



**KENYA MEDICAL TRAINING COLLEGE
P.O BOX 30195 -00100
NAIROBI**

**TENDER DOCUMENT FOR
DISPOSAL OF BOARDED VEHICLES AND UNSERVICEABLE STORES**

TENDER NO. KMTC/18/2022-2023

CLOSING DATE: 2nd MAY,2023

AT 10:00AM

TABLE OF CONTENTS

INVITATION TO TENDER.....	1
SECTION 1 - INSTRUCTIONS TO TENDERERS	1
1.0 Eligible Tenderers	1
2.0 Cost of Tendering.....	1
3.0 The Tender Document.....	1
4.0 Clarification of Documents	1
5.0 Amendment of Documents	2
6.0 Tender Prices and Currencies	2
7.0 Tender deposit	2
8.0 Validity of Tenders.....	2
9.0 Viewing of Tender Items.....	2
10.0 Sealing and Marking of Tenders.....	3
11.0 Deadline for Submission of Tenders	3
12.0 Modification of tenders	3
13.0 Withdrawals and tenders	3
14.0 Opening of Tenders	3
15.0 Clarification of tenders.....	4
16.0 Evaluation and Comparison of Tenders	4
17.0 Award Criteria	4
18.0 Notification of Award.....	4
19.0 Contacting the Procuring Entity.....	4
SECTION II - SCHEDULE OF ITEMS AND PRICES	5
SECTION III - CONDITIONS OF TENDER.....	6
SECTION IV -STANDARD FORMS	7
Notes on Standard Forms.....	7
1. Form of Tender	8
SCHEDULE OF ITEMS AND PRICES.....	8
Confidential Business Questionnaire Form.....	8
Part 1 – General.....	9
Part 2 (a) – Sole Proprietor or Individual.....	9
Part 2 (b) Partnership	9
Part 2 (c) – Registered Company (Private or Public).....	9
Tender deposit commitment Declaration Form.....	10
2. LETTER OF NOTIFICATION OF AWARD.....	14
OFFERED ITEMS AND PRICES.....	14
3. COPY OF THE LETTER OF NOTIFICATION OF AWARD.....	15
OFFERED ITEMS AND PRICES.....	15

TENDER DOCUMENTS FOR DISPOSAL

(1) NAME AND CONTACT ADDRESSES OF PROCURING ENTITY

KENYA MEDICAL TRAINING COLLEGE

P.O BOX 30195-00100 NAIROBI

info@kmtc.ac.ke

(2) Invitation to Tender (ITT) No.....

(3) Tenderer's Name.....

.....

INVITATION TO TENDER

PROCURING ENTITY:

KENYA MEDICAL TRAINING COLLEGE

P.O BOX 30195-00100 NAIROBI

CONTRACT NAME AND DESCRIPTION:

SALE OF BOARDEDVEHICLES AND UNSERVICEABLE STORES

1. **KENYA MEDICAL TRAINING COLLEGE** invites sealed tenders from eligible candidates to purchase **BOARDED VEHICLES AND UNSERVICEABLE STORES LOCATED IN VARIOUS KMTC CAMPUSES**
 2. Interested eligible candidates may obtain further information at the address provided below. Items will be sold as they are, without any encumbrances.
 3. Interested tenderers may inspect the goods to be sold during office hours **9:00 AM TO 15:00 PM** at the address given below.
 4. A complete set of tender documents may be obtained by interested candidates upon payment of non-refundable fees of **Kshs.500** in banker's cheque payable to Kenya Medical Training College (cash is strictly not accepted),however the same can be viewed and downloaded from KMTC website(www.kmtc.ac.ke or <http://tenders.go.ke> at no cost. Bidders who download the documents should register their tenders at KMTC headquarters procurement office during normal working hours (i.e. 8Am-5pm from Monday to Friday)
 5. Tenderers will be required to pay in advance a refundable deposit as indicated in the Appendix to Instructions to tenderers.
 6. Completed tenders must be delivered to the address below on or before [*insert time and date*]. Electronic Tenders will not be permitted.
- The Chief Executive officer
Kenya Medical Training College
P.O. Box 30195 – 00100
Nairobi.
7. Prices quoted should be net, must be in Kenya Shillings and shall remain valid for the period to be 120 days.
 8. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.
 9. Late tenders will be rejected.
 10. **The addresses referred to above are:**

Address for obtaining further information, and for inspecting the goods to be sold are:

THE CEO
KENYA MEDICAL TRAINING COLLEGE
P.O BOX 30195-00100 NAIROBI
Telephone number **0202725191/2725711/14**
E-mail address **info@kmtc.ac.ke**

A. **Address for Submission of Tenders.**

**TO THE CEO
KENYA MEDICAL TRAINING COLLEGE
P.O BOX 30195-00100 NAIROBI
Telephone number **0202725191/2725711/14**
E-mail address **info@kmtc.ac.ke****

**Tenders to be deposited at Tender box situated at the entrance of KMTC headquarters
Administration Block Nairobi, ground floor: off old Mbagathi road**

B. **Address for Opening of Tenders.**

Tenders will be opened immediately thereafter in the presence of bidders or their representative who choose to attend at the Kenya Medical Training College Headquarters principal's boardroom.

SECTION I - INSTRUCTIONS TO TENDERERS

1 Eligible Tenderers

- 1.1 This Invitation for Tenders is open to all tenderers eligible as described in the Appendix to instructions to tenderers.
- 1.2 Tenderers shall be under a declaration of in eligibility for corrupt or fraudulent practices
- 1.3 The Procuring Entity's employees, committee members, board members and their Spouses, Child, Parent, Brothers or Sister. Child, Parent, Brother or Sister of a Spouse are not eligible to participate in the tender unless where specifically allowed under section 131 of the Act.
- 1.4 A Kenyan tenderer shall provide evidence of having fulfilled his/her tax obligations by producing a valid tax compliance certificate or tax exemption certificate issued by the Kenya Revenue Authority.

2. Cost of Tendering

- 2.1 The tenderer shall bear all costs associated with the preparation and submission of its tender, and the Procuring Entity, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.
- 2.2 The Procuring Entity shall allow the tenderer to review the tender document and the goods to be sold free of charge before tendering.

3. The Tender Document

- 3.1 The tender document comprises the documents listed below and any addenda issued in accordance with clause 2.5 of these instructions to tenderers.
 - i) Invitation to tender,
 - ii) Instructions to tenderers,
 - iii) Schedule of items and prices,
 - iv) Conditions of Tender,
 - v) Form of tender,
 - vi) Confidential Business Questionnaire Form,
 - vii) Tender Commitment Declaration Form.

- 2.1 The tenderer is expected to examine all instructions, forms, terms and specifications in the tender documents. Failure to meet all the requirements of the tender will be at the tenderer's risk and may result in the rejection of its tender.

4 Clarification of Documents

- 4.1 A prospective tenderer requiring any clarification of the tender document may notify the Procuring Entity in writing or by post at the entity's address indicated in the Invitation for tenders. The Procuring Entity will respond in writing to any request for clarification of the tender documents, which it receives not later than thirty (30) days prior to the deadline for the submission of tenders, prescribed by the Procuring Entity. Written copies of the Procuring entities response

(including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective tenderers that have received the tender document.

- 4.2 Clarification of tenders shall be requested by the tenderer to be received by the Procuring Entity not later than 7 days prior to the deadline for submission of tenders.
- 4.3 The Procuring Entity shall reply to any clarifications sought by the tenderer within 3 days of receiving the request to enable the tenderer to make timely submission of its tender.

5 Amendment of Documents

- 5.1 At any time prior to the deadline for submission of tenders, the Procuring Entity, may for any reasons, whether at its own initiative or in response to a clarification requested by a prospective tenderer, modify the tender documents by amendment
- 5.2 All prospective candidates that have received the tender documents will be notified of the amendment in writing or by post and will be binding on them.
- 5.3 In order to allow prospective tenderers reasonable time in which to take the amendment in to account in preparing their tenders, the Procuring Entity, at its discretion, may extend the deadline for the submission of tenders.

6 Tender Prices and Currencies

- 6.1 The tenderer shall indicate on the appropriate Price Schedule the unit prices and total tender price of the item it proposes to purchase under the contract.
- 6.2 Prices quoted by the tenderer shall be fixed during the tender validity period and not subject to variation on any account. A tender submitted with an adjustable price quotation will be treated as non-responsive and will be rejected.
- 6.3 The Price quoted shall be in Kenya Shillings.

