



QUOTATION REF NO: CBK/022/2013/2014

FOR

ELECTRICAL INSTALLATIONS

AT

FINANCIAL REPORTING CENTRE

AT

CENTRAL BANK OF KENYA,

PENSION HOUSE, NAIROBI

CLOSING DATE: TUESDAY, 19/11/2013 AT 10.30 AM

SECTION A

SPECIFICATIONS FOR ELECTRICAL INSTALLATIONS FOR THE MODIFIED OFFICES OF FINANCIAL REPORTING CENTRE (FRC) AT CENTRAL BANK PENSION HOUSE, NAIROBI

A. NOTES TO TENDERERS

1. The Tenderer will be required to submit his/her quotation as per the attached specifications.
2. The quotation submitted shall be for the **Electrical Installations** and related works as per the attached specifications.
3. The quotations submitted shall be for the complete works and these specifications will only serve as a guide as to the scope of work. Therefore Bidders are required to make thorough inspection of the area of work to ensure they understand the scope of work clearly before submitting the tender.
4. All prices entered in the offer shall be inclusive of all Government taxes and no claims for lack of understanding or omission in this regard will be accepted after the award of tender. Therefore, Bidders are requested to ask for clarifications where and if necessary.
5. The Bank will not be obliged to accept the lowest or any tender.
6. The quotation will be a firm lump sum figure expressed in Kenya Shillings, to cover all works. No variations will be accepted after award of tender.
7. Payment for the works will be done after supply, installation and commissioning of the same.
8. The quotation shall remain valid for 120 days from the date of tender opening.
9. Quotations to be dropped into the Green Quotation Box on the Ground Floor at Central Bank of Kenya, Headquarters Building before the closing date i.e. Tuesday, 19/11/2013 at 10.30 am.

B. PARTICULAR SPECIFICATIONS AND SCHEDULE OF PRICES

	DESCRIPTION	QTY	RATE	AMOUNT
1.	Disconnect and remove existing 600 x 600 mm light fittings complete with reflective grill and tubes and hand over to the client.	36 No.		
2.	Supply and install new 600 x 600 mm recessed light fittings of high power factor complete with heavy duty reflective grill and tubes in the following offices: <ul style="list-style-type: none"> • Director's Office - 9 No. • Corridor to Director's washroom – 1No. • Director's Secretary -3No. • Meeting Room- 3No. • Corridor to Server /AVR Room – 4No • Reception -2No. • Visitors waiting area - 6 No. • General Office Space – 12 No. • Corridor between reception area and Boardroom- 6 No. 	46 No.		
3.	Supply and install 18 W water-tight (IP 54) strip light above the mirror over WHB in the Director's washroom complete with tube and pull cord switch.	1 No.		
4.	Supply, install and connect surface mounted with pattress box a 2-gang-two-way 10 amps standard ivory light switches in the following offices: <ul style="list-style-type: none"> • Director's Office - 2 No. • Corridor to Director's washroom – 1No. • Director's Secretary -1No. • Meeting Room- 2No. • Corridor to Server /AVR Room – 3No • Reception -1No. • Visitors waiting area - 2 No. • General Office Space – 1 No. • Corridor between reception area and Boardroom- 2 No. 	15 No.		
5.	Take delivery, test, install and connect used 1220 mm long twin light fittings in the AVR / Equipment Room	4 No.		
6.	Supply, install, test and commission lighting circuits in 1.5 mm sq. TWE PVC insulated copper cables to the various light fittings including termination to a new 5 amps MCB installed in the nearest distribution board as shown on site. The circuits are for the following	10 No.		

	offices: <ul style="list-style-type: none"> • Director's Office – 2 No. • Corridor to Directors washroom – 1No. • Director's Secretary -1No. • Meeting Room- 1No. • Corridor to Server /AVR Room – 1No • Reception -1No. • Visitors waiting area - 1No. • General Office Space – 1 No. • Corridor between reception area and Boardroom- 1 No. 			
7.	Provide 20 amps single phase power points for Air conditioners in 2.5 mm sq. TWE PVC insulated copper cables clipped on the wall above the ceiling level including termination to a new 20 amps MCB installed in the nearest distribution board as shown on site and a 30 amps switched spur unit with pilot light for the following offices: <ul style="list-style-type: none"> • Director's Office – 1No. • Director's Secretary -1No. • Board room 2No. • Meeting Room- 1No. • General Office Space – 2 No. • AVR/ Server Room 2No. <p>Note: All cables to be East African Cables or equal and approved</p>	9 No.		
8.	Provide 10 amps single phase power point for ventilation fan in the Director's washroom in 2.5 mm sq. TWE PVC insulated copper cables clipped on the wall above the ceiling level including termination to a new 10 amps MCB installed in the nearest distribution board as shown on site and a 20 amps switched spur unit with pilot light.	1 No.		
9.	Supply and install incoming sub-main power supply circuit from the main power Distribution Board to the new UPS input Board in 25 mm sq. 4 core PVC SWA PVC copper cable (approx 12 metres in existing metal ducting).	Item		
10.	Supply and install 100 amps TP MCCB in the Main Distribution Board to supply the new UPS input power Board.	Item		
11.	Supply, install and connect power distribution sub-circuit from the new UPS Distribution Board in the AVR Room to the existing UPS Distribution Board outside the Strong Room/Registry in 16 mm sq. 4 core PVC SWA	Item		

