

**BANKI
KUU YA
KENYA**

**CENTRAL
BANK OF
KENYA**

**BANKI
KUU YA
KENYA**



**CENTRAL
BANK OF
KENYA**

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**TENDER FOR PROPOSED OFFICE MODERNIZATION
AND
CREATION OF WORK – STATIONS
-PHASE III PROJECT-
INCORPORATING FIRE SAFETY
OCCUPATIONAL SAFETY AND HEALTH SERVICES
FOR
CENTRAL BANK OF KENYA**

**TENDER NO. CBK/29/2012-2013(J)
CLOSING ON 11TH JUNE, 2013 AT 10.30AM**

BILLS OF QUANTITIES

**FURNITURE SUPPLY AND
INSTALLATION**

CLIENT'S REPRESENTATIVES:

Director

Department of Estates, Supplies & Transport

Central Bank of Kenya

P.O. Box 60000 – 00200

NAIROBI.

APRIL 2013

**PROPOSED OFFICE MODERNIZATION AND CREATION OF WORK
STATIONS, PHASE III PROJECT – INCORPORATING FIRE SAFETY
OCCUPATIONAL SAFETY AND HEALTH SERVICES
FOR
CENTRAL BANK OF KENYA.**

VOLUME NO. J

FURNITURE SUPPLY AND INSTALLATION

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BILL NO. 01

**BIDDING DOCUMENT FOR
PROCUREMENT OF WORKS**

INVITATION TO TENDER, INSTRUCTIONS TO
TENDERERS, CONDITIONS OF CONTRACT AND
STANDARD FORMS

BIDDING DOCUMENT FOR PROCUREMENT OF WORKS

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TENDER NOTICE

NATIONAL COMPETITIVE BID

TENDER REF NO: CBK/29/2012-2013 (J) – FURNITURE SUPPLIERS

**PROPOSED OFFICE MODERNIZATION AND CREATION OF WORK – STATIONS -PHASE III PROJECT-
INCORPORATING FIRE SAFETY
OCCUPATIONAL SAFETY AND HEALTH SERVICES**

1. The Central Bank of Kenya (CBK) invites sealed tenders from Suitable SPECIALIZED FIRMS WHO WILL BE NOMINATED SUBCONTRACTORS to undertake the Phase III of Office Modernization and Creation of Workstation programme at its Headquarters building and Marshalls House, Nairobi . The Specialized Nominated Contract works include the following:-
 - A. Electrical Installations;
 - B. Plumbing, drainage and firefighting installations;
 - C. Air Conditioning and Mechanical Ventilation;
 - D. Lift Installations;
 - E. Structured Cabling;
 - F. PABX Installations;
 - G. Safety Installations (Fire Detection & Alarm System);
 - H. UPS equipment installation;
 - I. Audio Visual equipment installations;
 - J. Furniture suppliers.
2. Registration Requirements for each Specialized Nominated Subcontract works is prescribed in the respective Tender Documents.
3. Further information as pertains to this tender may be obtained from the Office of the Director, Department of Estates, Supplies and Transport (**DEST**) (Tel: 254 20 2861000/2860000 Fax:: +254 20 2863497, +25420310604), Fifth Floor, Central Bank of Kenya, Haile Selassie Avenue, Nairobi during working hours from Monday to Friday, comms@centralbank.go.ke.
4. Complete Tender documents may be obtained from Director, Department of Estates, Supplies and Transport, 5th Floor, Central Bank of Kenya, Head Office, Nairobi from Monday to Friday, between 9.00 am and 5.00 pm on payment of a non – refundable fee of **Kshs.3,000.00** (shillings three thousand only) in cash or Banker's Cheque **OR be downloaded from the CBK website; www.centralbank.go.ke and a payment of Kshs 2,000.00** (Shillings two thousands only) for those who choose to download from the website.
5. Payment will be made at the Central Bank of Kenya Banking Hall, Nairobi from Monday to Friday between 9.00 am and 2.00 pm prior to collection of the tender document and signing of the Tender Register.
6. Tender documents duly completed in sealed envelopes **clearly marked the Tender Number of each Subcontract Category e.g. Tender No. CBK/ 29/2012/2013- (X)** should be deposited in the **Green Tender Box No. 3** on the Ground floor of the Main Entrance of the CBK Building on Haile Selassie Avenue, Nairobi. Bidders shall submit an original and one copy as elaborated in the appendix to the instructions to tenderers.
7. Late bids will not be accepted and will be returned unopened. All tenders **MUST** be accompanied by **Bid Bond of an Amount and in the format prescribed in the respective Tender Document**. Failure to attach the bid bond will lead to automatic rejection of the tender.
8. Tenders will be opened publicly on **Tuesday 11th June, 2013 at 10.30 am** in the Presentation Room, 6th Floor, Central Bank of Kenya, Head Office, Nairobi. Interested tenderers or their representatives may attend the tender opening ceremony.
9. Bidders will attend a pre-bid Conference on **Tuesday 28th May, 2013 at 10:30 am** in the Presentation Room, 6th floor, Central Bank of Kenya, Head Office, Nairobi, and sign on the Attendance Register.

**DIRECTOR
DEPARTMENT OF ESTATES, SUPPLIES AND TRANSPORT**

19 APRIL, 2013

/ZNT

SECTION II

INSTRUCTIONS TO TENDERERS

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INSTRUCTIONS TO TENDERERS.

1. General/Eligibility/Qualifications/Joint venture/Cost of tendering

- 1.1 The Employer as defined in the Appendix to Conditions of Contract invites tenders for Works Contract as described in the tender documents. The successful tenderer will be expected to complete the Works by the Intended Completion Date specified in the tender documents.
- 1.2 All tenderers shall provide the Qualification Information, a statement that the tenderer (including all members of a joint venture and subcontractors) is not associated, or has not been associated in the past, directly or indirectly, with the Consultant or any other entity that has prepared the design, specifications, and other documents for the project or being proposed as Project Manager for the Contract. A firm that has been engaged by the Employer to provide consulting services for the preparation or supervision of the Works, and any of its affiliates, shall not be eligible to tender.
- 1.3 All tenderers shall provide in the Form of Tender and Qualification Information, a preliminary description of the proposed work method and schedule, including drawings and charts, as necessary.
- 1.4 In the event that pre-qualification of potential tenderers has been undertaken, only tenders from pre-qualified tenderers will be considered for award of Contract. These qualified tenderers should submit with their tenders any information updating their original pre-qualification applications or, alternatively, confirm in their tenders that the originally submitted pre-qualification information remains essentially correct as of the date of tender submission.
- 1.5 Where no pre-qualification of potential tenderers has been done, all tenderers shall include the following information and documents with their tenders , unless otherwise stated: (See appendix for required details)
 - (a) copies of original documents defining the constitution or legal status, place of registration, and principal place of business; written power of attorney of the signatory of the tender to commit the tenderer:
 - (b) total monetary value of construction work performed for each of the last five years:
 - (c) experience in works of a similar nature and size for each of the last five years, and details of work under way or contractually

committed; and names and addresses of clients who may be contacted for further information on these contracts;

- (d) major items of construction equipment proposed to carry out the Contract and an undertaking that they will be available for the Contract.
- (e) qualifications and experience of key site management and technical personnel proposed for the Contract and an undertaking that they shall be available for the Contract.
- (f) reports on the financial standing of the tenderer, such as profit and loss statements and auditor's reports for the past three years;
- (g) evidence of adequacy of working capital for this Contract (access to line(s) of credit and availability of other financial resources);
- (h) authority to seek references from the tenderer's bankers;
- (i) information regarding any litigation, current or during the last five years, in which the tenderer is involved, the parties concerned and disputed amount; and
- (j) proposals for subcontracting components of the Works amounting to more than 10 percent of the Contract Price.

1.6 Tenders submitted by a joint venture of two or more firms as partners shall comply with the following requirements, unless otherwise stated:

- (a) the tender shall include all the information listed in clause 1.5 above for each joint venture partner;
- (b) the tender shall be signed so as to be legally binding on all partners;
- (c) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;
- (d) one of the partners will be nominated as being in charge, authorised to incur liabilities, and receive instructions for and on behalf of all partners of the joint venture; and
- (e) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge.