7 Tender deposit

- 7.1 The tenderer shall put a deposit for every vehicle tendered for in the amount indicated in the schedule of items and prices, to the Bank account indicated in Section III - Schedule of Items and Prices
- 7.2 Failure to put the required deposit for any vehicle tendered for will lead to disqualification of the tender for the item.
- 7.3 Unsuccessful Tenderer's tender deposit will be returned as promptly as possible but not later than Seven (7) days after the expiration of the period of tender validity prescribed by the Procuring Entity.
- 7.4 The successful Tenderer's tender deposit will be credited to his tender price so that it forms part of the amount of the tender and the tenderer will be required to pay the tender price less the deposit security.
- 7.5 The tender deposit shall be forfeited:
 - a) If a tenderer withdraws its tender during the period of tender validity specified by the Procuring Entity.
 - b) In the case of a successful tenderer, if the tenderer fails to pay the balance of the tender price.

8 Validity of Tenders

- 8.1 Tenders shall remain valid for 60 days or as specified in the appendix to instruction to tenderers after date of tender opening prescribed by the Procuring Entity, pursuant to paragraph 2.10. Tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.
- 8.2 In exceptional circumstances, the Procuring Entity may solicit the Tenderer's consent to an extension of the period of validity. The request and the responses there to shall be made in writing. The tender deposit provided under paragraph 2.7 shall also be suitably extended. A tenderer may refuse the request without forfeiting its tender deposit. A tenderer granting the request will not be required nor permitted to modify its tender.

9. Viewing of Tender Items

- 9.1 Prospective tenders are advised to view the items to be sold before tendering. This will enable them to arrive at the most reasonable and competitive tenders. Tenders are based on "AS WHERE IT IS AND THE CONDITION IT IS IN" and the conditions of the items are not guaranteed or warranted by the seller.

10. Sealing and Marking of Tenders

- 10.1 The Tenderer shall deliver the Tender in a single, sealed envelope 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 outer envelope, the Tenderer shall place another sealed envelope containing the list of and prices of the items tendered for and addressed as follows.
- a) Bear the name and address (including telephone number and email) of the Tenderer;
 - b) Bear the name and Reference number of the Tender;
 - c) Bear the name and address of the Procuring Entity; and
 - d) Attach a payment slip or certified banking details from a bank, warranting the deposit payment made for the items tender for.
- 10.2 If all envelopes are not sealed and marked as required, the *Procuring Entity* will assume no responsibility for the misplacement or premature opening of the Tender, or failure to contact the tenderer in case of advice on the status of the tender or refund of deposit. Tenders that are misplaced or opened prematurely will not be accepted.

Deadline for Submission of Tenders

Tenders must be received by the Procuring Entity at the address specified not later than...*(day, date and time)*.

The Procuring Entity may, at its discretion, extend this deadline for the submission of tenders by amending the tender documents in accordance with paragraph 2.5.in which case all rights and obligations of the Procuring Entity and tenderers previously subject to the deadline will thereafter be subject to the deadline as extended.

12. Modification of tenders

- 12.1 The tenderer may modify or withdraw its tender after the tender's submission, provided that written notice of the modification, including substitution or withdrawal of the tenders, is received by the Procuring Entity prior to the deadline prescribed for submission of tenders.
- 12.2 The Tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph 2.9.1. A withdrawal notice may also be sent by fax or email but followed by a signed confirmation copy, post marked not later than the deadline for submission of tenders.
- 12.2 No tender may be modified after the deadline for submission of tenders

13 Withdrawals and tenders

- 13.1 No tender may be withdrawn in the interval between the deadline for submission of tenders and the expiration of the period of tender validity specified by the tenderer. Withdrawal of a tender during this interval may result in the tenderer's forfeiture of its tender deposit, pursuant to paragraph 2.7.5

14 Opening of Tenders

- 14.1 The Procuring Entity will open all tenders in the presence of tenderers' representatives who choose to attend at **at 10 am 2nd May 2023** and in the location specified in the invitation to tender. The tenderers or representatives who are present shall sign a register evidencing their attendance.
- 14.2 The tenderers' names, tender modifications or withdrawals, tender prices, and the presence or absence of requisite tender deposit and such other details as the Procuring Entity, at its discretion, may consider appropriate, will be announced at the opening.
- 14.3 The Procuring Entity will prepare minutes of the tender opening.

15 Clarification of tenders

- 15.1 To assist in the examination, evaluation and comparison of tenders the Procuring Entity may, at its discretion, ask the tenderer for a clarification of its tender. The request for clarification and the response shall be in writing, and no change in the prices or substance of the tender shall be sought, offered, or permitted.
- 15.3 Any effort by the tenderer to influence the Procuring Entity in the Procuring Entity's tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

16 Evaluation and Comparison of Tenders

- 16.1 The Procuring Entity will examine the tenders to determine whether they are complete, whether the tenderer has fulfilled the eligibility criteria, whether any computation errors have been made, whether required deposits have been furnished, whether documents have been properly signed and whether the tenders are generally in order. After examination a tender that will be determined to be substantially non-responsive, will be rejected by the Procuring Entity.
- 16.2 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, 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, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.
- 16.3 The Procuring Entity will evaluate and compare the tenders, which have been determined to be substantially responsive.
- 16.4 The tender evaluation committee shall evaluate the tender within 30 days of the validity period from the date of opening the tender.

17 Award Criteria

- 17.1 The Procuring Entity will award the contract to the successful tenderer(s) whose tender has been determined to be substantially responsive and has been determined to be the highest tendered price, subject to the reserve price.

18 Notification of Intention to enter into a Contract/Notification of Award

- 18.3 Prior to the expiration of the period of tender validity, the Procuring Entity will notify the successful tenderer in writing that its tender has been accepted.
- 18.4 Simultaneously the other tenderers shall be notified that their tenders have been unsuccessful.

18 Canvassing/Contacting the Procuring Entity

- 18.1 No tenderer shall contact the Procuring Entity on any matter relating to its tender, from the time of the tender opening to the time the contract is awarded.
- 18.2 Any effort by a tenderer to influence the Procuring Entity in its decisions on tender evaluation, tender comparison, or contract award may result in the rejection of the tenderer's tender.

SECTION II - SCHEDULE OF ITEMS AND PRICES

Notes on schedule of Items and Prices

1. The Procuring Entity will prepare the schedule of items being sold, marking each item with a unique number. Where items are to be sold as a lot, the lots must be clearly indicated in the schedule.
2. The schedule of items and prices will include a column for the deposit to be paid by the tenderer for the item and lot. The deposit amount should be indicated by the Procuring Entity.
3. The tenderer shall complete the tender by preparing and completing the Table below, indicating the items tendered for and the prices offered and striking out those not tendered for. The Procuring Entity will complete columns 1-4 and 7 and the Tenderer will complete columns 5 and 6, and sign as indicated below.

SCHEDULE OF ITEMS AND PRICES (as attached)

NO	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	RESERVE PRICE PER ITEM(KSH	CONDITN OF ITEM	UNIT PRICE(KSHS	TOTAL TENDER PRICE(KSHS)	REQUIRED DEPOSIT(KSHS
MANZA CAMPUS								
1.	Faulty vehicle battery	2	Pcs	50	unserviceable			NIL
2.	Rear wheel drum – 20kgs	2	Pcs	100	unserviceable			NIL
3.	Faulty computer monitor	2	pcs	20	unserviceable			NIL
4.	Old newspapers	10	KGS	10	unserviceable			NIL
5.	Worn out mattresses without covers	10	pcs.	10	Worn-Out			
MURANGA CAMPUS								
1	Water tank (10000litres)	1	NO	500	unserviceable			NIL
2	Flash door	1	NO	200	unserviceable			NIL
3	Jua kali sufurias & lids(Big)	6	NO	500	Unserviceable			NIL
4	Branded tent	1	NO	500	Unserviceable			NIL
5	Assorted computer accessories	Several	NO	500	Unserviceable			NIL
6	Mattresses	50	NO	200	Unserviceable			NIL
7.	Newspapers	400kg	kg	20/kg	Unserviceable			NIL
8	Table gas cooker	1	no	500	Unserviceable			NIL
BONDO CAMPUS								
1.	Old newspapers	1	kg	5	Unserviceable			NIL
2.	Executive chairs	2	pcs	200	Unserviceable			NIL
3.	UPS	20	No	250	Unserviceable			NIL
4	Mattresses	20	no	80	Unserviceable			NIL
KITUI CAMPUS								
1.	HP laserjet printer (P3005D)	1	No	2,500	Unserviceable			NIL
2.	Batteries for UPS 3000VA 650VA	4 78	No	1000	Unserviceable			NIL
3.	Monitor LG	1	No	500	Unserviceable			NIL
4.	UPS 650 mercury (black)	3	NO	500	Unserviceable			NIL
5.	Monitor Nec	4	No	500	Unserviceable			NIL
6.	UPS APC 650 (white)	11	No	500	Unserviceable			NIL
7.	CPU Dell optilex	10	No	500	Unserviceable			NIL
8.	CPU refurbished	1	No	500	Unserviceable			NIL
9.	CPU HP	2	No	500	Unserviceable			NIL
„	Monitor Phillips	3	„	3750	Unserviceable			NIL
11.	HP laptop	3	No	5000	Unserviceable			NIL

