange rate*, USD equivalent)**				
	Year 1	**Year 2**	**Year 3**	**Year 4**	**Year 5**
Statement of Financial Position (Information from Balance Sheet)					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
Information from Income Statement					
Total Revenue (TR)					

TypeofFinancialinformation in_____ (currency)	Historicinformationforprevious _____*years,* (amountincurrency, currency, exchange rate*, USD equivalent)				
	Year 1	**Year 2**	**Year 3**	**Year 4**	**Year 5**
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flowfrom Operating Activities					

*Refer to ITT 15 for the exchange rate

4.4.2 Sourcesof Finance

Specify sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

No.	Source of finance	Amount (Kenya Shilling equivalent)
1		
2		
3		

4.4.3 Financial documents

The Tenderer and its parties shall provide copies of financial statements for _____yearspursuant Section III, Evaluationand Qualifications Criteria, Sub-factor 3.1. The financial statements shall:

(a) reflect the financial situation of the Tenderer or in case of JV member, and not an affiliated entity (such as parent company or group member).

(b) be independently audited or certified in accordance with local legislation.

(c) be complete, including all notes to the financial statements.

(d) correspond to accounting periods already completed and audited.

☐ Attached are copies of financial statements[1] for the _____years required above; and complying with the requirements

[1] If the most recent set of financial statements is for a period earlier than 12 months from the date of Tender, the reason for this should be justified.

4.5 FORM FIN – 3.2:

Average Annual Construction Turnover

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

	Annual turnover data (construction only)		
Year	**Amount Currency**	**Exchange rate**	**Kenya Shilling equivalent**
[indicate year]	*[insert amount and indicate currency]*		
Average Annual Construction Turnover *			

* See Section III, Evaluation and Qualification Criteria, Sub-Factor 3.2.

4.6 FORM FIN – 3.3:

Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as specified in Section III, Evaluation and Qualification Criteria

Financial Resources		
No.	**Source of financing**	**Amount (Kenya Shilling equivalent)**
1		
2		
3		

FORM FIN – 3.4:

Current Contract Commitments / Works in Progress

Tenderers and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

Current Contract Commitments					
	Name of Contract	**Procuring Entity's Contact Address, Tel,**	**Value of Outstanding Work [Current Kenya Shilling /month Equivalent]**	**Estimated Completion Date**	**Average Monthly Invoicing Over Last Six Months [Kenya Shilling/month)]**
1					
2					
3					
4					
5					

4.7 FORM EXP - 4.1

General Construction Experience

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

Page _____of _____pages

Starting Year	Ending Year	Contract Identification	Role of Tenderer
		Contractname: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address:	
		Contractname: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address:	
		Contractname: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address:	

4.8 FORM EXP - 4.2 (a)

Specific Construction and Contract Management Experience

Tenderer's Name: _____
Date: _____
JV Member's Name_____
ITT No. and title: _____

Similar Contract No.	**Information**			
Contract Identification				
Awarddate				
Completiondate				
Role in Contract	Prime Contractor☐	Memberin JV ☐	Management Contractor ☐	Sub-contractor ☐
TotalContractAmount			**Kenya Shilling**	
If member in a JV or sub-contractor, specify participation in total Contract amount				
Procuring Entity's Name:				
Address: Telephone/fax number E-mail:				

4.9 FORM EXP - 4.2 (a) (cont.)

Specific Construction and Contract Management Experience (cont.)

Similar Contract No.	**Information**
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:	
1. Amount	
2. Physical size of required works items	
3. Complexity	
4. Methods/Technology	
5. Construction rate for key activities	
6. Other Characteristics	

4.10 FORM EXP - 4.2(b)

Construction Experience in Key Activities

Tenderer's Name: _____
Date: _____
Tenderer's JV Member Name: _____
Sub-contractor's Name[2] (as per ITT 34): _____
ITT No. and title: _____

All Sub-contractors for key activities must complete the information in this form as per ITT 34 and Section III, Evaluation and Qualification Criteria, Sub-Factor 4.2.

1. Key Activity No One: _

	Information			
Contract Identification				
Awarddate				
Completion date				
Role in Contract	Prime Contractor ☐	Memberin JV ☐	Management Contractor ☐	Sub-contractor ☐
TotalContractAmount			**Kenya Shilling**	
Quantity (Volume, number or rate of production, as applicable) performed under the contract per year or part of the year	Total quantity in the contract (i)	Percentage participation (ii)		Actual Quantity Performed (i) x (ii)
Year 1				
Year 2				
Year 3				
Year 4				
ProcuringEntity's Name:				
Address: Telephone/faxnumber E-mail:				

	Information
Description of the key activities in accordancewith Sub-Factor 4.2(b) of Section III:	

2. Activity No. Two
3. ……

OTHER FORMS

5. 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]*

Dear Sirs,

1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities for the execution of the above named Works, we, the undersigned offer to construct and complete the Works and remedy any defects therein for the sum of Kenya Shillings [*[Amount in figures]*_____Kenya Shillings *[amountinwords]*_____***(amount shall be inclusive of PPRA capacity building levy of 0.03%)***.

The above amount includes foreign currency amount (s) of [*state figure or a percentage and currency*] [figures] _____[words]_____.

The percentage or amount quoted above does not include provisional sums, and only allows not more than two foreign currencies.

2. Weundertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Project Manager's notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the Special Conditions of Contract.

3. Weagree to adhere by this tender until_____*[Insert date],* and it shall remain binding upon us and may be accepted at any time before that date.

4. Unless and until a formal Agreement is prepared and executed this tender together with your written acceptance thereof, shall constitute a binding Contract between us. We further understand that you are not bound to accept the lowest or any tender you may receive.

5. We, the undersigned, further declare that:
   - i) *No reservations:* We have examined and have no reservations to the tender document, including Addenda issued in accordance with ITT 28;
   - ii) *Eligibility:* We meet the eligibility requirements and have no conflict of interest in accordance with ITT 3 and4;
   - iii) *Tender-Securing Declaration:* We have not been suspended nor declared ineligible by the Procuring Entity based on execution of a Tender-Securing or Proposal-Securing Declaration in the Procuring Entity's Country in accordance with ITT 19.8;
   - *iv) Conformity:* We offer to execute in conformity with the tendering documents and in accordance with the implementation and completion specified in the construction schedule, the following Works: *[insert a brief description of the Works];*

v) *Tender Price:* The total price of our Tender, excluding any discounts offered in item 1 above is: *[Insert one of theoptionsbelow asappropriate]*

vi Option 1, in case of one lot: Total price is: [*insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies*]; Or

Option 2, in case of multiple lots:

a) Total price of each lot [*insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies*]; and

b) Total price of all lots (sum of all lots) [*insert the total price of all lots in words and figures, indicating the variousamounts and the respective currencies*];

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

viii) The discountsoffered are: [*Specify indetail eachdiscountoffered.*]

ix) The exact method of calculations to determine the net price after application of discounts is shown below: [*Specify in detail themethodthatshallbeusedtoapplythediscounts*];

x) *Tender Validity Period:* Our Tender shall be valid for the period specified in TDS 18.1 (as amended, if applicable) from the date fixed for the Tender submission deadline specified in TDS 22.1 (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of thatperiod;

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

xii) *One Tender Per Tender:* We are not submitting any other Tender(s) as an individual Tender, 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 3.4, other than alternative Tenderssubmitted in accordance with ITT 13.3;

xiii) *Suspension and Debarment:* We, along with any of our subcontractors, suppliers, Project Manager, manufacturers, or service 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 Public Procurement Regulatory Authority or any other entity of the Government of Kenya, or any international organization.

xiv) *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 requirementsof ITT 3.8*];

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

Name of Recipient	Address	Reason	Amount

(If none has been paid or is to be paid, indicate "none.")

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

xvii) Not Bound to Accept: We understand that you are not bound to accept the lowest evaluated cost Tender, the MostAdvantageous Tenderor any other Tenderthat you may receive;

xviii) Fraud and Corruption: We hereby 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;

xix) Collusive practices: We hereby 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.

xx) We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copyavailable from_____(*specify website*) during the procurement process and the execution of any resulting contract.

xxi) **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.

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

a) Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest.
b) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.
c) Self-Declaration of the Tenderer – to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
d) 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*]

Signatureof the person named above: [*insert signature of person whose name and capacity are shown above*]

Date signed [*insert dateof signing*] dayof [*insertmonth*], [*insert year*]

Datesigned_____dayof_____, _____

Notes
** In the case of the Tender submitted by joint venture specify the name of the Joint Venture as Tenderer*
*** Person signing the Tender shall have the power of attorney given by the Tenderer to be attached with the Tender.*

A. TENDERER'S ELIGIBILITY- CONFIDENTIALBUSINESS QUESTIONNAIRE

Instruction to Tenderer

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

(a) **Tenderer'sdetails**

	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	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 _____Country of Origin_____ Citizenship _____

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 public Company_____

ii) State the nominal and issued capital of the Company_____

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 OFINTEREST- 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 relationshipin 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.		

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
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 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 such 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_____Titleor

Designation_____

_____ _____

(Signature) *(Date)*

B. CERTIFICATEOF INDEPENDENTTENDERDETERMINATION

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. I understand that the Tender will be disqualified if this Certificate is found not to be true and complete in every respect;

3. I am theauthorized representative of the Tendererwithauthorityto 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 Tenderin response to this request for tenders;
   b) could potentially submit a tender in response to this request for tenders, based on their qualifications, abilities orexperience;

5. The Tendererdiscloses 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 _____

[Name, title and signature of authorized agent of Tenderer and Date].

C. SELF - DECLARATION FORMS

FORM SD1

SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENTAND ASSET DISPOSALACT 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 theAct.

3. THATwhat 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 PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE

I, …….. of P. O. Box.....being a resident of …….. in the Republic of.....do hereby make a statement as follows: -

1. THAT I am the 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 Procuringentity)* 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. THATwhat is deponed toherein above is true to the best of my knowledge informationand belief.

……	……..……	.....……
(Title)	(Signature)	(Date)

Bidder's 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 herebycommit to abide by the provisions of the Code of Ethicsfor personsparticipating in Public Procurementand 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- FRAUDAND CORRUPTION

(Appendix 1 shall not be modified)

1. Purpose

2. 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.

3. 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 paragraphs 1.1 above.

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: -

1) 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;
2) A person referred to under subsection (1) who contravenes the provisions of that sub-section commits an offence;
3) Withoutlimitingthe generality of the subsection(1) and (2), the personshall be: -
   a) disqualified from entering into a contract for a procurement or asset disposal proceeding; or
   b) if a contracthas already been enteredinto with theperson, the contract shall be voidable;
4) The voiding of a contract by the procuring entity under subsection (7) does not limit any legal remedy the procuring entity may have;
5) 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 bidder to whom was awarded contract, or a member of the group of bidders to whom the contract was awarded, but the subcontractor appointed shall meet all the requirements of thisAct.

6) 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;
7) 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.

In compliance 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 belowas 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 inspection and audit rights provided for under paragraph 2.3 e. 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 PPRA 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 recommend to appropriate authority (ies) 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.

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.

TENDER-SECURING DECLARATION FORM

[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:..... *[insertcompletenameofPurchaser]* I/We, theundersigned, declare that:

1. I/Weunderstandthat, accordingto 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 thename of the successful Tenderer; or
   b) thirtydays 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

thebid for andon behalfof: *[insert completename of Tenderer]*

Datedon ……. day of..... *[Insert dateof signing]* Seal or stamp

Appendix to Tender

Schedule of Currency requirements

Summary of currencies of the Tender for_____*[insert name of Section of the Works]*

Name of currency	***Amounts payable***
Local currency: _____	
Foreign currency #1: _____	
Foreign currency #2: _____	
Foreign currency #3: _____	
Provisional sums expressed in local currency	[To be entered by the Procuring Entity]

PART II - WORK REQUIREMENTS

THE DRAWINGS, WHERE AVAILABLE, ARE ATTACHED AT THE TAIL END OF THIS TENDER DOCUMENT

THE SPECIFICATIONS, WHERE AVAILABLE, ARE ATTACHED AT THE TAIL END OF THIS TENDER DOCUMENT

THE BILLS OF QUANTITIES ARE ATTACHED AT THE TAIL END OF THIS TENDER DOCUMENT

PART III - CONDITIONS OF CONTRACT AND CONTRACT FORMS

SECTION VIII - GENERAL CONDITIONS OF CONTRACT

These General Conditions of Contract (GCC), read in conjunction with the Special Conditions of Contract (SCC) and other documents listed therein, should be a complete document expressing fairly the rights and obligations of both parties.

These General Conditions of Contract have been developed on the basis of considerable international experience in the drafting and management of contracts, bearing in mind a trend in the construction industry towards simpler, more straightforwardlanguage.

The GCC can be used for both smaller admeasurement contracts and lump sum contracts.

General Conditions of Contract

A. General

1. Definitions

1.1 Bold face type is usedto identifydefinedterms.

a) **The Accepted Contract** Amount means the amount accepted in the Letter of Acceptance for the execution and completion of the Worksand the remedying of any defects.

b) **The Activity Schedule** is a schedule of the activities comprising the construction, installation, testing, and commissioning of the Works in a lump sum contract. It includes a lump sum price for each activity, which is used for valuations and for assessing the effects of Variationsand Compensation Events.

c) **The Adjudicator** is the person appointed jointly by the Procuring Entity and the Contractor to resolve disputes in the first instance, as provided for in GCC 23.

d) **Bill of Quantities** means the priced and completed Bill of Quantities forming part of the Bid.

e) **Compensation Events** are those defined in GCC Clause 42 hereunder.

f) **The Completion Date** is the date of completion of the Works as certified by the Project Manager, in accordance with GCC Sub-Clause 53.1.

g) **The Contract** is the Contract between the Procuring Entity and the Contractor to execute, complete, and maintain the Works. It consists of the documents listed in GCC Sub-Clause 2.3 below.

h) **The Contractor** is the party whose Bid to carryout the Workshas been accepted by the Procuring Entity.

i) **The Contractor's Bid** is the completed bidding document submitted by the Contractor to the Procuring Entity.

j) **The Contract Price** is the Accepted Contract Amount stated in the Letter of Acceptance and thereafter as adjusted in accordance with the Contract.

k) **Days** are calendar days; months are calendar months.

l) **Day work**s are varied work inputs subject to payment on a time basis for the Contractor's employees and Equipment, in addition to payments for associated Materials and Plant.

m) **ADefect** isany part of the Worksnot completed in accordancewith the Contract.

n) **The Defects** Liability Certificate is the certificate issued by Project Manager upon correction of defects by the Contractor.

o) **The Defects Liability Period** is theperiod **named inthe SCC** pursuantto Sub-Clause 34.1 and calculated from the Completion Date.

p) **Drawings** means the drawings of the Works, as included in the Contract, and any additional and modified drawings issued by (or on behalf of) the Procuring Entity in accordance with the Contract, include calculations and other information provided or approved by the Project Manager for the execution of the Contract.

q) **The Procuring Entity** is the party who employs the Contractor to carry out the Works, **as specified in the SCC,** who is also the Procuring Entity.

r) **Equipmen**t is the Contractor's machinery and vehicles brought temporarily to the Site to construct the Works.

s) **"In writing" or "written"** means hand-written, type-written, printed or electronically made, and resulting in a permanent record;

t) The Initial Contract Price is the Contract Price listed in the Procuring Entity's Letter of Acceptance.

u) **The Intended Completion Date** is the date on which it is intended that the Contractor shall complete the Works. The Intended Completion Date is **specified in the SCC**. The Intended Completion Date may be revised only by the Project Manager by issuing an extension of time or an acceleration order.

v) **Materials** are all supplies, including consumables, used by the Contractor for incorporation in the Works.

w) **Plant is** any integral part of the Works that shall have a mechanical, electrical, chemical, or biological function.

x) **The Project Manager** is the person **named in the SCC** (or any other competent person appointed by the Procuring Entity and notified to the Contractor, to act in replacement of the Project Manager) who is responsible for supervising the execution of the Worksand administering the Contract.

y) **SCC** means Special Conditions of Contract.

z) **The Site** is theareaof theworks as **definedas such inthe SCC**.

aa) **Site Investigation Reports** are those that were included in the bidding document and are factual and interpretative reports about the surface and subsurface conditions at the Site.

ab) **Specification** means the Specification of the Works included in the Contract and any modification or addition made or approved by the Project Manager.

ac) **The Start Date** is **given in the SCC**. It is the latest date when the Contractor shall commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.

ad) **ASubcontractor** is a person or corporate body who has a Contract with the Contractor to carry out a part of the work in the Contract, which includes work on the Site.

ae) **Temporary Works** are works designed, constructed, installed, and removed by the Contractor that are needed for construction or installation of the Works.

af) **A Variation** is an instructiongiven by the ProjectManager whichvariesthe Works.

ag) **The Works** are what the Contract requires the Contractor to construct, install, and turn over to the Procuring Entity, **as defined in the SCC**.

2. Interpretation

2.1 In interpreting these GCC, words indicating one gender include all genders. Words indicating the singular also include the plural and words indicating the plural also include the singular. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined. The Project Manager shall provide instructions clarifying queries about these GCC.

2.2 If sectional completion is specified in the SCC, references in the GCC to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).

2.3 The documents forming the Contract shall be interpreted in the following order of priority:

a) Agreement,
b) Letterof Acceptance,
c) Contractor's Bid,
d) Special Conditions of Contract,
e) General Conditions of Contract, including Appendices,
f) Specifications,
g) Drawings,
h) Bill of Quantities[6], and
i) anyotherdocument **listed inthe SCC** as forming part of the Contract.

[6] *In lump sum contracts, delete "Bill of Quantities" and replace with "Activity Schedule."*

3. Language andLaw

3.1 The language of the Contract is English Language and the law governing the Contract are the Laws of Kenya.

3.2 Throughout the execution of the Contract, the Contractor shall comply with the import of goods and services prohibitions in the Procuring Entity's Country when

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 from that country or any payments to any country, person, or entity in that country.

4. Project Manager's Decisions

4.1 Except where otherwise specifically stated, the Project Manager shall decide contractual matters between the Procuring Entity and the Contractor in the role representing the Procuring Entity.

5. Delegation

5.1 Otherwise **specified in the SCC,** the Project Manager may delegate any of his duties and responsibilities to other people, except to the Adjudicator, after notifying the Contractor, and may revoke any delegation after notifying the Contractor.

6. Communications

6.1 Communications between parties that are referred to in the Conditions shall be effective only when in writing. A notice shall be effective only when it is delivered.

7. Subcontracting

7.1 The Contractor may subcontract with the approval of the Project Manager, but may not assign the Contract without the approval of the Procuring Entity in writing. Subcontracting shall not alter the Contractor's obligations.

8. Other Contractors

8.1 The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and the Procuring Entity between the dates given in the Schedule of Other Contractors, as **referred to in the SCC.** The Contractor shall also provide facilities and services for them as described in the Schedule. The Procuring Entity may modify the Schedule of Other Contractors, and shall notify the Contractor of anysuch modification.

9. Personnel andEquipment

9.1 The Contractor shall employ the key personnel and use the equipment identified in its Bid, to carry out the Works or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of key personnel and equipment only if their relevant qualifications or characteristics are substantially equal to or better than those proposed in the Bid.

9.2 If the Project Manager asks the Contractor to remove a person who is a member of the Contractor's staff or work force, stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no further connection with the work in the Contract.

9.3 If the Procuring Entity, Project Manager or Contractor determines, that any employee of the Contractor be determined to have engaged in Fraud and Corruption during the execution of the Works, then that employee shall be removed in accordance with Clause 9.2 above.

10. Procuring Entity's and Contractor's Risks

10.1 The Procuring Entity carries the risks which this Contract states are Procuring Entity's risks, and the Contractor carries the risks which this Contract states are Contractor's risks.

11. Procuring Entity's Risks

11.1 From the Start Date until the Defects Liability Certificate has been issued, the following are Procuring Entity's risks:

a) The risk of personal injury, death, or loss of or damage to property (excluding the Works, Plant, Materials, and Equipment), which are due to

i) use or occupation of the Site by the Works or for the purpose of the Works, which is the unavoidable result of the Worksor

ii) negligence, breach of statutory duty, or interference with any legal right by the Procuring Entity or by any person employed by or contracted to himexcept the Contractor.

b) The risk of damage to the Works, Plant, Materials, and Equipment to the extent that it is due to a fault of the Procuring Entity or in the Procuring Entity's design, or due to war or radioactive contaminationdirectly affecting the country where the Worksare to be executed.

11.2 From the Completion Date until the Defects Liability Certificate has been issued, the risk of loss of or damage to the Works, Plant, and Materials is a Procuring Entity's risk except loss or damage due to

aa) a Defect which existed on the Completion Date,

ab) anevent occurringbeforethe Completion Date, whichwas not itself a Procuring Entity's risk, or

ac) the activities of the Contractor on the Site after the Completion Date.

12. Contractor's Risks

12.1 From the Starting Date until the Defects Liability Certificate has been issued, the risks of personal injury, death, and loss of or damage to property (including, without limitation, the Works, Plant, Materials, and Equipment) which are not Procuring Entity's risks are Contractor's risks.

13. Insurance

13.1 The Contractor shall provide, in the joint names of the Procuring Entity and the Contractor, insurance cover from the Start Date to the end of the Defects Liability Period, in the amounts and deductibles **stated in the SCC** for the following events which are due to the Contractor's risks:

a) loss of ordamage to the Works, Plant, and Materials;

b) loss of ordamage to Equipment;

c) loss of or damage to property (except the Works, Plant, Materials, and Equipment) in connection with the Contract; and

d) personal injury or death.

13.2 Policies and certificates for insurance shall be delivered by the Contractor to the Project Manager for the Project Manager's approval before the Start Date. All such insurance shall provide for compensation to be payable in the types and proportions of currencies required to rectify the loss or damage incurred.

13.3 If the Contractor does not provide any of the policies and certificates required, the Procuring Entity may effect the insurance which the Contractor should have provided and recover the premiums the Procuring Entity has paid from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.

13.4 Alterations to the terms of an insurance shall not be made without the approval of the Project Manager.

13.5 Both parties shall comply with any conditions of the insurance policies.

14. Site Data

14.1 The Contractor shall be deemed to have examined any Site Data **referred to in the SCC**, supplemented by any information available to the Contractor.

15. Contractorto Construct the Works

15.1 The Contractor shall construct and install the Worksin accordance with the Specifications and Drawings.

16. The Worksto Be Completed by the Intended Completion Date

16.1 The Contractor may commence execution of the Works on the Start Date and shall carry out the Works in accordance with the Program submitted by the Contractor, as updated with the approval of the Project Manager, and complete them by the Intended Completion Date.

17. Approvalby the Project Manager

17.1 The Contractor shall submit Specifications and Drawings showing the proposed Temporary Works to the Project Manager, for his approval.

17.2 The Contractor shall be responsible for design of Temporary Works.

17.3 The Project Manager's approval shall not alter the Contractor's responsibility for design of the Temporary Works.

17.4 The Contractor shall obtain approval of third parties to the design of the Temporary Works, where required.

17.5 All Drawings prepared by the Contractor for the execution of the temporary or permanent Works, are subject to prior approval by the Project Manager before this use.

18. Safety

18.1 The Contractorshall be responsible for the safety of all activities on the Site.

19. Discoveries

19.1 Anything of historical or other interest or of significant value unexpectedly discovered on the Site shall be the property of the Procuring Entity. The Contractor shall notify the Project Manager of such discoveries and carry out the Project Manager's instructions for dealing with them.

20. Possessionof the Site

20.1 The Procuring Entity shall give possession of all parts of the Site to the Contractor. If possession of a part is not given by the date **stated in the SCC,** the Procuring Entity shall be deemed to have delayed the start of the relevant activities, and this shall be a Compensation Event.

21. Accessto the Site

21.1 The Contractor shall allow the Project Manager and any person authorized by the Project Manager access to the Site and to any place where work in connection with the Contract is being carried out or is intended to be carried out.

22. Instructions, Inspections andAudits

22.1 The Contractor shall carry out all instructions of the Project Manager which comply with the applicable laws where the Site is located.

22.2 The Contractor shall keep, and shall make all reasonable efforts to cause its Subcontractors and sub-consultants to keep, accurate and systematic accounts and records in respect of the Works in such form and details as will clearly identify relevant time changes and costs.

22.3 The Contractor shall permit and shall cause its subcontractors and sub-consultants to permit, the Procuring Entity and/or persons appointed by the Public Procurement Regulatory Authority 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 the Public Procurement Regulatory Authority. The Contractor's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 25.1 (Fraud and Corruption) which provides, inter alia, that acts intended to materially impede the exercise of the Public Procurement Regulatory Authority's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the Public Procurement Regulatory Authority's prevailing sanctions procedures).

23. Appointment of the Adjudicator

23.1 The Adjudicator shall be appointed jointly by the Procuring Entity and the Contractor, at the time of the Procuring Entity's issuance of the Letter of Acceptance. If, in the Letter of Acceptance, the Procuring Entity does not agree on the appointment of the Adjudicator, the Procuring Entity will request the Appointing Authority designated in the SCC, to appoint the Adjudicator within 14 days of receipt of such request.

23.2 Should the Adjudicator resign or die, or should the Procuring Entity and the Contractor agree that the Adjudicator is not functioning in accordance with the provisions of the Contract, a new Adjudicator shall be jointly appointed by the Procuring Entity and the Contractor. In case of disagreement between the Procuring Entity and the Contractor, within 30 days, the Adjudicator shall be designated by the Appointing Authority designated in the SCC at the request of either party, within 14 days of receipt of such request.

24. Settlement of Claims and Disputes

24.1 Contractor's Claims

24.1.1 If the Contractor considers itself to be entitled to any extension of the Time for Completion and/or any additional payment, under any Clause of these Conditions or otherwise in connection with the Contract, the Contractor shall give Notice to the Project Manager, describing the event or circumstance giving rise to the claim. The notice shall be given as soon as practicable, and not later than 30 days after the Contractor became aware, or should have become aware, of the event or circumstance.

24.1.2 If the Contractor fails to give notice of a claim within such period of 30 days, the Time for Completion shall not be extended, the Contractor shall not be entitled to additional payment, and the Procuring Entity shall be discharged from all liability in connection with the claim. Otherwise, the following provisions of this Sub- Clause shall apply.