- 1.7 To qualify for award of the Contract, tenderers shall meet the following minimum qualifying criteria;
- (a) annual volume of construction work of at least 2.5 times the estimated annual cashflow for the Contract;
 - (b) experience as main contractor in the construction of at least two works of a nature and complexity equivalent to the Works over the last 10 years (to comply with this requirement, works cited should be at least 70 percent complete);
 - (c) proposals for the timely acquisition (own, lease, hire, etc.) of the essential equipment listed as required for the Works;
 - (d) a Contract manager with at least five years' experience in works of an equivalent nature and volume, including no less than three years as Manager; and
 - (e) liquid assets and/or credit facilities, net of other contractual commitments and exclusive of any advance payments which may be made under the Contract, of no less than 4 months of the estimated payment flow under this Contract.
- 1.8 The figures for each of the partners of a joint venture shall be added together to determine the tenderer's compliance with the minimum qualifying criteria of clause 1.7 (a) and (e); however, for a joint venture to qualify, each of its partners must meet at least 25 percent of minimum criteria 1.7 (a), (b) and (e) for an individual tenderer, and the partner in charge at least 40 percent of those minimum criteria. Failure to comply with this requirement will result in rejection of the joint venture's tender. Subcontractors' experience and resources will not be taken into account in determining the tenderer's compliance with the qualifying criteria, unless otherwise stated.
- 1.9 Each tenderer shall submit only one tender, either individually or as a partner in a joint venture. A tenderer who submits or participates in more than one tender (other than as a subcontractor or in cases of alternatives that have been permitted or requested) will cause all the proposals with the tenderer's participation to be disqualified.
- 1.10 The tenderer shall bear all costs associated with the preparation and submission of his tender, and the Employer will in no case be responsible or liable for those costs.
- 1.11 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.

- 1.12 The procuring entity's employees, committee members, board members and their relative (spouse and children) are not eligible to participate in the tender.
- 1.13 The price to be charged for the tender document shall not exceed Kshs.5,000/= (See invitation to tender for actual amount)
- 1.14 The procuring entity shall allow the tenderer to review the tender document free of charge before purchase.

2. Tender Documents

- 2.1 The complete set of tender documents comprises the documents listed below and any addenda issued in accordance with Clause 2.4.
 - (a) These Instructions to Tenderers
 - (b) Form of Tender and Qualification Information
 - (c) Conditions of Contract
 - (d) Appendix to Conditions of Contract
 - (e) Specifications
 - (f) Drawings
 - (g) Bills of Quantities
 - (h) Forms of Securities
- 2.2 The tenderer shall examine all Instructions, Forms to be filled and Specifications in the tender documents. Failure to furnish all information required by the tender documents, or submission of a tender not substantially responsive to the tendering documents in every respect will be at the tenderer's risk and may result in rejection of his tender.
- 2.3 A prospective tenderer making an inquiry relating to the tender documents may notify the Employer in writing or by cable, telex or facsimile at the address indicated in the letter of invitation to tender. The Employer will only respond to requests for clarification received earlier than seven days prior to the deadline for submission of tenders. Copies of the Employer's response will be forwarded to all persons issued with tendering documents, including a description of the inquiry, but without identifying its source.
- 2.4 Before the deadline for submission of tenders, the Employer may modify the tendering documents by issuing addenda. Any addendum thus issued shall be part of the tendering documents and shall be communicated in writing or by cable, telex or facsimile to all tenderers. Prospective tenderers shall acknowledge receipt of each addendum in writing to the Employer.

- 2.5 To give prospective tenderers reasonable time in which to take an addendum into account in preparing their tenders, the Employer shall extend, as necessary, the deadline for submission of tenders, in accordance with Clause 4.2 here below.

3. Preparation of Tenders

- 3.1 All documents relating to the tender and any correspondence shall be in English language.
- 3.2 The tender submitted by the tenderer shall comprise the following:
- (a) These Instructions to Tenderers, Form of Tender, Conditions of Contract, Appendix to Conditions of Contract and Specifications;
 - (b) Tender Security;
 - (c) Priced Bill of Quantities ;
 - (d) Qualification Information Form and Documents;
 - (e) Alternative offers where invited; and
 - (f) Any other materials required to be completed and submitted by the tenderers.
- 3.3 The tenderer shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items for which no rate or price is entered by the tenderer will not be paid for when executed and shall be deemed covered by the other rates and prices in the Bill of Quantities. All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause relevant to the Contract, as of 30 days prior to the deadline for submission of tenders, shall be included in the tender price submitted by the tenderer.
- 3.4 The rates and prices quoted by the tenderer shall only be subject to adjustment during the performance of the Contract if provided for in the Appendix to Conditions of Contract and provisions made in the Conditions of Contract.
- 3.5 The unit rates and prices shall be in Kenya Shillings.
- 3.6 Tenders shall remain valid for a period of one hundred and twenty (120) days from the date of submission. However in exceptional circumstances, the Employer may request that the tenderers extend the period of validity for a specified additional period. The request

and the tenderers' responses shall be made in writing. A tenderer may refuse the request without forfeiting the Tender Security. A tenderer agreeing to the request will not be required or permitted to otherwise modify the tender, but will be required to extend the validity of Tender Security for the period of the extension, and in compliance with Clause 3.7 - 3.11 in all respects.

- 3.7 The tenderer shall furnish, as part of the tender, a Tender Security in the amount and form specified in the appendix to instructions to tenderers. This shall be in the amount not exceeding 2 percent of the tender price
- 3.8 The format of the Tender Security should be in accordance with the form of Tender Security included in Section VIII - Standard forms or any other form acceptable to the Employer . Tender Security shall be valid for 30 days beyond the validity of the tender.
- 3.9 Any tender not accompanied by an acceptable Tender Security shall be rejected. The Tender Security of a joint venture must define as "Tenderer" all joint venture partners and list them in the following manner: a joint venture consisting of".....", ".....", and ".....".
- 3.10 The Tender Securities of unsuccessful tenderers will be returned within 28 days of the end of the tender validity period specified in Clause 3.6.
- 3.11 The Tender Security of the successful tenderer will be discharged when the tenderer has signed the Contract Agreement and furnished the required Performance Security.
- 3.12 The Tender Security may be forfeited
 - (a) if the tenderer withdraws the tender after tender opening during the period of tender validity;
 - (b) if the tenderer does not accept the correction of the tender price, pursuant to Clause 5.7;
 - (c) in the case of a successful tenderer, if the tenderer fails within the specified time limit to
 - (i) sign the Agreement, or
 - (ii) furnish the required Performance Security.
- 3.13 Tenderers shall submit offers that comply with the requirements of the tendering documents, including the basic technical design as indicated in the Drawings and Specifications. Alternatives will not be considered, unless specifically allowed in the invitation to tender. If

so allowed, tenderers wishing to offer technical alternatives to the requirements of the tendering documents must also submit a tender that complies with the requirements of the tendering documents, including the basic technical design as indicated in the Drawings and Specifications. In addition to submitting the basic tender, the tenderer shall provide all information necessary for a complete evaluation of the alternative, including design calculations, technical specifications, breakdown of prices, proposed construction methods and other relevant details. Only the technical alternatives, if any, of the lowest evaluated tender conforming to the basic technical requirements shall be considered.

- 3.14 The tenderer shall prepare one original of the documents comprising the tender documents as described in Clause 3.2 of these Instructions to Tenderers, bound with the volume containing the Form of Tender, and clearly marked "ORIGINAL". In addition, the tenderer shall submit copies of the tender, in the number specified in the invitation to tender, and clearly marked as "COPIES". In the event of discrepancy between them, the original shall prevail.
- 3.15 The original and all copies of the tender shall be typed or written in indelible ink and shall be signed by a person or persons duly authorised to sign on behalf of the tenderer, pursuant to Clause 1.5 (a) or 1.6 (b), as the case may be. All pages of the tender where alterations or additions have been made shall be initialled by the person or persons signing the tender.
- 3.16 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.
- 3.17 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.
- 3.18 The tender security shall be in the amount of 0.5 – 2 per cent of the tender price. (See appendix to Instructions to tenderers)

4. Submission of Tenders

- 4.1 The tenderer shall seal the original and all copies of the tender in two inner envelopes and one outer envelope, duly marking the inner envelopes as "**ORIGINAL**" and "**COPIES**" as appropriate. The inner and outer envelopes shall:
 - (a) be addressed to the Employer at the address provided in the invitation to tender;
 - (b) bear the name and identification number of the Contract as defined in the invitation to tender; and

- (c) provide a warning not to open before the specified time and date for tender opening.
- 4.2 Tenders shall be delivered to the Employer at the address specified above not later than the time and date specified in the invitation to tender. However, the Employer may extend the deadline for submission of tenders by issuing an amendment in accordance with Sub-Clause 2.5 in which case all rights and obligations of the Employer and the tenderers previously subject to the original deadline will then be subject to the new deadline.
- 4.3 Any tender received after the deadline prescribed in clause 4.2 will be returned to the tenderer un-opened.
- 4.4 Tenderers may modify or withdraw their tenders by giving notice in writing before the deadline prescribed in clause 4.2. Each tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and delivered in accordance with clause 3.13 and 4.1, with the outer and inner envelopes additionally marked **"MODIFICATION"** and **"WITHDRAWAL"**, as appropriate. No tender may be modified after the deadline for submission of tenders.
- 4.5 Withdrawal of a tender between the deadline for submission of tenders and the expiration of the period of tender validity specified in the invitation to tender or as extended pursuant to Clause 3.6 may result in the forfeiture of the Tender Security pursuant to Clause 3.11.
- 4.6 Tenderers may only offer discounts to, or otherwise modify the prices of their tenders by submitting tender modifications in accordance with Clause 4.4 or be included in the original tender submission.