12.	CPU Dell DCCY	6	No	1000	Unserviceable			NIL
13.	CPU IBM 3GG	3	No	500	Unserviceable			NIL
14.	Mouse	27	No	50	Unserviceable			NIL
15.	Keyboards	17	No	50	Unserviceable			NIL
16.	Projector EIKI-LC-XM4		No	1000	Unserviceable			NIL
MIGORI CAMPUS								
1.	Laptop	1	No	10,000	Unserviceable			NIL
NYERI CAMPUS								
1.	Steel wool 750g	25	pcs	50	New			NIL
2.	Kerosene lamps	9	pcs	50	Unserviceable			NIL
3.	Old electric kettles	3	No	100	Unserviceable			NIL
4.	Old cisterns	3	No	100	Unserviceable			NIL
5.	Old mattresses	55	No	100	Unserviceable			NIL
6.	Old tyres	7	Pcs	200	Unserviceable			NIL
7.	Old televisions	3	pcs	1000	Unserviceable			NIL
8.	N-computing kits	10	No	100	Unserviceable			NIL
9.	Old metallic cabinet	1	No	500	Unserviceable			NIL
10	Old newspapers	40	kg	2000	Unserviceable			NIL
ELDORET CAMPUS								
1.	Switch board	1	no	2000	Unserviceable			NIL
2.	Deep freezer	1	no	10000	Unserviceable			NIL
3.	Gas burner 3 point	1	no	5000	Unserviceable			NIL
4.	Scanner Scanjet HP	1	no	1000	Unserviceable			NIL
5.	Laptop Toshiba sno.	1	no	5000	Unserviceable			NIL
6.	Project sony	1	no	2000	unserviceable			NIL
7.	Table fan	1	no	250	„			NIL
8.	CPU dell	1	no	2000	„			NIL
9	UPS	3	no	1000 each	„			NIL
10	Printer HP-Model ce 457A	1	no	1500	„			NIL
11	Server HP-model ml370	1	no	300	„			NIL
12	UPS-650 back up battery	1	no	200	„			NIL
13	Printer hp laser jet 1300	1	no	900	„			NIL
14	Cooking kenwood 1413	3	no	900	„			NIL
15	Photocopier machine (Kyocera KM 2030)	1	No	3000	„			NIL
16	Assorted slides-413456	1	No	150	„			NIL
17	Slide projector	1	no	1000	„			NIL
18	Telephone headsets	3	No	200	„			NIL
19	Photocopy machine-bizhub 162	1	no	1200	„			NIL
20	Computer	30	no	2000	„			NIL

MACHAKOS CAMPUS

1.	Thermal rolls	85	roll	10 per role	Unserviceable			NIL
2.	Fax ribbon panasonic	2	no	50 per pc	unserviceable			NIL
	Mattresses	15	no	-	obsolete			NIL
3.	Hp cartridge 12A	1	no	100	Unserviceable			NIL
4.	White board	1	NO	200	Unserviceable			NIL
5.	Office cabinet steel	2	no	1000 per	Unserviceable			NIL
6.	Gas cooker	1	no	500	Unserviceable			NIL
7.	Stool	1	no	50	Unserviceable			NIL
8.	Wooden office chair	7	no	200 per	Unserviceable			NIL
9.	Wooden cabinet	1	no	500	Unserviceable			NIL
10.	Wooden table	1	no	500	Unserviceable			NIL
11.	TV's LG flat screen 42"	1	no	5000	Unserviceable			NIL
12.	TV color JVC	1	No	1000	Unserviceable			NIL
13.	Paper shredder	1	No	100	Unserviceable			NIL
14.	Printer Toshiba	1	No	1000	Unserviceable			NIL
15.	Kyocera mita KM 2030	1	No	5000	Unserviceable			NIL
16.	Imperial type writer manual	1	No	1000	Unserviceable			NIL
17.	Wooden catalogue cabinet	1	No	500	Unserviceable			NIL
18.	Secretarial chair	1	No	200	Unserviceable			NIL
19.	Newspaper	1	Kg	30 per	Unserviceable			NIL
20.	Double decker beds	25	No	5000 per	Unserviceable			NIL
21.	curtain boxes	6	No	100	unserviceable			NIL
22.	Staple pins no 10	1	Pkt	50	Obsolete			NIL
23.	HP cartridge 178	3	set	1200 per	Obsolete			NIL
24.	Staple pins no 50	1	pkt	50	Obsolete			NIL
25.	Toner 274/27x	2	No	200	Obsolete			NIL
26.	Hp cartridge 57A	3	No	200	Obsolete			NIL
27.	Hp cartridge 56A	3	No	200	Obsolete			NIL
28.	TV black and white sanyo	2	No	300	Obsolete			NIL
29.	Brocken timber	100	Kgs	1000	Obsolete			NIL
30.	Monitor	4	No	100	Obsolete			NIL
31.	CPU	4	No	100 per pc	Obsolete			NIL
32.	UPS	2	No	200 per	Obsolete			NIL
33.	Food warmer	1	No	2000	Obsolete			NIL
34.	Stencils	7	Quire	100 per pc	Obsolete			NIL
35.	Fridge	1	No	500	Obsolete			NIL
36.	Deep freezer	1	No	8000	Obsolete			NIL
37.	Mini safe	1	No	5000	Obsolete			NIL

NAKURU CAMPUS								
1.	Sterilizer WT-Binder	1	no	1000	Unserviceable			NIL
2.	Electric cooker starlight 4 burners	1	no	500	Unserviceable			NIL
3.	Kepi refrigerator box/vaccine carrier	5	no	500	unserviceable			NIL
4.	HP toner 27x	3	no	1000	unserviceable			NIL
5.	HP toner 27A	4	no	1000	unserviceable			NIL
6.	Hp toner 49A	1	no	1000	unserviceable			NIL
7.	Tyres	6	no	300	Unserviceable			NIL
8.	Vehicle battery	3	no	300	Unserviceable			NIL
9.	Refrigerator tropical phillips	1	no	2500	Unserviceable			NIL
10.	Water dispenser ramtons	1	no	3000	Unserviceable			NIL
11.	4 drawer steel cabinet	1	no	1500	Unserviceable			NIL
12.	Fridge Philips freezer	2	no	3000	Unserviceable			NIL
13.	Dart board	2	no	200	Unserviceable			NIL
14.	Projector screen	1	no	3500	Unserviceable			NIL
15.	Microwave LG	1	no	1000	unserviceable			NIL
16.	4 burner electric cooker-Finland	1	no	1000	Unserviceable			NIL
17.	Mercury BP-machine	1	no	2500	Unserviceable			NIL
18.	x-ray reader-japan	1	no	1300	Unserviceable			NIL
19.	Hot air oven memmers monks	1	no	1000	Unserviceable			NIL
20.	Regulator gas pipe system	1	no	200	Unserviceable			NIL
21.	Flame photometer	1	no	2000	Unserviceable			NIL
22.	2 burner electric cooker	1	no	500	Unserviceable			NIL
23.	Old worn out mattresses	50	no	50	Unserviceable			NIL
MWINGI CAMPUS								
1.	Canon scanner – MG6640 (pixma) coloured	1	pcs	2,500	Unserviceable			NIL
2.	Desktop computers HP280G1MT	8	pcs	3,000	Unserviceable			NIL
MOMBASA CAMPUS								
1.	TK-6705 Toner	4	no	-	Unserviceable			NIL
2.	TV sony old model 32inches	2	no	500	Unserviceable			NIL
3.	TV JVC 32inches old model	1	no	500	Unserviceable			NIL
4.	Microscope old model	3	no	1000	Unserviceable			NIL
5.	Overhead projector	3	no	1000	Unserviceable			NIL
6.	Old type writer	1	no	500	Unserviceable			NIL
7.	Old calculator FACIT 340	1	pc	500	Unserviceable			NIL
8.	Water pump (single phase type MDH-19 size	1	pc	1500	Unserviceable			NIL