	PVC copper cable (approx 41 metres) clipped on the wall above ceiling level.			
12.	Provide cabling for 8No. ring circuits for clean power in 2.5 mm Sq TWE cable drawn in the new metal trunking specified elsewhere in this quotation.	444 m		
13.	Supply and fix on metal trunking 13Amps twin sockets of ivory with pilot light for clean power.	58 No		
14.	Supply and fix on metal trunking 13Amps single sockets of ivory without pilot light for raw power.	10 No		
15.	Supply and fix new pre-painted (matt finish) rectangular metal trunking of 160 x 50 mm with two internal compartments of 100mm and 50mm wide and manufactured from SWG 16 mild steel sheets.	218 m		
16.	90 Degrees internal and external bends for the above trunking.	20 No.		
17.	90 Degrees TEE for the above trunking.	20 No.		
18.	Pre-painted cover plates for the above trunking.	218 m		
19.	Twin socket outlet templates/ face plates for the above trunking.	58 No.		
20.	Single socket outlet metal templates/face plates for the above trunking.	116 No.		
21.	Machine Screws for cover and templates.	Lot		
	Total for above to Summary			

C. SUMMARY

1. Sub-total sum for all the above work: B/F Shs _____
2. VAT Shs _____
3. Provisional sum for contingencies Shs 50,000.00
4. Grand Total Shs _____

Grand Total in Words: Kenya Shillings

.....

Completion PeriodDays

Name of Contractor

.....

Signature Date

SECTION B

EVALUATION CRITERIA

1. MANDATORY REQUIREMENTS (MR)

The following mandatory requirements must be met notwithstanding other requirements in the documents:

NO	REQUIREMENTS	TENDERER'S RESPONSE
MR 1	Provide a certified copy of the company's current Certificate of Tax Compliance issued by Kenya Revenue Authority (KRA)	
MR 2	Visit the site to confirm measurements and site details before completing and submitting the tender (Register the visit with CBK Projects Office)	
MR3	Provide a tender Security (Bid Bond) of Kshs 10,000.00 (Kenya shillings ten thousand only)	
MR 4	Certificate of Registration with Energy Regulation Commission (ERC) in Category A or B.	

2. SCORING EVALUATION CRITERIA

	Evaluation Attribute	Tenderer's Response	Weighting Score	Max Score %
SC1	Number of years in the business of electrical installation and maintenance (Provide concrete evidence e.g. Certificate of company incorporation)		<ul style="list-style-type: none"> • 5 Years and above: 20% • Others prorated at: $\frac{\text{Number of years} \times 20}{5}$ 	20
SC2	Provide a list of clients and give references of where your company has carried out similar work of electrical installations in existing buildings each valued at KShs 3 million and above in the last 3 years		<ul style="list-style-type: none"> • 5 or more clients: 40% • Others prorated at: $\frac{\text{Number of clients} \times 40}{5}$ 	40
SC3	Provide a list of qualified electricians / engineers in the company (Provide evidence i.e. Names and copies of relevant educational and professional certificates)		<ul style="list-style-type: none"> • 5 or more technicians/engineers: 30% • Others prorated at: $\frac{\text{Number of clients} \times 30}{5}$ 	30
SC4	Delivery/ completion period after the award of tender (the quoted period should be realistic)		<ul style="list-style-type: none"> • Shortest period: 10% • Others prorated at: $\frac{\text{Shortest Period} \times 10}{\text{Tender period}}$ 	10
	Total			100

3 TENDER AWARD RECOMMENDATION

The Quotation shall contain the Technical and Financial bids. The quotation will be evaluated based on the above Evaluation Criteria given in the tender document.

5. LOWEST EVALUATED BIDDER

Only tenderers who **score 70 of the total 100 score** on the above evaluation will be ranked and the one having the lowest price will be declared the Lowest Evaluated Bidder.

The Lowest Evaluated Bidder will be recommended for the award of the contract.

	Name of Bidders listed from the lowest to the highest price	Rank
1.		
2.		
3.		
4.		
5.		