5. Tender Opening and Evaluation

- 5.1 The tenders will be opened by the Employer, including modifications made pursuant to Clause 4.4, in the presence of the tenderers' representatives who choose to attend at the time and in the place specified in the invitation to tender. Envelopes marked **"WITHDRAWAL"** shall be opened and read out first. Tenderers' and Employer's representatives who are present during the opening shall sign a register evidencing their attendance.
- 5.2 The tenderers' names, the tender prices, the total amount of each tender and of any alternative tender (if alternatives have been requested or permitted), any discounts, tender modifications and withdrawals, the presence or absence of Tender Security, and such other details as may be considered appropriate, will be announced by the Employer at the opening. Minutes of the tender opening,

including the information disclosed to those present will be prepared by the Employer.

- 5.3 Information relating to the examination, clarification, evaluation, and comparison of tenders and recommendations for the award of Contract shall not be disclosed to tenderers or any other persons not officially concerned with such process until the award to the successful tenderer has been announced. Any effort by a tenderer to influence the Employer's officials, processing of tenders or award decisions may result in the rejection of his tender.
- 5.4 To assist in the examination, evaluation, and comparison of tenders, the Employer at his discretion, may ask any tenderer for clarification of the tender, including breakdowns of unit rates. The request for clarification and the response shall be in writing or by cable, telex or facsimile but no change in the price or substance of the tender shall be sought, offered, or permitted except as required to confirm the correction of arithmetic errors discovered in the evaluation of the tenders in accordance with Clause 5.7.
- 5.5 Prior to the detailed evaluation of tenders, the Employer will determine whether each tender (a) meets the eligibility criteria defined in Clause 1.7;(b) has been properly signed; (c) is accompanied by the required securities; and (d) is substantially responsive to the requirements of the tendering documents. A substantially responsive tender is one which conforms to all the terms, conditions and specifications of the tendering documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality, or performance of the works; (b) which limits in any substantial way, inconsistent with the tendering documents, the Employer's rights or the tenderer's obligations under the Contract; or (c) whose rectification would affect unfairly the competitive position of other tenderers presenting substantially responsive tenders.
- 5.6 If a tender is not substantially responsive, it will be rejected, and may not subsequently be made responsive by correction or withdrawal of the nonconforming deviation or reservation.
- 5.7 Tenders determined to be substantially responsive will be checked for any arithmetic errors. Errors will be corrected as follows:
- (a) where there is a discrepancy between the amount in figures and the amount in words, the amount in words will prevail; and
 - (b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will prevail, unless in the opinion of the Employer, there is an obvious typographical

error, in which case the adjustment will be made to the entry containing that error.

- (c) In the event of a discrepancy between the tender amount as stated in the Form of Tender and the corrected tender figure in the main summary of the Bill of Quantities, the amount as stated in the Form of Tender shall prevail. (See appendix)
 - (d) The Error Correction Factor shall be computed by expressing the difference between the tender amount and the corrected tender sum as a percentage of the corrected Builder's Work (i.e. Corrected tender sum less P.C. and Provisional Sums) (See appendix)
 - (e) The Error Correction Factor shall be applied to all Builder's Work (as a rebate or addition as the case may be) for the purposes of valuations for Interim Certificates and valuation of variations. (See appendix)
 - (f) the amount stated in the tender will be adjusted in accordance with the above procedure for the correction of errors and, with concurrence of the tenderer, shall be considered as binding upon the tenderer. If the tenderer does not accept the corrected amount, the tender may be rejected and the Tender Security may be forfeited in accordance with clause 3.11. (See appendix)
- 5.8 The Employer will evaluate and compare only the tenders determined to be substantially responsive in accordance with Clause 5.5.
- 5.9 In evaluating the tenders, the Employer will determine for each tender the evaluated tender price by adjusting the tender price as follows:
- (a) making any correction for errors pursuant to clause 5.7;
 - (b) excluding provisional sums and the provision, if any, for contingencies in the Bill of Quantities, but including Dayworks where priced competitively.
 - (c) making an appropriate adjustment for any other acceptable variations, deviations, or alternative offers submitted in accordance with clause 3.12; and
 - (d) making appropriate adjustments to reflect discounts or other price modifications offered in accordance with clause 4.6
- 5.10 The Employer reserves the right to accept or reject any variation, deviation, or alternative offer. Variations, deviations, and alternative offers and other factors which are in excess of the requirements of the tender documents or otherwise result in unsolicited benefits for the Employer will not be taken into account in tender evaluation.

- 5.11 The tenderer shall not influence the Employer on any matter relating to his tender from the time of the tender opening to the time the Contract is awarded. Any effort by the Tenderer to influence the Employer or his employees in his decision on tender evaluation, tender comparison or Contract award may result in the rejection of the tender.
- 5.12 Firms incorporated in Kenya where indigenous Kenyans own 51% or more of the share capital shall be allowed a 10% preferential bias provided that they do not sub-contract work valued at more than 50% of the Contract Price excluding Provisional Sums to a non-indigenous sub-contractor.

6. Award of Contract

- 6.1 Subject to Clause 6.2, the award of the Contract will be made to the tenderer whose tender has been determined to be substantially responsive to the tendering documents and who has offered the lowest evaluated tender price, provided that such tenderer has been determined to be (a) eligible in accordance with the provision of Clauses 1.2, and (b) qualified in accordance with the provisions of clause 1.7 and 1.8.
- 6.2 Notwithstanding clause 6.1 above, the Employer reserves the right to accept or reject any tender, and to cancel the tendering process and reject all tenders, at any time prior to the award of Contract, without thereby incurring any liability to the affected tenderer or tenderers or any obligation to inform the affected tenderer or tenderers of the grounds for the action.
- 6.3 The tenderer whose tender has been accepted will be notified of the award prior to expiration of the tender validity period in writing or by cable, telex or facsimile. This notification (hereinafter and in all Contract documents called the "Letter of Acceptance") will state the sum (hereinafter and in all Contract documents called the "Contract Price") that the Employer will pay the Contractor in consideration of the execution, completion, and maintenance of the Works by the Contractor as prescribed by the Contract. At the same time the other tenderers shall be informed that their tenders have not been successful.

The contract shall be formed on the parties signing the contract.

- 6.4 The Agreement will incorporate all agreements between the Employer and the successful tenderer. Within 14 days of receipt the successful tenderer will sign the Agreement and return it to the Employer.
- 6.5 Within 21 days after receipt of the Letter of Acceptance, the successful tenderer shall deliver to the Employer a Performance Security in the

amount stipulated in the Appendix to Conditions of Contract and in the form stipulated in the Tender documents. The Performance Security shall be in the amount and specified form

- 6.6 Failure of the successful tenderer to comply with the requirements of clause 6.5 shall constitute sufficient grounds for cancellation of the award and forfeiture of the Tender Security.
- 6.7 Upon the furnishing by the successful tenderer of the Performance Security, the Employer will promptly notify the other tenderers that their tenders have been unsuccessful.
- 6.8 Preference where allowed in the evaluation of tenders shall not be allowed for contracts not exceeding one year (12 months)
- 6.9 The tender evaluation committee shall evaluate the tender within 30 days of the validity period from the date of opening the tender.
- 6.10 The parties to the contract shall have it signed within 30 days from the date of notification of contract award unless there is an administrative review request.
- 6.11 Contract price variations shall not be allowed for contracts not exceeding one year (12 months) (See appendix)
- 6.12 Where contract price variation is allowed, the valuation shall not exceed 15% of the original contract price.
- 6.13 Price variation request shall be processed by the procuring entity within 30 days of receiving the request.
- 6.14 The procuring entity may at any time terminate procurement proceedings before contract award and shall not be liable to any person for the termination.
- 6.15 The procuring entity shall give prompt notice of the termination to the tenderers and on request give its reasons for termination within 14 days of receiving the request from any tenderer.
- 6.16 A tenderer who gives false information in the tender document about its qualification or who refuses to enter into a contract after notification of contract award shall be considered for debarment from participating in future public procurement.

7. Corrupt and Fraudulent practices

- 7.1 The procuring entity requires that tenderers observe the highest standards of ethics during procurement process and execution of contracts. A tenderer shall sign a declaration that he has not and will not be involved in corrupt and fraudulent practices.