	40X40MM							
9.	Water dispenser	1	no	1000	Unserviceable			NIL
KISII CAMPUS								
1.	Duplicating Machine gestener (420)	1	no	100	Unserviceable			NIL
2.	Duplicating Machine gestener (430)	1	no	100	Unserviceable			NIL
3.	Scanner	1	no	200	Unserviceable			NIL
4.	Copy printer (Riso)	1	no	100	Unserviceable			NIL
5.	Electrostatic copying machine	1	no	100	Unserviceable			NIL
6.	LCD projector	2	no	100	Unserviceable			NIL
7.	Computer monitor	25	no	100	Unserviceable			NIL
8.	Keyboard	4	no	100	Unserviceable			NIL
9.	CPU	23	no	100	Unserviceable			NIL
10.	Electric type writer	3	no	100	Unserviceable			NIL
11.	Fax machine	1	no	300	Unserviceable			NIL
12.	Riso Inc	3	tube	100	Unserviceable			NIL
13.	Riso Master	2	roll	10	Unserviceable			NIL
14.	Toner 51A	2	no	100	Unserviceable			NIL
15.	Toner 49A	2	no	100	Unserviceable			NIL
16.	Epson LX	1	no	100	Unserviceable			NIL
17.	Slide projector	1	no	200	Unserviceable			NIL
18.	Hysonic Microscopic	1	no	100	Unserviceable			NIL
19.	Cabin sonic	1	no	100	Unserviceable			NIL
20.	Kinderman	1	no	20	Unserviceable			NIL
21.	Electronic calculator	3	no	100	Unserviceable			NIL
22.	Steel cabinets	2	no	500	Unserviceable			NIL
23.	Office tables	5	No	100	Unserviceable			NIL
24.	Ordinary tables	2	No	100	Unserviceable			NIL
25.	Flush doors	75	No	100	Unserviceable			NIL
26.	Tv arial	1	No	100	Unserviceable			NIL
27.	Tyres(small & big)	16	No	350	Unserviceable			NIL
28.	Arm chairs	3	No	100	Unserviceable			NIL
29.	Cartridge	2	No.22	50	Unserviceable			NIL
30.	Office chairs	8	No	100	Unserviceable			NIL
31.	Wheel barrow	1	No	100	Unserviceable			NIL
32.	Old used frames	6	Pcs	100	Unserviceable			NIL
33.	Toner brother	11	No	10	Unserviceable			NIL
34.	Lower back armchair (metal)	20	No	100	Unserviceable			NIL
35.	Water heaters	7	No	2000	Unserviceable			NIL

36	Newspapers	150	Kg	100	Unserviceable			NIL
37	Water tank(5000Litres	1	no	8000	Unserviceable			NIL
38	Printer (Kyocera model P6026CDN)	1	No	20000	Unserviceable			NIL
39	Toner TK 590 (K.M.Y.C)	8	No	13000	Unserviceable			NIL
40	UPS Batteries	40	No	100	Unserviceable			NIL
41	Assorted metallic pipes	400	Kg	500	Unserviceable			NIL
SIAYA CAMPUS								
1.	Used iron sheets	26	no	200	Unserviceable			NIL
2.	Tyres 205R16C	4	no	1500	unserviceable			NIL
BOMET CAMPUS								
1.	Tyres 11X22R 148/145	1	No	2,000	unserviceable			NIL
2.	Tyres 265/70R 19.5	6	no	15,000	repairable			NIL
THIKA CAMPUS								
1.	Wooden old doors	12	no	100	unserviceable			NIL
2.	Old computer monitors with back	8	no	100	„			NIL
3.	Old chair	1	no	100	unserviceable			NIL
4.	TV 25’’ wooden	1	no	100	unserviceable			NIL
5.	Old cooker	1	no	200	„			NIL
6.	Double sink metallic	1	no	200	„			NIL
7.	Back ups	3	no	200	„			NIL
8.	Serving table with shelves	1	no	200	„			NIL
9	HP 51A printer	1	no	200	„			NIL
10	Old projector	1	no	200	„			NIL
11	Food warming jiko metallic	1	No	3000				NIL
12	Old fire extinguisher cylinders	5	no	100				NIL
NAIROBI CAMPUS								
1	LCD	3	no	400	unserviceable			NIL
2	Beds	32	no	250	„			NIL
3	Wooden chairs	2	no	250	„			NIL
4	Waiting seat	1	no	500	„			NIL
5	Sheers	10	no	200	„			NIL
6	Curtains	10	no	200	unserviceable			NIL
7	Printer	1	no	1500	unserviceable			NIL
8	Examination CHAIRS	2	no	500	unserviceable			NIL
9	Office tables	5	no	270	unserviceable			NIL
10	Office chairs	3	no	300	unserviceable			NIL
11	High back chairs	5	no	300	unserviceable			NIL
12	Arc welding M/C	1	no	350	unserviceable			NIL
13	Desktop computer	1	no	500	unserviceable			NIL

14	Fire extinguishers	20	no	200	unserviceable			NIL
15	Fire prove cabinet	1	no	400	unserviceable			NIL
16	Cabinets	3	no	300	unserviceable			NIL
MAKINDU CAMPUS								
1	Old mattresses	50	pcs	200	unserviceable			NIL
2	Old newspapers	15	kg	50	old			NIL
KAKAMEGA CAMPUS								
1	Battery	1		100	unserviceable			NIL
2	Fire extinguisher (powder 2kg)	1		200	unserviceable			NIL
3	Worn out tires	12		250	unserviceable			NIL
4	New tires for Nissan E20	5		3000	unserviceable			NIL
5	Vehicle engine	1		1000	unserviceable			NIL
6	Fridge	2		1500	unserviceable			NIL
7	TV set Sanyo 32	1		500	unserviceable			NIL
8	Tv set JVC 32	1		500	unserviceable			NIL
9	Nissan civilian	1			unserviceable			NIL
10	Paper shredder	1		1000	unserviceable			NIL
11	Deep freezer	3		1500	unserviceable			NIL
12	Four drawer steel cabinet	1		1000	unserviceable			NIL
13	Food warmer	1		500	unserviceable			NIL
14	Four drawer steel cabinet	2		1000	unserviceable			NIL
15	Computers	6		1200	unserviceable			NIL
16	UPS	8		1000	unserviceable			NIL
MAKUENI CAMPUS								
1	Faulty vehicle battery	2	no	500	unserviceable			NIL
2	Rear wheel drum-20kgs	2	no	1000	unserviceable			NIL
3	Faulty computer monitor	2	no	300	unserviceable			NIL
4	Worn out mattresses without covers	86	no	100	unserviceable			NIL
5	Vehicle tyres	4	no	500	unserviceable			NIL
LAKE VICTORIA CAMPUS								
1	Wooden Doors Assorted	33	no	200	unserviceable			NIL
2	Washroom Wooden Doors	2	no	150	unserviceable			NIL
3	Bath Tab	2	no	400	unserviceable			NIL
4	Disused Roofing Tiles	700	no	10	unserviceable			NIL
5	Tea urn-20 litres	2	no	300	unserviceable			NIL
6	Tea urn -10litres	1	no	150	unserviceable			NIL
7	Printer laser jet P1102	1	no	500	unserviceable			NIL
LODWAR CAMPUS								
1	Lasejet 4200 printer	2		1,000	Unserviceable			NIL
2	Desktop computers	27		2,000	Repairable			NIL
3	Water dispenser – Ramtons serial No. 070115515L	1		5,000	Repairable			NIL

4	Fridge – model no: RF/194 230V- 50HZ Serial no:10063 Date code:may 2007	1		10,000	Repairable			NIL
5	Tyres	17		500	Irreparable			NIL
6	cooker oven FIESTA model 1240 I	1		1,000	Irreparable			NIL