24.1.3 The Contractor shall also submit any other notices which are required by the Contract, and supporting particulars for the claim, all as relevant to such event or circumstance.

24.1.4 The Contractor shall keep such contemporary records as may be necessary to substantiate any claim, either on the Site or at another location acceptable to the Project Manager. Without admitting the Procuring Entity's liability, the Project Manager may, after receiving any notice under this Sub-Clause, monitor the record- keeping and/or instruct the Contractor to keep further contemporary records. The Contractor shall permit the Project Manager to inspect all these records, and shall (if instructed) submit copies to the Project Manager.

24.1.5 Within 42 days after the Contractor became aware (or should have become aware) of the event or circumstance giving rise to the claim, or within such other period as may be proposed by the Contractor and approved by the Project Manager, the Contractor shall send to the Project Manager a fully detailed claim which includes full supporting particulars of the basis of the claim and of the extension of time and/or additional payment claimed. If the event or circumstance giving rise to the claim has a continuing effect:

a) this fully detailed claim shall be considered as interim;
b) the Contractor shall send further interim claims at monthly intervals, giving the accumulated delay and/or amount claimed, and such further particulars as the Project Manager may reasonably require; and
c) the Contractor shall send a final claim within 30 days after the end of the effects resulting from the event or circumstance, or within such other period as may be proposed by the Contractor and approved by the Project Manager.

24.1.6 Within 42 days after receiving a Notice of a claim or any further particulars supporting a previous claim, or within such other period as may be proposed by the Project Manager and approved by the Contractor, the Project Manager shall respond with approval, or with disapproval and detailed comments. He may also request any necessary further particulars, but shall nevertheless give his response on the principles of the claim within the above defined time period.

24.1.7 Within the above defined period of 42 days, the Project Manager shall proceed in accordance with Sub-Clause

24.1.8 [Determinations] to agree or determine (i) the extension (if any) of the Time for Completion (before or

after its expiry) in accordance with Sub-Clause 8.4 [Extension of Time for Completion

24.1.9], and/or (ii) the additional payment (if any) to which the Contractor is entitled under the Contract.

24.1.10 Each Payment Certificate shall include such additional payment for any claim as has been reasonably substantiated as due under the relevant provision of the Contract. Unless and until the particulars supplied are sufficient to substantiate the whole of the claim, the Contractor shall only be entitled to payment for such part of the claim as he has been able to substantiate.

24.1.11 If the Project Manager does not respond within the timeframe defined in this Clause, either Party may consider that the claim is rejected by the Project Manager and any of the Parties may refer to Arbitration in accordance with Sub-Clause 24.4 [Arbitration].

24.1.12 The requirements of this Sub-Clause are in addition to those of any other Sub-Clause which may apply to a claim. If the Contractor fails to comply with this or another Sub-Clause in relation to any claim, any extension of time and/or additional payment shall take account of the extent (if any) to which the failure has prevented or prejudiced proper investigation of the claim, unless the claim is excluded under the second paragraph of this Sub-Clause 24.3.

24.2 Amicable Settlement

24.2.1 Where a notice of a claim has been given, both Parties shall attempt to settle the dispute amicably before the commencement of arbitration. However, unless both Parties agree otherwise, the Party giving a notice of a claim in accordance with Sub-Clause 24.1 above should move to commence arbitration after the fifty-sixth day from the day on which a notice of a claim was given, even if no attempt at an amicable settlement has been made.

24.3 Mattersthat may be referredto arbitration

24.3.1 Notwithstanding anything stated herein the following matters may be referred to arbitration before the practical completion of the Works or abandonment of the Works or termination of the Contract by either party:

a) The appointment of a replacement Project Manager upon the said person ceasing to act.
b) Whetheror not the issue of an instruction by the Project Manager is empowered by these Conditions.
c) Whetheror not a certificate has been improperly withheld or is not in accordance with these Conditions.
e) Anydisputearising inrespectof war risks or wardamage.
f) All other matters shall only be referred to arbitration after the completion or alleged completion of the Works or termination or alleged termination of the Contract, unless the Procuring Entity and the Contractor agree otherwise in writing.

24.4 Arbitration

24.4.1 Any claim or dispute between the Parties arising out of or in connection with the Contract not settled amicably in accordance with Sub-Clause 24.3 shall be finally settled by arbitration.

24.4.2 No arbitration proceedings shall be commenced on any claim or dispute where notice of a claim or dispute has not been given by the applying party within ninety days of the occurrence or discovery of the matter or issue giving rise to the dispute.

24.4.3 Notwithstanding the issue of a notice as stated above, the arbitration of such a claim or dispute shall not commence unless an attempt has in the first instance been made by the parties to settle such claim or dispute amicably with or without the assistance of third parties. Proof of such attempt shall be required.

24.4.4 The Arbitrator shall, without prejudice to the generality of his powers, have powers to direct such measurements, computations, tests or valuations as may in his opinion be desirable in order to determine the rights of the parties and assess and award any sums which ought to have been the subject of or included in any certificate.

24.4.5 The Arbitrator shall, without prejudice to the generality of his powers, have powers to open up, review and revise any certificate, opinion, decision, requirement or notice and to determine all matters in dispute which shall be submitted to him in the same manner as if no such certificate, opinion, decision requirement or notice had been given.

24.4.6 The arbitrators shall have full power to open up, review and revise any certificate, determination, instruction, opinion or valuation of the Project Manager, relevant to the dispute. Nothing shall disqualify representatives of the Parties and the Project Manager from being called as a witness and giving evidence before the arbitrators on any matter whatsoever relevant to the dispute.

24.4.7 Neither Party shall be limited in the proceedings before the arbitrators to the evidence, or to the reasons for dissatisfaction given in its Notice of Dissatisfaction.

24.4.8 Arbitration may be commenced prior to or after completion of the Works. The obligations of the Parties, and

the Project Manager shall not be altered by reason of any arbitration being conducted during the progress of the Works.

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

24.5 Arbitration with National Contractors

24.5.1 If the Contract is with national contractors, arbitration proceedings will be conducted in accordance with the Arbitration Laws of Kenya. 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 professional institutions;

i) ArchitecturalAssociation of Kenya
ii) Institute of Quantity Surveyors of Kenya
iii) Associationof Consulting Engineers of Kenya
iv) Chartered Institute ofArbitrators (Kenya Branch)
v) Institution of Engineers of Kenya

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

24.6 AlternativeArbitration Proceedings

24.6.1 Alternatively, the Parties may refer the matter to the Nairobi Centre for International Arbitration (NCIA) which offers a neutral venue for the conduct of national and international arbitration with commitment to providing institutional support to the arbitral process.

24.7 Failure to Comply withArbitrator's Decision

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

24.7.2 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 rights it may have, refer the matter to a competent court of law.

24.8 Contract operations to continue

24.8.1 Notwithstanding any reference to arbitration herein,

a) the parties shall continue to perform their respective obligations under the Contractunless they otherwise agree; and
b) the Procuring Entity shall pay the Contractorany monies due the Contractor.

25. Fraud andCorruption

25.1 The Government requires compliance with the country's Anti-Corruption laws and its prevailing sanctions policies and procedures as set forth in the Constitution of Kenya and its Statutes.

25.2 The Procuring Entity requires the Contractor 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 bidding 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.

B. Time Control

26. Program

26.1 Within the time stated in the SCC, after the date of the Letter of Acceptance, the Contractor shall submit to the Project Manager for approval a Program showing the general methods, arrangements, order, and timing for all the activities in the Works. In the case of a lump sum contract, the activities in the Program shall be consistent with those in the Activity Schedule.

26.2 An update of the Program shall be a program showing the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.

26.3 The Contractor shall submit to the Project Manager for approval an updated Program at intervals no longer than the period stated in the SCC. If the Contractor does not submit an updated Program within this period, the Project Manager may withhold the amount stated in the SCC from the next payment certificate and continue to withhold this amount until the next payment after the date on which the overdue Program has been submitted. In the case of a lump sum contract, the Contractor shall provide an updated Activity Schedule within 14 days of being instructed to by the Project Manager.

26.4 The Project Manager's approval of the Program shall not alter the Contractor's obligations. The Contractor may revise the Program and submit it to the Project Manager again at any time. A revised Program shall show the effect of Variations and Compensation Events.

27. Extension of the Intended Completion Date

27.1 The Project Manager shall extend the Intended Completion Date if a Compensation Event occurs or a Variation is issued which makes it impossible for Completion to be achieved by the Intended Completion Date without the Contractor taking steps to accelerate the remaining work, which would cause the Contractor to incur additional cost.

27.2 The Project Manager shall decide whether and by how much to extend the Intended Completion Date within 21 days of the Contractor asking the Project Manager for a decision upon the effect of a Compensation Event or Variation and submitting full supporting information. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.

28. Acceleration

28.1 When the Procuring Entity wants the Contractor to finish before the Intended Completion Date, the Project Manager shall obtain priced proposals for achieving the necessary acceleration from the Contractor. If the Procuring Entity accepts these proposals, the Intended Completion Date shall be adjusted accordingly and confirmed by both the Procuring Entity and the Contractor.

28.2 If the Contractor's priced proposals for an acceleration are accepted by the Procuring Entity, they are incorporated in the Contract Priceand treated as a Variation.

29. Delays Ordered by the Project Manager

29.1 The Project Manager may instruct the Contractor to delay the start or progress of any activity withinthe Works.

30. Management Meetings

30.1 Either the Project Manager or the Contractor may require the other to attend a management meeting. The business of a management meeting shall be to review the plans for remaining work and to deal with matters raised in accordance with the early warning procedure.

30.2 The Project Manager shall record the business of management meetings and provide copies of the record to those attending the meeting and to the Procuring Entity. The responsibility of the parties for actions to be taken shall be decided by the Project Manager either at the management meeting or after the management meeting and stated in writing to allwho attended themeeting.

31. EarlyWarning

31.1 The Contractor shall warn the Project Manager at the earliest opportunity of specific likely future events or circumstances that may adversely affect the quality of the work, increase the Contract Price, or delay the execution of the Works. The Project Manager may require the Contractor to provide an estimate of the expected effect of the future event or circumstance on the Contract Price and Completion Date. The estimate shall be provided by the Contractor as soon as reasonably possible.

31.2 The Contractor shall cooperate with the Project Manager in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced by anyone involved in the work and in carrying outanyresulting instructionof the Project Manager.

C. QualityControl

32. Identifying Defects

32.1 The Project Manager shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Project Manager may instruct

the Contractor to search for a Defect and to uncover and test any work that the Project Manager considers may have a Defect.

33. Tests

33.1 If the Project Manager instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a Defect and the test shows that it does, the Contractor shall pay for the test and any samples. If there is no Defect, the test shall be a Compensation Event.

34. Correctionof Defects

34.1 The Project Manager shall give notice to the Contractor of any Defects before the end of the Defects Liability Period, which begins at Completion, and is defined in the SCC. The Defects Liability Period shall be extended for as long as Defects remain to be corrected.

34.2 Every time notice of a Defect is given, the Contractor shall correct the notified Defect within the length of time specified by the Project Manager's notice.

35. Uncorrected Defects

35.1 If the Contractor has not corrected a Defect within the time specified in the Project Manager's notice, the Project Manager shall assess the cost of having the Defect corrected, and the Contractor shall pay this amount.

D. Cost Control

36. Contract Price[7]

36.1 The Bill of Quantities shall contain priced items for the Works to be performed by the Contractor. The Bill of Quantities is used to calculate the Contract Price. The Contractor will be paid for the quantity of the work accomplished at the rate in the Billof Quantitiesfor each item.

37. Changes inthe Contract Price[8]

37.1 If the final quantity of the work done differs from the quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 1 percent of the Initial Contract Price, the Project Manager shall adjust the rate to allow for the change. The Project Manager shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 15 percent, except with the prior approval of the Procuring Entity.

37.2 If requested by the Project Manager, the Contractor shall provide the Project Manager with a detailed cost breakdown of any rate in the Bill of Quantities.

38. Variations

38.1 All Variations shall be included in updated Programs9 produced by the Contractor.

38.2 The Contractor shall provide the Project Manager with a quotation for carrying out the Variation when requested to do so by the Project Manager. The Project Manager shall assess the quotation, which shall be given within seven (7) days of the request or within any longer period stated by the Project Manager and before the Variation is ordered.

38.3 If the Contractor's quotation is unreasonable, the Project Manager may order the Variation and make a change to the Contract Price, which shall be based on the Project Manager's own forecast of the effects of the Variation on the Contractor's costs.

38.4 If the Project Manager decides that the urgency of varying the work would prevent a quotation being given and considered without delaying the work, no quotation shall be given and the Variation shall be treated as a Compensation Event.

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[7] *In lump sum contracts, replace GCC Sub-Clauses 36.1 as follows:*

36.1 The Contractor shall provide updated Activity Schedules within 14 days of being instructed to by the Project Manager. The Activity Schedule shall contain the priced activities for the Works to be performed by the Contractor. The Activity Schedule is used to monitor and control the performance of activities on which basis the Contractor will be paid. If payment for materials on site shall be made separately, the Contractor shall show delivery of Materials to the Site separately on the Activity Schedule.

[8] *In lump sum contracts, replace entire GCC Clause 37 with new GCC Sub-Clause 37.1, as follows:*
The Activity Schedule shall be amended by the Contractor to accommodate changes of Program or method of working made at the Contractor's own discretion. Prices in the Activity Scheduleshallnot bealtered when the Contractormakes such changes to the Activity

[9] In lumpsum contracts, add "and Activity Schedules" after "Programs." [10] In lumpsum contracts, delete this paragraph.

38.5 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning

38.6 If the work in the Variation corresponds to an item description in the Bill of Quantities and if, in the opinion of the Project Manager, the quantity of work above the limit stated in Sub-Clause 39.1 or the timing of its execution do not cause the cost per unit of quantity to change, the rate in the Bill of Quantities shall be used to calculate the value of the Variation. If the cost per unit of quantity changes, or if the nature or timing of the work in the Variation does not correspond with items in the Bill of Quantities, the quotation by the Contractor shall be in the form of new rates for the relevant items of work

38.7 Value Engineering: The Contractor may prepare, at its own cost, a value engineering proposal at any time during the performance of the contract. The value engineering proposal shall, at a minimum, include the following;

a) theproposed change(s), and a description of the difference to the existing contract requirements;
b) a full cost/benefit analysis of the proposed change(s) including a description and estimate of costs (including life cycle costs) the Procuring Entity may incur in implementing the value engineering proposal; and
c) a description of any effect(s) of the change on performance/functionality.

38.8 The Procuring Entity may accept the value engineering proposal if the proposal demonstrates benefits that:

a) accelerate the contract completion period; or
b) reducethe Contract Priceor the life cycle costs to the Procuring Entity; or
c) improve the quality, efficiency, safety or sustainability of the Facilities; or
d) yieldanyother benefitsto the Procuring Entity, withoutcompromisingthe functionalityof the Works.

38.9 If the value engineering proposal is approved by the Procuring Entity and results in:

a) a reduction of the Contract Price; the amount to be paid to the Contractor shall be the **percentage specified in the SCC** of the reduction in the Contract Price; or
b) an increase in the Contract Price; but results in a reduction in life cycle costs due to any benefit described in (a) to (d) above, theamount tobe paid to the Contractorshallbe the full increasein the Contract Price.

39. Cash FlowForecasts

39.1 When the Program[11], is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast. The cash flow forecast shall include different currencies, as defined in the Contract, converted as necessary using the Contract exchange rates.

40. Payment Certificates

40.1 The Contractor shall submit to the Project Manager monthly statements of the estimated value of the work executed less the cumulative amount certified previously.

40.2 The Project Manager shall check the Contractor's monthly statement and certify the amount to be paid to the Contractor.

40.3 The value of work executed shall be determined by the Project Manager.

40.4 The value of work executed shall comprise the value of the quantities of work in the Bill of Quantities that have been completed12.

40.5 The value of work executed shall include the valuation of Variations and Compensation Events.

40.6 The Project Manager may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.

40.7 Where the contract price is different from the corrected tender price, in order to ensure the contractor is not paid less or more relative to the contract price (which would be the tender price), payment valuation certificates and variation orders on omissions and additions valued based on rates in the Bill of Quantities or schedule of rates in the Tender, will be adjusted by a plus or minus percentage. The percentage already worked out during tender evaluation is worked out as follows: *(corrected tender price – tender price)/tender price X 100*.

41. Payments

41.1 Payments shall be adjusted for deductions for advance payments and retention. The Procuring Entity shall pay the Contractor the amounts certified by the Project Manager within 30 days of the date of each certificate. If the Procuring Entity makes a late payment, the Contractor shall be paid interest on the late payment in the next payment. Interest shall be calculated from the date by which the payment should have been made up to the date when the late payment is made at the prevailing rate of interest for commercial borrowing for each of the currencies in which payments are made.

41.2 If an amount certified is increased in a later certificate or as a result of an award by the Adjudicator or an Arbitrator, the Contractor shall be paid interest upon the delayed payment as set out in this clause. Interest shall be calculated from the date upon which the increased amount would have been certified in the absence of dispute.

41.3 Unless otherwise stated, all payments and deductions shall be paid or charged in the proportions of currencies comprising the Contract Price.

41.4 Items of the Works for which no rate or price has been entered in shall not be paid for by the Procuring Entity and shall be deemed covered by other rates and prices in the Contract.

42. Compensation Events

42.1 The following shall be Compensation Events:

d) The Procuring Entity does notgive accessto a part of the Site by the Site Possession Datepursuant to GCC Sub-Clause 20.1.

e) The Procuring Entity modifies the Schedule of Other Contractors in a way that affects the work of the Contractor under the Contract.

f) The Project Manager orders a delay or does not issue Drawings, Specifications, or instructionsrequired for execution of the Workson time.

g) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon work, which is then found to have no Defects.

h) The Project Manager unreasonably does not approve a subcontract to be let.

i) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to bidders (including the Site Investigation Reports), from information available publicly and from a visual inspection of the Site.

j) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by the Procuring Entity, or additional work required for safety or other reasons.

k) Other contractors, public authorities, utilities, or the Procuring Entity does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.

l) The advance payment is delayed.

m) Theeffects on the Contractor of anyof the Procuring Entity's Risks.

n) The Project Manager unreasonably delays issuing a Certificate of Completion.

42.2 If a Compensation Event would cause additional cost or would prevent the work being completed before the Intended Completion Date, the Contract Price shall be increased and/or the Intended Completion Date shall be extended. The Project Manager shall decide whether and by how much the Contract Price shall be increased and whether and by how much the Intended Completion Date shall be extended.

42.3 As soon as information demonstrating the effect of each Compensation Event upon the Contractor's forecast cost has been provided by the Contractor, it shall be assessed by the Project Manager, and the Contract Price shall be adjusted accordingly. If the Contractor's forecast is deemed unreasonable, the Project Manager shall adjust the Contract Price based on the Project Manager's own forecast. The Project Manager shall assume that the Contractor shall react competently and promptly to the event.

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[11] *In lump sum contracts, add "or Activity Schedule" after "Program."*

[12] *In lump sum contracts, replace this paragraph with the following: "The value of work executed shall comprise the value of completed activities in the Activity Schedule."*

42.4 The Contractor shall not be entitled to compensation to the extent that the Procuring Entity's interests are adversely affected by the Contractor's not having given early warning or not having cooperated with the Project Manager.

43. Tax

43.1 The Project Manager shall adjust the Contract Price if taxes, duties, and other levies are changed between the date 30 days before the submission of bids for the Contract and the date of the last Completion certificate. The adjustment shall be the change in the amount of tax payable by the Contractor, provided such changes are not already reflected in the Contract Price or are a result of GCC Clause 44.

44. Currencyy of Payment

44.1 All payments under the contract shall be made in Kenya Shillings

45. PriceAdjustment

45.1 Prices shall be adjusted for fluctuations in the cost of inputs only if **provided for in the SCC.** If so provided, the amounts certified in each payment certificate, before deducting for Advance Payment, shall be adjusted by applying the respective price adjustment factor to the payment amounts due in each currency. A separate formula of the type specified below applies:

P = A + B Im/Io

where: Pis theadjustment factor for the portion of the Contract Pricepayable.

A and B are coefficients[13] **specified in the SCC,** representing the non-adjustable and adjustable portions, respectively, of the Contract Price payable and Im is the index prevailing at the end of the month being invoiced and IOC is the index prevailing 30 days before Bid opening for inputs payable.

45.2 If the value of the index is changed after it has been used in a calculation, the calculation shall be corrected and an adjustment made in the next payment certificate. The index value shall be deemed to take account of all changes in cost due to fluctuations in costs.

46. Retention

46.1 The Procuring Entity shall retain from each payment due to the Contractor the proportion stated in the **SCC** until Completion of the whole of the Works.

46.2 Upon the issue of a Certificate of Completion of the Works by the Project Manager, in accordance with GCC 53.1, half the total amount retained shall be repaid to the Contractor and half when the Defects Liability Period has passed and the Project Manager has certified that all Defects notified by the Project Manager to the Contractor before the end of this period have been corrected. The Contractor may substitute retention money with an “on demand” Bank guarantee.

47. Liquidated Damages

47.1 The Contractor shall pay liquidated damages to the Procuring Entity at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. 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 Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

47.2 If the Intended Completion Date is extended after liquidated damages have been paid, the Project Manager shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in GCC Sub-Clause 41.1.

48. Bonus

48.1 The Contractor shall be paid a Bonus calculated at the rate per calendar day **stated in the SCC** for each day (less any days for which the Contractor is paid for acceleration) that the Completion is earlier than the Intended Completion Date. The Project Manager shall certify that the Works are complete, although they may not be due to be complete.

49. Advance Payment

49.1 The Procuring Entity shall make advance payment to the Contractor of the amounts stated in the **SCC** by the date stated in the **SCC**, against provision by the Contractor of an Unconditional Bank Guarantee in a form and by a bank acceptable to the Procuring Entity in amounts and currencies equal to the advance payment. The Guarantee shall remain effective until the advance payment has been repaid, but the amount of the Guarantee shall be progressively reduced by the amounts repaid by the Contractor. Interest shall not be charged on the advance payment.

49.2 The Contractor is to use the advance payment only to pay for Equipment, Plant, Materials, and mobilization expenses required specifically for execution of the Contract. The Contractor shall demonstrate that advance payment has been used in this way by supplying copies of invoices or other documents to the Project Manager.

49.3 The advance payment shall be repaid by deducting proportionate amounts from payments otherwise due to the Contractor, following the schedule of completed percentages of the Works on a payment basis. No account shall be taken of the advance payment or its repayment in assessing valuations of work done, Variations, price adjustments, Compensation Events, Bonuses, or Liquidated Damages.

50. Securities

50.1 The Performance Security shall be provided to the Procuring Entity no later than the date specified in the Letter of Acceptance and shall be issued in an amount **specified in the SCC,** by a bank or surety acceptable to the Procuring Entity, and denominated in the types and proportions of the currencies in which the Contract Price is payable. The Performance Security shall be valid until a date 28 day from the date of issue of the Certificate of Completion in the case of a Bank Guarantee, and until one year from the date of issue of the Completion Certificate in the case of a Performance Bond.

51. Dayworks

51.1 If applicable, the Dayworks rates in the Contractor's Bid shall be used only when the Project Manager has given written instructions in advance for additional work to be paid for in that way.

51.2 All work to be paid for as Dayworks shall be recorded by the Contractor on forms approved by the Project Manager. Each completed form shall be verified and signed by the Project Manager within two days of the work being done.

51.3 The Contractorshall be paid for Dayworks subjectto obtainingsigned Dayworks forms.

52. Cost of Repairs

52.1 Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Correction periods shall be remedied by the Contractor at the Contractor's cost if the loss or damage arises from the Contractor's acts or omissions.

E. Finishing theContract

53. Completion

53.1 The Contractor shall request the Project Manager to issue a Certificate of Completion of the Works, and the Project Manager shall do so upon deciding that the whole of the Worksis completed.

54. Taking Over

54.1 The Procuring Entity shall take over the Site and the Works within seven days of the Project Manager's issuing a certificate of Completion.

55. FinalAccount

55.1 The Contractor shall supply the Project Manager with a detailed account of the total amount that the Contractor considers payable under the Contract before the end of the Defects Liability Period. The Project Manager shall issue a Defects Liability Certificate and certify any final payment that is due to the Contractor within 56 days of receiving the Contractor's account if it is correct and complete. If it is not, the Project Manager shall issue within 56 days a schedule that states the scope of the corrections or additions that are necessary. If the Final Account is still unsatisfactory after it has been resubmitted, the Project Manager shall decide on the amount payable to the Contractor and issue a payment certificate.

[13] *The sum of the two coefficients A and B should be 1 (one) in the formula for each currency. Normally, both coefficients shall be the same in the formulae for all currencies, since coefficient A, for the non-adjustable portion of the payments, is a very approximate figure (usually 0.15) to take account of fixed cost elements or other non-adjustable components. The sum of the adjustments for each currency are added to the Contract Price.*

56. Operating and Maintenance Manuals

56.1 If "as built" Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the SCC.

56.2 If the Contractor does not supply the Drawings and/or manuals by the dates stated in the SCC pursuant to GCC Sub-Clause 56.1, or they do not receive the Project Manager's approval, the Project Manager shall withhold the amount **stated in the SCC** from payments due to the Contractor.

57. Termination

57.1 The Procuring Entity or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract.

57.2 Fundamental breaches of Contract shall include, but shall not be limited to, the following:

a) the Contractor stops work for 30 days when no stoppage of work is shown on the current Program and the stoppage has not been authorized by the Project Manager;
b) the Project Manager instructs the Contractor to delay the progress of the Works, and the instruction is not withdrawn within 30 days;
c) the Procuring Entity or the Contractor is made bankrupt or goes into liquidation other than for a reconstruction or amalgamation;
d) a payment certified by the Project Manager is not paid by the Procuring Entity to the Contractor within 84 days of the date of the Project Manager's certificate;
e) the Project Manager gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Project Manager;
f) the Contractor does not maintain a Security, which is required;
g) the Contractor has delayed the completion of the Works by the number of days for which the maximum amount of liquidated damages can be paid, as **defined in the SCC**; or
h) if the Contractor, in the judgment of the Procuring Entity has engaged in Fraud and Corruption, as defined in paragraph 2.2 a of the Appendix A to the GCC, in competing for or in executing the Contract, then the Procuring Entity may, after giving fourteen (14) days written notice to the Contractor, terminate the Contract and expel him from the Site.