SECTION III – APPENDIX TO INSTRUCTIONS TO TENDERERS

The following information regarding the particulars of the tender shall complement, supplement or amend the provisions of the instructions to tenderers. Wherever there is a conflict between the provision of the instructions to tenderers and the provisions of the appendix, the provisions of the appendix herein shall prevail over those of the instructions to tenderers

Instruction to tenderers reference	Particulars of appendix to instruction to tenders	
1.	General/Eligibility/Qualifications/Joint venture/Cost of tendering	
1.1	<p>MANDATORY REQUIREMENTS (M.R)</p> <p>The following mandatory requirements (MR) MUST be met notwithstanding other requirements before the applicant is qualified for the works.</p> <p>A. General</p> <ul style="list-style-type: none"> i. Provide documentary evidence of the bidder Company’s Certificate of Incorporation / registration (legal structure). ii. Provide copy of the company’s current Certificate of Tax compliance issued by Kenya Revenue Authority (KRA) and valid up to or beyond the tender closing date. iii. Submit a completed company profile using the Qualification Information, Tender Questionnaire and Confidential Business Questionnaire attached at Page 56 to 61 herewith. iv. Provide signed Copies of Audited Accounts for the last three (3) years. v. Provide a Bid Security of Kshs 500,000.00 (Five Hundred Thousand Only) submitted in form of a Bank Guarantee or insurance bond from an Insurance company approved by the Public Procurement Oversight Authority (PPOA) and Valid for 30 days beyond the Tender Validity Period. 	

Instruction to tenderers reference	Particulars of appendix to instruction to tenders	
	Evaluation Criteria of Company Profile, Qualification Information, Tender Questionnaire and Confidential Business Questionnaire.	Weighting %
2.1	<p>Qualified Technical Staff in the company relevant to the Joinery and Furniture Installation in the construction industry who will actively be involved in the proposed project (MUST provide detailed CV accompanied by relevant academic and professional certificates from institutions recognized by the commission for higher education in Kenya Telephone contacts MUST be provided)</p> <p>Site Manager(Marks will be awarded for Certificate and above qualifications to a maximum of 3No. persons)</p> <ul style="list-style-type: none"> • Holder of Diploma/HND/Degree in relevant field with over 5yrs experience---10 • Holder of Diploma/HND/Degree in relevant field with 3- 4yrs experience-----7 • Holder of Certificate in relevant field with over 5yrs experience-----5 • Holder of Diploma/HND/Degree in relevant field with under 3yrs experience---0 • Holder of Certificate in relevant field with under 5yrs experience-----0 • Project Manager/Site Agent with below Certificate level will be given zero score. 	30
2.2	<p>Accomplishments: (previous & current project) Details of Joinery and Furniture projects undertaken successfully within the last 5 years each worth Kshs. 30 Million and above completed or ongoing evidenced by letters of reference from client, certificates of occupation and completion certificates for the respective projects.</p> <ul style="list-style-type: none"> • 10 marks will be awarded for EACH competed or ongoing projects worth Kshs 30m and above (upto a maximum 4No. projects). • Completed or ongoing projects below Kshs. 30m will have Zero score 	40
2.3	Audited Financial Report (last three (3) years)	30
	Financial Stability (15Marks) a) Profitability Margin	A margin above : 30% will score 7.5 marks; 10-29 % 3 marks and below 10% 1 mark
	b) Liquidity Ratio	2:1 – 7.5 marks; 1:1 –3 marks; less than 1:1 1 mark
	c) Evidence of Financial (15 Marks) Resources (Cash in hand or Lines of Credit or Over Draft facility etc) as evidenced by recent bank reference letters. <ul style="list-style-type: none"> ○ Has financial resources equal to Kshs 15 Million or above ----- 15 ○ Has financial resources between Kshs. 10million- 14 Million --10 ○ Has financial resources below Kshs. 10million -----0 ○ Has not given evidence of any of financial resources -----0 	
	TOTAL	100

Instruction to tenderers reference	Particulars of appendix to instruction to tenders	
	<p>Note:</p> <ul style="list-style-type: none"> i) Only Tenderers scoring 75% and above SHALL be considered for Financial Evaluation. ii) Tenderers scoring below 75% SHALL be automatically disqualified and will not proceed to financial evaluation. iii) Responsive and prospective tenderers SHALL be subjected to due diligence after both Technical and Financial evaluations to confirm genuity of data and information submitted before consideration for Award of Contract. iv) The pre – bid minutes shall be an addendum to the tender. 	

SECTION IV CONDITIONS OF CONTRACT

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CONDITIONS OF CONTRACT

1. Definitions

1.1 In this Contract, except where context otherwise requires, the following terms shall be interpreted as indicated;

“Bill of Quantities” means the priced and completed Bill of Quantities forming part of the tender.

“Compensation Events” are those defined in Clause 24 hereunder.

“The Completion Date” means the date of completion of the Works as certified by the Project Manager, in accordance with Clause 31.

“The Contract” means the agreement entered into between the Employer and the Contractor as recorded in the Agreement Form and signed by the parties including all attachments and appendices thereto and all documents incorporated by reference therein to execute, complete, and maintain the Works,

“The Contractor” refers to the person or corporate body whose tender to carry out the Works has been accepted by the Employer.

“The Contractor’s Tender” is the completed tendering document submitted by the Contractor to the Employer.

“The Contract Price” is the price stated in the Letter of Acceptance and thereafter as adjusted in accordance with the provisions of the Contract.

“Days” are calendar days; **“Months”** are calendar months.

“A Defect” is any part of the Works not completed in accordance with the Contract.

“The Defects Liability Certificate” is the certificate issued by Project Manager upon correction of defects by the Contractor.

“The Defects Liability Period” is the period named in the Contract Data and calculated from the Completion Date.

“Drawings” include calculations and other information provided or approved by the Project Manager for the execution of the Contract.

“Dayworks” are Work inputs subject to payment on a time basis for labour and the associated materials and plant.

“Employer”, or the **“Procuring entity”** as defined in the Public Procurement Regulations (i.e. Central or Local Government administration, Universities, Public Institutions and Corporations, etc) is the party who employs the Contractor to carry out the Works.

“Equipment” is the Contractor’s machinery and vehicles brought temporarily to the Site for the execution of the Works.

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

“Materials” are all supplies, including consumables, used by the Contractor for incorporation in the Works.

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

“Project Manager” is the person named in the Appendix to Conditions of Contract (or any other competent person appointed by the Employer and notified to the Contractor, to act in replacement of the Project Manager) who is responsible for supervising the execution of the Works and administering the Contract and shall be an “Architect” or a “Quantity Surveyor” registered under the Architects and Quantity Surveyors Act Cap 525 or an “Engineer” registered under Engineers Registration Act Cap 530.

“Site” is the area defined as such in the Appendix to Condition of Contract.

“Site Investigation Reports” are those reports that may be included in the tendering documents which are factual and interpretative about the surface and subsurface conditions at the Site.

“Specifications” means the Specifications of the Works included in the Contract and any modification or addition made or approved by the Project Manager.

“Start Date” is the latest date when the Contractor shall commence execution of the Works. It does not necessarily coincide with the Site possession date(s).

“A Subcontractor” 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.

“Temporary works” are works designed, constructed, installed, and removed by the Contractor which are needed for construction or installation of the Works.

“A Variation” is an instruction given by the Project Manager which varies the Works.

“The Works” are what the Contract requires the Contractor to construct, install, and turnover to the Employer, as defined in the Appendix to Conditions of Contract.

2. Interpretation

- 2.1 In interpreting these Conditions of Contract, singular also means plural, male also means female or neuter, and the other way around. Headings have no significance. Words have their normal meaning in English Language unless specifically defined. The Project Manager will provide instructions clarifying queries about these Conditions of Contract.
- 2.2 If sectional completion is specified in the Appendix to Conditions of Contract, reference in the Conditions of Contract to the Works, the Completion Date and the Intended Completion Date apply to any section of the Works (other than references to the Intended Completion Date for the whole of the Works).
- 2.3 The following documents shall constitute the Contract documents and shall be interpreted in the following order of priority;
 - (1) Agreement,
 - (2) Letter of Acceptance,
 - (3) Contractor’s Tender,
 - (4) Appendix to Conditions of Contract,
 - (5) Conditions of Contract,
 - (6) Specifications,
 - (7) Drawings,
 - (8) Bill of Quantities,
 - (9) Any other documents listed in the Appendix to Conditions of Contract as forming part of the Contract.

Immediately after the execution of the Contract, the Project Manager shall furnish both the Employer and the Contractor with two copies each of all the Contract documents. Further, as and when necessary the Project Manager shall furnish the Contractor [always with a copy to the Employer] with three [3] copies of such further drawings or

details or descriptive schedules as are reasonably necessary either to explain or amplify the Contract drawings or to enable the Contractor to carry out and complete the Works in accordance with these Conditions.

3. Language and Law

- 3.1 Language of the Contract and the law governing the Contract shall be English language and the Laws of Kenya respectively unless otherwise stated.