MERU CAMPUS

1	Photocopier	2	No	2000	Unserviceable			NIL
2	T.V.	1	No	1000	Unserviceable			NIL
3	Tyres	18	No	9000	Unserviceable			NIL
4	Assorted sizes of timber frames and 6"x1"	1	Lot	12000	Unserviceable			NIL
5	Olivetti typewrite manual	1	no	500	Unserviceable			NIL
6	Projector	1	No	2500	Unserviceable			NIL
7	Photocopier Kyocera TA 820	1	No	12000	Unserviceable			NIL
8	Fire extinguisher H ₂ O/CO ₂	6	No	4200	Unserviceable			NIL
9	Plastic chairs	9	No	450	Unserviceable			NIL
10	Secretary chair	1	No	500	Unserviceable			NIL
11	Laptop	1	No	1000	Unserviceable			NIL
12	Old generation desktop computers with monitor	16	No	12800	Unserviceable			NIL
13	Executive office chair	1	No	500	Unserviceable			NIL
14	Old generator	1	No	20000	Unserviceable			NIL
15	Calorifiers	2	no	2000	Unserviceable			NIL

KARURI CAMPUS

1	Cash register EPOS international	1	No	100	Unserviceable			NIL
2	CPU	1	No	50	Unserviceable			NIL
3	Executive chair	3	No	50	Unserviceable			NIL
4	UPS	12	No	50	Unserviceable			NIL
5	Old Iron sheets/old plastic	1	No	50	Unserviceable			NIL
6	Tea Urn	5	No	50	Unserviceable			NIL
7	Gas cooker 2 burner	1	No	50	Unserviceable			NIL
8	Monitor 14'	1	No	50	Unserviceable			NIL
9	Weighing scale	1	No	50	Unserviceable			NIL
10	Electric cooker	1	No	50	Unserviceable			NIL
11	T.V. Texan 12''	5	No	50	Unserviceable			NIL
12	Old mattresses	1	No	50	Unserviceable			NIL
13	Overhead projector	1	No	50	Unserviceable			NIL

MATHARI CAMPUS

1	Old printer	4	No	500	Unserviceable			NIL
2	Old desktop computer	2	No	200	Unserviceable			NIL
3	Analoguensonny TV 21''	1	No	500	Unserviceable			NIL
4	Old empty fire extinguishers	10	No	500	Unserviceable			NIL
5	Old weighing scale small	1	No	300	Unserviceable			NIL
6	Old tea urn (large size)	1	No	300	Unserviceable			NIL
7	Assorted scrape metals	1	Kg	10 per kg	Unserviceable			NIL
8	Assorted scrape wooden	1	lot	5per kg	Unserviceable			NIL
9	Assorted library weeded books	1	lot	5 per kg	Unserviceable			NIL

KAREN CAMPUS

1.	Old cooker	1	pcs	2,000	Unserviceable			NIL
2.	Fridge	1	pcs	2,000	Unserviceable			NIL
3.	Deep freezer	1	pcs	4,500	Unserviceable			NIL
4.	Electric cooker	1	pcs	1,500	Unserviceable			NIL
5.	Lawn mower	2	pcs	3,000	Unserviceable			NIL
6.	Photocopier	1	pcs	1,000	Unserviceable			NIL
7.	Typewriter	1	pcs	1,500	Unserviceable			NIL
8.	Safe (meta)	1	pcs	1,500	Unserviceable			NIL
9.	Cabinet (metal)	2	pcs	3,000	Unserviceable			NIL
10	Tyre	1	pcs	2,000	Unserviceable			NIL
11	Assorted scrapes	1	pcs	7,000	Unserviceable			NIL

VEHICLES**MERU CAMPUS**

1.	Nissan Van GK 988X	1		13,000	Unserviceable			1000
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HOMABAY CAMPUS

1	Mitsubishi Rosa GK T 93	1	No	30,000	Unserviceable			100
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The Deposit(s) have been made to the Account as detailed below (details to be completed by the Procuring Entity).

Name of Account Holder- KENYA MEDICAL TRAINING COLLEGE

Name of the Bank - NATIONAL BANK OF KENYA

Branch Name KENYATTA NATIONAL HOSPITAL BRANCH

City NAIROBI

Account Number 01003058521700

Code SWIFT _____

Sort code _____

Banking correspondent (If any) _____

Name of Tenderer _____

Name of Authorized official _____

Signature _____

Date _____

SECTION III - CONDITIONS OF TENDER

- 1.1 A tenderer may tender for each item or each lot and may tender for as many items or lots she/she wishes.
- 1.2 A tenderer will pay a deposit in advance before the closing date of the tender for each item or lot tendered for as indicated in the schedule of items and prices.
- 1.3 Tenderers who will be awarded contracts will be required to pay for the items after 14 days and not later than 21 days. Failure to which the contract award will be cancelled and the deposit forfeited. If there is an administrative review, the review procedures shall be followed.
- 1.4 Tenderers who will not be awarded contracts will be refunded the deposits within fourteen (14) days after notification of the communication of the contract awards.
- 1.5 Tenderers will be required to collect the items they have paid for within fourteen (14) days after making the payment, failure to which storage charges will be charged as indicated in the appendix to Conditions of Tender.
- 1.6 The Procuring Entity will retain confidential reserve prices for all the items. Items tendered for below the reserve price will be retained by the Procuring Entity.

SECTION IV - STANDARD FORMS

Note on Standard Forms

The form of tender, the confidential business questionnaire form and the tender deposit commitment declaration form must be completed by the tenderers and returned with the tender. Failure to complete any of these forms will lead to the disqualification of the tenderer.

1. Form of Tender

Date:.....

Tender No.....

To:

.....

[Name and address of Procuring Entity]

Gentlemen and/or Ladies:

1. Having examined the tender documents including addenda and having examined the items on sale, we the undersigned, offer to purchase and collect all the items offered to us in conformity with the said tender documents for the sum of.....
[*total tender amount in words and figures*] or such other sums as may be ascertained in accordance with the Schedule of Items and Prices attached here with and made part of this Tender.
2. We undertake, if our Tender is accepted, to pay for and collect the items in accordance with the requirements of the tender.
3. We agree to adhere by the tender price for a period of...[*number*] days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.
4. We understand that you are not bound to accept the highest or any tender that you may receive.

SCHEDULE OF ITEMS AND PRICES

NO	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	RESERVE PRICE PER ITEM (KSH)	CONDITION OF ITEM	UNIT PRICE (KSHS)	TOTAL TENDER PRICE (KSHS)	REQUIRED DEPOSIT (KSHS)
MANZA CAMPUS								
1.	Faulty vehicle battery	2	Pcs	50	unserviceable			NIL
2.	Rear wheel drum – 20kgs	2	Pcs	100	unserviceable			NIL
3.	Faulty computer monitor	2	pcs	20	unserviceable			NIL
4.	Old newspapers	10	KGS	10	unserviceable			NIL
5.	Worn out mattresses without covers	10	pcs.	10	Worn-Out			
MURANGA CAMPUS								
1	Water tank (10000litres)	1	NO	500	unserviceable			NIL
2	Flash door	1	NO	200	unserviceable			NIL
3	Jua kali sufurias & lids(Big)	6	NO	500	Unserviceable			NIL
4	Branded tent	1	NO	500	Unserviceable			NIL
5	Assorted computer accessories	Several	NO	500	Unserviceable			NIL
6	Mattresses	50	NO	200	Unserviceable			NIL
7.	Newspapers	400kg	kg	20/kg	Unserviceable			NIL
8	Table gas cooker	1	no	500	Unserviceable			NIL
BONDO CAMPUS								
1.	Old newspapers	1	kg	5	Unserviceable			NIL
2.	Executive chairs	2	pcs	200	Unserviceable			NIL
3.	UPS	20	No	250	Unserviceable			NIL
4	Mattresses	20	no	80	Unserviceable			NIL
KITUI CAMPUS								
1.	HP laserjet printer (P3005D)	1	No	2,500	Unserviceable			NIL
2.	Batteries for UPS	4	No	1000	Unserviceable			NIL