57.3 Notwithstanding the above, the Procuring Entity may terminate the Contract for convenience.

57.4 If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.

57.5 When either party to the Contract gives notice of a breach of Contract to the Project Manager for a cause other than those listed under GCC Sub-Clause 56.2 above, the Project Manager shall decide whether the breach is fundamental or not.

58. Payment upon Termination

58.1 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Project Manager shall issue a certificate for the value of the work done and Materials ordered less advance payments received up to the date of the issue of the certificate and less the percentage to apply to the value of the work not completed, as specified in the SCC. Additional Liquidated Damages shall not apply. If the total amount due to the Procuring Entity exceeds any payment due to the Contractor, the difference shall be a debt payable to the Procuring Entity.

58.2 If the Contract is terminated for the Procuring Entity's convenience or because of a fundamental breach of Contract by the Procuring Entity, the Project Manager shall issue a certificate for the value of the work done, Materials ordered, the reasonable cost of removal of Equipment, repatriation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works, and less advance payments received up to the date of the certificate.

59. Property

59.1 All Materials on the Site, Plant, Equipment, Temporary Works, and Works shall be deemed to be the property of the Procuring Entity if the Contract is terminated because of the Contractor's default.

60. Releasefrom Performance

60.1 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either the Procuring Entity or the Contractor, the Project Manager shall certify that the Contract has been frustrated. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all work carried out before receiving it and for any work carried out afterwards to which a commitment wasmade.

SECTION IX - SPECIAL CONDITIONS OF CONTRACT

The following Special Conditions shall supplement the GCC. Whenever there is a conflict, the provisions herein shall prevail over those in the GCC.

Conditions	Sub-Clause	Data
Part A-Contract Data		
Procuring Entity's name and address	Heading	County Government of Kisii
Name and Reference No. of the Contract	Heading and 1.1	*Negotiation No. AS INDICATEDON ADVERT NOTICE*
Electronic transmission systems	1.3	IFMIS portal www.tenders.go.ke
Time for the Parties entering into a Contract Agreement	1.6	Within 30 days
Duration of contract	26	Multi year (4years)
Time for access to the Site	2.1.1	No later than the Commencement Date, and not later than 14 days after Commencement
Engineers Name and address	Heading and 3.1.1	*QS. Nelson Nyabwari* *Email: nyabwarinelson92@gmail.com* *P.O Box 4550 – 40200, Kisii*
Architect Duties and Authority	3.1.6(b) (ii)	Variations resulting in an increase of the Accepted Contract Amount in excess of % shall require approval of the Procuring Entity.
Performance Security	4.2.1	The performance security will be in the form of a *"Demand guarantee"* in the amount(s) of 5 (five) percent to the Accepted Contract Amount and in the same currency (ies) of the Accepted Contract Amount.
Contractor's Representative's name	4.3.1	To be indicated during contract signing
Normal working hours	6.5	0900 hours - 1700 hours
Commencement Date	8.1.1	As per hand over report
Delay damages for the Works	8.7& 14.15(b)	As per Contract Agreement
Maximum amount of delay damages	8.7.1	As per Contract Agreement
Provisional Sums	13.6.(b)(ii)	*As per Bill of Quantities*
Adjustments for Changes in Cost	13.9	As per Contract Agreement

Conditions	Sub-Clause	Data
Total advance payment	14.2.1	Not permitted
Repayment amortization rate of advance payment	14.2.5(b)	N/A
Percentage of Retention	14.3.2(c)	10%
Limit of Retention Money	14.3.2(c)	10% of the Accepted Contract Amount
Plant and Materials	14.5.3(b)(i)	As per clause
	14.5.3(c)(i)	As per clause
Minimum Amount of Interim Payment Certificates	14.6.2	As per milestones specified in the Bill of Quantities
Publishing source of commercial interest rates for financial charges in case of delayed payment	14.8	As per Contract Agreement
Key Personnel names	16.9.1	To be indicated during contract signing
Maximum total liability of the Contract or to the Procuring Entity	17.6.2	*As per Contract Agreement*
Periodsforsubmission of insurance: a. evidence of insurance. b. relevant policies	18.1.6	 30 days 30 days
Maximum amount of deductibles for insurance of the Procuring Entity's risks	18.2.4(d)	As per Clause
Minimum amount of third-party insurance	18.3.2	As per Contract Agreement
The place of arbitration	20.7.2	Nairobi

FORM No 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 Tender Information Form on the format below.

FORMAT

1. For the attention of Tenderer's Authorized Representative
   - *i)* Name: *[insert Authorized Representative's name]*
   - *ii)* Address: *[insert Authorized Representative's Address]*
   - *iii)* Telephone: *[insert Authorized Representative's telephone/fax numbers]*
   - *iv)* 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.]

2. Date of transmission: [*email*] on [*date*] (local time)

   This Notification is sent by (*Name and designation*) _____

3. Notification of Intention to Award

   - *i)* Procuring Entity: *[insert the name of the Procuring Entity]*
   - *ii)* Project: *[insert name of project]*
   - *iii)* Contract title: *[insert the name of the contract]*
   - *iv)* Country: *[insert country where ITT is issued]*
   - *v)* 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:

4. Request a debriefing in relation to the evaluation of your tender

   Submit a Procurement-related Complaint in relation to the decision to award the contract.

   a) The successful tenderer

      i) Name of successful Tender_____

      ii) Address of the successful Tender _____

      iii) Contract price of the successful Tender Kenya Shillings _____(in wor

   b) Other Tenderers

   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. For Tenders not evaluated, give one main reason the Tender was unsuccessful.

SNo	Name of Tender	Tender Price	Tender's evaluated	One Reason Why not

		as read out	price (Note a)	Evaluated
1				
2				
3				
4				
5				

(Note a) State NE if not evaluated

5. How torequest adebriefing

a) DEADLINE: The deadline to request a debriefing expires at midnight on [*insert date*] (*local time*).

b) 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 (5) Business Days of receipt of this Notification of Intention toAward.

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

i) Attention: [*insert full nameof person, if applicable*]

ii) Title/position: [*insert title/position*]

ii) Agency: [*insert nameof Procuring Entity*]

iii) Email address: [*insert emailaddress*]

d) If your request for a debriefing is received within the 3 Days deadline, we will provide the debriefing within five (3) 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 (3) 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.

e) 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.

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

6. Howto makea complaint

a) Period: Procurement-related Complaint challenging the decision to award shall be submitted by midnight, [*insert date*] (local time).

b) Provide the contract name, reference number, name of the Tenderer, contact details; and address the Procurement-related Complaint as follows:

i) Attention: [*insert full nameof person, if applicable*]

ii) Title/position: [*insert title/position*]

iii) Agency: [*insert nameof Procuring Entity*]

iv) Emailaddress: [*insert emailaddress*]

c) 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 within the Standstill Period and received by us before the Standstill Period ends.

d) Further information: For more information refer to the Public Procurement and Disposals Act 2015 and its Regulations available from the Websiteinfo@ppra.go.ke or complaints@ppra.go.ke.

You should read these documents before preparing and submitting your complaint.

e) Thereare four essentialrequirements:

i) 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.

ii) The complaintcan only challenge the decision to award the contract.

iii) Youmust submit the complaint within the period stated above.

iv) You must include, in your complaint, all of the information required to support your complaint.

7. Standstill Period

i) DEADLINE: The Standstill Period is due to end at midnight on [*insert date*] (local time).

ii) The Standstill Period lasts ten (14) Days after the date of transmission of this Notification of Intention to Award.

iii) The Standstill Periodmay be extended as stated in paragraph Section 5 (d) above.

If you have anyquestions regarding this Notification pleasedo nothesitateto contactus. On behalfof the Procuring Entity:

Signature:_____ **Name:**_____

Title/position:_____ **Telephone:**___ **Email:** _____

FORM NO. 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

FORM NO 3: LETTER OF AWARD

[letterheadpaperofthe Procuring Entity] [date]

To: *[name and address of the Contractor]*

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 Contract Data]* for the Accepted Contract Amount *[amount in numbers and words] [name of currency]*, as corrected and modified in accordance with the Instructions to Tenderers, is hereby accepted by.....(*name of Procuring Entity)*.

You are requested to furnish the Performance Security within 30 days in accordance with the Conditions of Contract, using, for that purpose, one of the Performance Security Forms included in Section VIII, Contract Forms, of the Tender Document.

Authorized Signature:.....

Name and Title of Signatory:.....

Name of Procuring Entity.....

Attachment: *Contract Agreement*.....

FORM NO 4: CONTRACT AGREEMENT

THIS AGREEMENT made the_____day of_____, 20____, between _____of _____(hereinafter "the Procuring Entity"), of the one part, and_____of_____(hereinafter "the Contractor"), of the other part:

WHEREAS the Procuring Entity desires that the Works known as_____should be executed by the Contractor, and has accepted a Tender by the Contractor for the execution and completion of these Worksand the remedying of any defects therein,

The Procuring Entity and the Contractor agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.

2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other Contract documents.
   a) the Letterof Acceptance
   b) the Letterof Tender
   c) theaddenda Nos_____(if any)
   d) the Special Conditions of Contract
   e) the General Conditions of Contract;
   f) the Specifications
   g) the Drawings; and
   h) the completed Schedules andany other documents forming part of the contract.

3. In consideration of the payments to be made by the Procuring Entity to the Contractor as specified in this Agreement, the Contractor hereby covenants with the Procuring Entity to execute the Works and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Procuring Entity hereby covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the Laws of Kenya on the day, month and year specified above.

Signed and sealed by_____(forthe Procuring Entity)

Signed and sealed by_____(forthe Contractor).

FORM NO. 5 - PERFORMANCE SECURITY

[Option 1 - Unconditional Demand Bank Guarantee]

[Guarantor letterhead]

Beneficiary:_____*[insert name and Address of* Procuring Entity*]* **Date:**_____

_____*[Insert date of issue]*

Guarantor: [*Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that_____(hereinafter called "the Contractor") has entered into Contract No._____dated_____with (*name of Procuring Entity*)_____(the Procuring Entity as the Beneficiary), for the execution of _____(hereinafter called "the Contract").

2. Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.

3. At the request of the Contractor, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of_____(*in words*),[1] such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.

4. This guarantee shall expire, no later than the …. Day of ……, 2.....[2], and any demand for payment under it must be received by us at the office indicated above on or before that date.

5. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months] [one year],* in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee."

[Name of Authorized Official, signature(s) and seals/stamps].

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

FORM No. 6 - PERFORMANCE SECURITY

[Option 2– Performance Bond]

[Note: Procuring Entities are advised to use Performance Security – Unconditional Demand Bank Guarantee instead of Performance Bondduetodifficulties involved in calling Bondholdertoaction]

[Guarantor letterhead or SWIFT identifier code]

Beneficiary:_____*[insertnameand Addressof* Procuring Entity*]* **Date:** _

____*[Insert date of issue]*.

PERFORMANCE BONDNo.:_____

Guarantor: [*Insert name and address of place of issue, unless indicated in the letterhead]*

1. By this Bond_____as Principal (hereinafter called "the Contractor") and_____] as Surety (hereinafter called "the Surety"), are held and firmly bound unto_____] as Obligee (hereinafter called "the Procuring Entity") in the amount of_____for the payment of which sum well and truly to be made in the types and proportions of currencies in which the Contract Price is payable, the Contractor and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

2. WHEREAS the Contractor has entered into a written Agreement with the Procuring Entity dated the _____dayof_____, 20 , for_____in accordance with the documents, plans, specifications, and amendments thereto, which to the extent herein provided for, are by reference made part hereof and are hereinafter referred to as the Contract.

3. NOW, THEREFORE, the Condition of this Obligation is such that, if the Contractor shall promptly and faithfully perform the said Contract (including any amendments thereto), then this obligation shall be null and void; otherwise, it shall remain in full force and effect. Whenever the Contractor shall be, and declared by the Procuring Entity to be, in default under the Contract, the Procuring Entity having performed the Procuring Entity's obligations thereunder, the Surety may promptly remedy the default, or shall promptly:
   1) complete the Contract in accordance with its terms and conditions; or
   2) obtain a tender or tenders from qualified tenderers for submission to the Procuring Entity for completing the Contract in accordance with its terms and conditions, and upon determination by the Procuring Entity and the Surety of the lowest responsive Tenderers, arrange for a Contract between such Tenderer, and Procuring Entity and make available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the Balance of the Contract Price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "Balance of the Contract Price," as used in this paragraph, shall mean the total amount payable by Procuring Entity to Contractor under the Contract, less the amount properly paid by Procuring Entity to Contractor; or
   3) pay the Procuring Entity the amount required by Procuring Entity to complete the Contract in accordance with its terms and conditions up to a total not exceeding the amount of this Bond.

4. The Suretyshallnot be liable for a greatersum than the specifiedpenaltyof this Bond.

5. Any suit under this Bond must be instituted before the expiration of one year from the date of the issuing of the Taking-Over Certificate. No right of action shall accrue on this Bond to or for the use of any person or corporation other than the Procuring Entity named herein or the heirs, executors, administrators, successors, and assigns of the Procuring Entity.

6. In testimony whereof, the Contractor has hereunto set his hand and affixed his seal, and the Surety has caused these presents to be sealed with his corporate seal duly attested by the signature of his legal representative, this day_____of_____20_____.

SIGNED ON_____on behalfof By___in the capacity of In the presenceof

SIGNED ON_____on behalf of By_inthecapacityof In the presenceof

FORM NO. 7 - ADVANCE PAYMENT SECURITY

[Demand Bank Guarantee]

[Guarantor letterhead]

Beneficiary:_____*[Insertnameand Addressof* Procuring Entity*]*
Date:_____*[Insert dateof issue]*

ADVANCE PAYMENTGUARANTEE No.:_____*[Insert guarantee reference number]* **Guarantor:** _

_____**[***Insert nameandaddressofplaceofissue, unless indicated in the letterhead]*

1. We have beeninformed that_____(hereinafter called "the Contractor") has entered into Contract No._____*dated*_____with the Beneficiary, for the execution of _____

2. Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum _____(*inwords*) is to be made against an advancepayment guarantee.

3. At the request of the Contractor, we as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of_____(*inwords*_____)[1] upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating either that the Applicant:
   a) has used the advance payment forpurposes other than the costs of mobilization in respect of the Works; or
   b) has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Applicant has failed to repay.

4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the advance payment referred to above has been credited to the Contractor on its account number_____at_____.

5. The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor as specified in copies of interim statements or payment certificates which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of a copy of the interim payment certificate indicating that ninety (90) percent of the Accepted Contract Amount, less provisional sums, has been certified for payment, or on the ___day of_____, 2 ,[2] whichever is earlier. Consequently, anyd e ma n d forpayment underthis guarantee must be received by us at this office on or before that date.

6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months][one year],* in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

[Name of Authorized Official, signature(s) and seals/stamps]

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

FORM NO. 8 - RETENTION MONEY SECURITY

[Demand Bank Guarantee]

[Guarantor letterhead]

Beneficiary: _____*[Insertnameand Addressof* Procuring Entity*]*

Date:_____*[Insert dateof issue]*

Advance payment guarantee no. *[Insert guarantee reference number]*

Guarantor: [*Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have beeninformed that_____*[insert name of Contractor, which in the case of a joint venture shall be the name of the joint venture]* (hereinafter called "the Contractor") has entered into Contract No. _____*[insert reference number of the contract]* dated_____with the Beneficiary, for the execution of_____*[insert name of contract and brief description of* Works*]* (hereinafter called "the Contract").

2. Furthermore, we understand that, according to the conditions of the Contract, the Beneficiary retains moneys up to the limit set forth in the Contract ("the Retention Money"), and that when the Taking-Over Certificate has been issued under the Contract and the first half of the Retention Money has been certified for payment, and payment of *[*insert the second half of the Retention Money] is to be made against a Retention Money guarantee.

3. At the request of the Contractor, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of *[insert amount in figures]*_____(*[insert amount in words*_____*])*[1] upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or show grounds for your demand or the sum specified therein.

4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the second half of the Retention Money as referred to above has been credited to the Contractor on its account number_____at_____*[insert name and address of Applicant's bank]*.

5. This guarantee shall expire no later than the …..... Day of …..…….., 2.....[2], andany demand for paymentunder itmust be received by us at the office indicatedabove on or beforethat date.

6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months] [one year],* in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

[Name of Authorized Official, signature(s) and seals/stamps]

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

FORM NO. 9 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) Wehere 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…….. Indirect……
	Nationalidentity card number or Passportnumber					
	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 rightsa 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)**
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……
	Nationalidentity card number or Passportnumber					
	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

KISII COUNTY GOVERNMENT

PROPOSED CONSTRUCTION OF A MODERN CONFERENCE FACILITY

NEGOTIATION NO.

PREPARED AND ISSUED BY

COUNTY WORKS OFFICER
PUBLIC WORKS
P.O BOX 4550-40200 KISII

QUANTITY SURVEYOR

COUNTY QUANTITY SURVEYOR
PUBLIC WORKS
P.O BOX 4550-40200 KISII

ARCHITECTS

COUNTY ARCHITECT
PUBLIC WORKS
P.O BOX 4550-40200 KISII

SERVICE ENGINEERS

COUNTY ELEC & MECH.
PUBLIC WORKS
P.O BOX 4550-40200 KISII

CIVIL & STRUCTURAL ENGINEER

COUNTY STRUCTURAL ENG.
PUBLIC WORKS
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CHIEF OFFICER

I.R&P.W
KISII COUNTY GOVERNMENT
P.O BOX 4552-40200 KISII

AUGUST 2026

GENERAL SPECIFICATIONS

DEMOLITION AND ALTERATIONS

A. Protecting of Existing Building etc

The Contractor must provide all requisite shoring, needling and strutting or other supports to walls, floors, roofs etc. necessary for the protection and safety of existing buildings and all fans and other protection necessary to protect the adjoining owners and the general public. The Contractor shall later alter, adopt and maintain all such temporary works as may be necessary from time to time and finally clear away and make good all disturbed. He will be held solely responsible for the safety of existing buildings and the sufficiency of all temporary work She/he must provide all necessary tarpaulins and other means of covering up for the protection of new works and existing against inclement weather, and make good all damage done.

B. Electric and Water Supplies

The contractor shall give notice to the local authority, Kenya Power & Lighting Company and the Kenya Post & Telecommunications and shall allow them facilities for removing any fixtures, fittings or services, which may belong to them. He shall arrange for any electrical, sanitation and other services, which come within the area to be demolished, to be connected and diverted so that they may be entirely self-contained within any portion of the premises which is to remain.

C. Shoring to Adjoining Buildings

Prior to executing excavations or commencing underpinning, the Contractor is to provide shoring in the position directed by the engineer.

D. Overloading Existing Structures

Materials arising from the demolitions must not be stacked or allowed to accumulate on existing structures in such a way as to endanger their stability. The Contractor will be held entirely responsible for damage arising from this clause.

E. Materials Arising

No Materials arising from the demolition may without the express permission of the Engineer be re-used in the new works. Notwithstanding that the Engineer may allow re-use of any materials from demolition, all materials unless otherwise as described to be “set aside” shall become the property of the contractor who shall remove from the site with reasonable speed.

F. Cutting Openings

The prices for cutting openings shall include for all necessary temporary strutting, easing and striking.

CONCRETE WORK

A. Engineer

For the purpose of the concrete structure, the Structural Engineer shall be deemed invested with the duties.

B. Code of Practice

All workmanship, materials, tests and performances in connection with the reinforced concrete work are to be conformity with the latest edition of the British Standard Code of Practice (C.P. 114 for „The structural Use of Reinforced Concrete Building“) where not inconsistent with these preambles.

C. Supervision

A competent person approved by the Engineer shall be employed by the Contractor whose duty will be to supervise all stages in the preparation and placing of the concrete. All cubes shall be made and site tests carried out under his direct supervision, in consultation with the Engineer.

D. Contractor's Plant, Equipment and Construction Procedures

Not less than 30 days prior to the installation of the Contractor‟s plant and equipment for processing, handling, storing and proportioning ingredients and for mixing, transporting and placing concrete, the Contractor shall submit drawing for approval by the Engineer, showing proposed general plant arrangement, together with a general description of the equipment he proposes to use.

After completion of installation, the operation of the plant and equipment shall be subject to the approval of the Engineer.

Where these preambles, the Bills of Quantities or the Drawing requires specific procedures to be followed, such requirements are not to be construed as prohibiting use by the contractor of alternative procedures if it can be demonstrated to the satisfaction of the Engineer, that equal results will be obtained by the use of such alternatives.

Approval of plant and equipment or their operation or any construction procedure shall not waive or modify any procedure or requirements contained in the preambles governing the quality of the materials of the finished work.

E. Levels and Foundations

The foundation of the works shall be carried down to depths as may be directed by the Engineer and must be cut as nearly to the size of the concrete as possible and vacant spaces between the concrete filled in as directed by the Engineer. All temporary timber be removed but should any timber be left in or should any other work done be beyond that specified, it will be at the Contractor's own cost.

A. Tolerance

On all setting out, dimensions of six metres and over, a maximum non-accumulative tolerance of plus or minus 5mm will be allowed. On all setting out, dimensions less than six metres, a maximum non-accumulative tolerance of plus or minus 3mm will be allowed. On the cross section dimensions of structural members unless otherwise required by the Drawings, a maximum tolerance of plus or minus 3mm will be permitted.

The top surface of concrete floor slabs and beams shall be within 6mm of the normal level and line shown on the Drawings. Columns shall be truly plumb and non-accumulative tolerance of 3mm will be permitted. The contractor shall be responsible for the cost of all corrective measures required by the Engineer to rectify work which is not constructed within the tolerance set above.

B. Materials Generally

All materials which have been damaged, contaminated or have deteriorated or do not comply in any way with the requirements of the preambles shall be rejected and shall be removed immediately from the site at the Contractor's own expense. No materials shall be stored or stacked on suspended floors without the Engineer's prior approval.

C. Samples and Testing

Every facility shall be provided to enable the Engineer to obtain samples and carry out tests on the materials and construction. If these tests show that any of the materials or construction do not comply with the requirements of these preambles, the Contractor will be responsible for the costs of the tests and the replacement of defective materials and/or construction.

D. Cement

Cement unless otherwise specified shall be Portland cement of a brand approved by the Engineer and shall comply with the requirements of B.S 12 with the exceptions that it may contain reactive volcanic ash of not permitted in B.S 12 may be exceeded on this account only. A manufacturer‟s certificate of test in accordance with B.S 12 shall be supplied for each consignment delivered to the site.

Should the Contractor require using cement of the Rapid Hardening variety, he shall obtain the approval of the Engineer and also obtain any instructions regarding cost modifications to the preambles caused thereby. Any additional cost that may be caused by the use of Rapid Hardening cement shall be at the Contractor‟s expense.

Cement may be delivered to site either in bags or in bulk.

If delivered in bags each bag shall be properly sealed and marked with the manufacturer‟s name and on the site is to be stored in waterproof shed of adequate dimensions with a raised floor. Each consignment shall be kept separate and marked so that it may be used in the sequence in which it is received. Any bag found to contain cement which has set or partly set shall be completely discarded and not used in the works. Bags shall not be stored more than 1.5 metres in height.

If delivered in bulk the cement shall be stored in a weatherproof silo either provided by the cement supplier or the Contractor but in either case the silo shall be to the approval of the Engineer.

A. Aggregates

Aggregates shall conform to the requirements of B.S 882 and the sources and types of all aggregates are to be approved in all respects by the Engineer before work commences.

The grading of aggregates shall be one within the limits set out in the B.S 882 and as later specified and grading, once approved, shall be adhered to throughout the works and not varied without the approval of the Engineer. Fine aggregate shall be clean, coarse, siliceous sand of good, sharp, hard quality and shall be free from lumps of stone, earth, loam, dust, salt, organic matter and any other deleterious substances. It shall be graded within the limits of Zone 1 or 2 of table 2 of B.S. 882.

Coarse aggregate shall be good, hard, clean, approved black trap or similar stone, free from dust, decomposed stone, clay, earthy matter, foreign substances or friable thin elongated or laminated pieces. It shall be graded within the limits of Table 1 of B.S.822 for its respective nominal size.

If in the opinion of the Engineer, the aggregate meets with the above requirements but is dirty or adulterated in any manner it shall be screened and/or washed with clean water at the Contractor‟s expense.

Aggregate shall be good, hard, clean, approved black trap or similar stone, free from dust, decompose stone, clay, earthly matter, foreign substances or friable thin elongated or laminate pieces. It shall be graded within the limits of Table 1 of B. S. 882 for its respective nominal size.

If in the opinion of the Engineer, the aggregate meets with the above requirements but is dirty or adulterated in any manner it shall be screened and / or washed with clean water at the Contractor‟s expense.

Aggregates shall be delivered to the site in their prescribed sizes or grading and shall be stock-pilled on paved areas or boarded platforms in separate units to avoid intermixing. **On no account shall aggregates be stock-piled on the ground.**

The Engineer shall be entitled to require a Certificate from approved testing laboratory in connection with each source of fine and course aggregates showing that materials comply with the specification. All such testing shall be carried out at the Contractor‟s expense.

A. Samples

Samples of materials shall be submitted as soon as possible after the contract is let. No deliveries in bulk shall be made until the samples are approved by the Engineer. All condemned materials shall be removed from the site within 24 hours.

Every facility shall be provided to enable the Engineer to obtain samples and carry out tests on the materials and construction. If these tests show that any of the materials or construction does not comply with the requirements of this specification, the contractor will be responsible for the costs of the tests and the replacement of defective materials and/or construction.

B. Water

The water used for mixing concrete shall be from an approved source, clean, fresh, and free from harmful matter and comply with the requirements of B.S. 3148.

C. Ready-mixed concrete

Ready-mixed concrete may only be used with the permission of the Engineer.