4 Project Manager's Decisions

- 4.1 Except where otherwise specifically stated, the Project Manager will decide contractual matters between the Employer and the Contractor in the role representing the Employer.

5 Delegation

- 5.1 The Project Manager may delegate any of his duties and responsibilities to others after notifying the Contractor.

6 Communications

- 6.1 Communication between parties 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 Employer 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 etc. as listed in the Appendix to Conditions of Contract and also with the Employer, as per the directions of the Project Manager. The Contractor shall also provide facilities and services for them. The Employer may modify the said List of Other Contractors etc., and shall notify the Contractor of any such modification.

9 Personnel

- 9.1 The Contractor shall employ the key personnel named in the Qualification Information, to carry out the functions stated in the said Information or other personnel approved by the Project Manager. The Project Manager will approve any proposed replacement of key

personnel only if their relevant qualifications and abilities are substantially equal to or better than those of the personnel listed in the Qualification Information. 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.

10 Works

- 10.1 The Contractor shall construct and install the Works in accordance with the Specifications and Drawings. The Works may commence on the Start Date and shall be carried out 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.

11 Safety and Temporary Works

- 11.1 The Contractor shall be responsible for the design of temporary works. However before erecting the same, he shall submit his designs including specifications and drawings to the Project Manager and to any other relevant third parties for their approval. No erection of temporary works shall be done until such approvals are obtained.
- 11.2 The Project Manager's approval shall not alter the Contractor's responsibility for design of the Temporary works and all drawings prepared by the Contractor for the execution of the temporary or permanent Works, shall be subject to prior approval by the Project Manager before they can be used.
- 11.3 The Contractor shall be responsible for the safety of all activities on the Site.

12. Discoveries

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

13. Work Program

- 13.1 Within the time stated in the Appendix to Conditions of Contract, 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. 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.

The Contractor shall submit to the Project Manager for approval an updated program at intervals no longer than the period stated in the Appendix to Conditions of Contract. If the Contractor does not submit an updated program within this period, the Project Manager may withhold the amount stated in the said Appendix 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. 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.

14. Possession of Site

14.1 The Employer 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 Appendix to Conditions of Contract, the Employer will be deemed to have delayed the start of the relevant activities, and this will be a Compensation Event.

15. Access to Site

15.1 The Contractor shall allow the Project Manager and any other person authorised 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.

16. Instructions

16.1 The Contractor shall carry out all instructions of the Project Manager which are in accordance with the Contract.

17. Extension or Acceleration of Completion Date

17.1 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. 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 in writing 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

caused by such failure shall not be considered in assessing the new (extended) Completion Date.

- 17.2** No bonus for early completion of the Works shall be paid to the Contractor by the Employer.

18. Management Meetings

- 18.1 A Contract management meeting shall be held monthly and attended by the Project Manager and the Contractor. Its business shall be to review the plans for the remaining Work and to deal with matters raised in accordance with the early warning procedure. The Project Manager shall record the minutes of management meetings and provide copies of the same to those attending the meeting and the Employer. 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 all who attended the meeting.

19. Early Warning

- 19.1 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.
- 19.2 The Contractor shall cooperate with the Project Manager in making and considering proposals on how the effect of such an event or circumstance can be avoided or reduced by anyone involved in the Work and in carrying out any resulting instructions of the Project Manager.

20. Defects

- 20.1 The Project Manager shall inspect the Contractor's work and notify the Contractor of any defects that are found. Such inspection 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. Should the defect be found, the cost of uncovering and making good shall be borne by the Contractor, However, if there is no defect found, the cost of uncovering and making good shall be treated as a variation and added to the Contract Price.
- 20.2 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 Appendix to Conditions of Contract. The Defects Liability Period shall be extended for as long as defects remain to be corrected.

- 20.3 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. If the Contractor has not corrected a defect within the time specified in the Project Manager's notice, the Project Manager will assess the cost of having the defect corrected by other parties and such cost shall be treated as a variation and be deducted from the Contract Price.

21. Bills Of Quantities

- 21.1 The Bills of Quantities shall contain items for the construction, installation, testing and commissioning of the Work to be done by the Contractor. The Contractor will be paid for the quantity of the Work done at the rate in the Bills of Quantities for each item.
- 21.2 If the final quantity of the Work done differs from the quantity in the Bills of Quantities for the particular item by more than 25 percent and provided the change exceeds 1 percent of the Initial Contract price, the Project Manager shall adjust the rate to allow for the change.
- 21.3 If requested by the Project Manager, the Contractor shall provide the Project Manager with a detailed cost breakdown of any rate in the Bills of Quantities.

22. Variations

- 22.1 All variations shall be included in updated programs produced by the Contractor.
- 22.2 The Contractor shall provide the Project Manager with a quotation for carrying out the variations when requested to do so. The Project Manager shall assess the quotation, which shall be given within seven days of the request or within any longer period as may be stated by the Project Manager and before the Variation is ordered.
- 22.3 If the work in the variation corresponds with an item description in the Bills of Quantities and if in the opinion of the Project Manager, the quantity of work is not above the limit stated in Clause 21.2 or the timing of its execution does not cause the cost per unit of quantity to change, the rate in the Bills 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 Bills of Quantities, the quotation by the Contractor shall be in the form of new rates for the relevant items of Work.

- 22.4 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.
- 22.5 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.
- 22.6 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning.
- 22.7 When the Program is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast.

23. Payment Certificates, Currency of Payments and Advance Payments

- 23.1 The Contractor shall submit to the Project Manager monthly applications for payment giving sufficient details of the Work done and materials on Site and the amounts which the Contractor considers himself to be entitled to. The Project Manager shall check the monthly application and certify the amount to be paid to the Contractor within 14 days. The value of Work executed and payable shall be determined by the Project Manager.
- 23.2 The value of Work executed shall comprise the value of the quantities of the items in the Bills of Quantities completed, materials delivered on Site, variations and compensation events. Such materials shall become the property of the Employer once the Employer has paid the Contractor for their value. Thereafter, they shall not be removed from Site without the Project Manager's instructions except for use upon the Works.
- 23.3 Payments shall be adjusted for deductions for retention. The Employer shall pay the Contractor the amounts certified by the Project Manager within 30 days of the date of issue of each certificate. If the Employer makes a late payment, the Contractor shall be paid simple interest on the late payment in the next payment. Interest shall be calculated on the basis of number of days delayed at a rate three percentage points above the Central Bank of Kenya's average rate for base lending prevailing as of the first day the payment becomes overdue.

- 23.4 If an amount certified is increased in a later certificate or as a result of an award by 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.
- 23.5 Items of the Works for which no rate or price has been entered in will not be paid for by the Employer and shall be deemed covered by other rates and prices in the Contract.
- 23.6 The Contract Price shall be stated in Kenya Shillings. All payments to the Contractor shall be made in Kenya Shillings and foreign currency in the proportion indicated in the tender, or agreed prior to the execution of the Contract Agreement and indicated therein. The rate of exchange for the calculation of the amount of foreign currency payment shall be the rate of exchange indicated in the Appendix to Conditions of Contract. If the Contractor indicated foreign currencies for payment other than the currencies of the countries of origin of related goods and services the Employer reserves the right to pay the equivalent at the time of payment in the currencies of the countries of such goods and services. The Employer and the Project Manager shall be notified promptly by the Contractor of any changes in the expected foreign currency requirements of the Contractor during the execution of the Works as indicated in the Schedule of Foreign Currency Requirements and the foreign and local currency portions of the balance of the Contract Price shall then be amended by agreement between Employer and the Contractor in order to reflect appropriately such changes.
- 23.7 In the event that an advance payment is granted, the following shall apply:-
- a) On signature of the Contract, the Contractor shall at his request, and without furnishing proof of expenditure, be entitled to an advance of 10% (ten percent) of the original amount of the Contract. The advance shall not be subject to retention money.
 - b) No advance payment may be made before the Contractor has submitted proof of the establishment of deposit or a directly liable guarantee satisfactory to the Employer in the amount of the advance payment. The guarantee shall be in the same currency as the advance.
 - c) Reimbursement of the lump sum advance shall be made by deductions from the Interim payments and where applicable from the balance owing to the Contractor. Reimbursement shall begin when the amount of the sums due under the Contract reaches 20% of the original amount of the Contract. It

shall have been completed by the time 80% of this amount is reached.

The amount to be repaid by way of successive deductions shall be calculated by means of the formula:

$$R = \frac{A(x^1 - x^{11})}{80 - 20}$$

Where:

R = the amount to be reimbursed

A = the amount of the advance which has been granted

X¹ = the amount of proposed cumulative payments as a percentage of the original amount of the Contract. This figure will exceed 20% but not exceed 80%.