	3000VA 650VA	78						
3.	Monitor LG	1	No	500	Unserviceable			NIL
4.	UPS 650 mercury (black)	3	NO	500	Unserviceable			NIL
5.	Monitor Nec	4	No	500	Unserviceable			NIL
6.	UPS APC 650 (white)	11	No	500	Unserviceable			NIL
7.	CPU Dell optilex	10	No	500	Unserviceable			NIL
8.	CPU refurbished	1	No	500	Unserviceable			NIL
9.	CPU HP	2	No	500	Unserviceable			NIL
„	Monitor Phillips	3	„	3750	Unserviceable			NIL
11.	HP laptop	3	No	5000	Unserviceable			NIL
12.	CPU Dell DCCY	6	No	1000	Unserviceable			NIL
13.	CPU IBM 3GG	3	No	500	Unserviceable			NIL
14.	Mouse	27	No	50	Unserviceable			NIL
15.	Keyboards	17	No	50	Unserviceable			NIL
16.	Projector EIKI-LC-XM4		No	1000	Unserviceable			NIL
MIGORI CAMPUS								
1.	Laptop	1	No	10,000	Unserviceable			NIL
NYERI CAMPUS								
1.	Steel wool 750g	25	pcs	50	New			NIL
2.	Kerosene lamps	9	pcs	50	Unserviceable			NIL
3.	Old electric kettles	3	No	100	Unserviceable			NIL
4.	Old cisterns	3	No	100	Unserviceable			NIL
5.	Old mattresses	55	No	100	Unserviceable			NIL
6.	Old tyres	7	Pcs	200	Unserviceable			NIL
7.	Old televisions	3	pcs	1000	Unserviceable			NIL
8.	N-computing kits	10	No	100	Unserviceable			NIL
9.	Old metallic cabinet	1	No	500	Unserviceable			NIL
10	Old newspapers	40	kg	2000	Unserviceable			NIL
ELDORET CAMPUS								
1.	Switch board	1	no	2000	Unserviceable			NIL
2.	Deep freezer	1	no	10000	Unserviceable			NIL
3.	Gas burner 3 point	1	no	5000	Unserviceable			NIL
4.	Scanner Scanjet HP	1	no	1000	Unserviceable			NIL
5.	Laptop Toshiba sno.	1	no	5000	Unserviceable			NIL
6.	Project sony	1	no	2000	Unserviceable			NIL
7.	Table fan	1	no	250	„			NIL

8.	CPU dell	1	no	2000	„			NIL
9	UPS	3	no	1000 each	„			NIL
10	Printer HP- Model ce 457A	1	no	1500	„			NIL
11	Server HP- model ml370	1	no	300	„			NIL
12	UPS-650 back up battery	1	no	200	„			NIL
13	Printer hp laser jet 1300	1	no	900	„			NIL
14	Cooking kenwood 1413	3	no	900	‘			NIL
15	Photocopier machine (Kyocera KM 2030)	1	No	3000	‘			NIL
16	Assorted slides-413456	1	No	150	‘			NIL
17	Slide projector	1	no	1000	‘			NIL
18	Telephone headsets	3	No	200	‘			NIL
19	Photocopy machine- bizhub 162	1	no	1200	‘			NIL
20	Computer	30	no	2000	‘			NIL

MACHAKOS CAMPUS

1.	Thermal rolls	85	roll	10 per role	Unserviceable			NIL
2.	Fax ribbon panasonic	2	no	50 per pc	unserviceable			NIL
	Mattresses	15	no	-	obsolete			NIL
3.	Hp cartridge 12A	1	no	100	Unserviceable			NIL
4.	White board	1	NO	200	Unserviceable			NIL
5.	Office cabinet steel	2	no	1000 per	Unserviceable			NIL
6.	Gas cooker	1	no	500	Unserviceable			NIL
7.	Stool	1	no	50	Unserviceable			NIL
8.	Wooden office chair	7	no	200 per	Unserviceable			NIL
9.	Wooden cabinet	1	no	500	Unserviceable			NIL
10.	Wooden table	1	no	500	Unserviceable			NIL
11.	TV's LG flat screen 42"	1	no	5000	Unserviceable			NIL
12.	TV color JVC	1	No	1000	Unserviceable			NIL
13.	Paper shredder	1	No	100	Unserviceable			NIL
14.	Printer Toshiba	1	No	1000	Unserviceable			NIL
15.	Kyocera mita KM 2030	1	No	5000	Unserviceable			NIL
16.	Imperial type writer manual	1	No	1000	Unserviceable			NIL
17.	Wooden catalogue cabinet	1	No	500	Unserviceable			NIL
18.	Secretarial chair	1	No	200	Unserviceable			NIL
19.	Newspaper	1	Kg	30 per	Unserviceable			NIL
20.	Double decker beds	25	No	5000 per	Unserviceable			NIL

21.	curtain boxes	6	No	100	unserviceable			NIL
22	Staple pins no 10	1	Pkt	50	Obsolete			NIL
23	HP cartridge 178	3	set	1200 per	Obsolete			NIL
24	Staple pins no 50	1	pkt	50	Obsolete			NIL
25	Toner 274/27x	2	No	200	Obsolete			NIL
26	Hp cartridge 57A	3	No	200	Obsolete			NIL
27	Hp cartridge 56A	3	No	200	Obsolete			NIL
28	TV black and white sanyo	2	No	300	Obsolete			NIL
29	Brocken timber	100	Kgs	1000	Obsolete			NIL
30	Monitor	4	No	100	Obsolete			NIL
31	CPU	4	No	100 per pc	Obsolete			NIL
32	UPS	2	No	200 per	Obsolete			NIL
33	Food warmer	1	No	2000	Obsolete			NIL
34	Stencils	7	Quire	100 per pc	Obsolete			NIL
35	Fridge	1	No	500	Obsolete			NIL
36	Deep freezer	1	No	8000	Obsolete			NIL
37	Mini safe	1	No	5000	Obsolete			NIL

NAKURU CAMPUS

1.	Sterilizer WT-Binder	1	no	1000	Unserviceable			NIL
2.	Electric cooker starlight 4 burners	1	no	500	Unserviceable			NIL
3.	Kepi refrigerator box/vaccine carrier	5	no	500	unserviceable			NIL
4.	HP toner 27x	3	no	1000	unserviceable			NIL
5.	HP toner 27A	4	no	1000	unserviceable			NIL
6.	Hp toner 49A	1	no	1000	unserviceable			NIL
7.	Tyres	6	no	300	Unserviceable			NIL
8.	Vehicle battery	3	no	300	Unserviceable			NIL
9.	Refrigerator tropical phillips	1	no	2500	Unserviceable			NIL
10	Water dispenser ramtons	1	no	3000	Unserviceable			NIL
11	4 drawer steel cabinet	1	no	1500	Unserviceable			NIL
12	Fridge Philips freezer	2	no	3000	Unserviceable			NIL
13	Dart board	2	no	200	Unserviceable			NIL
14	Projector screen	1	no	3500	Unserviceable			NIL
15	Microwave LG	1	no	1000	unserviceable			NIL
16	4 burner electric cooker-Finland	1	no	1000	Unserviceable			NIL
17	Mercury BP-machine	1	no	2500	Unserviceable			NIL
18	x-ray reader-japan	1	no	1300	Unserviceable			NIL
19	Hot air oven memmers monks	1	no	1000	Unserviceable			NIL
20	Regulator gas pipe system	1	no	200	Unserviceable			NIL

21	Flame photometer	1	no	2000	Unserviceable			NIL
22	2 burner electric cooker	1	no	500	Unserviceable			NIL
23	Old worn out mattresses	50	no	50	Unserviceable			NIL
MWINGI CAMPUS								
1.	Canon scanner – MG6640 (pixma) coloured	1	pcs	2,500	Unserviceable			NIL
2.	Desktop computers HP280G1MT	8	pcs	3,000	Unserviceable			NIL
MOMBASA CAMPUS								
1.	TK-6705 Toner	4	no	-	Unserviceable			NIL
2.	TV sony old model 32inches	2	no	500	Unserviceable			NIL
3.	TV JVC 32inches old model	1	no	500	Unserviceable			NIL
4.	Microscope old model	3	no	1000	Unserviceable			NIL
5.	Overhead projector	3	no	1000	Unserviceable			NIL
6.	Old type writer	1	no	500	Unserviceable			NIL
7.	Old calculator FACIT 340	1	pc	500	Unserviceable			NIL
8.	Water pump (single phase type MDH-19 size 40X40MM)	1	pc	1500	Unserviceable			NIL
9.	Water dispenser	1	no	1000	Unserviceable			NIL
KISII CAMPUS								
1.	Duplicating Machine gestener (420)	1	no	100	Unserviceable			NIL
2.	Duplicating Machine gestener (430)	1	no	100	Unserviceable			NIL
3.	Scanner	1	no	200	Unserviceable			NIL
4.	Copy printer (Riso)	1	no	100	Unserviceable			NIL
5.	Electrostatic copying machine	1	no	100	Unserviceable			NIL
6.	LCD projector	2	no	100	Unserviceable			NIL
7.	Computer monitor	25	no	100	Unserviceable			NIL
8.	Keyboard	4	no	100	Unserviceable			NIL
9.	CPU	23	no	100	Unserviceable			NIL
10.	Electric type writer	3	no	100	Unserviceable			NIL
11.	Fax machine	1	no	300	Unserviceable			NIL
12.	Riso Inc	3	tube	100	Unserviceable			NIL
13.	Riso Master	2	roll	10	Unserviceable			NIL