D. Expansion Joint Filler

Expansion Joint Filler shall be „Flexcell" as manufactured by Expandite Ltd, or „Rexilex" as manufactured by Evomastics Ltd or equivalent and approved filler.

E. Joint Sealer

Sealers shall be „Pli-astic" or Seelastic" as described, both manufactured by Expandite Ltd, or equivalent, applied in accordance with the manufacturer"s printed instructions and prices shall include for temporary battens or fillers and afterward withdrawing to form grooves as necessary.

"Seelastic" shall be applied by gun and gun where more than 12mm deep shall include filling with loose packing yarn to within 2mm from outer face. „pli-astic shall be grade 88 and applied hot. With Engineer"s prior approval Polemastic fillers of the appropriate grade as manufactured by Evamastic Ltd, may be substituted for „ Seelastic".

F. Concrete Strengths

Grade „35" „30" „25" and „20" concrete shall have the minimum strengths as given by Works Cube Tests shown on the table below.

Concrete strength (cont'd)

	Minimum Crushing strengths			
	Grade 35	Grade 30	Grade 25	Grade 20
7 Days	23.5 N/mm^2 (3750 $lbs./in^2$)	20.0N/mm^2 (2860 lbs/in^2)	16.5N/mm^2 (2340 lbs/in^2)	13.5N/mm^2 (1930 $lbs./in^2$)
28 Days	35.0 N/mm^2 5000 $lbs./in^2$)	30.0N/mm^2 (4300 $lbs./in^2$	25.0N/mm^2 (3500 $lbs./in^2$)	20.0N/mm^2 (2855 $lbs./in^2$)

The average strengths obtained from cube tests shall be 10% higher than the minimum strengths shown above

Grades lower than those given shall be of nominal mixes and may be measured volume or weight. No cube test will be required for these grades.

Nominal Mix by Volume	**1:3:6**	**1:4:8**
Cubic metres of fine aggregate Per 50 Kg bag of cement	0.12	0.16
Cubic metres of coarse aggregate Per 50 Kg bag cement	0.24	0.32
Max. Size of coarse aggregate	40mm*	40mm*

* Or 20 mm for blinding concrete where described.

A. Measured Proportions of Concrete

Cement
The quantity of cement shall be measured by weight. Where delivered in bags, each batch of concrete is to use one or more whole bags of cement.

Aggregates

(i) For Grades „35" „30" „25" and „20" concrete, aggregates shall be measured by weight in a weight batching as described hereafter.

(ii) For lower Grade concrete, aggregates may be measured by weight or by volume. Where by volume, approved gauge boxes of such a size as will give the correct proportions shall be used.

A. Weigh Batching Machines

Weigh batching machines shall be of an approved type and shall be properly maintained and checked for accuracy at regular intervals.

B. Concrete Mix

The weights of fine and coarse aggregate to be used in concrete mixes „35" „30" and „20" shall be limited in accordance with the table below. The proportions of fine to coarse aggregate and cement which the Contractor proposes to use for each of the mixes specified shall first be approved by the Engineer. The contractor will then be required to prepare Preliminary Test Cubes and have these cubes tested as described for Work Cube Tests.

The test results should be submitted to the Engineer in sufficient time for further tests to be carried out should they prove unsatisfactory. Cube strengths in the preliminary tests must show crushing strengths of at least 25% higher than the strengths specified for work cube tests. If the contractor is unable to produce specified cube strengths, he will be required at his own cost to increase the cement content of the mix until satisfactory results are produced.

The Engineer may require at any time during the contract the proportions of fine to coarse aggregate to be altered in order to produce a mix of greater strength or improved workability and providing the total proportions of aggregate to cement remain unchanged, no claim for additional cost will be considered.

C. Minimum Cement Content

Mix	Grade 35	Grade 30	Grade 25	Grade 20
Minimum cement content By weight combined Total Weight aggregate	1 to 5	1 to 6	1 to 7	1 to 7

D. Waterproof Concrete

Where waterproof concrete is specified, sealocrete „Sealopruf Intergral Waterproofing Compound" and „Sealoplaz Concrete Plasticizer" are to be added to the mixing water strictly in accordance with the manufacturer"s instructions and at the rate of 500cc and 125cc respectively to each 50kg bag of cement to which the aggregates have already been added and mixed. Not more than 22.5 to 24.75 litres of water per 50kg bag of cement are to be used unless otherwise approved by the Engineer.

A. Materials

Water bar shall be P.V.C water bar as manufactured by Expandite Limited, or other approved type and shall be provided in the position indicated on the Drawings.

Joint shall be heat welded in accordance with the manufacturer‟s instruction and where the water bar is to be fixed vertically, metal clips as manufactured by the supplier of the water bar or of other approved design shall be provided to suspend the water bar from reinforcement.

Where waterproof concrete is used the Contractor shall adhere strictly to the position and type of construction joints as detailed on the drawings. Any deviation from this procedure or the provision of additional construction joints will require the prior approval of the Engineer and any additional water bar so required will be at the Contractor‟s expense.

Formwork shall be designed with sufficient timber forms and blocking pieces to support the water bar and ensure that it is not displaced during concreting. In the case of horizontal joints in vertical walling and similar members the formwork shall be so constructed as to permit water bar is positioned at the base of the starter or up stand of concrete surrounding the lower half of the water bar to be poured in the same operation as slab or other concrete from which it springs.

Formwork to walls or similar members where water bar is positioned at the base of the lift shall have sufficient openings not less that 300mm square at approximately 150mm to 300mm above the level of the water bar to permit checking that the water bar is correctly positioned and not displaced during concreting.

No concreting will be permitted to portions where up stand starters forms an integral part until the framework to the starters has been fixed and approved.

B. Sealocreate Supercoat Waterproofer:-

Where specified „Sealocreate Supercoat Waterproofer‟ shall be applied to the concrete or block work surfaces strictly in accordance with the manufacturer‟s instructions. The surfaces must be well wire-brushed to remove dirt, efflorescence, adhering mortar and all foreign matter. It shall then be cleaned with fresh water, when absolutely dry a generous coat of Sealocrete Supercoat shall be applied by brush or spray gun. Surfaces so treated shall be protected from damage or staining as described elsewhere.

C. Testing Equipment

The contractor shall provide the following equipment for carrying out control tests on the Site:-

(a) Straight edges 3 metres and 1 metre long for testing the accuracy of the finished concrete;

Testing Equipment Cont'd

(b) A glass graduated cylinder for use in the silt test for organic impurities in the sand.

(c) Slump test apparatus.

(d) Four 150 mm steel cube moulds with base plates and tamping rods to B.S.1881.

A. Work Cube Tests

Work cubes are to be made at intervals as required by the Engineer and the Contractor shall provide a continuous record of the concrete work. The cubes shall be made in approved 150mm moulds in the strict accordance with the Code of Practice. Four Cubes shall be made on each occasion, from different batches, the concrete being taken from the point of deposit.
Each cube shall be marked with a distinguishing number (numbers to run consecutively) and the date and record shall be kept on site giving the following particulars:-

a) Cube No.

b) Date Made

c) Location in work

d) 7-day Test
Date……..
Strength……..

e) 28-day Test
Date……..
Strength……..

Cubes shall be forwarded, carriage paid to an approved Testing authority in time to be tested two at 7 days and one at 28 days and remaining one at the discretion of the Engineer. No cube shall be dispatched within 3 days of casting.

Copies of all work Cube Test results shall be forwarded to the Engineer and one shall be retained on the site.

If the strengths required above are not attained and maintained throughout the carrying out of the contract, the Contractor will be required to increase the proportion of cement and/or substitute better aggregates so as to give concrete which does comply with requirements of the Contract. The Contractor may be required to remove and replace at his own cost any concrete which fails to attain the required strength as ascertained by Work Cube Tests.

A. Mixing and Placing of Concrete

The concrete shall be mixed only in approved power driven mixers of a type and capacity suitable for work; and in any event not smaller than 0.5/0/33 cu.m capacity. The mixer shall be equipped with an accurate water measuring device. All materials shall be thoroughly mixed dry before the water is added and the mixing of each each batch shall continue for a period of not less than two minutes after the water has been added and until there is a uniform distribution of the materials and the mass is uniform in colour.

The entire contents of the mixed drum shall be discharged before recharging. The volume of mixed materials shall not exceed the rated capacity of the mixer. Whenever the mixer is started, 10% extra cement shall be added to the first batch and no extra payment shall be added on this account.

As a check on concrete consistency slump tests may be carried out and shall be in accordance with B.S 1881. The contractor shall provide the necessary apparatus and allow for the cost of such tests. The slump of the concrete made with the specified water content, using dry materials shall be determined and the water to be added under wet condition shall be so reduced as to give approximately the same slump.

The concrete shall be mixed as near to the place where it is required as is practicable and only such as required for a specified section of the work shall be mixed at one time, such section being commenced and finished in one operation without delay.

All concrete must be efficiently handled and used in the works within twenty (20) minutes of mixing. It shall be discharged from the mixer direct either into receptacles or borrows and shall be distributed by means which do not cause separation or otherwise impair the quality of concrete. Approved mechanical means of handling will be encouraged, but the use of chutes for placing concrete is subject to prior approval of the Engineer.

Concrete shall be placed from height not exceeding 1.50m directly into its permanent position and shall not be worked along the shutters to the position. Unless otherwise approved, concrete shall be placed in single operation to the full thickness of slabs, beams and similar members and shall be placed in horizontal layers not exceeding 1.50m deep in walls and similar members.

Concrete in columns may be placed to the height of 4.0m with careful placing and vibration and satisfactory results. Where the height of column exceeds 4.0m suitable openings must be left in the shutters so that this maximum lift is not exceeded.

Concrete shall be placed continuously until the completion of the part of the work between construction joints as specified hereafter or of a part of approved extent. At the completion of the specified or approved part of a construction joint of the form and in the position hereinafter specified shall be made. If stopping of concreting be unavoidable elsewhere, a construction joint shall be made by a contractor and a copy supplied to the Engineer.

Mixing and placing of concrete (cont'd)

Any accumulation of set concrete on the reinforcement shall be removed by wire brushing before further concrete is placed.

Care shall be taken that the concrete is not disturbed or subject to vibrations and shocks during the setting period.

Mixing machines, platforms and barrows shall be clean before commencing mixing and be cleaned on every cessation of work.

Where concrete is laid on hardcore or other absorbent materials, the base shall be suitable and sufficiently wetted before the concrete is deposited.

A. Compaction

At all times during which concrete is being placed, the Contractor shall provide adequate trained and experienced labour to ensure that the concrete is compacted in the forms to the satisfaction of the Engineer.

Concrete shall not be placed at a rate greater than will permit satisfactory compacted nor to a depth greater than 450mm before it is compacted.

During and immediately after placing, the concrete shall be thoroughly compacted by means of continuous tamping, spading, slicing and vibration. Vibration is required for concrete of grades 35, 30, 25 and 20.

Care shall be taken to fill every part of the forms, to work the concrete under and around the reinforcement without displacing it and to avoid disturbing recently placed concrete which has begun to set.

Any water accumulating on the surface of newly placed concrete shall be removed and no further concrete shall be placed thereon until such water is removed.

Internal vibrators shall have a frequency of not less than 7,000 cycles per minute and shall have a rotation eccentric weight of at 0.75 kg with an eccentricity of not more than 15mm. Such vibrators shall visibly affect the concrete within a radius of 250 mm from the vibrator.

Internal vibrators shall not be inserted between layers of reinforcement less than on half times the diameter of vibrators apart. Contact between vibrators and reinforcements and vibrators and formwork shall be avoided.

Compaction (cont'd)

Internal vibrators shall be inserted vertically into the concrete whenever possible at not more than 500mm centers and shall constantly be moved from place to place.

No internal vibrator shall be permitted to remain in any one position for more than ten seconds and it shall be withdrawn very slowly from the concrete.

In consolidating each layer of concrete the vibrating head shall be allowed to penetrate and re-vibrate the concrete in the upper portion of the underlying layer. In the area, where newly placed concrete joints previously placed concrete, more than usual vibration shall be performed, the vibrator penetrating deeply at close intervals along these contacts layers of concrete shall not be placed until layers previously placed have been vibrated thoroughly as specified.

Vibrators shall not be used to move concrete from place to place in the framework.

At least one interval vibrator shall be operated for every cubic metres of concrete placed per hour and at least one spare vibrator shall be maintained on Site in case of break-down during concreting operations.

External formwork vibrators shall be of the high frequency low amplitude type applied with the principal direction of vibration in the horizontal plane. They shall be attached directly to the forms at not more than 1,200m centres.

In additional to internal and external vibration the upper surface of suspended floor slabs shall be leveled with a tamping or vibrating screed prior to finishing. Vibrating elements shall be of the low frequency high amplitude type operating at a speed of not less than 3,000 r.p.m.

A. Construction Joints

Construction joints shall be permitted only at the positions predetermined on the drawings or as instructed on the Site by the Engineer. In general they shall be perpendicular to the lines of principal stresses and shall be located at points of minimum shear, viz, vertically at, or near, mid-spans of slabs, ribs and beams.

Suspended concrete slabs are generally to be cast using alternate bay construction in bays not exceeding 15.00m in length. Not two adjacent bays are to be cast within a minimum period of 48 hours of each other. The joints between adjacent bays are to be in positions agreed with the Engineer.

Under no circumstances shall concrete be allowed to tail-off, but it shall be deposited against stopping-off boards.

Compaction (cont'd)

Before placing new concrete against concrete already hardened, the face of old concrete shall be thoroughly hacked, roughened and cleaned. Laitance and loose material removed there from and immediately before placing the new concrete the surface shall be saturated with water and covered with a coat of mortar at least 25 mm in thickness composed of cement and fine aggregate in the proportions used in the concrete.

A. Curing and Protection

Care must be taken that no concrete is allowed to become prematurely dry and the fresh concrete must be carefully protected within two hours of placing from rain, sun, and wind by means of Hessian sacking, polythene sheeting, or other approved means. This protective layer and the concrete itself must be kept continuously wet for at least seven days after the concrete has been placed. The Contractor must allow for the complete coverage of all fresh concrete for a period of 7 days.

Hessian of polythene sheeting shall be in the maximum widths obtained and shall be secured against wind. **The Contractor will not be permitted to use old cement bags, Hessian or other material in small pieces.**

Concrete in foundations and other underground work shall be protected from admixture with the falling earth and after placing.

Traffic or loading must not be allowed on the concrete until the concrete is sufficiently matured, and in no case shall traffic or loading be of such magnitude as to cause deflection or other movement in the formwork or damage to the concrete members. Where directed by the Engineer props may be required to be left in position under slabs and other members for greater periods than those specified hereafter.

B. Faulty Concrete

Any concrete which fails to comply with these preambles, or which shows signs of setting before it is placed shall be taken out and removed from site. Where concrete is found to be defective after it has set, the concrete shall be cut out and replaced in accordance with the Engineer‟s instructions. On no account shall any faulty, honeycombed, or otherwise defective concrete be repaired or patched until the Engineer has made an inspection and issued instructions for the repair.

The whole of the cost whatsoever, which may be occasioned by the need to remove faulty concrete, shall be borne by the contractor.

A. Rod Reinforcement

The steel reinforcement shall comply with the latest requirements for the following British Standards:-

- Hot rolled M.S for the reinforcement of concrete B.S.4449
- Hot rolled H.Y steel for the reinforcement of concrete B.S.4449
- Cold worked H.Y.steel for the reinforcement of concrete B.S.4461
- Hard drawn steel wire B.S.4482

B. Fabric Reinforcement

Fabric reinforcement shall be electrically cross-welded steel wire mesh reinforcement to B.S 4483, and of the size and weight specified.

C. Fixing Rod Reinforcement

Reinforcement shall be accurately bent to the shapes and dimensions shown on the Drawings and Schedules in accordance with B.S.4466. Reinforcement must be cut and bent cold and no welded joints will be permitted unless so detailed.

Reinforcement shall be accurately placed in position as shown on the drawings and before and during concreting, shall be secured against displacement by using No. 18 S.W.G annealed binding wire suitable supports, spacers or metal hangers to ensure the correct position and cover.

No concreting shall be commenced until the Engineer has inspected the reinforcement in position and until his approval has been obtained. The contractor shall be given two clear days notice of his intention to concrete position according to the drawings before and during concreting. During concreting a competent steel fixer must be in attendance on the concreters to adjust the positions of any reinforcements which may be displaced. The vibrators are not to come into contact with the reinforcement.

A. Position and Correctness of Reinforcement

Irrespective of whether any inspection and/or approval of the fixing of the reinforcement have been carried out as above. It shall be the contractor‟s sole responsibility to ensure that the reinforcement fixed exactly in the positions shown therein and in position to give prescribed cover.

The Contractor will be held entirely responsible for any failing or defect in any portion of the reinforced concrete structure and including any consequent delay, claims, third party claims, etc. where it is shown that the reinforcement has been incorrectly positioned or is incorrect in size or quantity with respect to the detailed drawings or bending schedules.

B. Spacer Blocks

Spacing blocks of approved size and shape made of concrete similar to that used in the surrounding construction and fixed to the reinforcement of framework by No. 18 S.W G. wire set into the spacer blocks or other approved means shall be provided where necessary to ensure that the requisite cover is obtained. The Contractor is to include for proving sufficient such spacer blocks in his prices for steel reinforcement where such supplier has been nominated. Where composite blocks or other forms of nib construction are used, spacer blocks are to be provided as shown on the drawings. These will generally consist of concrete block as described above made to fit the width of the rib less 3mm to tolerance and with single or double grooves (depending on the number of the reinforcement bars used per rib) in the top surface with wire ties at each groove.

C. Concrete Cover to Reinforcement

Unless otherwise directed, the concrete cover to rod reinforcement over main bars in any face shall be:-

- Foundation against earth face 75mm
- Foundations against blinding 50mm
- Column 40mm
- Beams 25mm
- Slabs 15mm
- Walls 25mm

A. Fixing Fabric Reinforcement

The fixing shall be free from scale, rust, grease or other substances likely to reduce the bond between the steel and the concrete and shall be laid with minimum 300mm laps and bound with No. 18.S.W.G annealed iron wire.

B. Projecting Reinforcement

Where reinforcement projects from a concreted section of the structure and this reinforcement is expected to remain exposed for some time. It is to be coated with a cement grout to prevent rust staining on the finished concrete. This grout too is brushed off the reinforcement prior to the continuation of concreting.

C. Fixtures and indentations Concrete

No openings, chases, holes or other voids shall be formed in the concrete without the prior approval of the Engineer. Details of any fixtures to be permanently built into the concrete including the proposed positions of all conduits 25mm and over in diameter shall be submitted to the Engineer for his approval before being placed.

D. Chases, Holes etc in Concrete

The Contractor shall be responsible for the co-ordination with the Electrical and other Sub- contractors for incorporating electrical conduit, pipes, fixing blocks, chases holes and the like in concrete members as required and must ensure that adequate notice is given to the sub-contractors informing them when concrete members incorporating the above are to be poured. The Contractor shall submit full details of these items to the Engineer for approval before the work is put in hand. All fixing blocks, chases, holes etc, to be left in the concrete shall be accurately set out and cast with the concrete.

E. Position of Electrical Conduit

Unless otherwise instructed by the Engineer all electrical conduits to be positioned within the reinforced concrete shall be fixed inside the steel cages of beams and columns and between the top and bottom steel layers in slabs and similar members.

The proposed position of all conduits 25mm and over in diameter which are to be enclosed in the concrete shall be shown accurately on a plan to be submitted to the Engineer. Whose approval shall be obtained before any such conduit is placed.

F. Formwork

The method and system of framework which the Contractor proposes to use shall be approved by the Engineer before construction commences. Formwork shall be substantially and rigidly constructed of timber or steel or precast concrete or other approved material.

Formwork cont'd

All timber for formwork shall be good, sound, clean, sawn well-seasoned timber free from warps and loose knots and of scantlings sufficiently strong for their purpose.

A. Construction of Formwork

All formwork shall be of sufficient thickness and with joints close enough to prevent undue leakage of liquid from the concrete and fixed to proper alignment, level and plumb and supported on sufficiently strong bearers, shores, braces, plates etc properly held together by bolts to prevent displacement, vibration or movement by the weight of materials, men and plant on the same so wedged and clamped as to permit easing and removal of formwork without jarring the concrete. Where formwork is supported on previously constructed portions of the reinforced concrete structural frame, the Contractor shall by consultation with the Engineer ensure that the supporting concrete structure is capable of carrying the load and or sufficiently propped from lower floors or portions of the frame to permit the load to be temporarily carried during construction.

Soffits shall be erected with an upward chamber of 10 mm for each 4.00 M of horizontal span or as directed by the Engineer.

Great care shall be taken to make and maintain all joints in the formwork as tight as possible to prevent the leakage of grout during vibration. All faulty joints shall be called to the Engineer‟s approval before concreting.

The formwork shall be sufficiently rigid to ensure that no distortion or bulging occurs under the effects of vibration. If at any time the formwork is insufficiently rigid or in any way defective the Contractor shall strengthen or improve such formwork as the Engineer may direct.

The Contractor‟s attention is drawn to the various surface textures and applied finishes required and the faces of framework next to the concrete must be such material and construction and be sufficiently true to provide a concrete surface which will in each particular case permit the specified surface treatment or applied finish.

All surfaces which will be in contact with concrete shall be oiled or greased to prevent adhesion of mortar. Oil or grease shall be of a non-staining mineral type applied as a thin film before the reinforcement is placed. Surplus moisture shall be removed from the forms prior to placing of concrete.

Temporary openings shall be provided at the base of the columns, walls and beam forms and at any other points where necessary to facilitate cleaning and inspection immediately before the pouring of concrete. Before the concrete is placed, the shuttering shall be true-up and any water accumulated therein shall be washed out or otherwise removed from within the formwork.

Construction of form

The reinforcement shall be inspected for accuracy of fixing. Immediately before placing the concrete the formwork shall be well watered and inspection openings shall be closed. The erection, easing, striking and removing of all formwork must be done under the personal supervision of a competent foreman, and any other occurring through faulty formwork or its incorrect removal shall be made good by the contractor at his own expense.

After removal of formwork, all projections fins, etc. on the concrete surface shall be chipped off and made good to the requirements of the Engineer. Any voids or honeycombing shall be treated as described under "Faulty concrete".

A. Stripping Formwork

All formwork shall be removed without undue vibration or shock and without damage to the concrete. No formwork shall be removed without the prior consent of the Engineer and the minimum periods that shall elapse between the placing of the concrete and the striking of the formwork will be as follows:-

Beam sides, wall and columns (unloaded)	2 days
Slab soffits (props left under)	3 days
Beam soffits (props left under)	7 days

Removal of props to (partly subjected to 7 days concrete cube strength being satisfactory)

Slabs	10 days
Beams	14 days

If the contractor wishes to take advantage of the shorter stripping times permitted for beam and slab soffits when props are left, he must so design his formwork that sufficient props as agreed with Engineer can remain in their original position without being moved in any way until expiry of the minimum time for removal of props. Stripping and re-propping will not be permitted.

The above times may be reduced in certain circumstances at the discretion of the Engineer provided an approved method is adopted at the Contractor‟s expense to ensure that the required concrete strength is attained before the forms are stripped.

Solid strips in composite slab shall be considered as beams. The top of retaining walls shall be adequately supported with stout taking props at intervals required by the Engineer. These props are not to be removed until after 7 days after casting of the floor slab.

A. Surface Finishes

Where fair finish is specified the concrete shall be brought to a perfectly true smooth and even surface by rubbing with carborundum stone dipped in cement grout. Such work must be commenced within one hour of removing the formwork and be actively and rapidly pursued until completed the object being to complete the finish as soon as possible after the removal of the shattering on no account may such work be postponed to a later stage in the Contract. Fair face surfaces shall be clean, smooth, even to form and free from all board marks, joint marks, honey combing, pitting etc. The Contractor is permitted at his own expense to provide smooth lining to the forms which will achieve the required finish without rubbing down. All rubbed down work must be lightly washed with plain cold water at the completion of the Contract, and not before the cement grout used in the finish is at least four weeks old after initial mixing.

B. Wrought Lined Formwork

The shuttering shall be constructed of wrought tongued and grooved boarding plywood or block board lined with approved laminated plastic sheeting to produce a concrete surface with truly flat surface completely free from all air bubbles, joint marks, honey comb and other pittances and blemishes to the approval of the Engineer.

Should the Contractor desire to use alternative materials he should submit proposals to the Engineer for approval.

Should the Contractor fail to obtain approval and the Architect subsequently rejects the work, the Contractor will at his own expense carry out all work necessary to attain the approval of the same.

C. Tamped Finish

Areas so specified shall be finished at the time of casting with a tamped finish to the Engineer‟s approval produced by and edge board. Board marks are to be made to a true pattern and will generally be at right angles to the traffic flow. Haphazard or diagonal tamping will not be accepted.

D. Board Marked Finish

Where so directed or measured the finish shall be that of a board marked pattern panels, the boards shall be arranged and of widths and sizes all as detailed on the drawings. All exposed concrete will be left unpainted and therefore every care and attention shall be paid to obtain a satisfactory visual appearance and that maintenance of the same throughout the building operation. The finished surfaces shall be free from blow holes, hungry patches and other blemishes, and a sample panel is to be provided and approved by the Engineer before work commences.

Board Marked finish (Cont'd)

Unless otherwise specified, the formwork shall be rip sawn softwood to the Engineer‟s approval and shall have sufficiently strong grain to impart a corresponding pattern on the concrete surface. Unless otherwise approved it shall be lightly oiled with approved non-staining mould oil.

A. Vertical Ribbed Finish

Vertical ribbed finish to walls shall comprise 50x50mm concrete projections at 450mm centres cast vertically on the face of the wall. All surfaces are to be used as described under „Wrought Formwork‟.

B. Diagonal Ribbed Finish

Diagonal ribbed finish to walls shall comprise 5 x 20 mm deep concrete projections at 100mm centres cast at 45 degree angle to the vertical on face of wall. All surfaces are to be described under „wrought formwork‟.

C. Chisel Dressed Finish

Where specified a chisel dressed finish is to be carried out on any grade of concrete but not until it is at least 30 days old. The surfaces are to be fully chisel dressed to removed maximum of 12mm (average 9 mm) of the surface to expose the aggregate without excessive cracking or breaking thereof.