X¹¹ = the amount of the previous cumulative payments as a percentage of the original amount of the Contract. This figure will be below 80% but not less than 20%.

- d) with each reimbursement the counterpart of the directly liable guarantee may be reduced accordingly.

24. Compensation Events

24.1 The following issues shall constitute Compensation Events:

- (a) The Employer does not give access to a part of the Site by the Site Possession Date stated in the Appendix to Conditions of Contract.
- (b) The Employer modifies the List of Other Contractors, etc., in a way that affects the Work of the Contractor under the Contract.
- (c) The Project Manager orders a delay or does not issue drawings, specifications or instructions required for execution of the Works on time.
- (d) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon the Work, which is then found to have no defects.
- (e) The Project Manager unreasonably does not approve a subcontract to be let.
- (f) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to tenderers (including

the Site investigation reports), from information available publicly and from a visual inspection of the Site.

- (g) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by the Employer or additional work required for safety or other reasons.
 - (h) Other contractors, public authorities, utilities, or the Employer does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.
 - (i) The effects on the Contractor of any of the Employer's risks.
 - (j) The Project Manager unreasonably delays issuing a Certificate of Completion.
 - (k) Other compensation events described in the Contract or determined by the Project Manager shall apply.
- 24.2 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.
- 24.3 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 will assume that the Contractor will react competently and promptly to the event.
- 24.4 The Contractor shall not be entitled to compensation to the extent that the Employer's interests are adversely affected by the Contractor not having given early warning or not having co-operated with the Project Manager.
- 24.5 Prices shall be adjusted for fluctuations in the cost of inputs only if provided for in the Appendix to Conditions of Contract.
- 24.6 The Contractor shall give written notice to the Project Manager of his intention to make a claim within thirty days after the event giving rise to the claim has first arisen. The claim shall be submitted within thirty days thereafter.

Provided always that should the event giving rise to the claim of continuing effect, the Contractor shall submit an interim claim within the said thirty days and a final claim within thirty days of the end of the event giving rise to the claim.

25. Price Adjustment

- 25.1 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 tenders for the Contract and the date of Completion. The adjustment shall be the change in the amount of tax payable by the Contractor.
- 25.2 The Contract Price shall be deemed to be based on exchange rates current at the date of tender submission in calculating the cost to the Contractor of materials to be specifically imported (by express provisions in the Contract Bills of Quantities or Specifications) for permanent incorporation in the Works. Unless otherwise stated in the Contract, if at any time during the period of the Contract exchange rates shall be varied and this shall affect the cost to the Contractor of such materials, then the Project Manager shall assess the net difference in the cost of such materials. Any amount from time to time so assessed shall be added to or deducted from the Contract Price, as the case may be.
- 25.3 Unless otherwise stated in the Contract, the Contract Price shall be deemed to have been calculated in the manner set out below and in sub-clauses 25.4 and 25.5 and shall be subject to adjustment in the events specified thereunder;
- (i) The prices contained in the Contract Bills of Quantities shall be deemed to be based upon the rates of wages and other emoluments and expenses as determined by the Joint Building Council of Kenya (J.B.C.) and set out in the schedule of basic rates issued 30 days before the date for submission of tenders. A copy of the schedule used by the Contractor in his pricing shall be attached in the Appendix to Conditions of Contract.
 - (ii) Upon J.B.C. determining that any of the said rates of wages or other emoluments and expenses are increased or decreased, then the Contract Price shall be increased or decreased by the amount assessed by the Project Manager based upon the difference, expressed as a percentage, between the rate set out in the schedule of basic rates issued 30 days before the date for submission of tenders and the rate published by the J.B.C. and applied to the quantum of labour incorporated within the amount of Work remaining to be executed at the date of publication of such increase or decrease.

- (iii) No adjustment shall be made in respect of changes in the rates of wages and other emoluments and expenses which occur after the date of Completion except during such other period as may be granted as an extension of time under clause 17.0 of these Conditions.
- 25.4 The prices contained in the Contract Bills of Quantities shall be deemed to be based upon the basic prices of materials to be permanently incorporated in the Works as determined by the J.B.C. and set out in the schedule of basic rates issued 30 days before the date for submission of tenders. A copy of the schedule used by the Contractor in his pricing shall be attached in the Appendix to Conditions of Contract.
- 25.5 Upon the J.B.C. determining that any of the said basic prices are increased or decreased then the Contract Price shall be increased or decreased by the amount to be assessed by the Project Manager based upon the difference between the price set out in the schedule of basic rates issued 30 days before the date for submission of tenders and the rate published by the J.B.C. and applied to the quantum of the relevant materials which have not been taken into account in arriving at the amount of any interim certificate under clause 23 of these Conditions issued before the date of publication of such increase or decrease.
- 25.6 No adjustment shall be made in respect of changes in basic prices of materials which occur after the date for Completion except during such other period as may be granted as an extension of time under clause 17.0 of these Conditions.
- 25.7 The provisions of sub-clause 25.1 to 25.2 herein shall not apply in respect of any materials included in the schedule of basic rates.

26. Retention

- 26.1** The Employer shall retain from each payment due to the Contractor the proportion stated in the Appendix to Conditions of Contract until Completion of the whole of the Works. On Completion of the whole of the Works, half the total amount retained shall be repaid to the Contractor and the remaining half when the Defects Liability Period has passed and the Project Manager has certified that all defects notified to the Contractor before the end of this period have been corrected.

27. Liquidated Damages

- 27.1 The Contractor shall pay liquidated damages to the Employer at the rate stated in the Appendix to Conditions of Contract for each day that the actual Completion Date is later than the Intended Completion Date. The Employer may deduct liquidated damages from payments

due to the Contractor. Payment of liquidated damages shall not alter the Contractor's liabilities.

- 27.2 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 rate specified in Clause 23.30

28. Securities

- 28.1 The Performance Security shall be provided to the Employer no later than the date specified in the Letter of Acceptance and shall be issued in an amount and form and by a reputable bank acceptable to the Employer, and denominated in Kenya Shillings. The Performance Security shall be valid until a date 30 days beyond the date of issue of the Certificate of Completion.

29. Dayworks

- 29.1 If applicable, the Dayworks rates in the Contractor's tender shall be used for small additional amounts of Work only when the Project Manager has given written instructions in advance for additional work to be paid for in that way.
- 29.2 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.
- 29.3 The Contractor shall be paid for Dayworks subject to obtaining signed Dayworks forms.

30. Liability and Insurance

- 30.1 From the Start Date until the Defects Correction Certificate has been issued, the following are the Employer'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 Works, or
 - (ii) negligence, breach of statutory duty or interference with any legal right by the Employer or by any person employed by or contracted to him except 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 Employer or in Employer's design, or due to war or radioactive contamination directly affecting the place where the Works are being executed.
- 30.2 From the Completion Date until the Defects Correction Certificate has been issued, the risk of loss of or damage to the Works, Plant, and Materials is the Employer's risk except loss or damage due to;
 - (a) a defect which existed on or before the Completion Date.
 - (b) an event occurring before the Completion Date, which was not itself the Employer's risk
 - (c) the activities of the Contractor on the Site after the Completion Date.
- 30.3 From the Start Date until the Defects Correction 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 Employer's risk are Contractor's risks.

The Contractor shall provide, in the joint names of the Employer and the Contractor, insurance cover from the Start Date to the end of the Defects Liability Period, in the amounts stated in the Appendix to Conditions of Contract for the following events;

- (a) loss of or damage to the Works, Plant, and Materials;
 - (b) loss of or damage 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.
- 30.4 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 required to rectify the loss or damage incurred.
- 30.5 If the Contractor does not provide any of the policies and certificates required, the Employer may effect the insurance which the Contractor should have provided and recover the premiums from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.
- 30.6 Alterations to the terms of an insurance shall not be made without the approval of the Project Manager. Both parties shall comply with any conditions of insurance policies.

31. Completion and taking over

- 31.1 Upon deciding that the Works are complete, the Contractor shall issue a written request to the Project Manager to issue a Certificate of Completion of the Works. The Employer shall take over the Site and the Works within seven [7] days of the Project Manager's issuing a Certificate of Completion.

32. Final Account

- 32.1 The Contractor shall issue the Project Manager with a detailed account of the total amount that the Contractor considers payable to him by the Employer 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 30 days of receiving the Contractor's account if it is correct and complete. If it is not, the Project Manager shall issue within 30 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. The Employer shall pay the Contractor the amount due in the Final Certificate within 60 days.

33. Termination

- 33.1 The Employer or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract. These 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 authorised 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 Contractor is declared 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 Employer to the Contractor within 30 days (for Interim Certificate) or 60 days (for Final Certificate) of issue.
 - (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.
- 33.2 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 Clause 33.1 above, the Project Manager shall decide whether the breach is fundamental or not.
- 33.3 Notwithstanding the above, the Employer may terminate the Contract for convenience.
- 33.4 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. The Project Manager shall immediately thereafter arrange for a meeting for the purpose of taking record of the Works executed and materials , goods, equipment and temporary buildings on Site.