14.	Toner 51A	2	no	100	Unserviceable			NIL
15.	Toner 49A	2	no	100	Unserviceable			NIL
16.	Epson LX	1	no	100	Unserviceable			NIL
17.	Slide projector	1	no	200	Unserviceable			NIL
18.	Hysonic Microscopic	1	no	100	Unserviceable			NIL
19.	Cabin sonic	1	no	100	Unserviceable			NIL
20.	Kinderman	1	no	20	Unserviceable			NIL
21.	Electronic calculator	3	no	100	Unserviceable			NIL
22.	Steel cabinets	2	no	500	Unserviceable			NIL
23.	Office tables	5	No	100	Unserviceable			NIL
24.	Ordinary tables	2	No	100	Unserviceable			NIL
25.	Flush doors	75	No	100	Unserviceable			NIL
26.	Tv arial	1	No	100	Unserviceable			NIL
27.	Tyres(small & big)	16	No	350	Unserviceable			NIL
28.	Arm chairs	3	No	100	Unserviceable			NIL
29.	Cartridge	2	No.22	50	Unserviceable			NIL
30.	Office chairs	8	No	100	Unserviceable			NIL
31.	Wheel barrow	1	No	100	Unserviceable			NIL
32.	Old used frames	6	Pcs	100	Unserviceable			NIL
33.	Toner brother	11	No	10	Unserviceable			NIL
34.	Lower back armchair (metal)	20	No	100	Unserviceable			NIL
35.	Water heaters	7	No	2000	Unserviceable			NIL
36.	Newspapers	150	Kg	100	Unserviceable			NIL
37.	Water tank(5000Litres)	1	no	8000	Unserviceable			NIL
38.	Printer (Kyocera model P6026CDN)	1	No	20000	Unserviceable			NIL
39.	Toner TK 590 (K.M.Y.C)	8	No	13000	Unserviceable			NIL
40.	UPS Batteries	40	No	100	Unserviceable			NIL
41.	Assorted metallic pipes	400	Kg	500	Unserviceable			NIL
SIAYA CAMPUS								
1.	Used iron sheets	26	no	200	Unserviceable			NIL
2.	Tyres 205R16C	4	no	1500	unserviceable			NIL
BOMET CAMPUS								
1.	Tyres 11X22R 148/145	1	No	2,000	unserviceable			NIL
2.	Tyres 265/70R 19.5	6	no	15,000	repairable			NIL
THIKA CAMPUS								
1.	Wooden old doors	12	no	100	unserviceable			NIL

2.	Old computer monitors with back	8	no	100	„			NIL
3.	Old chair	1	no	100	unserviceable			NIL
4.	TV 25'' wooden	1	no	100	unserviceable			NIL
5.	Old cooker	1	no	200	„			NIL
6.	Double sink metallic	1	no	200	„			NIL
7.	Back ups	3	no	200	„			NIL
8.	Serving table with shelves	1	no	200	„			NIL
9	HP 51A printer	1	no	200	„			NIL
10	Old projector	1	no	200	„			NIL
11	Food warming jiko metallic	1	No	3000				NIL
12	Old fire extinguisher cylinders	5	no	100				NIL

NAIROBI CAMPUS

1	LCD	3	no	400	unserviceable			NIL
2	Beds	32	no	250	„			NIL
3	Wooden chairs	2	no	250	„			NIL
4	Waiting seat	1	no	500	„			NIL
5	Sheers	10	no	200	„			NIL
6	Curtains	10	no	200	unserviceable			NIL
7	Printer	1	no	1500	unserviceable			NIL
8	Examination CHAIRS	2	no	500	unserviceable			NIL
9	Office tables	5	no	270	unserviceable			NIL
10	Office chairs	3	no	300	unserviceable			NIL
11	High back chairs	5	no	300	unserviceable			NIL
12	Arc welding M/C	1	no	350	unserviceable			NIL
13	Desktop computer	1	no	500	unserviceable			NIL
14	Fire extinguishers	20	no	200	unserviceable			NIL
15	Fire prove cabinet	1	no	400	unserviceable			NIL
16	Cabinets	3	no	300	unserviceable			NIL

MAKINDU CAMPUS

1	Old mattresses	50	pcs	200	unserviceable			NIL
2	Old newspapers	15	kg	50	old			NIL

KAKAMEGA CAMPUS

1	Battery	1		100	unserviceable			NIL
2	Fire extinguisher (powder 2kg)	1		200	unserviceable			NIL
3	Worn out tires	12		250	unserviceable			NIL
4	New tires for Nissan E20	5		3000	unserviceable			NIL
5	Vehicle engine	1		1000	unserviceable			NIL
6	Fridge	2		1500	unserviceable			NIL

7	TV set Sanyo 32	1		500	unserviceable			NIL
8	Tv set JVC 32	1		500	unserviceable			NIL
9	Nissan civilian	1			unserviceable			NIL
10	Paper shredder	1		1000	unserviceable			NIL
11	Deep freezer	3		1500	unserviceable			NIL
12	Four drawer steel cabinet	1		1000	unserviceable			NIL
13	Food warmer	1		500	unserviceable			NIL
14	Four drawer steel cabinet	2		1000	unserviceable			NIL
15	Computers	6		1200	unserviceable			NIL
16	UPS	8		1000	unserviceable			NIL

MAKUENI CAMPUS

1	Faulty vehicle battery	2	no	500	unserviceable			NIL
2	Rear wheel drum-20kgs	2	no	1000	unserviceable			NIL
3	Faulty computer monitor	2	no	300	unserviceable			NIL
4	Worn out mattresses without covers	86	no	100	unserviceable			NIL
5	Vehicle tyres	4	no	500	unserviceable			NIL

LAKE VICTORIA CAMPUS

1	Wooden Doors Assorted	33	no	200	unserviceable			NIL
2	Washroom Wooden Doors	2	no	150	unserviceable			NIL
3	Bath Tab	2	no	400	unserviceable			NIL
4	Disused Roofing Tiles	700	no	10	unserviceable			NIL
5	Tea urn-20 litres	2	no	300	unserviceable			NIL
6	Tea urn - 10litres	1	no	150	unserviceable			NIL
7	Printer laser jet P1102	1	no	500	unserviceable			NIL

LODWAR CAMPUS

1	Lasejet 4200 printer	2		1,000	Unserviceable			NIL
2	Desktop computers	27		2,000	Repairable			NIL
3	Water dispenser – Ramtons serial No. 070115515L	1		5,000	Repairable			NIL
4	Fridge – model no: RF/194 230V-50HZ Serial no:10063 Date code:may 2007	1		10,000	Repairable			NIL
5	Tyres	17		500	Irreparable			NIL
6	cooker oven FIESTA model 1240 I	1		1,000	Irreparable			NIL

MERU CAMPUS

1	Photocopier	2	No	2000	Unserviceable			NIL
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2	T.V.	1	No	1000	Unserviceable			NIL
3	Tyres	18	No	9000	Unserviceable			NIL
4	Assorted sizes of timber frames and 6"x1"	1	Lot	12000	Unserviceable			NIL
5	Olivetti typewrite manual	1	no	500	Unserviceable			NIL
6	Projector	1	No	2500	Unserviceable			NIL
7	Photocopier Kyocera TA 820	1	No	12000	Unserviceable			NIL
8	Fire extinguisher H ₂ O/CO ₂	6	No	4200	Unserviceable			NIL
9	Plastic chairs	9	No	450	Unserviceable			NIL
10	Secretary chair	1	No	500	Unserviceable			NIL
11	Laptop	1	No	1000	Unserviceable			NIL
12	Old generation desktop computers with monitor	16	No	12800	Unserviceable			NIL
13	Executive office chair	1	No	500	Unserviceable			NIL
14	Old generator	1	No	20000	Unserviceable			NIL
15	Calorifiers	2	no	2000	Unserviceable			NIL