Where the drawings show details of arrises of columns, beams, etc. these are to be performed with timber fillets set in the formwork and care must be taken in working up to those preserve a clean line.

For vertical surfaces of walls and columns, particular care must be taken to remove all sharp projections. For beam soffits this requirement is not necessary.

All chisel dressed surfaces are to have margins chisel dressed by hand for a minimum width of 75mm commencing from the fillet edge. Thereafter mechanical chisel dressing may be used but the Contractor must ensure that a uniform texture and even plane surface is achieved. The use of pointed steel tools for both hand and mechanical chisel dressing is essential. Upon completion the surfaces are to be thoroughly wire brushed and washed down and protected during the course of construction from damage dirt, cement grout.etc.

A. Precast Concrete

Unless otherwise approved by the Engineer all precast concrete construction shall be carried out on the site and shall conform to requirements given elsewhere in these preambles.

The maximum size of coarse aggregate in precast concrete shall not exceed 20 mm except for the thickness less than 75mm where it shall not exceed 15mm.

The compacting of precast concrete shall conform to requirements given elsewhere in these preambles except for thin slabs where use of immersion type vibrators is not practicable. The concrete in these slabs may be consolidated on a vibrating table or by any other methods approved by the Engineer.

Steam curing precast concrete will be permitted. The procedure for steam curing shall be subject to the approval of the Engineer.

The precast work shall be made under cover and shall remain under the same for seven days. During this period and for a further seven days the concrete shall be shielded by sacking or approved materials kept constantly wet. It shall then be stacked in the open for at least a further seven days to season before being set in position. Where steam curing is used these times may be reduced subject to the approval of Engineer.

Precast concrete units shall be constructed in individual forms. The method of handling concrete units after casting, during curing and during transport and erection shall be subject to the approval of the Engineer, providing that such approval shall not relieve the Contractor of responsibility for damage to precast concrete units resulting from careless handling.

Repair of damage to the precast concrete units, except for minor abrasions of the edges which will not impair the installation and/or appearance of the units will not be permitted and the damaged units shall be replaced by the contractor at his own expense.

Except where precast work is described as „fair face" or as having „exposed aggregate" or terrazzo finish the moulds shall be made of suitable strong sawn timber true in form to the shapes required. Unless otherwise described faces are to be left rough from the sawn moulds.

Where precast work is described as „fair face" the moulds are to be made of metal or are to have a metal or plywood linings or are to be other approved moulds which will produce a smooth dense fair face to the finished concrete suitable to receive a painted finish direct and free from all shutter marks, holes, pittances, etc. in his prices for such precast work is to have an „exposed aggregate" or terrazzo finish the moulds shall be constructed to the requirements given for moulds for „finished fair" work. The method of achieving exposed aggregate finish shall be aggregate transfer or other approved method.

Precast concrete

The precast units shall be installed to the lines, grades and dimensions shown on the Drawings or as directed by the Engineer.

A. Hollow Concrete Block Suspended Construction (Composite Floor Slab)

Concrete hollow blocks for use in the composite floor slab are to be of the same sizes required as shown on the drawings and with thickness and are to be adequate strength to support the concrete during placing and consolidation of vibration. Blocks are to be manufactured in accordance with the procedure specified in B.S 2028 and to be of a mix not weaker than 1:4:8 cement : sand : stone: using maximum 10mm size aggregate. Concrete blocks are cured for at least 28 days before use on the site. During the first seven days of curing, blocks are to be kept permanently damp and protected from exposure to sun and wind.

Concrete blocks are to be wetted before the pouring of concrete.

Hollow clay filler blocks for use in the composite floor slabs are to be of the sizes shown on the drawings and to be of adequate strength to support the concrete during placing and consolidation by vibration. They shall be obtained from an approved manufacturer. Before any orders are placed, at least 6 sample clay blocks shall be provided for approval of the Engineer. Any clay blocks subsequently delivered to the Site which in the opinion of the Engineer are not of equal standard to the approved samples shall be rejected.

Rejected blocks shall immediately be removed from site and shall not be used in the works. Clay blocks are to be full cured before delivery or use on site.

Clay blocks are to be well wetted before the pouring of concrete.

B. Composite Floor Construction.

The hollow block floor construction is generally to be as shown on the Engineer‟s Drawings.

Care shall be taken in placing blocks to ensure that they are set out in accordance with the details shown on the drawings and that they run truly in line without encroaching on the width of the in-situ ribs.

The open ends of hollow blocks, if adjacent to concrete to be placed insitu, are to be plugged or stopped to prevent the concrete from flowing into the void and the Contractor is to include for this in his prices.

The contractor should note that slip tiles are not to be used to the soffit of ribs and he is to take this into consideration in pricing the items of formwork to the soffit of hollow block floor construction.

Composite Floor Construction (cont'd)

Before concreting is carried out the blocks are to be thoroughly wetted.

Care should be taken during concreting that the width of ribs between the rows of blocks and the solid in-situ concrete shown on the Drawings adjacent to supporting beams is not encroached upon by the blocks.

It is essential that the concrete topping be poured at the same time as the ribs between hollow blocks.

Reinforcement shall be positioned accurately with required cover in accordance with the Drawings and using the particular spacing blocks shall be provided in ribs at not more than 1,200m centres. Care must be taken during concreting that the reinforcement is not displaced.

Where holes or services occur, the necessary holes or pockets shall be accommodated by the replacing of a hollow block in-situ concrete or the widening of a rib all in accordance withy the Engineers instructions.

Prices for such holes through hollow block construction are to include the re-arrangement or substitution of the hollow block with solid concrete in addition to the actual formation of the hole.

A. Concrete Surface Beds

Before placing concrete and where specified or shown on the Drawings a layer of 500 gauge polythene or diothene sheeting shall be laid on the base course. Minimum 300 mm laps shall be provided at all joints.

The concrete shall be placed as soon as possible after being mixed. In transporting the concrete, adequate precautions shall be taken to avoid damage to the prepared base. The concrete shall be spread to such a thickness that what compacted it shall have the finished thickness as specified or shown on the drawings. A layer of concrete 50mm less than the finished thickness shall first be spread and struck off at the correct level to receive the top fabric reinforcement.

The top layer shall then be added. Not more than 30 minutes shall elapse between spreading the bottom layer and the start of compaction of the top layer. The Contractor shall be responsible for maintaining the reinforcement in its correct position during the placing and compaction of the concrete.

Concrete Surface Beds (cont'd)

The compaction and finishing of the concrete shall be effected by immersion vibrators and a hand or mechanical tamper weighing not less than 10kg per meter and having tamping edge shod with a steel strip 75mm wide fixed to the tamper by countersunk screws. Immersion vibrator with „spade" attachments will be permitted. Compaction shall be continued until a dense, sealed surface finish is achieved. Over-compaction causing an excessive amount of fines to be brought to the surface shall be avoided.

The surface of the concrete shall be finished to the surface texture specified to the levels falls and cross falls as directed or shown on the Drawings and shall be subject to the following tolerances:-

- The levels shall be within + or -6 mm of the levels specified.
- The falls shall be within 1% of the falls specified.
- The smoothness shall be such that departures from a 3.00 M straight edge laid in any direction shall not exceed 3mm.

Minor irregularities shall be made good by the use of a steel float but in no circumstances shall mortar be used to make good the surface.

As soon as the surface has been finished, it shall be protected against too-rapid drying by means of damp Hessian, polythene sheeting or other approved means placed carefully on the surface and kept wet for a further 21 days.

The most critical period is the first 24 hours after placing and curing during that time shall be very thorough.

The Contractor is to obtain the Engineer"s approval to the material and method he proposes to use for curing and no concreting will be permitted until sufficient such material is on site.

Forms shall not be removed from freshly placed concrete until it is at least 24 hours old.
Care shall be taken that in their removal no damage is done to the concrete, but should any damage occur the Contractor shall be responsible for making it good.

A. Concrete Surface Beds

Expansion joints shall be positioned and constructed as shown on the drawings. The joints in the surface beds shall be absolutely square and true to line and position.

All Joints in surface beds shall be formed to the patterns and shapes to coincide exactly with the joints in the surface finish or as otherwise indicated on the drawings. Formwork shall be manufactured from steel of heavy angle section and be to the Engineer‟s approval. The Contractor shall submit drawings of the forms he intends to use and obtain the Engineer‟s approval before fabrication. Panels shall be poured in alternate bays as agreed with the Engineer. No construction joints and other than those indicated on the Drawings shall be submitted.

B. Notes Concerning Measurement and Pricing

The Contractor must allow for all costs incurred during the progress of the Contract for complying with the provisions concerning the preparation and use of graded mixes.

Prices of concrete shall include for mixing and depositing as described or indicated and for hoisting and depositing at the various levels required throughout the building and shall also include for forming or hacking a satisfactory key for all faces receiving asphalt and plaster work. Prices for slabs shall also include for leveling off the surface as described under „Compaction‟ and all temporary formwork to form construction joints at bay edges.

Prices for reinforced concrete shall in addition, include for filling into between or on formwork and thoroughly compacting between and around rods and fabric reinforcement and for forming all additional construction joints between varying mixes. Where described as Vibrated, prices must include for fully vibrating as described.

Prices for formwork shall include for extra material at joints, extra labour and waste for narrow widths, small quantities, overlaps, passing at angles, straight cutting and waste, splayed edges, notching, etc. and for fixing at the various levels including battens, struts and supports and for bolting, wedging easing, striking and removal. Prices for linear items such as boxing shall include for angles and ends.

Prices for steel rod reinforcement shall include for cutting to lengths and all labour in bending and cranking, forming hooked ends handling, hosting and fixing in position and for providing all necessary tying wire and supports. Prices for fabric reinforcement shall include for all straight cutting and waste, handling, hoisting and fixing in position providing all necessary tying wire supports and all extra materials in laps.

Notes Concerning Measurement and Pricing (Cont'd)

Prices for all precast concrete shall include for all moulds, finishing as described, handling reinforcement, hoisting and fixing at the required levels, bedding, jointing and pointing in cement and sand (1:5) mortar also for casting or cutting to the exact lengths required and any waste resulting from such cutting.

Prices for expansion joints shall include for cutting to size all temporary supports, and prices for expansion joint sealers shall include all temporary battens or fillets required to form the necessary grooves.

Prices for suspended hollow tile composite floor and roof slabs must be a „all inclusive" to include for concrete hollow tiles, in-situ concrete ribs, concrete topping, concrete filling to open ends of hollow concrete tiles.

Concrete in main beams shall be separately measured to the full width thereof and for full depth to top of slab level and composite slabs are measured the net area between the same. No adjustment will be made in reinforcement etc, into main beams or flanges etc to obtain bearing which are deemed to be covered in the Contractor"s rates.

WALLING

A. Stones

Stone for walling shall be hard, dense, dark grey stone from an approved quarry or other equal and approved.

Stone walling described as load-bearing shall have a minimum crushing strength of 7.00 Newtons per square millimeter and shall comply with C.P 111: Part 2.

B. Concrete Blocks

All hollow or solid concrete blocks for general use shall comply with B.S 2028 Type "A" and with C. P 111: Part 2, of minimum crushing strength of 3.5 Newtons per square millimeter, maximum density 1,500 Kg/m^3 and minimum density 1.0 kg/m^3 and must be obtained from an approved manufacturer equal to samples deposited with and approved by the Architect.

Concrete block walling described as load-bearing shall a minimum crushing strength of 7. Newtons per square millimetre and minimum density of 1,500 Kg/m^3.

All concrete blocks must be cured for a minimum period of four weeks before use, the first 3 days of which shall be done under cover on a boarded surface or clean concrete floor. All testing of blocks is to be carried out by the Ministry of Works Materials Testing Laboratory or other.

C. Block Shape and Conditions

All concrete blocks shall be of even textured and of properly mixed ingredients and all portions of the block shall be of properly set and hardened concrete.

Blocks shall be free from cracks or blemishes and shall be true to shape and size with clean sharp edges and corners and with corners truly square.

D. Casting

Blocks shall be cast in suitable block-making machines, either power-driven or hand-operated. The moulds shall be of steel and accurately made to size and to give the required shape and squareness of block.

The mould and contents should be subject to vibration and the material in mould subject to pressure during casting, so as to form a dense and uniform concrete block. The material should contain only sufficient water to obtain full chemical reaction of the cement and to give proper workability of constituents.

A. Mixing of Materials

The maximum ratio combined aggregate to cement shall not be greater than 9:1.

Mixing shall take place in mechanical mixers so as to thoroughly mix the constituents to a uniform consistency before casting.

B. Stacking

The blocks after curing as specified above may be stacked up to a maximum of one metre high and in such a way as to prevent damage to the edges or corners.

C. Hollow Clay Blocks

Hollow clay blocks shall be sound well-burnt hollow clayware blocks, "best quality and obtained from an approved manufacturer precisely to the specified sizes".

D. Wall Reinforcement

All walling under 200mm thick shall be reinforced with hoop iron 25mm wide or similar reinforcement centrally in joints as approximately 400mm centres (Vertically for the full length of the walls, lapped and crimped 3mm at running joints and full width of wall at angles and intersections).

E. Chasing

Chasing in load-bearing walling for electrical conduits, pipes etc. is to be kept to a minimum size of cut and position and runs of chases are to be approved by the Architect before any cutting is commenced. Horizontal runs will not be permitted.

F. Cement

The cement shall be as described in "concrete work".

G. Sand

The sand for mortars shall be described in "concrete work" except that it shall be fine sand.

H. Lime

The lime shall be described in "plasterwork".

A. Mortars

Cement mortar shall consist of one part of Portland cement to three parts of sand by volume.

The cement/lime mortar shall consist of one part of Portland cement, one part of lime and six parts of sand by volume.

The ingredients of mortar shall be measured in proper gauge boxes on a boarded platform, the ingredients being thoroughly mixed dry, and again whilst adding water. In the case of cement/ lime mortar, the sand and lime shall be mixed first and then the cement added. All mortar is to be thoroughly mixed to a uniform consistency with only sufficient water to obtain a plastic condition suitable for trowelling. No mortar that has commenced to set is to be used or remixed for use.

B. Setting Out

The Contractor shall provide proper setting out rods and set out on the same all work showing openings, heights, sills and lintel and shall build the various walls and piers to the thicknesses, widths and heights shown upon the Drawing. No part of the walling shall be carried up more than one metre higher at one time than any other part and in such cases the jointing shall be made in long steps so as to prevent cracks arising and all walls shall be leveled around at floor and wall heads.

C. Bonding Walling

All blocks shall be properly bonded together and in such a manner that no vertical joint in any one course shall be within 100 mm of a similar joint in the courses immediately above and below. Alternate courses of walling at all angles and intersections shall be carried through the full thickness of the adjoining walls

All perpends, reveals, quoins and other angles and joints of the walls etc shall be built strictly true and square.

D. Laving and Jointing

All blocks are to be well-wetted before laying and tops of walls where left off shall be well-wetted before commencing building. All joints are to be 10 mm thick and flushed up and grouted in solids as the work proceeds.

All exposed faces of walls for plastering are to be left rough and the joints raked out while mortar is green to form adequate key.

All other faces shall be cleaned down on completion with a wire brush or as necessary and mortar drippings, smear marks etc removed and rates must include for this.

A. Putlog Holes

All put log holes shall be carefully, properly and completely filled up on completion of walling and before plastering is commenced.

B. Fair Face

Walling described as fair-faced shall be built with selected blocks and pointed with neat flush joints.

C. Damp-proof courses

Damp-proof courses shall be bituminous felt to B.S 743 weighing 7 lbs. per square yard, free from tears and holes to be laid with 150 mm minimum laps on and including a leveling screed of cement mortar.

D. Prices to Include

The prices of walling shall include for all straight cutting, bonding, plumbing angles forming reveals, pinning up to undersides of concrete soffits and cutting up sides of columns and cutting and pinning ends of lintels and sills.

CARPENTRY

A. Generally

All timber as it arrives on the site shall be inspected by the Contractor and any timber brought on the site and not complying with the specification or not approved, must be removed forth with from the site and only timber is approved shall be used.

The contractor shall upon signing the contract purchase sufficient supplies of specified hardwoods to avoid possible shortages at a later date.

B. Species of Timber

The following timber shall be used:-

Standard Common Name	**Botanical Name**
Podocarpus	Podocarpus spp.
Cedar	Juniperus procera.
African Mahogany (Munyama)	Khay anthotheca.
Camphor	-
Mninga	Ptecocarpus Angloensis
Mvule	Chlorophora axcelsa
Cypress	-

A Tolerances in Thickness

Shall confirm with the following Grading Rules**:-**

1) Hardwood Grading (First and second grades)

The following tolerances in thickness will be admitted:-

a) 1.5 mm oversize on pieces up to 25 mm and up to 50 mm in thickness.

b) 3 mm oversize on pieces over 25 mm and up to 50 mm in thickness.

c) 6 mm oversize on pieces over 50 mm in thickness. Under size will not be permitted.

2) Softwood Grading; strength grades (for carpentry)

First and second grades

Undersize not allowed

Oversize: All timber to be sawn oversize by 1.5mm per 25mm of thickness and width to a maximum of 3mm in thickness and 6mm in width.

3. Softwood Grading: Appearance grades (for joinery)

First and second grades
All for strength grades above.

B. Insect Damage

All timber shall be free from live borer beetles or other insect attack when brought upon the site. The contractor shall be responsible up to the end of the maintenance period for executing at his own cost all work necessary to eradicate insect attack to timber which becomes evident, including the replacement of timber attacked or suspected of being attacked, notwithstanding that the timber concerned may have already been inspected and passed as fit for use.

A. Seasoning of Timber

All timber shall be seasoned to a moisture content of not more than 22% for carpentry and 15% for joinery.

B. Pressure impregnation treatment

All carpentry timbers, sawn joinery and timber grounds for fixing joinery shall be treated with pressure impregnated "celcure" or "Tanalith" solution with a minimum net retention of 0.35 lbs. of dry salt per cubic foot. If so required "charge sheets" issued after treatment with "celcure" or Tenalith" shall be submitted by the contractor to the Architect for his retention. All cut ends and any other cut faces of timbers sawn after treatment shall be treated before mixing with "Celcure B" of "Wolmanol" solution brushed on.

The Contractor prices for such timber hereinafter must allow for the above treatment.

C. Inspection and Testing

The Architect shall be given facilities for inspection of all works in progress whether in workshop or on site. The contractor is to allow for testing of prototypes of special construction units and the architect shall be at liberty to select any samples he may require for the purpose of testing i.e. for moisture content or identification, species strength, etc. Such tests will be carried out by the forestry Department.

D. Clearing up

The contractor is to clear out and destroy or remove all cut ends, shavings and other wood waste from all parts of the building and the site generally, as the work progresses and at the conclusion of the work.

This is to prevent accidental borer infestation and to discourage termites and decay.

E. Workmanship

All carpenter‟s work shall be accurately set out in strict accordance with the drawings and shall be framed together and securely fixed in the best possible manner with properly made joints; all brads, nails and screws, etc shall be provided as necessary, directed and approved, and the contractor‟s prices shall allow for all the foregoing.

All workmanship shall be of the best quality.

All carpenters works shall be left with sawn surfaces except where particularly specified to be wrought.

A. Dimensions

Dimensions of timber for carpentry left with sawn faces shall comply with the previous clause specifying tolerances in thickness. Dimensions for wrought members shall be as described in "Joinery".

B. Jointing

All timber shall be as long as possible and practicable to eliminate joints. Where joints are unavoidable surfaces shall be in contact over the whole area of the joint before fastenings are applied.

No nails, screws or bolts are to be fixed in any split end. If splitting is likely or is encountered in the course of any work, holes for nails are to be prepared at diameters not exceeding $4/5^{th}$ of the diameter of the nails. Clenched nails must be bent at right angles to the grain.

Lead holes are to be bored for all screws. When the use of bolts is specified the holes are to be bored from both sides of the timber and are to be of the diameter DD/16, where D is the diameter of bolt. Nuts must be brought up tight but care is to be taken to avoid crushing of the timber under the washer.

JOINERY

A. All Timber

All timber shall be first (or prime) Grade species of timber and tolerance shall be defined under "carpentry".

B. Generally

All joiners‟ work shall be accurately set out on boards to full size for the information and guidance of the artisans before commencing the respective works, with all joints, iron work and other works connected therewith fully delineated. Such setting out must be submitted to the architect and approved before such respective works are commenced.

All joiners‟ work shall be cut out and framed together as soon after the commencement of the building as is practicable, but not be wedged up or glued until the building is ready for fixing same. Any portions that warp wind or develop shakes or other defects within six months after completion of the works shall be removed and new fixed in their place together with all other work which may be affected thereby all at the contractor‟s own expense.

All work shall be properly mortised or detailed, and so designed and secured as to resist or compensate for any stresses to which they may be subjected. All nails, sprigs, etc, are to be punched and puttied. Loose joints are to be made where provisions must be made for shrinkage, glued joints where shrinkage need not be considered and where sealed joints are required. Glued for load bearing joints or where conditions may be guaranteed case in or organic glues may be used.

C. Insect Damage

All timber shall be free of insect damage as defined under "Carpentry".

D. Seasoning of Timber

All timber shall be seasoned to a moisture content of not more than 15%.

A. Dimensions

3 mm reduction off specified sizes will be allowed to each wrought face except where described as finished sizes in which joinery shall hold up to the full dimensions.

B. Chipboard

Shall be resin bonded and shall comply with B.S 2604.

C. Protect Joinery

Any fixed joinery which in the opinion of the Architect is liable to become bruised or damaged in any way, shall be completely cased and protected by the contractor until the completion of the works.

D. Flush Doors

All flush doors shall be manufactured to the thicknesses specified and consist of 10mm wide framing all round with horizontal core battens at not more than 75mm centres pressure impregnated as described and bored with 12 mm diameter ventilation holes at 300 mm centres. Doors shall have two lock blocks and be faced both sides with 6 mm ply wood and 25 mm mahogany twice rebated lipping all round and otherwise be equal to an approved sample. External flush be as described above but faced both with "exterior" quality plywood.

E. Prices to Include

Prices of items hereafter shall include for the foregoing labours, etc and in addition all prices for linear items are to include all internal and external angles either mitred or tongued, all fair, fitted, stopped, notched or returned ends all similar incidental labours and all short lengths.

F. Bottom Edges

Bottom edges of doors shall be painted with one coat of approved primer before fixing.

A. Iron mongery

All locks and iron mongery shall be fixed with screws etc, to match. Before the woodwork is painted, handles shall be removed carefully stored and reaffixed after completion of painting and locks oiled and left in perfect working order. All keys shall be labeled with the door reference marked on labels before handling to the Architect on completion.

All iron mongery described herein as to be supplied and fixed shall be of "Union" make or other equal standard.

The contractor is to note that joinery timber sizes are nominal unless otherwise stated as finished sizes. These nominal sizes have been calculated in accordance with standard method of measurement of building works for East Africa, 2nd Edition metric and no regard has been taken of metric sizes of timber at present being sold.

B. Fixing Joinery

All beads, fillets and small members shall be fixed with round or oval brads or nails well punched in and stopped. All larger members shall be fixed with screws. Brass screws shall be used for fixing of all hardwoods, the heads let in and pelleted over with wood pellets to match the grain.

C. Bedding frames etc

The Contractor"s rates must include for bedding frames, sills, etc, in mortar or dressing surfaces of walls, etc in lieu

D. Plugging concrete and walls

Round wood plugs shall not be used. All work described as plugged shall be fixed with screws to plugs framed by drilling concrete walls, etc, with a proper tool of suitable size at 750mm spacing and filling the holes completely with "Philplug" raw plastic or Rawl plugs in accordance with the manufacture"s instructions. Alternatively and where so agreed by the architect hardwood dovetailed fixing slips, dipped in "Woolmanol" or Celcure B" solution and cut and pinned or bedded in cement mortar (1:3) may be used.

E. Fibreboard

Shall be 12mm "Celotex" or other approved termite-proofed sot board cut panels with V-edges.

A. Plywood

Shall comply with B.S 1455 (First Quality "interior type" unless otherwise specified.)

B. Blockboard

Shall be laminated board faced both sides with 4mm plywood. Exposed edges shall be lipped with 20 mm hardwood and rates shall include for lipping.

C. Plastic Sheeting

Shall be "Formica" sheeting 1/16 thick and securely fixed with approved type waterproof adhesive, and in the colours approved by the Architect.

PLASTER WORK AND OTHER FINISHINGS

A. Cement

The cement shall be as previously described in "Concrete Work"

B. Sand

The sand shall be as described for fine aggregates but that for plastering shall be light in colour and well graded to a suitable fitness in accordance with the nature of the work in order to obtain the finish directed.

C. Line

The lime for plastering shall comply with B.S 890 Class "A" for hydraulic lime and shall be as rich as obtainable and to approval. It must be freshly burnt and shall be slaked at least one month before being used by drenching with water well broken up and mixed and the wet mixture shall be passed through a sieve of two meshes per square millimetre. Lime putty shall consist of freshly slaked lime as above described, saturated with water until semi-fluid and passed through a fine sieve: it shall then be allowed to stand until superfluous water has evaporated and it has become of the consistency of thick paste, in no case for a shorter period than one month before being used, during which it must be kept damp and clean and no portion of it allowed to become dry.

Alternatively, hydrated lime with 70% average calcium oxide content may be use and it must be protected from damp until required for use. It shall be soaked to putty at least 24 hours before use.

D. Composition of Plasters etc

A mix referred to as 1:4 shall mean 40 Kg of cement and 0.10 cubic metres of sand. All other mixes shall be construed in a like manner.

E. Hacking, etc

The prices for all pavings and plastering etc. shall include for hacking concrete surfaces and for raking out joints of walls 12mm deep and for cross-scoring undercoats to form a proper key.

Plastering on walls generally be taken to include flush faces of lintels, beams etc in same.

A. Surfaces

All surfaces to be paved or plastered must be brushed clean and well-watered before each coat is applied. All cement paving and plaster shall be kept continually damp in the interval between application of coats and for seven days after the application of the final coat.

B. Dubbing out

Where required shall be composed of one part cement to six parts of sand.

