

MURANG'A COUNTY GOVERNMENT



STANDARD TENDER DOCUMENT

MCG/039/2018-2020

DRILLING AND EQUIPING OF BOREHOLES

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SECTION I: INVITATION TO TENDER

TENDER REF NO: MCG/039/2018-2020

Tender Name: DRILLING AND EQUIPPING OF BOREHOLES MURANG'A COUNTY

The Murang'a County Government invites sealed tenders from eligible candidates for
Drilling and Equipping of Boreholes Murang'a County

- 1.1 Interested eligible candidates may obtain further information from and inspect the tender documents at Murang'a County Government Offices, P.O Box 52-10200, Murang'a during normal working hours.
- 1.2 A complete set of tender documents may be obtained by interested candidates upon payment of non-refundable fees of Kshs 1,000 in cash or Bankers cheque payable to Murang'a County Government.
- 1.3 Prices quoted should be net inclusive of all taxes, must be in Kenya Shillings and shall remain valid for 90 days from the closing date of the tender.
- 1.4 Completed tender documents are to be enclosed in plain sealed envelopes marked with tender reference number and be deposited in the Tender Box at Murang'a County Government Offices, Ground floor or be addressed to Murang'a County Government, 52-10200 Murang'a so as to be received on or before **7th August 2018 at 10.00 a.m.**
- 1.5 Tenders will be opened immediately thereafter in the presence of the Candidates or their representatives who choose to attend at Conference room 1st Floor.

**DIRECTOR, SUPPLY CHAIN MANAGEMENT
FOR: COUNTY SECRETARY**

INSTRUCTIONS TO BIDDERS .

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out and corrections made and initialed by the persons signing the TENDER.
2. Quote for each item separately, and in units as specified.
3. The form of bid shall be duly signed and stamped by an authorized representative of the bidder.
4. Form of powers of attorney shall be duly filled, signed and stamped.
5. Each TENDER should be submitted in a sealed envelope with the TENDER Number and Name endorsed on the outside.
6. Registration as a contractor with the National Construction Authority under class 7 and Ministry of water and irrigation under class F and Above
7. Registration/licensed by the ministry of water and irrigation as a Borehole Drilling, Equipping and servicing contractors under class A (Depth Exceeding 300metres)
8. Availability of appropriate and relevant skills among staff
9. Proof of similar work of similar magnitude undertaken in the last two years
10. Valid current year single business permit
11. A valid tax compliance certificate
12. Duly filled and signed confidential business questionnaire by an individual entrusted with the powers of attorney.
13. The bidder shall submit original and copy of TENDER document with each clearly labelled 'ORIGINAL' and 'COPY' respectively.
14. Bidders must serialize all the pages of the bid document submitted.

CONDITIONS OF BID.

1. The General Conditions of the Contract with the Government of Kenya apply to this transaction. This form properly submitted constitutes the agreement to apply or provide the services shown at the prices and within the delivery period stated in the Local Service Order.
2. The offer shall remain firm for 30 days from the closing date unless otherwise stipulated by the COUNTY SECRETARY-MURANGA COUNTY
3. MURANGA COUNTY shall not be bound to accept the lowest or any other offer, and reserves the right to accept any offer in part unless the contrary is stipulated by the candidate's expenses, or may be collected by the owner.
4. Test Materials to be used on the works when required will be provided by the contractor free and before execution of works.
5. Time for completion of the contract shall be indicated in the form of TENDER .
6. The contract shall be signed within 30days but not earlier than 14days from the award of TENDER.

FORM OF POWER OF ATTORNEY

(All bidders shall complete this form otherwise, their bids shall be considered as non-responsive)

We _____ (Name of Bidder)

having our offices located in _____ (Name of Town and Building) duly authorise

_____ (Name of person appointed to act for and on behalf of the bidder) to act for and on our behalf on all matters pertaining to the execution of works as stipulated under **TENDER No.**
.....

Duly signed and delivered:

Name of appointed attorney: _____

Signature of appointed attorney: _____

Witnessed by:

1. Name of First Company Director: _____

Signature: _____

2. Name of Second Company Director: _____

Signature: _____

Company Seal:

VAT CERTIFICATE No.

Witness: Name

Address

Signature

FORM OF TENDER

TO: _____ [Name of Employer] _____ [Date]
_____ [Name of Contract]

Dear Sir,

1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities/Schedule of Rates for the execution of the above Works, **We**, the undersigned offer to construct, install and complete such Works and remedy any defects therein for the sum of
Kshs. _____ [Amount in figures] Kenya
Shillings _____ [Amount in words]
2. We undertake, if our Tender is accepted, to commence the Works on the commencement date and to complete the whole of the Works comprised in the Contract within the time stated in the Appendix.
3. We agree to abide by this Tender until _____ [Insert date], and it shall remain binding upon us and may be accepted at any time before that date.
4. Unless and until a formal Agreement is prepared and executed this Tender together with your written acceptance thereof, shall constitute a binding Contract between us.
4. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 20_____

Signature _____ in the capacity of _____

duly authorized to sign Tenders for and on behalf of
_____ [Name of Tenderer] of
_____ [Address of Tenderer]

Witness: Name _____

Address _____

Signature _____

Date _____

REPUBLIC OF KENYA

CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particulars indicated in Part 1 and either Part 2 (a), 2(b) or 2(c) whichever applies to your type of business.

You are advised that it is a serious offence to give false information on this Form.

Part 1 - General:

Business Name:

Location of Business Premises

Plot No. Street/Road

Postal Address.....Tel No.

Nature of Business

Current Trade Licence No.Expiring Date

Maximum value of Business which you can handle at any one time:

Kshs.