34. Payment Upon Termination

- 34.1 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 and delivered to Site up to the date of the issue of the certificate. Additional liquidated damages shall not apply. If the total amount due to the Employer exceeds any payment due to the Contractor, the difference shall be a debt payable by the Contractor.
- 34.2 If the Contract is terminated for the Employer's convenience or because of a fundamental breach of Contract by the Employer, 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.
- 34.3 The Employer may employ and pay other persons to carry out and complete the Works and to rectify any defects and may enter upon the Works and use all materials on the Site, plant, equipment and temporary works.
- 34.4 The Contractor shall, during the execution or after the completion of the Works under this clause remove from the Site as and when required, within such reasonable time as the Project Manager may in writing specify, any temporary buildings, plant, machinery, appliances, goods or materials belonging to or hired by him, and in default the Employer may (without being responsible for any loss or damage) remove and sell any such property of the Contractor, holding the proceeds less all costs incurred to the credit of the Contractor.

Until after completion of the Works under this clause the Employer shall not be bound by any other provision of this Contract to make any payment to the Contractor, but upon such completion as aforesaid and the verification within a reasonable time of the accounts therefore the Project Manager shall certify the amount of expenses properly incurred by the Employer and, if such amount added to the money paid to the Contractor before such determination exceeds the total amount which would have been payable on due completion in accordance with this Contract the difference shall be a debt payable to the Employer by the Contractor; and if the said amount added to the said money be less than the said total amount, the difference shall be a debt payable by the Employer to the Contractor.

35. Release from Performance

- 35.1 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either the Employer 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.

36. Corrupt gifts and payments of commission

The Contractor shall not;

- (a) Offer or give or agree to give to any person in the service of the Employer any gift or consideration of any kind as an inducement or reward for doing or forbearing to do or for having done or forborne to do any act in relation to the obtaining or execution of this or any other Contract for the Employer or for showing or forbearing to show favour or disfavour to any person in relation to this or any other contract for the Employer.
- (b) Enter into this or any other contract with the Employer in connection with which commission has been paid or agreed to be paid by him or on his behalf or to his knowledge, unless before the Contract is made particulars of any such commission and of the terms and conditions of any agreement for the payment thereof have been disclosed in writing to the Employer.

Any breach of this Condition by the Contractor or by anyone employed by him or acting on his behalf (whether with or without the knowledge of the Contractor) shall be an offence under the provisions of the Public Procurement Regulations issued under The Exchequer and Audit Act Cap 412 of the Laws of Kenya.

37. Settlement Of Disputes

37.1 In case any dispute or difference shall arise between the Employer or the Project Manager on his behalf and the Contractor, either during the progress or after the completion or termination of the Works, such 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 by the Chairman or Vice Chairman of any of the following professional institutions;

- (i) Architectural Association of Kenya
- (ii) Institute of Quantity Surveyors of Kenya
- (iii) Association of Consulting Engineers of Kenya
- (iv) Chartered Institute of Arbitrators (Kenya Branch)
- (v) Institution of Engineers of Kenya

On the request of the applying party. The institution written to first by the aggrieved party shall take precedence over all other institutions.

37.2 The arbitration may be on the construction of this Contract or on any matter or thing of whatsoever nature arising thereunder or in connection therewith, including any matter or thing left by this Contract to the discretion of the Project Manager, or the withholding by the Project Manager of any certificate to which the Contractor may claim to be entitled to or the measurement and valuation referred to in clause 23.0 of these conditions, or the rights and liabilities of the parties subsequent to the termination of Contract.

37.3 Provided that no arbitration proceedings shall be commenced on any dispute or difference where notice of a dispute or difference 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.

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

37.5 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:

- 37.5.1 The appointment of a replacement Project Manager upon the said person ceasing to act.
 - 37.5.2 Whether or not the issue of an instruction by the Project Manager is empowered by these Conditions.
 - 37.5.3 Whether or not a certificate has been improperly withheld or is not in accordance with these Conditions.
 - 37.5.4 Any dispute or difference arising in respect of war risks or war damage.
- 37.6 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 Employer and the Contractor agree otherwise in writing.
- 37.7 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.
- 37.8 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.
- 37.9 The award of such Arbitrator shall be final and binding upon the parties.

SECTION V – APPENDIX TO CONDITIONS OF CONTRACT

THE EMPLOYER IS

Name: CENTRAL BANK OF KENYA

Address: P.O. BOX 60000 – 00200, NAIROBI

Name of Authorised Representative: DIRECTOR , DEPARTMENT OF ESTATES & TRANSPORT, CENTRAL BANK OF KENYA

Telephone: 2860000

Facsimile: 340192

E-mail: comms@centralbank.go.ke

The Project Manager is

Name: DIRECTOR , DEPARTMENT OF ESTATES & TRANSPORT, CENTRAL BANK OF KENYA

Address: P.O. BOX 60000 – 00200, NAIROBI

Telephone: 2860000

Facsimile: 340192

E-mail: comms@centralbank.go.ke

The name (and identification number) of the Contract is PROPOSED OFFICE MODERNISATION AND CREATION OF WORKSTATIONS, PHASE III – INCORPORATING FIRE SAFETY, OCCUPATIONAL SAFETY AND HEALTH SERVICES.

The Works consist of MODERNISATION AND CREATION OF WORK STATIONS AND INCLUDES FIRE SAFETY, OCCUPATIONAL SAFETY AND HEALTH SERVICES AT CENTRAL BANK OF KENYA BUILDING AND HEALTH FACILITIES AT MARSHALL HOUSE, NAIROBI.

Tender validity is 120 days

The Start Date shall be AGREED WITH THE PROJECT MANAGER

The Intended Completion Date for the whole of the Works shall be 55 - 70 WEEKS FROM DATE OF POSSESSION AND THE BIDDER TO QUOTE FOR THE CONSTRUCTION PERIOD ALONG THIS GUIDELINE AND PROVIDE A WORKS PROGRAM

The following documents also form part of the Contract:
AS LISTED IN CLAUSE 2.30 OF THE CONDITIONS OF CONTRACT

The Contractor shall submit a revised program for the Works within **14** days of delivery of the Letter of Acceptance.

The Site Possession Date shall be **AGREED WITH THE PROJECT MANAGER**

The Site is located at **CENTRAL BANK OF KENYA, HEADQUARTER, HAILE SELASSIE AVENUE, AND THE BANK HEALTH SERVICES AT MARSHAL HOUSE, HARAMBEE AVENUE, NAIROBI**

The Defects Liability period is **180** days. NOTE: All equipment to have a minimum of 1 (one) year warranty. The tenderer shall be agreeable to undertake 3 (three) years maintenance period after expiry of warranty period and if called upon to do so by the employer.

The minimum insurance covers shall be;

1. The minimum cover for insurance of the Works and of Plant and Materials in respect of the Contractor's faulty design is **Kshs 2.00M**
2. The minimum cover for loss or damage to Equipment is **Kshs 1.00M**
3. The minimum for insurance of other property is **Kshs 5.00M**
4. The minimum cover for personal injury or death insurance
 - For the Contractor's employees is **Kshs 2.00M**
 - And for other people is **Kshs 2.00M**

The following events shall also be Compensation Events:

1. **.... AS LISTED IN CLAUSE 24 OF THE CONDITIONS OF CONTRACT.**
2. _____
3. _____
4. _____

The period between Program updates is **14** days.

The amount to be withheld for late submission of an updated Program is **FULL CERTIFICATE**

The proportion of payments retained is **10%** percent. The limit of retention is 5% percent.

The Price Adjustment Clause **SHALL NOT APPLY** (shall/shall not) apply

The liquidated damages for the whole of the Works is **Kshs. 581,000 (per week)**

The Performance Security shall be for the following minimum amounts equivalent as a percentage of the Contract Price 5 percent (%)

The Completion Period for the Works is 55 - 70 WEEKS AND THE BIDDER TO QUOTE FOR THE CONSTRUCTION PERIOD ALONG THIS GUIDELINE AND PROVIDE A WORKS PROGRAM

The rate of exchange for calculation of foreign currency payments is NOT APPLICABLE

The schedule of basic rates used in pricing by the Contractor is as attached [*Contractor to attach*].

Advance Payment SHALL BE GRANTED for imported goods and equipment only upon submission of advance payment guarantee from a commercial bank.

Price for VAT should be included at Grand Summary page and amount shown

PREPARATION OF TENDERS

The tenderer shall submit **ONE ORIGINAL** and **ONE COPY (HARD COPY ONLY)** of the bid document in accordance with clause 3.14 page 12 of the Instructions to tenderers.