C. Partially set mixes

Partially or wholly set materials will not be allowed to be used or remixed. The plaster, etc, mixes must be used within two hours of being combined with water.

D. Samples

The contractor shall prepare samples of the screeds, pavings and plastering as directed until the quality, texture and finish required is obtained and approved by the Architect, after which all work executed shall conform with the respective approved sample.

E. Finish generally

All screeds, paving, etc, shall be finished smooth, even and truly level unless otherwise specified, by whatever method the contractor thinks fit excepting screeds, paving, etc to receive vinyl tiles which shall be steel trowelled.

Rendering and plastering shall be finished plumb, square, smooth, hard and even and junction between surfaces shall be perfectly true, straight and square.

All work shall be to approval and any not complying with the above shall be hacked away and replaced at the contractor‟s expense.

F. Arrises and Angles

All arrises and angles shall be clean and sharp or slightly rounded or thumb coved as directed, including neatly forming mitres.

G. Making good

All making good shall be cut out to a rectangular shape, the edges undercut to form dovetail key and finished flush with face of surrounding paving or plaster. Cut out and make good all cracks, blisters and other defects and leave the whole of the work perfect on completion.

A. Prices to include

In addition to the foregoing, prices of superficial items are to include for work in narrow widths, all linear labour, angles and arrises, all fair edges, for making good up to or stopping to a line at the required level at top of skirting or dadoes where directed and for making good up to window, door frames and similar.

The prices for all linear items unless otherwise measured are to include for all short lengths, angles and arrises, mitres and ends of every description.

B. Prices for paving

Prices for pavings, screeds, etc, are to include for adequate covering and protection during the progress of the works to ensure that the floors are handed over in perfect condition.

C. Floor screeds

Floor screeds shall be composed of green or red-coloured cement and sand (1:2) and shall not be laid in areas exceeding ten square meters during any period 24 hours. As bays are formed steel edge strips must be used to retain the exposed edge of the screed.

D. Two-coat lime plastering

Lime plastering shall consist of a first coat in cement, lime and sand (1:2:9) and a finishing coat of lime putty skim with 10% cement added. The two coats shall have total finished thickness of not less than 15 mm on total thickness on concrete soffits, beams, edges, etc.

The first coat shall be trowelled to a perfectly true and even surface and finished with a wood float, the surface being sprinkled with water from a brush during the process and before it has set thoroughly worked with a steel trowel, sprinkled with water as before and be brought to a uniform smooth and hard surface.

E. Parquet tiles flooring

All timber for parquet tiles flooring shall be seasoned to a moisture content of not more than 15% and be free of any insect damage.

The tiles shall be of a uniform size of 480 x 480 x 8 mm thick and bedded on and fixed with and including bituminous adhesive to a screeded bed. The tiles shall be sanded and wax polished on completion to the satisfaction of Architect.

The contractor shall take all the necessary precaution to avoid bleeding of the adhesive and any other dirty marks on the surface of the tiles.

A. White Glazed Wall Ties

White glazed walls tiles shall be of local manufacture size 150 x 150 x 6mm thick, with associated fittings all to B.S 1281. Tiles shall be well soaked in water laid with straight horizontal and vertical joints, on and including cement and sand (1:4) screed 20 mm thick bedded in cement mortar (1:3) pointed in white cement and cleaned down on completion, all to approval.

Rates for linear items shall include for all special fittings and cutting at angles and intersections.

B. Granolithic Paving

The granolithic shall consist of one part cement (by volume) to two and a half parts (by volume) of local granite chipping graded from 6mm down to 3mm with not more than 15% to pass a No. 50 B.S. Sieve.

Granolithic shall be spread and given only sufficient trowelling to produce a perfectly level surface immediately after laying. When the granolithic has stiffened sufficiently so that a hard surface can be obtained without laitance, then the surface shall be polished with a steel float to a perfectly even and smooth surface. On no account will dusting with near cement the surface be permitted.

C. Polished Terrazzo

Polished terrazzo shall consist of screed or backing coat and a finishing coat of "Snowcrete" and marble chippings (1:2) mixed with "Cementone No 1" colouring compound in accordance with manufacturer"s instructions. Overall thickness is to be as later specified.

The finishing coat shall be a minimum of 12mm thick for paving and 9mm thick for wall finishes trowelled to a smooth and even finish and well rubbed and polished carborandum. The finished texture and colour shall be similar to a sample approved by the Architect.

D. Flexible Vinyl flooring – P.V.C Tiles

Flexible vinyl floor tiles shall comply with BS. 3261 and be "Dunlop Vinyl Asbestos Bitumen Tile Adhesive" or other equal and approved in strict accordance with the Manufacturer"s printed instructions. Prices for tiles shall include for adhesive, cutting and fitting and all waste.

A. Protection

The Contractor‟s rates for all finishing shall allow for adequate protection against damage by all following trades or any other cause to the satisfaction of the architect.

A. ALL MATERIALS

Shall be of the best quality, free from defects. The materials in all stags of transportation, handling and piling shall be kept clean and injury from braking, bending and distortion prevented.

B. NAILS, SCREWS, AND BOLTS

Shall be of best quality mild steel of lengths and weights approved by the Architect. Nails shall be B.S 1202 and bolts of B.S. 916.

C. WORKMANSHIP

All work shall be carried out in the most workmanlike manner and strictly as directed by the architect.

Welding shall be neatly cleaned off and units shall be prefabricated in the workshop wherever possible, the minimum of site welding being employed.

All screws works shall have full internal and external threads and holes shall have been cleaned off. Counter-sinking must be concentric.

D. RAINWATER GOODS

Prices shall include for building in, casting in or cutting mortises for fastenings all making good jointing, short lengths and all joints in the case of fittings.

E. NACO LOUVRES

Shall be of steel, aluminium-lacquered, single control type, unless otherwise described carefully screwed into timber sub-frames or plugged and screwed to walling. Louvres of equal quality of other manufacturers may be substituted on approval.

Prices shall include for oiling and adjusting and leaving clean and undamaged on completion.

F. FIXING METAL WINDOWS

The Contractor‟s prices for fixing metal windows, doors etc, shall include for assembling and fixing, cutting mortices for lugs in concrete or walling and running with cement mortar (1:4) bending frames in similar mortar and pointing in mastic, bedding cills, fixing, oiling and adjusting all fittings.

A. MILD STEEL

For balustrades, etc shall comply with B.S 15. No work shall be fabricated until site dimensions have been checked and no additional claim will be accepted should final dimensions differ from those on the drawings.

All welds shall be ground smooth and the Contractor shall ensure that the metal work is prepared for painting as described in painting and decorating.

The Contractor is to ensure that all work is erected plumb and true and be so maintained until properly secured by permanent fixings.

B. STRUCTURAL HOLLOW SECTIONS

All hollow sections are to be connected by electric welding. For butt welds the fusion surfaces of each member must be properly aligned and prepared.

C. ELECTRONIC WELDING

All welding is to be in accordance with the requirements of B.S. 1856 and 938 and the electrodes shall comply with B.S 639.

Fusion faces shall be free from irregularities which could interfere with the welding material. Those faces shall be free from any deleterious matter such as rust, grease and paint.

All welds shall be prepared by planning or machine flame cutting.

During welding all parts will be maintained in their correction position.

Welds shall be carried out with each run closely following the one prior with sufficient time between to allow for removal of slag.

Each run is to be inspected and the Contractor shall ensure that unsatisfactory welds cut out or re-made to the required standard.

The minimum size of fillet weld shall be 6mm.

All completed welds shall have regular and smooth surface. The weld material shall be solid with complete fusion throughout the weld and to the farecut metals.

Any defect shall be cut out more or made good to approval.

External faces of butt welds to be ground smooth.

A. PAINTING

All steel is to be wire brushed and any loose scale; dirt or grease shall be made good to the Architects satisfaction.

PAINTING AND DECORATION

A. Approved Specialist

All work under this trade must be executed by an approved specialist, unless the Architect agrees otherwise.

B. Generally

The contractor shall so arrange his programme of work that all other trades are complete and away from an area to be painted when painting begins. Before painting, the contractor must remove all concrete mortar drops and the like from all work to be decorated and remove all stains from and obtain uniform colour to work to be oiled and polished.

All plaster, metal, wood or other surfaces which are to receive finishes or paint, stain, polish, distemper or paint work or any description are to be carefully inspected by the contractor before he allows any of his painters to commence work. The contractor will be held solely responsible for all defective work condemned as a result of his painter‟s failure to insist on receiving from the other trades surfaces in proper condition to allow first class finishes of the various kinds specified being applied to them.

C. Painting Generally

All materials are to be of the best quality and shall be of an approved proprietary brand selected from the latest schedule of approved paints issued by the ministry of works.

All materials to be applied externally shall be of exterior quality and/or recommended by the manufacturers for external use.

All materials shall be delivered on site intact in the original sealed drums or tins and shall be mixed and applied strictly in accordance with manufacturer‟s instruction and to the approval of the architect.

Unless specially instructed or approved by the architect no paints distemper, etc, are to be thinned or otherwise adulterated, but are to be used as supplied by the manufacturers and direct from the tins.

If required by the architect the contractor is to provide at his own expense samples of paints etc with containers and cases to be forwarded carriage paid by the contractor for analysis to a laboratory.

Painting Generally (Cont'd)

The priming, undercoats and finishing coats shall each be of differing tints and the priming and under coat shall be the correct brands and tints to suit the respective finishing coats in accordance with the manufacturer‟s instructions. All finishing coats shall be of colours and tints selected by the architect. Each coat must be approved by the architect before the next coat is applied.

Each coat shall be properly dry and in the case of oil or enamel paints shall be well rubbed with fine glass paper before the next coat is applied. The paint work shall be finished smooth and free from brush marks.

Colour cards of all paints, etc, shall be submitted to, and samples prepared for approval of the architect before laying on, and such samples, when approved shall become the standard for work.

All paints, emulsion paints and distempers shall be applied by means of a brush spray gun or roller of an approved type where so agreed by the architect.

No painting is to be done in wet weather or on surfaces which are not thoroughly dry.

Prices of paint, distemper; etc, shall include for preparation of surfaces, rubbing down between each coat, stopping knotting etc, and all other work in connection and as described as necessary to obtain a first class and proper finishing to approval.

Emulsion paint on ceiling and all under coats of emulsion paints and complete oil painting on walls shall be completed before flooring is laid. Final coats of emulsion paints on walls shall be applied after such flooring has been laid complete.

A. Samples

The Contractor shall furnish at the earliest possible opportunity before work commences and at his own cost, samples of painting for the Architect‟s approval and any further samples in the case of rejection until such samples are approved by the architect and such sample when approved shall be the minimum standard for the work to which they apply.

The architect may reject materials or workmanship not in his opinion up to the approved sample and these must be removed from the site without delay.

A. Preparation and Priming of Plaster, Etc, Surfaces

Plaster surfaces shall be perfectly smooth free from defects and ready for decoration. All such surfaces shall be allowed to dry for a minimum period of six weeks, stopped with approved plaster stopping compound and rubbed down flush, as necessary and then be thoroughly brushed down and left free from all efflorescence, dirt and dust immediately prior to decorating.

Plaster surfaces which are to be finished with emulsion, oil or enamel paint, shall be primed with Leyland Primoplas P.20 or other equal and approved and applied in accordance with the manufacturer‟s instructions.

B. Preparation and Priming of fibreboard

Fibreboard or similar surfaces shall be lightly brushed down to remove all dirt, dust and loose particles and have all nail holes or other defects stopped with an approved plaster stopping compound rubbed down flush and left with a texture to match surrounding materials and shall receive one coat primer at last.

C. Preparation and priming of metal work

All surfaces shall be thoroughly brushed down with wire brushes and scraped where necessary to remove all scale rust etc, immediately prior to decorating and given one coat of red oxide primer. Where severe rust exists and if approved by the architect a proprietary de-rusting solution may be used in accordance with the manufacturer‟s instructions.

Galvanized surfaces shall be treated before painting with a solution of calcium plumbate applied in strict accordance with the manufacturer‟s printed instructions (agents: M/s Dodwel & Co., Nairobi) or with an approved calcium plumbate primer.

Coated surfaces already treated with a bituminous solution shall be scraped to remove parts and then receive two isolating coats of aluminium primer or other approved anti-tar primer.

D. Preparation and priming wood work

All wood work shall be rubbed down all knots covered with a thick coat of good shellac or aluminium knotting: Primed with one coat of approved ready mixed proprietary wood primer and all cracks, nail holes, defects and uneven surfaces etc, stopped and face up with hard stopping rubbed flush. Plywood shall be brush filled over the entire surface.

Painting Generally (Cont'd)

Wood work to receive finishes other than paint shall have all stains removed be well rubbed down and have all defects leveled with hard stopping or a colour to match the adjoining surface.

A. Existing painted and decorated surfaces

In addition to the preparation described above, existing painted plaster, metal or wood etc. Surfaces shall be rubbed down to expose the material beneath and old paint burnt off with blow torches if necessary in the Architect‟ opinion.

B. Wood preservative

All woodwork in contact with walling or plaster shall be treated after cutting and preparation but before assembly or fixing with one coat approved wood preservative.

C. Wax Polish

Wax polish shall be furniture polish of an approved brand, and wood surfaces shall be clean, smooth, free from oil or grease or any other blemishes. A minimum of two coats shall be applied to approval.

D. Cement paint

Shall be Super Snoweem or equal and approved. Two coats shall be applied after preparation as specified above.

E. Emulsion Paint

Emulsion paint shall be approved first grade. After preparation as specified above, a minimum of THREE coats shall be applied using a thinning medium of water only if and as recommended by the manufacturer.

F. Enamel paint on metal work and wood work

Enamel paint shall be LEYLAC or other equal and approved. Apply one under coat and two finishing coats after preparation and priming as specified above.

G. Ironmongery

Where instructed, all ironmongery shall be removed from joinery, steel windows and louvers before painting is commenced, and shall be cleaned and renovated if necessary and refixed after completion of painting.

A. Painting Items

Painting items are billed hereafter shall include for preparing and priming surfaces as above described.

B. Cover Up

Cover up all floors, fittings etc, with dust sheets when executing all painting and decorating work.

C. Clean and touch up

Paint splashes, spots and stains shall be removed from floors, woodwork, etc, any damaged surfaces touched up and the whole of the work left clean and perfect upon completion

GLAZING

A. Glass

All glass shall be of British Manufacture complying with B.S. 952 free form flaws, bubbles, specks and other imperfections. All glass shall be delivered in proper container with maker‟s name guarantee, type of glass and thickness or weight attached to the outside of the containers.

Glass panes shall be cut to sizes to fit the opening with not more than 1.50mm play all rounds and where puttied shall be sprigged to wood or clipped to metal frames.

Clear sheet glass shall be rough cast plain rolled glass 4 mm thick.

Wire glass shall be polished Georgian wired glass 6 mm thick.

B. Beads and Wash Leather

The glass to doors and screens and other places where vibration may occur shall be bedded in wash leather with beads and fixed with brass cups and screws.

The timber rebates shall be cleaned, primed and painted with one coat of oil paint.

C. Putty

Putty for glazing in wood frames shall be composed of pure linseed oil and powdered whiting free from grittiness in accordance with B.S. 544 type 1 putty.

Putty for glazing in metal frames shall be quick hard setting tropical putty specially manufactured for use with steel windows.

Rebates of metal frames receiving glass shall be prepared and treated with primer for putty prior to glazing and putty shall be primed ten days after glazing.

D. Bedding Strips

Shall be of plastic or wash leather approved by the Architect and shall be cut to fit exactly the line of frame and beads.

A. On Completion

Remove all broken, scratched or cracked panes and replace with new to the satisfaction of the Architect. Clean inside and out with an approved cleaner. On no account shall window be cleaned by scraping with glass.

PRELIMINARIES

Item	Description	Amount
	PRELIMINARIES AND CONDITIONS	
	PRELIMINARIES PARTICULARS In this contract (as hereinafter defined) the following word(s) and expressions shall have the meaning hereby assigned to them except where the content otherwise requires:-	
A	**The "Employer":** **Kisii County Government** **P. O. Box 4550-40200** **KISII**	
B	Architect County Architect Department of Public works P. O. Box 4550-40200 **Kisii**	
C	Quantity Surveyor Quantity Surveyor Department of Public works P. O. Box 4550-40200 **Kisii**	
D	Structural Engineer County Structural Engineer Department of Public works P. O. Box 4550-40200 **Kisii**	
E	Electrical/Mechanical Engineers County Electrical and Mechanical Engineer Department of Public works P. O. Box 4550-40200 **Kisii**	
F	**Project Manger** The Project Manager Department of Public Works Kisii County Government P. O. Box 4550-40200 Kisii	
G	**Department Representative** **The Chief Officer** **Kisii County** **P.O Box 4550-40200** **Kisii**	
	Carried to Collection	

Item	Description	Amount
A	Description of site The site is located at **Kisii County**	
B	Materials excavated from the site These will be the property of the Employer and may be incorporated in the works with the permission of the Architect. Disposal of surplus excavated material has been measured in the Bills and should the Project Manager permit the incorporation of such materials in the works or otherwise direct as to their disposal then an adjustment will be made to the Contract sum.	
C	Visiting the site The Contractor is advised to visit the site to establish accessibility, in the nature of the ground and the circumstances in which the works will be executed as no claims on the grounds of want of knowledge will be entertained.	
D	Working Space The extent of working space available to the contractor will be the entire site boundaries as shown on the site layout plan or otherwise directed, plant, temporary buildings, spoil heaps, etc shall not be erected or placed beyond this area. The Contractor shall be solely responsible should there be any defaults in this respect.	
E	General description of the works The works comprise the Construction of Phase 1 of a Conference facility as per the architectural/structural/MEP drawings interpreted in conjunction with the bills of quantities	
F	Drawings The drawings used in the preparation of these Specifications are as listed in Appendices at the end hereof. The said drawings and other documents which form part of this contract are enclosed together with these Bills of Quantities.	
	Carried to Collection	

Item	Description	Amount
A	**Form of Contract** The Form of Contract shall be the Standard tender document for procurement of works and conditions of contract for Building and Associated Civil Engineering works prepared by the Public Procurement Regulatory Authority issued on 22/04/2021 and updated on 21/04/2022	
B	Performance Bond The Contractor shall find and submit on the Form of Tender an approved bank and who will be willing to be bound to the Employer, in an amount equal to **not more than 10%** of the Contract amount for the due performances of the Contract. Reference to section 142 PPDA 2015 shall apply	
C	**Sufficiency of Tender** The Contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his Tender for the works and of the rates and prices stated in the priced Bills of Quantities, which rates and prices shall cover all his obligations under the contract and all his obligations under the contract and all matters that are necessary for the proper completion and maintenance of the works.	
D	**Stamp Charges** The Contractor shall allow for the payment of all stamp charges in connection with the Contract Agreement	
E	**Definitions and Abbreviations** Terms used in these Bills of Quantities shall be interpreted as follows:- "Approved" shall mean approved by the Architect. "As directed" shall mean as directed by the Architect. "B.S." shall mean the Current British Standard Specification published by the British Standards Institution, 2 PaAP Street, London, and W.I., England. "C.M." shall mean Cubic Metre "S.M." shall mean Square Metre "L.M." shall mean Linear Metre "mm" shall mean millimetre "No." shall mean Number "Kg." shall mean Kilogramme "Do" or "Ditto" shall mean the whole of the preceding description except as qualified in the description in which it occurs.	
	Carried to Collection	

Item	Description	Amount
A	"As described" shall mean as described previously in a foregoing Bills, Preambles, l or in the Public Works, General Specification for Building Works 1976 Edition or any subsequent revision thereof.	
B	**Progress Schedule** The Contractor shall, upon receiving instructions to proceed with eth works, draw up a Time and Progress Schedule to which the works are to be carried out and stating the appropriate dates. This Time and Progress Schedule is to be agreed with the Architect and no deviation from the order set out in this Schedule will be permitted without the written consent of the Architect. The Main Contractor will be responsible for agreeing the above programme with all Sub-Contractors including the Nominated Sub-Contractors and Nominated Suppliers.	
C	**Figured Dimensions:** Figured dimensions are to be followed in preference to dimensions scaled from drawings, but whenever possible dimensions are to be taken on the site or from the buildings. Before Sub-Contractors or specialist firms commence any works, dimensions must be checked on the site and/or building and agreed with the Contractor, irrespective of the comparable dimensions shown on the drawings. The Contractor shall be responsible for the accuracy of such dimensions.	
D	**Provisional Works** All "Provisional" and other works liable to adjustment under this contract shall be left uncovered for a reasonable time to allow all measurements needed for such adjustment to be taken by the Quantity Surveyor. Immediately the works is ready for measurement the Contractor shall give notice to the Quantity Surveyor.	
E	If the Contractor makes default in this respect he shall, if the Architect so directs, uncover the works at his own expense to enable measurements to be taken.	
F	**Lighting and Power** The Contractor shall provide all artificial lighting and power for use on the works, including all temporary supply and connections, wiring, fittings, etc., and clear away on completion. The Contractor shall pay all fees and obtain all permits in connection therewith. For lighting and power for Nominated Sub-Contractors and Specialist, see Item …	
	Carried to Collection	

Item	Description	Amount
A	**Water** The Contractor shall provide at his own risk and cost all water for use in connection with the works, make arrangements with the Local Authority for the installation of a separate meter for all water used by him throughout the contract and pay all costs and fees in connection therewith. He shall also provide temporary storage tanks and tubing, etc, as he may consider necessary and clear away at completion. All water shall be fresh, clean and pure, free from earthly, vegetable or organic matter, acid or alkaline substance in solution or suspension.	
B	**Existing Services** Prior to commencement of any works the Contractor is to ascertain from the relevant authorities the exact position, depth and level of existing electric cables, water pipes or other services in the area and he shall make whatever provisions may be required by the authorities concerned for the support and protection of such services. Any damage or disturbance caused to any service shall be reported immediately to the Architect and the relevant authority and shall be made good to their satisfaction at the Contractor's expense.	
C	The Contractor must make himself fully acquainted with current Acts and Regulations, including Police Regulations regarding all such regulations and/or restrictions which may affect the organization of the works, supply and control of labour, etc., and allow accordingly in his tender. No claim in respect of want of knowledge in this connection will be entertained. Particular attention is drawn to the Rules published in Legal Notice 179, dated 2nd June ,1978 (Building Operations and Works of Engineering Construction)	
D	**Security of Works, etc.** The Contractor shall be entirely responsible for the security of all the works, stores, materials, plant, personnel, etc., both his own and Sub-Contractor's and must provide all necessary watching, lighting and other precautions as necessary to ensure security against theft, loss or damage and the protection of the public. Hoarding may be required on site.	
	Carried to Collection	

Item	Description	Amount
A	**Working Hours** The working hours shall be those generally works by good employers in the Building and Civil Engineering trades in Kenya. No works shall be carried out at night or on **gazetted holidays** unless the Contractor shall so direct.	
B	**Firm Price Contract** Unless otherwise specifically stated, this is a fixed rate contract and that no claim for increased costs will be entertained except only increased costs arising from fluctuation clause as defined in Clause 34.0 of the Condition of Contract.	
C	**Operation of Fluctuations Clauses** The operation of the fluctuations clauses shall be generally in accordance with the practice Notes issued by the joint Building Council, except that the Tender Documents will not include the list of basic prices but only a reference thereto, and where clause numbers are quoted, they will be deemed to be the relevant clauses in the **Agreement and Schedule of Contracts for Building Works** applicable where quantities form part of the Contract.	
D	**Materials and Workmanship** All materials shall be new unless otherwise directed or permitted by the Architect and in all cases where the quality of goods or materials is not described or otherwise specified is to be the best quality obtainable in the ordinary meaning of the word "best" and not merely a trade signification of that word.	
E	The Contractor shall order all materials to be obtained from overseas immediately after the Contract is signed and shall also order materials to be obtained from local sources as early as necessary to ensure that such materials are on site when required for use in the works.	
F	The Contractor shall be responsible for and shall replace or make good at his own expense any materials lost or damaged. The works throughout shall be executed by skilled workmen well versed in their respective trades. The Bills of Quantities shall not be used for the purpose of ordering materials.	
	Carried to Collection	

Item	Description	Amount
A	**Rejected Workmanship or Materials** Any workmanship or materials not complying with the specific requirements or approved samples or which have been damaged, contaminated or have deteriorated, must be immediately removed from the Site and replaced at the Contractor's expense, as required.	
B	**Proprietary Materials** Where proprietary materials are specified hereinafter the Contractor may propose the use of materials of other manufacture but of equal quality for approval by the Architect.	
C	All materials and goods, where specified to be obtained from a particular manufacturer or supplier, are to be used or fixed strictly in accordance with their instructions.	
D	**Regulations and Standards** The Contract equipment, materials and works shall comply with the current editions or the following:- (a) The Kenya Bureau of Standards and Government Regulations. (b) British Standards and Codes of Practices, DIN Standards or equivalent. (c) Kenya Ministry of Public Works General Specification for Building Works (1976 Edition) together with any amendments thereto, copies can be purchased from Kenya Ministry of Public Works - KBRC (d) Local council By-Laws (e) The Electricity Supply Authority By-Laws (KP&LC.)	
E	**Materials and Workmanship** All materials and workmanship used in the execution of the works shall be of the best quality and description unless otherwise described.	
F	The contractor shall order all materials to be from overseas immediately after the contract is signed and shall order materials to be obtained from local sources as early as necessary to ensure that they are on sit when required for use in the works. The bills of Quantities shall not be used for the purpose of ordering materials.	
	Carried to Collection	