Name of your Bankers

Branch.....

Are you an agent of the Kenya National Trading Corporation? YES/NO

Part 2(a) - Sole Proprietor:

Your Name in full

Age:

Nationality.....Country of Origin

*Citizenship details

Part 2(b) - Partnership:

Give details of partners as follows:

	Name	Nationality	Citizenship Details*	Shares
1.	
2.	
3.	

Part 2(c) - Registered Company:

Private or Public
.....

State the nominal and issued capital of the company-

Nominal: Kshs.
.....

Issued: Kshs.
.....

Give details of all Directors as follows:

	Name	Nationality	Citizenship Details●	Shares
1.	
2.	
3.	
4.	
5.	

Part 2 (d)- Interest in the Firm:

Is there any person / persons in MURANGA COUNTY, who has interest in this firm?

Yes /No**

Date:Signature of
Contractor.....

- Attach proof of citizenship (Compulsory)

PREAMBLE TO BILLS OF QUANTITIES

1. The bills of quantities form part of the contract documents and are to be read in conjunction with contract drawings and general specifications for materials and works.
2. The prices quoted shall be deemed to include for all the obligations under the contract including but not limited to supply of materials, labour, and delivery to site storage on site, installation, testing and commissioning and all taxes (including 16% VAT)
3. All prices omitted from any item, section or part of the Bills of Quantities shall be deemed to have been included to another item, section or part thereof.
4. The brief description of the items given in the Bills of Quantities is for the purpose of establishing a standard to which the contractor shall adhere. Otherwise alternative brands of equal and approved quality will be accepted.
5. Should the contractor install any materials not specified here-in before receiving written **approval** from the Project Manager, the contractor shall remove the material in question **and** at his own cost, install the proper material.
6. The grand total of prices in the price summary page **must** be carried forward to the **Form of Tender** for the TENDER to be deemed valid.

FORM OF TENDER

TO: _____ [Name of Employer] _____ [Date]
_____ [Name of Contract]

Dear Sir,

1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities/Schedule of Rates for the execution of the above Works, **We**, the undersigned offer to construct, install and complete such Works and remedy any defects therein for the sum of
Kshs. _____ [Amount in figures] Kenya
Shillings _____ [Amount in words]
2. We undertake, if our Tender is accepted, to commence the Works on the commencement date and to complete the whole of the Works comprised in the Contract within the time stated in the Appendix.
3. We agree to abide by this Tender until _____ [Insert date], and it shall remain binding upon us and may be accepted at any time before that date.
4. Unless and until a formal Agreement is prepared and executed this Tender together with your written acceptance thereof, shall constitute a binding Contract between us.
5. We understand that you are not bound to accept the lowest or any Tender you may receive.

Dated this _____ day of _____ 20_____

Signature _____ in the capacity of _____

duly authorized to sign Tenders for and on behalf of
_____ [Name of Tenderer] of
_____ [Address of Tenderer]

Witness: Name _____

Address _____

Signature _____

Date _____

MURANG'A COUNTY GOVERNMENT					
BILL OF QUANTITIES FOR DRILLING A BOREHOLE					
NO.	DESCRIPTION.	UNIT.	QTY.	UNIT COST.	TOTAL COST.
1	Drilling hydrogeological survey,siting,report filing and authorization.	L/s	1	L/S	70,000
2	Mobilization/Demobilization of drilling rig and personnel to site.	L/s	1	L/S	50,000
3	Set-up and dismantle equipment at site.	L/s	1	L/S	20,000
4	Drilling.				
	a) Drilling of a borehole 8" dia upto 100 metres	Metre.	100		
	b) Drilling of a borehole 8" dia from 100 upto 200 metres	Metre.	100		
	c) Drilling of a borehole 8" dia from 200 upto 300metres	Metre.	50		
5	Supply and installation of 152mm				
	(a) Steel Plain casing	Metre.	200		
	(b) Slanted steel casing	Metre.	50		
6	Borehole development by getting with compressed air.	L/s	L/s	L/S	40000
7	Borehole test pumping to ascertain yield.	hrs	24		
8	Supply of 2-4mm graded gravel pack material.	Tonnes.	10		
9	Logging and sampling	logs	125		
10	Drilling water on site	L/s	1	L/S	15000
12	152mm Borehole Cup	No.	1		
13	Water sample chemical analysis	No.	1		
14	Reporting and filling	L/s	1	L/S	30000
	SUB-TOTAL 1.				
15	Provision for Supply and installation of a 5M3 at head of 180m submersible water pump	No.	1		
16	Provision for Power connection	L/S	1	100,000	100,000
17	Design and construction of a masonry water kiosk and supply and install 10,000 litres plastic tank.	No.	1		
	SUB-TOTAL 2:				
	SUB-TOTAL 1 & 2:				
	Add:5% supervision				
	SUB-TOTAL 3:				
	Add 16% V.A.T				
	GRAND-TOTAL				

**FORM RB
1**

**REPUBLIC OF KENYA
PUBLIC PROCUREMENT ADMINISTRATIVE
REVIEW BOARD**

APPLICATION NO.....OF.....20.....

BETWEEN

.....A

APPLICANT AND

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

Request for review of the decision of the..... (*Name of the Procuring Entity*) of
.....dated the...day of20.....in the matter of Tender No.....of
.....20...

REQUEST FOR REVIEW

I/We.....,the above named Applicant(s), of address: Physical
address.....Fax 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
- .
- etc
- .

By this memorandum, the Applicant requests the Board for an
order/orders that: - 1.

- 2
- .
- et
- c

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