KARURI CAMPUS

1	Cash register EPOS international	1	No	100	Unserviceable			NIL
2	CPU	1	No	50	Unserviceable			NIL
3	Executive chair	3	No	50	Unserviceable			NIL
4	UPS	12	No	50	Unserviceable			NIL
5	Old Iron sheets/old plastic	1	No	50	Unserviceable			NIL
6	Tea Urn	5	No	50	Unserviceable			NIL
7	Gas cooker 2 burner	1	No	50	Unserviceable			NIL
8	Monitor 14'	1	No	50	Unserviceable			NIL
9	Weighing scale	1	No	50	Unserviceable			NIL
10	Electric cooker	1	No	50	Unserviceable			NIL
11	T.V. Texan 12''	5	No	50	Unserviceable			NIL
12	Old mattresses	1	No	50	Unserviceable			NIL
13	Overhead projector	1	No	50	Unserviceable			NIL

MATHARI CAMPUS

1	Old printer	4	No	500	Unserviceable			NIL
2	Old desktop computer	2	No	200	Unserviceable			NIL
3	Analoguensonny TV 21''	1	No	500	Unserviceable			NIL

4	Old empty fire extinguishers	10	No	500	Unserviceable			NIL
5	Old weighing scale small	1	No	300	Unserviceable			NIL
6	Old tea urn (large size)	1	No	300	Unserviceable			NIL
7	Assorted scrape metals	1	Kg	10 per kg	Unserviceable			NIL
8	Assorted scrape wooden	1	lot	5per kg	Unserviceable			NIL
9	Assorted library weeded books	1	lot	5 per kg	Unserviceable			NIL
KAREN CAMPUS								
1	Old cooker	1	pcs	2,000	Unserviceable			NIL
2	Fridge	1	pcs	2,000	Unserviceable			NIL
3	Deep freezer	1	pcs	4,500	Unserviceable			NIL
4	Electric cooker	1	pcs	1,500	Unserviceable			NIL
5	Lawn mower	2	pcs	3,000	Unserviceable			NIL
6	Photocopier	1	pcs	1,000	Unserviceable			NIL
7	Typewriter	1	pcs	1,500	Unserviceable			NIL
8	Safe (meta)	1	pcs	1,500	Unserviceable			NIL
9	Cabinet (metal)	2	pcs	3,000	Unserviceable			NIL
10	Tyre	1	pcs	2,000	Unserviceable			NIL
11	Assorted scrapes	1	pcs	7,000	Unserviceable			NIL
VEHICLES								
MERU CAMPUS								
1.	Nissan Van GK 988X	1		13,000	Unserviceable			1000
HOMABAY CAMPUS								
1	Mitsubishi Rosa GK T 93	1	No	30,000	Unserviceable			100

Dated this _____ day of _____ 20_____

[Signature]

[In the capacity of]

Duly authorized to sign tender for and on behalf of _____

Confidential Business Questionnaire Form

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.

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 License
No..... Expiring date.....
Maximum value of business which you can handle at any one time Kenya
shillings..... (In words).....
Name of your Bankers Branch

Part 2 (a) – Sole Proprietor or Individual

Your Name in full Age
Nationality Country of origin
Citizenship details (*ID and or Passport Number*).....
Name..... and signature.....

Part 2 (b) Partnership

Given details of partners as follows:

Name	Nationality	Citizenship Details	Shares
1.
2.
3.

[Name, Designation and Signature of Tenders Representative in the Company]

Name
Designation.....
Signature and Company stamp or Seal.....

Part 2 (c) - Registered Company (Private or Public)

State the nominal and issued capital of company - Nominal Kshs.....
- Issued Kshs.....

Given details of all directors as follows:

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

ETC.

[Name, Designation and Signature of Tenders Representative in the Company]

Name
Designation
Signature and Company stamp or Seal.....

Date

6. Tender deposit commitment Declaration Form

Tender No. (As per tender documents)

As indicated in the schedule of items and prices, we do confirm that we have put deposits for the items tendered for as supported by the attached copies of receipts as follows:-

ITEM No. or Lot No.	Item Description	Deposit (Kshs.)	Receipt No. and Date
1			
2			
3			
4			
5			

Authorizing Official _____
(Name)

Designation _____

(Signature)

(Date)

SELF-DECLARATION FORMS

FORM SD1

SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015.

I,....., of Post Office Box being a resident of in the Republic of do hereby make a statement as follows:-

1. THAT I am the Company Secretary/Chief Executive/Managing Director/Principal Officer/Director of (Insert name of the Company) who is a Bidder in respect of **Tender No.** for..... (Insert tender title/description) for..... (Insert name of the Procuring entity) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.
3. THAT what is deponed to here in above is true to the best of my knowledge, information and belief.

.....
(Title)

.....
(Signature)

.....
(Date)

Bidder's Official Stamp

FORM SD2

SELF-DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE.

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

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of.....
..... (*Insert name of the Company*) who is a Bidder in respect of **Tender No.**..... for
..... (*Insert tender title/description*) for..... (*Insert name of the Procuring
entity*) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its servants and/or agents/subcontractors will not engage in any corrupt or fraudulent
practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or
employees and/or agents of.....(*insert name of the Procuring entity*) which is the procuring
entity.
3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any
member of the Board, Management, Staff and/or employees and/or agents of(*name of the
procuring entity*).
4. THAT the aforesaid Bidder will not engage/has not engaged in any corrosive practice with other bidders
participating in the subject tender
5. THAT what is deponed to here in above is true to the best of my knowledge information and 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 Activities in Kenya and my responsibilities under the Code.

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

Name of Authorized signatory.....

Sign.....

Position.....

Office address.....Telephone.....

E-mail.....

Name of the Firm/Company..... Date.....

(Company Seal/ Rubber Stamp where applicable)

Witness

Name.....

Sign..... Date.....

LETTER OF NOTIFICATION OF AWARD

[Letter head paper of the Procuring Entity] [Date]

To: [name and address of the Contractor] This is to notify you that your Tender dated [date] for the purchase of the items and at prices listed on the table below is here by accepted by..... (Name of Procuring Entity).

Please acknowledge receipt of this letter of notification by signing the attached copy and returning it to us within 14 days of the issue of the notification to signify your acceptance of this award. Your signing the attached copy will constitute a contract between us and yourselves for sale of the said items.

On signature of the copy of the letter of notification, you are required to pay the balance of the tender price within 14 days and collect the items.

In connection with this award, you may contact the Officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

OFFERED ITEMS AND PRICES

1	2	4	5	6
Item No.	Description of Item	Total Quantity	Unit price	Offered Price
1				
2				
3				
4				
TOTAL PRICE OF ALL ITEMS				xxxxx

Authorized Signature:.....

Name and Title of Signatory:.....

Name of Procuring Entity.....

COPY OF THE LETTER OF NOTIFICATION OF AWARD

(To be signed by the Purchaser)
[Letterhead paper of the
Procuring Entity] [Date]

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

This is to notify you that your Tender dated *[date]* for the purchase of the items and at prices listed on the table below is hereby accepted by..... *(name of Procuring Entity)*.

Please acknowledge receipt of this letter of notification by signing the attached copy and returning it to us within 14 days of the issue of the notification to signify your acceptance of this award. Your signing the attached copy will constitute a contract between us and yourselves for sale of the said items.

On signature of the copy of the letter of notification, you are required to pay the balance of the tender price within 14 days and collect the items.

In connection with this award, you may contact the Officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

OFFERED ITEMS AND PRICES

1	2	4	5	6
Item No.	Description of Item	Total Quantity	Unit price	Offered Price
1				
2				
3				
4				
TOTAL PRICE OF ALL ITEMS				XXXXX

Authorized Signature:.....

Name and Title of Signatory:.....

Name of Procuring Entity:.....

Officer(s) to be contacted

Name of Officer _____

Postal Address _____

Telephone Number _____

email Address _____

Physical Address (City, Street, Building, Floor number and room number)

SIGNED BY THE PURCHASER

I/we, the undersigned accept the award and will execute the sale of the items as per conditions of the award. We understand that the award will remain cancelled and no deposits will be refunded if we do not:

- a) Return this letter signed within 14 days; or
- b) Pay the balance of the tender amount within fourteen (14) days after notification of the award.

We further understand that if we do not collect the items we have paid for within fourteen (14) days after making the payment, you charge storage charges at rates to be determined by yourselves.

Name of Purchaser

Authorized Signature: _____ Date _____

Name and Title of Signatory

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 ofdated the...day of20.....in the matter of Tender No.....of20.... 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 of20.....

SIGNED

Board Secretary