Item	Description	Amount
A	**Sign for Materials Supplied** The contractor will be required to sign a receipt for all articles and materials supplied by the Employer at the time of taking delivery thereof, as having received them in good order and condition, and will thereafter be responsible for any loss or damage and for replacements of any such loss or damage with article and /or materials which will be supplied by the Employer at current market prices including Customs Duty, all at the Contractors own cost and expense, to the satisfaction of the Architect and Employer.	
B	**Storage of Materials** The contractor shall provide at his own where on the site weather pool lock-up sheds for the safe storage and custody of materials for the works and for the use of works engaged thereon and shall remove such sheds and make good damaged or disturbed surface upon completion to the satisfaction of the Architect.	
C	The Contractor shall also provide at his own cost lockable facilities for the sole use of nominated sub-contractors.	
D	No materials shall be stored or stacked on suspended slabs without the prior approval of Architect.	
E	**Government Acts Regarding Workpeople, etc** Allow for complying with all Government Acts, orders and Regulations in connection with employment of labour and other matters related to the execution of the works in particular the Contractors attention is drawn to the Factory Act 1950 and his tender must include for all the cost arising or resulting from compliance with any act, order or Regulation relating from compliance, pensions and Holidays for works people or to the safety, health or welfare of works people.	
	Carried to Collection	

Item	Description	Amount
A	**Government Act Regarding Works people** The Contractor must make himself fully acquired with current Acts and Regulations, including Police Regulations regarding the movement, housing security and control of labour camps passed for transport, etc. It is most important that the Contractor, before tendering shall obtain from relevant authority the fullest information regarding all such regulations and/or restrictions which may affect the organization of the works, supply and control of labour, and allow according in his tender. No claim in respect of want of knowledge in this connection will be entertained.	
B	**Security of Works** The Contractors shall be entirely responsible for the security of all the works, stores, materials, plant personnel etc. both his own and Sub-Contractors and shall provide all necessary watching, lighting, boarding and other precautions as necessary to ensure the security and the protection of the public.	
C	**Working Hours** The working hours shall be those generally worked by good employers in the Building and Civil Engineering Trades in Kenya. No work shall be covered up nor any concreting be carried out in the absence of the Clerk of Works without the prior approval of the Engineering in writing.	
D	**Project Manager's Office Documentation and Stationery** The contractor to supply, **preliminary to the Works**, to the Office of the Project Manager (KCG Public Works), one-off, two (2) laptops and the stationery for the whole duration of the project shall be executed. Allow for a sum of eight hundred thousand shillings (Ksh. 800,000.00) for these items. Minimum Specifications for the laptop(s) are as follows: Processor: Intel Core i9-13900HX RAM: 32GB DDR5 5600MHz Storage: 1TB SSD M.2 2280 PCIe 4.0×4 NVMe Graphics: NVIDIA GeForce RTX 4080 12GB GDDR6 Display: 16" WQXGA (2560 x 1600), 240Hz Operating System: Windows 11 Home Bluetooth: BT 5.3 The bidder shall extend this item. The Contractor shall be deemed to have made allowances in their prices for the Main Works to cover this item and any other preliminary item against which no price has been inserted in the submitted tender Bills of Quantities.	**800,000.00**
	Carried to Collection	

Item	Description	Amount
	Samples and Test Cubes	
A	The Contractor shall furnish at his own cost any samples of materials or workmanship including concrete test cubes required for the works that may be called for by Structural Engineer and Architect for his approval or rejection and any further samples in case of rejection until such samples are approved by the Architect and other Architect may reject any materials or workmanship not in this opinion up to the approved samples. The Architect shall arrange for the testing of such material as he may at his discretion deem desirable, but the testing shall be made at the expense of the Architect not at the expense of the contractor unless the materials fail to pass the test or are in the opinion not in accordance with the specification, in either case the contractor shall pay for testing accordance with the current scales of testing charges laid down by the Ministry of Public Works.	
B	The procedure for submitting samples of materials for testing and the method of making for identification shall be as laid down by the Architect.	
	Materials, Tools, Plant etc	
C	All materials workmanship used in the execution of the works shall be the best quality and description unless otherwise described. Any materials for the works condemned by the Architect shall immediately be removed from the sit at the contractor's expense.	
D	The contractor shall be responsible for the provision of all materials scaffolding, tools, plant, transport and workmen required for the works except as may be stated otherwise herein and he shall allow for the provision of the fore going except for such items specially and only requires for the use of Nominated Sub-Contractor as described herein. No timber for scaffolding, formwork or similar purposes shall be used afterwards in the permanent work.	
	Carried to Collection	

Item	Description	Amount
A	**Contractors Superintendence** The contractors shall constantly keep on the works a literate English speaking agent or representative competent and experienced in the kind of works involved, who shall give his whole time to the superintendence of the works. Such agent or representative shall receive on behalf of the contractor directions and instructions from the Architect and such directions shall be deemed to the given to the contractors in accordance with the conditions of contract.	
B	**Method of Measurement** Special attention is directed to the fact that "METRIC UNITS" have been used in these Bills of Quantities.	
C	However the principle of measurement adopted for these Bills of Quantities is that advocated by the Standard Method of Measurement of Building Works (**SMM**) for East Africa Edition metric, April, 1991 published by the Architectural Association of Kenya Chapter of Quantity Surveyors which is available for inspection at the offices of the Quantity Surveyors for all the Building and related Civil Works. The rates set down by the contractor against each item in these Specification of works shall, unless otherwise expressly provided to the contrary, or unless there is a separate item for extra labour, cutting or waste be held to include for waste on materials, carriage and cartage, carrying in and return of empties, hoisting, setting, fitting and fixing in position, making and all the other labour an everything else necessary for the proper completion of each items and for shall include for consequent waste.	
	Carried to Collection	

Item	Description	Amount
A	**Exceptions to the Standard method or Measurement** The exceptions to the standards method of measurement are as follows: (a) Clause B 19 (b) of the standard method measurement is deleted and the following clause is substituted:- Attendance on nominated Sub-Contractors shall be given as an item in each case and shall be deemed to include allowing use of standing scaffolding, mass rooms, sanitary accommodation and welfare facilities; providing space for office accommodation and for storage of plant and materials, providing light and water for facilities for storage (as specified under "storage of materials") hoisting providing water and power (as specified under "water and electricity supply for the works") and removing and replacing duct covers casings and the like necessary for the execution and testing of sub contractors works, providing templates dimensions and supervision for the proper carrying out of the Sub-Contractors works and being responsible for the accuracy of the same. b) Clause D 18 (a) and (b) of the standard method of measurement are deleted and the following is substituted:- Keeping excavations free from all water including spring and running water shall be given as an item, or alternatively shall be given in the description of excavation. c) Clause D 19 of the standard method of measurement. The last sentence which reads "and shall be given as an item or shall be included in the description of excavation: shall be deleted and the following substituted; " and shall be included in the description of all items of excavations".	
B	**Keep Site Clean** Great care must be taken to keep the site free from debris and in a clean condition.	
C	**Provisional Sums** **Adjustment of P.C. Sums** In the final account all P.C sums shall be deducted and the amount properly expanded upon the architects order in respect of each of them to the contract sum.	
	Carried to Collection	

Item	Description	Amount
A	The Contractor shall produce to the Architect such quotations, invoices or bills properly receipted, as may be necessary to show the actual details of the sum paid by the contractor.	
B	Items of profit upon P.C Sums shall be adjusted in final accounts prorate to the amount paid.	
C	Items of "attendance" and "special attendance" following P.C Sums shall be adjusted prorata to the physical extent of the works executed (not pro rata to the amount paid) and this shall apply even though the contractors priced Bills show a percentage in the rate column in respect of them.	
D	Should the contractor be permitted to tender and his tender be accepted for any works for which a P.C Sums is included in these Bills of Quantities, profit and attendance will be allowed at the same rate as it would be if works were executed by a Nominated Sub-Contractor.	
E	**Adjust of provisional Sums** In final account all provisional sums shall deducted and the value of the works properly executed in respect of them upon the Architects order added to the contract sum. Such works shall be valued as described for variations in Clause II of the conditions of contracts, but should any part of the works be executed by a Nominated Sub-Contractor, or any articles for the work be supplied by a Nominated Sub-Contractor, or any articles for the work be supplied by a Nominated Supplier, the value of such work or articles shall be treated as P.C Sums and profit and attendance comparable to that contained in the Bills for Quantities for similar items added.	
F	**Nominated Sub-Contractors** When any work is ordered by the Architect to be executed by nominated Sub-Contractors, the contractor shall enter into Sub- contracts as described in Clause 27 of the conditions of contract an shall thereafter be responsible for such sub-contractors in every respect.	
G	Unless otherwise described the contractor is to provide for such sub-contractors any or all of the facilities described in these preliminaries.	
H	The contractor should price for these with the nominated sub-contractors work concerned in the P.C Sums under the description "Add for attendance".	
	Carried to Collection	

Item	Description	Amount
A	**<u>Attendance Upon Other tradesmen etc</u>** The contractor shall allow for the attendance of trade upon trade upon trade and shall afford any tradesmen or other persons employed for the execution for any work not included in this contract facility for carrying out their work and also for the use of his ordinary scaffolding. The contractor, however, shall not be required to erect any special scaffolding for them.	
B	The contractor shall perform such cutting away for and making good after the work of such tradesman or persons as may be ordered by the Architect and the work will be measured and paid for to the extent at rates provided in these Bills.	
C	**<u>Hoarding</u>** The contractor shall provide and erect a temporary hoarding, with gate, access doors and fastenings, for the proper execution of the works for the protection of the public and occupants of the adjoining premise for meeting the requirements of any local or other authority.	
D	**<u>Insurance</u>** **The contractor shall insure as required in Clauses 11.0, 12.0, 13.0,14.0, and 15.0 of the conditions of contract.** No payment on account of the week executed will be made to the contractor until he has satisfied the Architect either by production of an Insurance Policy or an Insurance Certificate that the provisions of the foregoing Insurance clause have been compiled within all respects.	
E	**<u>Alterations to Specifications rates and , pricing etc</u>** Any unauthorized alteration or qualification made to the next of the Bills of quantities may cause the tender to be disqualified and will in any case in be ignored. The contractor shall be deemed to have made allowance in his priced generally to cover any against which no price has been inserted in the schedule of rates or any item within these specifications.	
F	All items of measurement works shall be prices in detail and tenders containing lump sums to cover trades or groups of works must be broken down to show the price of each item before they will be accepted. Lump sums to cover any item of preliminaries shall be likewise broken if so required.	
	Carried to Collection	

Item	Description	Amount
A	**Blasting Operations** Blasting will only be allowed with the express permission of the Architect in writing.	
B	All blustering operations shall be carried out at the contractors sole risk and cost in accordance with any government regulations in force for the time being and any special regulations laid down by the architect governing the use and storage of explosive.	
C	**Noise** The use of noisy mechanical equipment shall be kept to a minimum and all possible steps shall be taken to suppress or baffle the noise from such equipment. The use of portable radios on site shall be prohibited. The contractor shall deal with any complaints which may arise from occupants of nearby building by making such arrangements as may be necessary including suspending the works in whole or part and bearing all costs arising there from.	
D	**Materials Arising from Excavations** Materials of any kind obtained from the excavations shall be the property of the Employer. Unless the Architect directs otherwise such materials shall be dealt with has provided in the Contract Such materials shall only be used in the works, on substitution of materials which the Contractor would otherwise have had to supply with the written permission of the Architect. Should such permission be given the contractor shall make due allowance for the value of the materials so used at a price to be agreed.	
	Carried to Collection	

Item	Description	Amount
A	**Protection of the Works** Provide protection for the whole of the works contained in the Bills of Quantities including casing up, covering or such other means as may be necessary to avoid damage to the satisfaction of the Architect and remove such protection when no longer required and make good any such may nevertheless have been done at completion free of cost to the Employer.	
B	**Training Levy** The Contractor' s attention is drawn to Legal Notice No. 237 of October 1971, which requires payment by the contractor of Training Levy on all contracts of more than KSh. 50,000/= in value and his tender must include for all costs arising or resulting therefrom. Payment of Training levy shall be pegged to proof of actual payment of the amount	
C	**Standard Levy** The Contractor's attention is drawn to the Standards Levy Order, which was amended on 15th October 1998 vide Legal Notice 154 of 1998. The Contractor is required to pay a monthly levy of 0.2% of his ex-factory price of construction works with effect from January 1999. The tenderer shall allow for this in the build up of his rates.	
D	**Removal of Rubbish, etc** Removal all the rubbish and debris from the site as it accumulate and at completion of works and remove all plant, scaffolding and unused materials at completion.	
E	**Works to be Delivered Up Clean** Clean and flush all gutters, rainwater and waste pipes, manholes and drains, wash (except where such treatment might cause damage) and clean all floors, sanitary, glass inside and outside, and any other parts of the works which may require it, remove all marks, blemishes, stains and defects from joinery, fittings and surfaces generally, polish door furniture and bright parts of metalwork and leave the whole of the buildings watertight clean, perfect and fit for occupation to the approval of the Architect.	
	Carried to Collection	

Item	Description	Amount
	COLLECTION Brought forward from Page 1 Brought forward from Page 2 Brought forward from Page 3 Brought forward from Page 4 Brought forward from Page 5 Brought forward from Page 6 Brought forward from Page 7 Brought forward from Page 8 Brought forward from Page 9 Brought forward from Page 10 Brought forward from Page 11 Brought forward from Page 12 Brought forward from Page 13 Brought forward from Page 14 Brought forward from Page 15 Brought forward from Page 16	
	TOTAL FOR BILL NO. 1 – PRELIMINARIES Carried to Grand Summary	

BUILDER'S WORK

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 1				
	SUBSTRUCTURES (All Provisional)				
	Detailed soil investigation has NOT been carried out and the Contractor is advised to familiarise with the general nature of the site soil stratum.				
	Site clearance				
1	Clear site of small trees girth n.e 600mm, shrubs, grub up roots and burn arising debris	SM	2,500		
2	Cut down trees and grub up their roots girth 600-900mm measured at a height of 1 metre above ground	NO	5		
3	Ditto but girth 900-1200mm	NO	5		
4	Grub up roots or stamps girth 600-900mm at top	NO	5		
5	Excavate oversite to remove top vegetative soil average depth 150mm deep, heaped for part re-use on site and surplus disposal as directed by the Architect	SM	2,500		
	Excavations				
	Excavations including maintaining and supporting sides of excavations from fallen soil, mud and sub-surface water by baling, pumping or otherwise				
6	Excavate to reduce levels commencing from stripped level	CM	2,500		
7	Excavation for strip footing not exceeding 1.50 metres deep from reduced ground level	CM	98		
	To collection 1/1			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
8	Excavation for column bases not exceeding 1.50 metres deep from reduced ground level	CM	585		
9	Extra over excavation and cart away for excavating in soft rock (Class 1)	CM	137		
10	Extra over excavation and cart away for excavating in hard rock (Class 2)	CM	69		
11	Allow for keeping excavations free from water	ITEM			
12	Allow for maintaining and supporting sides of excavations and for keeping the same free from fallen materials.	ITEM			
	Disposal				
13	Load and cart away surplus soil away from site of works	CM	1,730		
14	Return, fill and ram selected excavated materials around foundations	CM	1,453		
	Imported Fill				
15	Approved hardcore or murram fill to make up levels compacted in layers not exceeding 150mm thickness	CM	1,559		
16	50mm thick quarry dust blinding	SM	1,028		
	Soil poisoning				
17	Bayer Premise 200SC or other equal and approved chemical treatment to surfaces of blinded hardcore and around foundations: apply in accordance with the manufacturer's specifications: provide a ten (10) years written guarantee against termites against termites	SM	1,139		
	To collection 1/2			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Damp proof membrane				
18	1000 gauge polythene damp proof membrane laid under surface bed with 300mm side and end laps (measured net- no allowance for laps)	SM	1,139		
	Concrete works				
	Mass concrete class 15/20 as described to:-				
19	Under strip footings	SM	148		
20	Ditto column bases	SM	390		
	Reinforced concrete class 25/20 as described in:-				
21	Strip footings	CM	30		
22	Column bases	CM	240		
23	Columns	CM	15		
24	150mm thick surface bed	SM	1,000		
25	100mm thick apron slab	SM	89		
26	200mm thick ramp slab or landings	SM	50		
27	Steps	CM	5		
	Reinforcement				
	Bar reinforcement to B.S. 4449 as described in different sizes in structural concrete work all in accordance with the Engineer's details and approval including all cutting, bending, laying and binding wire to:-				
28	Bars of assorted sizes	KG	46,400		
	To collection 1/3			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	BRC Mesh				
	Mesh fabric reinforcement to B.S. 4483 and setting in concrete with 300mm side and end laps (measured nett-allow for laps)				
29	Fabric mesh ref: A142 weighing 2.22 Kg per square metre in floor bed	SM	1,139		
	Formwork				
	Marine ply softwood formwork as described to:-				
30	Sides of strip footing	SM	99		
31	Ditto column bases	SM	307		
32	Ditto columns	SM	105		
33	Edges of ground floor slab over 75mm but not exceeding 150mm high	LM	150		
34	Ditto to risers	LM	110		
34	Edges of ramp slab over 150mm but not exceeding 225mm high	LM	64		
35	Edges of open raking string to steps, 300mm high (extreme), cut and filed to profile of treads and risers	LM	15		
	Substructure walling				
	Load-bearing natural quarry stone walling with minimum crushing strength of 7 N/mm², rough chisel dressed on both sides and jointed in cement and sand (1:3) mortar; reinforced with and including 25mm wide x 20 gauge hoop iron at every alternate course as described to:				
36	200mm thick walling	SM	836		
	To collection			**Kshs.**	
	1/4				

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Thermal expansion joint				
37	25 x 200mm wide flexible styrofoam expansion joint filler	SM	30		
38	25mm dia. sealant chord or any equal and approved	LM	35		
	Plinth treatment				
	Render				
	25mm thick cement and sand (1:3) render on stone or concrete work				
39	Masonry or concrete walls, beams and columns	SM	75		
	Prepare and apply three coats of bituminous paint to:-				
40	Rendered surfaces	SM	75		
	Approved horizontal damp proof course bedded with 1:3 mortar, hessian based 3-ply bitumastic to B.S 743 laid under walling (measured net - no allowance for laps), as described, to walls				
41	200mm wide	LM	420		
	To collection 1/5			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	COLLECTION From page : 1/1 From page : 1/2 From page : 1/3 From page : 1/4 From page : 1/5				
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	
	1/5				

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 2				
	REINFORCED CONCRETE FRAME				
	Reinforced concrete class 25/20 as described in:-				
42	Beams	CM	200		
43	Lintels	CM	40		
44	Columns	CM	63		
45	Staircase steps and waist	CM	16		
46	150mm thick staircase landing	SM	27		
47	175mm thick suspended slab	SM	620		
48	Ditto canopy slab	SM	82		
49	200mm thick terrace slab	SM	504		
50	Gutters; with approved waterproofing admixture	CM	82		
	Reinforcement				
	Bar reinforcement to B.S. 4449 as described in different sizes in structural concrete work all in accordance with the Engineer's details and approval including all cutting, bending, laying and binding wire to:-				
51	Bars of assorted sizes	KG	125,740		
	To collection 2/1			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Formwork				
	Marine ply formwork as described to:-				
52	Sides and soffits of beams	SM	2000		
53	Sides of columns	SM	625		
54	Edge of riser over 75mm but not exceeding 150mm girth	LM	230		
55	Edges of open raking string to steps, 300mm high (extreme), cut and filed to profile of treads and risers	LM	128		
56	Sloping soffits of staircase or ramp	SM	70		
57	Soffits of suspended slabs or landings	SM	613		
58	Edge of suspended slab over 150mm but not exceeding 225mm girth	LM	602		
59	Edge of suspended slab over 75mm but not exceeding 150mm girth	LM	202		
60	Sides and soffits of gutters	SM	923		
61	Sides of lintels	SM	100		
	To collection 2/2			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	COLLECTION				
	From page : 2/1				
	From page : 2/2				
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	
	2/3				

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 3				
	EXTERNAL AND INTERNAL WALLING				
	External Walling				
	Natural hard machine-cut stone from an approved quarry with a crushing strength of 3.5 N/mm²; walling bedded and jointed in cement and sand (1:4) mortar; reinforcement with and including 25mm wide x 20 gauge hoop iron at every alternate course as described in;				
62	200mm thick	SM	1,277		
63	Ditto gable or parapet wall	SM	162		
	Internal Walling				
	Natural hard machine-cut stone from an approved quarry with a crushing strength of 3.5 N/mm²; walling bedded and jointed in cement and sand (1:4) mortar; reinforcement with and including 25mm wide x 20 gauge hoop iron at every alternate course as described in;	`			
64	200mm thick	SM	576		
65	150mm thick	SM	0		
	Coping				
	Precast concrete class 20 (12mm,aggregate) including formwork, finishing fair face on all exposed surfaces, and bedding and jointing in cement and sand (1:3) mortar				
66	275x75mm coping twice weathered and throated	LM	205		
	To collection 3/1			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	COLLECTION				
	From page : 3/1				
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	
	3/2				

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 4 **ROOFING AND RAIN WATER DISPOSAL** **(ALL PROVISIONAL)** **All steelwork shall be cleaned free from rust and primed one coat of grey oxide primer before being delivered to the site and 2 coats approved colour gloss oil paint after fixing** **All steel trusswork to include for connections and welding; thus angle cleats, gussets plates, washers,bolts and the like as per Structural drawings (allowance to be made in the rates for these items)** **The following in steel truss members of various sizes, hoisted approximately 18,000mm high above ground level, spanning upto 22,200 mm long; comprising steel section members joined with nuts and bolts or fillet welds, including priming with grey oxide primer and painting with two coats of gloss oil paint.** **Thus; supply, cut to size, weld/connect mild steel sections in trusses and other roof members and fix in position**				
67	60x60x3 RHS top chord	KG	2,561		
68	60x60x3 RHS bottom chord	KG	2,223		
69	60x60x3 SHS internal members	KG	9,241		
70	20x3 EQA bracing	KG	213		
	To collection 4/1			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
71	177.8x50.8x2.5mm Z-purlins	KG	8,240		
72	12 mm dia. sag rod 1415 mm long threaded at each end for and including nut and washer, including drilling hole through 2.5 mm thick "Z" purlin	NO	720		
	Roof cover				
73	0.32mm thick 28 Gauge IT5 prepainted roofing sheets as laid strictly in accordance with manufacturer's instructions	SM	1,000		
74	487mm matching ridge	LM	50		
75	380mm matching sidewall flashing	LM	100		
76	10 mm Thick Double laminate Super Heavy Duty Roof Insulation as manufactured by 'Jumbochem Ltd' or equal and approved roof underlay; fixed to steel purlins (m/s) with and including fixing to manufacturer's specifications; curved in width and depth	SM	1,000		
	Rainwater disposal				
	Steel gutters and pvc fittings				
77	3mm galvanized steel profiled gutter with welded joints; overall girth 2400mm	LM	140		
78	Extra over gutters for 100mm diameter outlet	NO	10		
79	Stopped end to 150x150mm gutter	NO	4		
80	100mm diameter downpipe fixed with and including mild steel holder bats plugged and screwed to walls	LM	50		
81	Extra over down pipe for 100mm swan neck bend	LM	10		
82	Ditto for 100mm shoe	LM	10		
	To collection 4/2			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Painting and decoration				
	Prepare, prime and apply one undercoats and two gloss finishing coat enamel paint on the following metal surfaces				
83	General surfaces of gutters	SM	336		
	To collection below				
	COLLECTION				
	From page : 4/1				
	From page : 4/2				
	From page : Above				
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 5				
	WINDOWS				
	Precast concrete class 20 fair faced all exposed surfaces bedded and jointed cement and sand (1:3) mortar				
84	275x50mm thick window sill once rebated and throated laid and jointed in cement and sand 1:3 mortar	LM	20		
	Supply, assemble and fix the following purpose made powder coated Aluminum windows and sections complete with fixing lugs on, plastic mosquito proofed permanent vent, 600mm long stainless steel scissor hinges including all necessary cutting, 8mm thick clear laminated or equivalent and approved glass and ironmongery				
	External Windows				
85	Window overall size 1245 x 600mm high	NO	1		
86	Window overall size 1275 x 600mm high	NO	1		
87	Window overall size 3100 x 1800mm high	NO	1		
88	Window overall size 3725 x 1800mm high	NO	1		
89	Window overall size 6200 x 1800mm high	NO	1		
90	Window overall size 4350 x 1800mm high	NO	1		
	To collection 5/1			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Powdercoated Aluminium curtain walling				
91	Natural anodised aluminium curtain wall with double glazing clear solar reflective glass tempered glass or equal and approved including sub-frames(Refer to Architect's schedules)	SM	802		
	To collection 5/21			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	COLLECTION				
	From page : 5/1				
	From page : 5/2				
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 6				
	DOORS				
	Wrot cypress indoor frames and finishings:				
92	15mm quadrant beading with one labour	LM	12		
93	45 x 20mm architrave with one labour	LM	12		
94	200 x 50mm frame with six labours plugged	LM	6		
95	200 x 50mm transome	LM	2		
	45mm thick solid core flush doors to B.S 459: part 2: non-embossed veneered on both sides with internal quality plywood and lipped on all edges in approved hardwood				
96	Door size 900x2400mm high	NO	0		
	Mahogany panel door				
97	50mm thick paneled door overall size 900x2400mm high comprising 100mm wide stiles, top rail,muntin and intermediate rails and 200mm wide bottom rails,with 4 No. solid panels each size 265x830mm high in filled splayed at edges and tongued and grooved to frame	NO	0		
	Steel door				
	50mm thick mild steel door comprising of 100x50mm RHS frame all round, 50x50mm RHS stile, top, middle and bottom rail, 3mm thick mild steel plate louvred door leaf complete with fixing lugs and all ironmongery, stops and supports; fixed to walls:				
98	Door overall size 1500x2400mm door	NO	4		
	To collection 6/1			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Supply, assemble and fix the following power coated aluminum door from an approved supplier complete hinges, handles, catches and building in lugs all to Architect's detail; infilled with 8mm thick clear laminated glass				
99	Door size 900 x 2400mm high	NO	0		
100	Door size 1500 x 2400mm high	NO	0		
	Supply and fix the following items of ironmongery as per "Union" catalogue complete with matching screws.				
101	Stainless steel double washered hinges	PRS	0		
102	Three lever mortice lock	NO	4		
103	Heavy duty tower bolt	NO	4		
104	Indicator bolt	NO	3		
	Painting				
	Prepare and apply three coats polyurethane pinotex stained varnish to:-				
105	General surfaces of wooden doors	SM	0		
106	Surface of woodwork, 0-100mm girth	LM	24		
107	Surfaces of woodwork, 200-300mm	LM	8		
	To collection 6/2			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Fanlight or glazing				
	6mm thick clear sheet glass and glazing to metal as described in :-				
108	In panes not exceeding 0.50 - 1.00 square metres	SM	0		
	Prepare and apply three coats gloss oil paint to:-				
109	General surfaces of metal doors	SM	29		
	To collection below				
	COLLECTION				
	From page : 6/1				
	From page : 6/2				
	From page : Above				
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 7				
	FINISHES				
	External Wall Finishes				
	Render				
	25mm thick cement and sand (1:3) render on stone or concrete work to receive paint finish (m/s) to;-				
110	Masonry or concrete surfaces	SM	1,644		
	Painting and Decorating				
	Prepare surfaces and apply undercoat and 2 coats Crown Exterior Permacote paint to:				
111	Rendered concrete or masonry surfaces	SM	0		
	Internal Wall Finishes				
	Plaster				
	20mm (minimum) two-coat lime plaster, finish, as described to:-				
112	Concrete surfaces or masonry walls: steel trowelled	SM	2,981		
	Painting and Decorating				
	Prepare and apply one undercoat and two finishing coats 'crown' or other equal and approved silk vinyl paint on:-				
113	Plastered walls	SM	0		
	To collection 7/1			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Ceramic wall tiles				
114	600 x 300 x 8mm thick coloured ceramic tiles fixed against rendered background with and including approved adhesive, plastic edging strips and grouted up	SM	0		
	Staircase or ramp finishes				
	Insitu cement and sand (1:3) screeded beds on concrete to:-				
115	32mm thick screed to landings or sloped slabs	SM	50		
116	Ditto to 225mm wide treads	LM	168		
117	Ditto to 150mm wide riser	LM	110		
	Supply and fix 8mm thick ceramic tiles laid with approved adhesive and grouted				
118	8mm thick to landings or sloped slabs	SM	0		
119	Ditto to 225mm wide treads with and including non-slip groove: rounded edge	LM	0		
120	Ditto to risers 150mm high	LM	0		
121	100mm high skirting plugged - to landing and wall string to follow step profiles	LM	0		
	Ceiling finishes				
	Plaster				
	12mm (minimum) two coat lime plaster, with steel trowelled finish as described to:-				
122	Soffits of concrete slabs	SM	1206		
	To collection 7/2			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Painting and decorating				
	Prepare and apply three coats 'Crown Solo Pure Satin' emulsion paint or other equal and approved				
123	Plastered soffits slabs	SM	0		
	Acoustic ceiling				
124	Fissured acoustic drop ceiling; in 600x600x15mm thick panels as Knauf AMF on and including exposed grid aluminium supported with concealed aluminium "Z" suspension from anchored hooks (2.5 - 3.0m high above floor level); both panels and suspension fire rated; panels to have guaranteed sound absorption coefficients	SM	0		
	FLOOR FINISHES				
	Screed				
	Insitu cement and sand (1:3) screeded beds on concrete to receive floor finish (m/s), all to Architect's approval to:-				
125	32mm screed finished to receive floor finish	SM	1,872		
	Ceramic floor tiles				
	Supply and fix polished granito tiles laid in and including cement/sand backing (m/s) and grouted				
126	8mm thick to floors	SM	0		
	Skirting				
127	100mm high x 8mm thick ceramic tile skirting including bedding, bonding, jointing with cement grout, pointing in stained cement, laying to falls where necessary	LM	0		
	To collection 7/3			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	Terrazzo				
128	20mm thick polished in-situ placed terrazzo pavings finished with approved size/colour marble chips of and including 3 x 25mm deep plastic dividing strip set to terrazzo pavings at interval provided by the Architect's details	SM	0		
129	Ditto to 100mm high skirting	LM	0		
	Balustrading and railing				
130	1200mm high mild steel balustrading comprising 40 x 40 x 2mm SHS balusters fish tailed and built into floor at 600mm centres; 500mm long 25 x 25 x 2mm RHS verticals with ends welded at 125mm centre to and including 2 No. 25 x 25 x 2mm mid rails; including all neccessary grouting and making good;complete to Architects detail and specification.	LM	156		
	Prepare and apply one undercoat and two finishing coats on gloss oil paint on metalwork as described to:-				
131	General surfaces of railing	SM	0		
	To collection 7/4			**Kshs.**	

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	COLLECTION				
	From page : 7/1				
	From page : 7/2				
	From page : 7/3				
	From page : 7/4				
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	
	7/5				

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	ELEMENT NO. 8 **BUILDER'S WORK IN CONNECTION TO SERVICES INSTALLATIONS**				
132	**Plumbing, Drainage and Mechanical Installations** Inspect all drawings and Bills of Quantities for Plumbing, Drainage and Mechanical Installations and allow for all Builder's work associated with the installations; including cutting away and making good after installing a concealed drainage system; including cutting or leaving all holes notches, mortices, sinkings and chases in both the structure and its coverings; including but not limited to forming recess in masonry	ITEM			
133	**Electrical Services Installations** Inspect all drawings and Bills of Quantities for Electrical Installations and allow for all Builder's work associated with the Electrical installations, including cutting away for and making good after Electrician installing a concealed conduit system including cutting or leaving all holes notches, mortices, sinkings and chases in both the structure and its coverings; including but not limited to forming recess in masonry	ITEM			
	TOTAL CARRIED TO SUMMARY OF BILL			**KSHS.**	
	8/1				

ITEM	DESCRIPTION	AMOUNT (Kshs.)
	BILL NO. 1 - SUMMARY	
1.0	SUBSTRUCTURES	
2.0	REINFORCED CONCRETE FRAME	
3.0	EXTERNAL AND INTERNAL WALLING	
4.0	ROOFING AND RAINWATER DISPOSAL	
5.0	WINDOWS	
6.0	DOORS	
7.0	FINISHES	
8.0	BUILDER'S WORK IN CONNECTION TO SERVICES INSTALLATIONS	
	TOTAL FOR BUILDER'S WORK CARRIED TO GRAND SUMMARY **KSHS.**	

PRIME COST OR PROVISIONAL SUMS

ITEM	DESCRIPTION	UNIT	QTY	RATE	AMOUNT
	PRIME COST OR PROVISIONAL SUMS				
134	Allow a provisional sum of three million shillings (KSh. 3,000,000) for routine inspections, sample approval, documentations, testing, issuance of instructions and generation of as-built drawings in connections with the works	ITEM			
135	Allow a provisional sum of one million shillings (KSh. 1,000,000) to cover costs associated with compliance to professional standards, CPD training, professional affiliations, and attendance at industry summits, as required by the Architects and Quantity Surveyors By-laws (2020), Legal Notice No. 202 of 6th November 2020, Engineers Act 2011, and EBK CPD Policy (EBK/CBA/POL/O1) of April 2024	ITEM			
136	Allow a provisional sum of two million shillings (KSh. 2,000,000) for contingencies to be expended as per the instructions of the Architect, Structural Engineer, Electrical Engineer or Mechanical Engineer during the course of the works	ITEM			
137	Allow a provisional sum of three million shillings (KSh. 3,000,000) for MEP services to be expended as per the instructions of the Electrical/Mechanical Engineer during the course of the works	ITEM			
	TOTAL FOR PRIME COST OR PROVISIONAL SUMS CARRIED TO GRAND SUMMARY			**KSHS**	

GRAND SUMMARY

PROJECT: PROPOSED MODERN CONFERENCE FACILITY

CLIENT: KISII COUNTY GOVERNMENT

LOCATION: KISII COUNTY

GRAND SUMMARY

BILL NO	BILL DESCRIPTION	FOR TENDERER'S USE ONLY	FOR OFFICIAL USE ONLY
1	PRELIMINARIES		
2	BUILDER'S WORK		
3	PRIME COST & PROVISIONAL SUMS		
TOTAL CARRIED TO FORM OF TENDER (VAT INCLUSIVE)			

AMOUNT IN WORDS : KENYA SHILLINGS……

……

……CENTS ……

TENDERER'S NAME ……

ADDRESS ……

DATE ……

TENDERER'S SIGNATURE ……

WITNESS'S NAME

ADDRESS ……

DATE ……

WITNESS SIGNATURE ……

DRAWINGS

Site plan



0. Ground Floor 1:450

GENERAL NOTES
all work to comply with the National Building Regulations and building standards act as amended and all relevant specifications and codes of practice of the BS and any amendment thereto.

Figured dimensions, levels, and heights to be checked on site and any discrepancies to be reported to the designers before any work is put in hand.

All concrete foundations to be a minimum of 600mm x 200mm unless shown otherwise. top of concrete foundation to be of minimum of 300 below NGL.

Finished floor levels to be a minimum of 150mm above NGL unless otherwise shown. Fire walls to underside of roof covering.

Minimum150mm threshold plus fire door to garage where interleading with house.

DRAINAGE NOTES
all plumbing work to be carried out by licensed drainlayers and plumbers. drains under buildings to be in straight runs encased in 150mm concrete all round with IC's at each end. concealed waste pipes to be sleeved. IC's to all bends and junctions to be accessible. IC's to have marked covers at ground level. rodding eyes to be provided where necessary.

All soil pipes to be 100mm diameter glazed earthen ware or PVC drains and to have a minimum fall of 1:60. top of any drain to be at least 300mm below GL. Waste pipes to be 50mm internal diameter.

All waste fitting to have deep "P" resealed traps and to be fully accessible for repairs and cleaning.

All vent pipes to extend 900mm above roof level.

ASVP's to all WC's having more than one 200mm vertical discharge. all soil and waste fittings to be accessible along their entire length for maintenance and repairs. All drains are to be accessible at 24m centres by means of M.H's or cleaning eyes. a manhole to be provided within 1 200 of the stand boundary.

WATERPROOFING & DAMP PROOFING
DPC's under all walls and screen walls to 150m above finished ground level. DPC's under all sills, behind weather boards and under ridge tiles. Vertical DPC 's to all changes in floor level.
Surface beds to be on approved waterproofing forming a continuous membrane with the DPCs' under walls. Flashings to all changes in roof levels and chimneys. Impervious copings to all parapets. Remove storm water from drain and site.

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FIGURED DIMENSIONS ARE TO BE TAKEN IN PREFERENCE TO SCALED MEASUREMENTS AND LARGE SCALE DETAILS SUPERSEDE SMALL SCALE DRAWINGS .

PROJECT

PROPOSED ATC CONFERENCE CENTER

ARCHITECT

Department of Public Works
P.O Box 6 -40200, Kisii

SIGN:

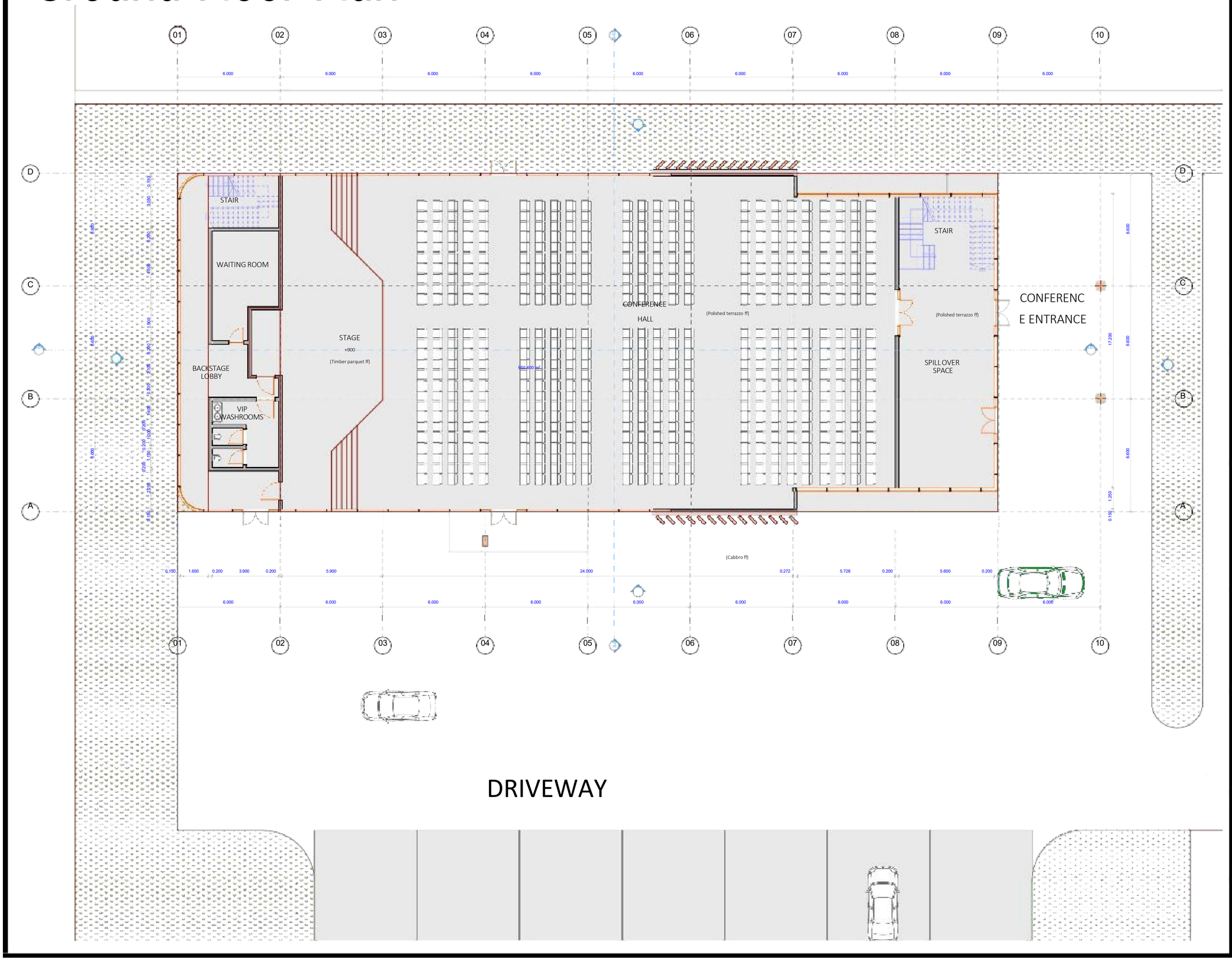
CLIENT

KISII COUNTY GOVERNMENT
P O Box 406 - 40200 , KISII

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SHEET TITLE SHEET

Ground Floor Plan



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ARCHITECT

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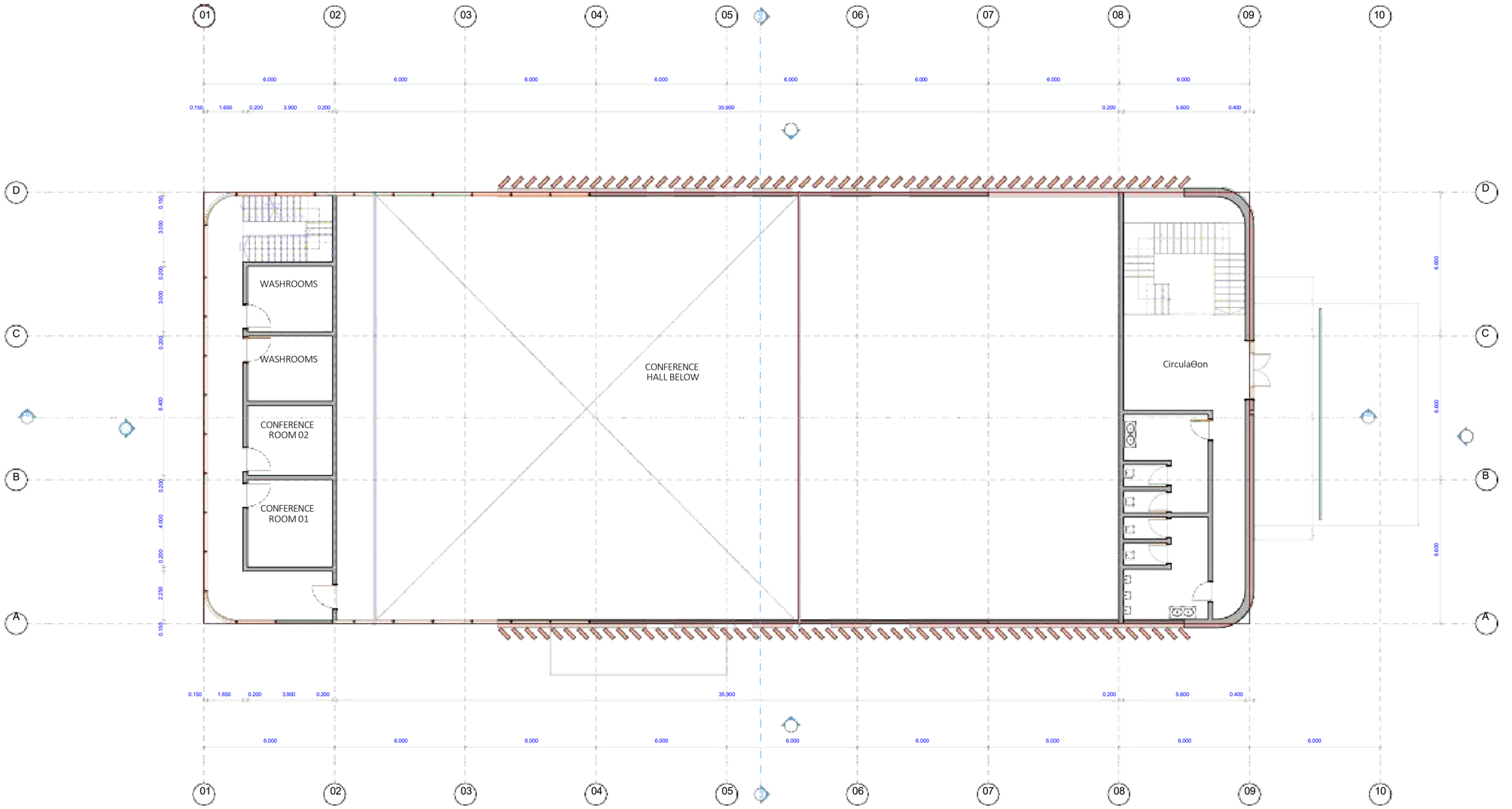
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SHEET TITLE

SHEET

Mezannine Floor



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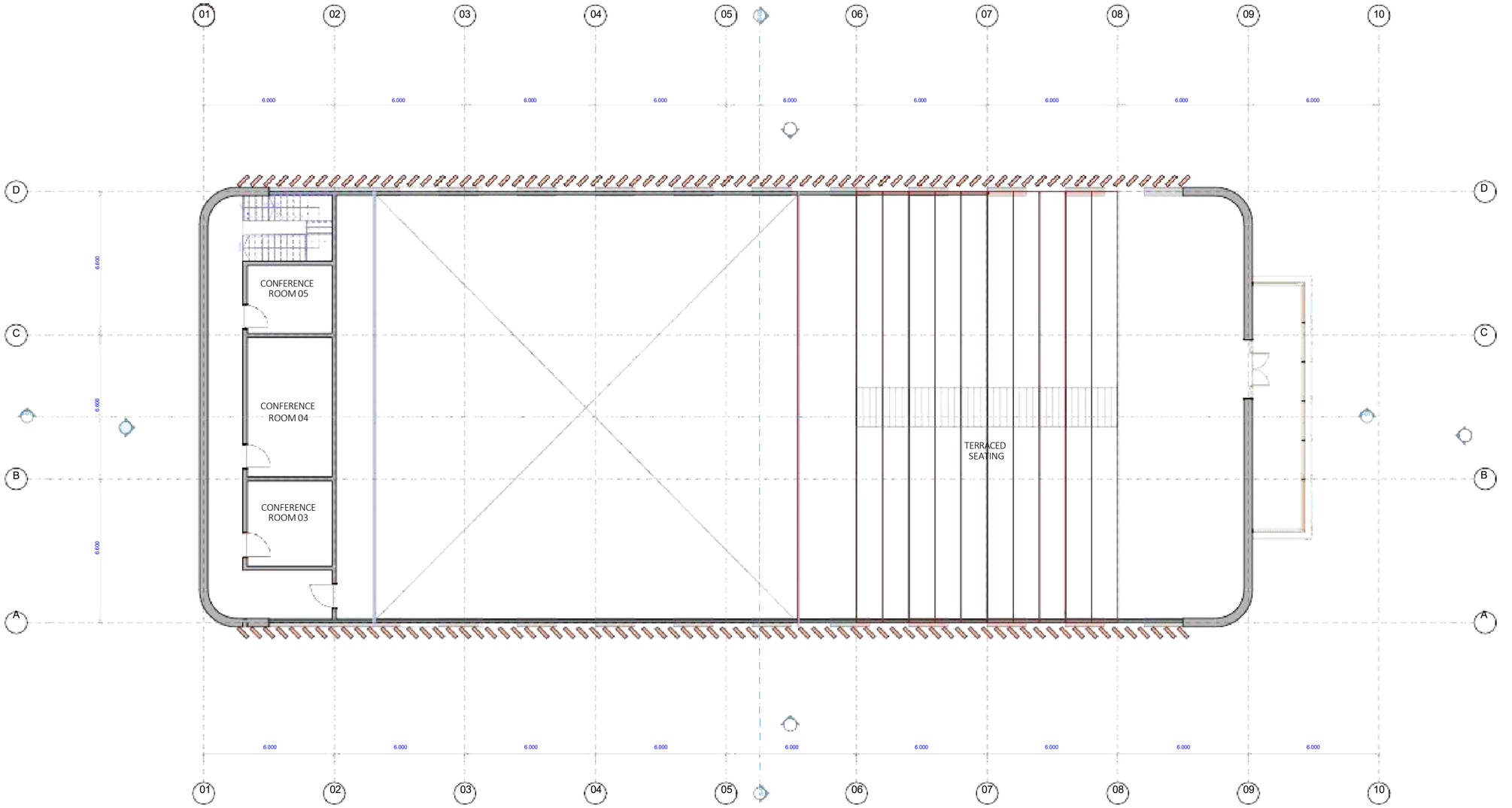
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SHEET TITLE

SHEET

Second Floor Plan[Terrace seating]



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PROJECT

PROPOSED ATC
CONFERENCE CENTER

ARCHITECT

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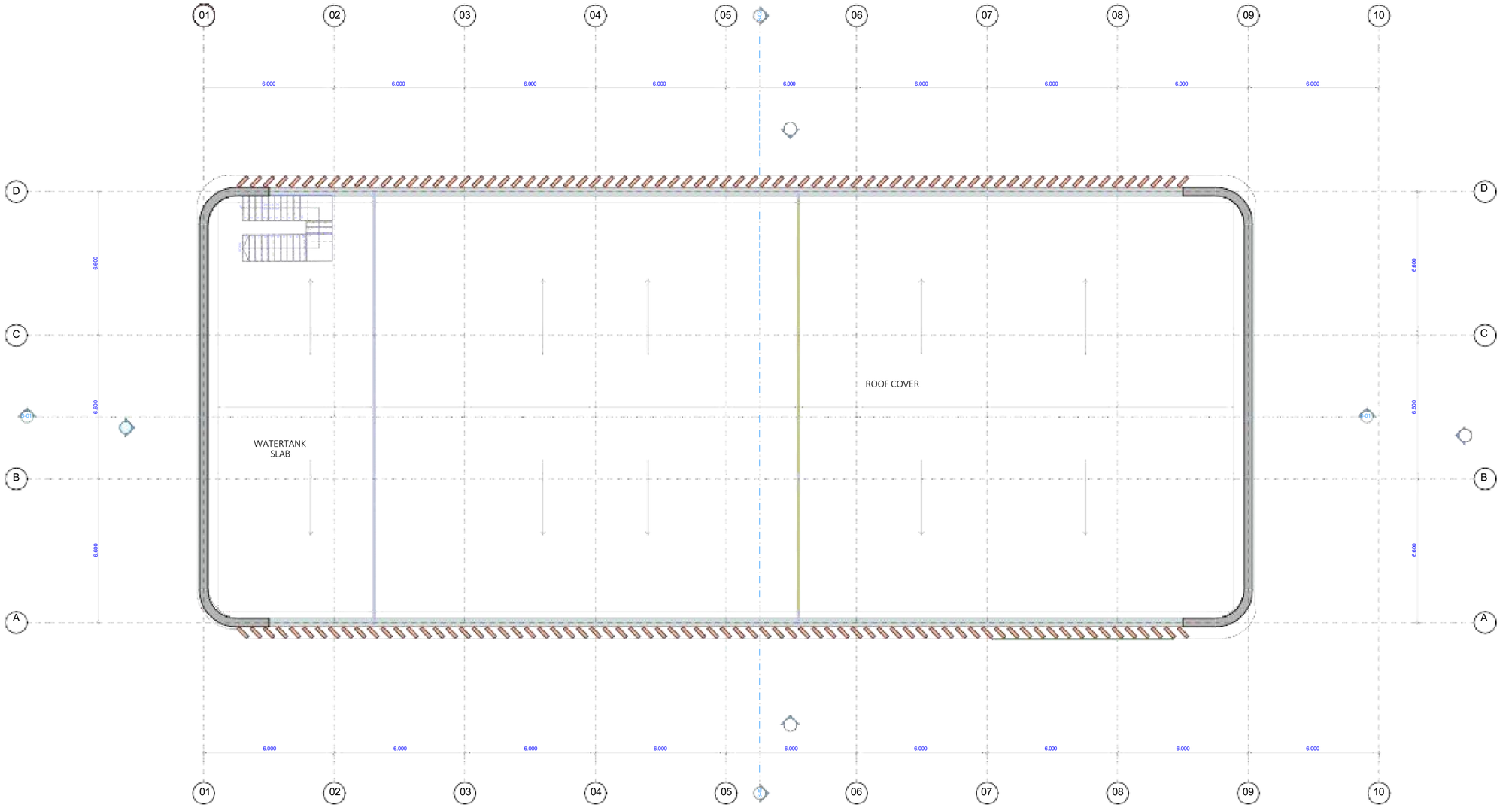
CLIENT

KISII COUNTY GOVERNMENT
P O Box 406 - 40200 , KISII

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Roof Plan



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PROJECT

PROPOSED ATC CONFERENCE CENTER

ARCHITECT

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SHEET TITLE SHEET