SUBMISSION OF TENDERS

The tenderer shall seal the original and copy of the tender in two inner envelopes and one outer envelope, duly marking the inner envelopes as “**ORIGINAL**” and “**COPY**” as appropriate. The inner and outer envelopes shall:

- A. be addressed to the Employer at the address provided in the invitation to tender;
- B. bear the name and identification number of the Contract as defined in the invitation to tender; and
- C. Provide a warning not to open before the specified time and date for tender opening.

TENDER OPENING AND EVALUATION.

The tenderers’ names, the tender prices, the total amount of each tender and of any alternative tender (if alternatives have been requested or permitted), any discounts, tender modifications and withdrawals, the presence or absence of Tender Security, and such other details as may be considered appropriate, will be announced by the Employer at the opening. Minutes of the tender opening, including the information disclosed to those present will be prepared by the Employer.

EVALUATION AND ERROR CORRECTION

The evaluation and error correction shall be undertaken in accordance with clause 50 subsections (1) to (3) of THE PUBLIC PROCUREMENT AND DISPOSAL REGULATIONS (2006) and consequently the figure to be considered for award by the tender committee shall be the corrected and evaluated price in accordance with the above referenced clause. Therefore instructions to tenderers herewith shall be amended, read and construed accordingly. Confirmation shall be sought in writing from the tenderers whose tender sums will be determined to have any arithmetic errors to confirm whether they accept the corrected tender sums or not.

COMPARISON OF RATES.

The evaluation committee will compare rates offered by different qualified bidders and note if there is inconsistency of rates or front loading. The Evaluation Committee will make a judgment and appropriate decision based on this comparison giving evidence for the decision made.

TENDER DOCUMENTS.

The complete set of tender documents comprises the documents listed below and any addenda issued in accordance with Clause 2.4.

- A. These Instructions to Tenderers
- B. Appendix to Instructions to Tenderers
- C. Form of Tender and Qualification Information
- D. Conditions of Contract
- E. Appendix to Conditions of Contract
- F. Bills of Quantities
- G. Forms of Securities

SECTION VI – SPECIFICATIONS AND LIST OF DRAWINGS

Specifications and list of drawings are included in the respective documents together with the bill of quantities.

SECTION VII - BILL OF QUANTITIES

The Bills of Quantities are annexed in 12 separate volumes as follows;

Volume 2: Builders work – MAIN CONTRACTOR.

Volume 3: Electrical installations – NOMINATED SUBCONTRACTOR.

Volume 4: Plumbing, drainage and firefighting installations – NOMINATED SUBCONTRACTOR.

Volume 5: Air Conditioning & Mechanical Ventilation – NOMINATED SUBCONTRACTOR.

Volume 6: Lift Installations – NOMINATED SUBCONTRACTOR.

Volume 7: Structured Cabling – NOMINATED SUBCONTRACTOR.

Volume 8: PABX Installations – NOMINATED SUBCONTRACTOR.

Volume 9: Fire Alarm system installations – NOMINATED SUBCONTRACTOR.

Volume 10: UPS equipment installation – NOMINATED SUBCONTRACTOR.

Volume 11: Audio Visual equipment installation – NOMINATED SUBCONTRACTOR.

Volume 12: Furniture suppliers – NOMINATED SUBCONTRACTOR.

SECTION VIII – STANDARD FORM

- (i) Form of Tender
- (ii) Letter of Acceptance
- (iii) Form of Agreement
- (iv) Form of Tender Security
- (v) Performance Bank Guarantee
- (vi) Bank Guarantee for Advance Payment
- (vii) Qualification Information
- (viii) Tender Questionnaire
- (ix) Confidential Business Questionnaire
- (x) Statement of Foreign Currency Requirement
- (xi) Details of Sub-Contractors
- (xii) Letter of Notification of Award

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 for the execution of the above named 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 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 Appendix to Conditions of Contract.
3. We quote to carry out the works in _____weeks to which we have provided a works program.
4. 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.
5. 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.
6. 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 Employer]
of _____[Address of Employer]

Witness; Name _____

Address _____

Signature _____

Date _____

LETTER OF ACCEPTANCE

[letterhead paper of the Employer]

_____ [date]

To: _____
[name of the Contractor]

[address of the Contractor]

Dear Sir,

This is to notify you that your Tender dated _____
for the execution of _____
[name of the Contract and identification number, as given in the Tender documents]
for the Contract Price of Kshs. _____ [amount in
figures]/[Kenya Shillings _____ (amount in words)] in
accordance with the Instructions to Tenderers is hereby accepted.

You are hereby instructed to proceed with the execution of the said Works in
accordance with the Contract documents.

Authorized Signature

Name and Title of Signatory

Attachment : Agreement

FORM OF AGREEMENT

THIS AGREEMENT, made the _____ day of _____ 20 _____
between _____ of [or whose registered
office is situated at] _____
(hereinafter called “the Employer”) of the one part AND
_____ of [or whose registered
office is situated at] _____
(hereinafter called “the Contractor”) of the other part.

WHEREAS THE Employer is desirous that the Contractor executes

_____ *(name and identification number of Contract)* (hereinafter called “the Works”) located at _____ *[Place/location of the Works]* and the Employer has accepted the tender submitted by the Contractor for the execution and completion of such Works and the remedying of any defects therein for the Contract Price of Kshs _____ *[Amount in figures]*, Kenya Shillings _____ *[Amount in words]*.

NOW THIS AGREEMENT WITNESSETH as follows:

1. In this Agreement, words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract hereinafter referred to.
2. The following documents shall be deemed to form and shall be read and construed as part of this Agreement i.e.
 - (i) Letter of Acceptance
 - (ii) Form of Tender
 - (iii) Conditions of Contract Part I
 - (iv) Conditions of Contract Part II and Appendix to Conditions of Contract
 - (v) Specifications
 - (vi) Drawings
 - (vii) Priced Bills of Quantities
3. In consideration of the payments to be made by the Employer to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the Employer to execute and complete the Works and remedy any defects therein in conformity in all respects with the provisions of the Contract.

4. The Employer 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 thereto have caused this Agreement to be executed the day and year first before written.

The common Seal of _____

Was hereunto affixed in the presence of _____

Signed Sealed, and Delivered by the said _____

Binding Signature of Employer _____

Binding Signature of Contractor _____

In the presence of (i) Name_____

Address_____

Signature_____

[ii] Name _____

Address_____

Signature_____

FORM OF TENDER SECURITY

WHEREAS(hereinafter called “the Tenderer”) has submitted his tender dated for the construction of
..... (name of Contract)

KNOW ALL PEOPLE by these presents that WE having our registered office at(hereinafter called “the Bank”), are bound unto(hereinafter called “the Employer”) in the sum of Kshs..... for which payment well and truly to be made to the said Employer, the Bank binds itself, its successors and assigns by these presents sealed with the Common Seal of the said Bank this Day of20.....

THE CONDITIONS of this obligation are:

1. If after tender opening the tenderer withdraws his tender during the period of tender validity specified in the instructions to tenderers
Or
2. If the tenderer, having been notified of the acceptance of his tender by the Employer during the period of tender validity:
 - (a) fails or refuses to execute the form of Agreement in accordance with the Instructions to Tenderers, if required; or
 - (b) fails or refuses to furnish the Performance Security, in accordance with the Instructions to Tenderers;

We undertake to pay to the Employer up to the above amount upon receipt of his first written demand, without the Employer having to substantiate his demand, provided that in his demand the Employer will note that the amount claimed by him is due to him, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force up to and including thirty (30) days after the period of tender validity, and any demand in respect thereof should reach the Bank not later than the said date.

[date]

[signature of the Bank]

[witness]

[seal]

PERFORMANCE BANK GUARANTEE

To: _____(Name of Employer) _____(Date)
_____(Address of Employer)

Dear Sir,

WHEREAS _____(hereinafter called "the Contractor") has undertaken, in pursuance of Contract No. _____ dated _____ to execute _____(hereinafter called "the Works");

AND WHEREAS it has been stipulated by you in the said Contract that the Contractor shall furnish you with a Bank Guarantee by a recognised bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Contractor such a Bank Guarantee:

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Contractor, up to a total of Kshs. _____ (*amount of Guarantee in figures*) Kenya Shillings _____ (*amount of Guarantee in words*), and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of Kenya Shillings _____ (*amount of Guarantee in words*) as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Contractor before presenting us with the demand.

We further agree that no change, addition or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between you and the Contractor shall in any way release us from any liability under this Guarantee, and we hereby waive notice of any change, addition, or modification.

This guarantee shall be valid until the date of issue of the Certificate of Completion.

SIGNATURE AND SEAL OF THE GUARANTOR _____

Name of Bank _____

Address _____

Date _____

BANK GUARANTEE FOR ADVANCE PAYMENT

To: _____ *[name of Employer]* _____ *(Date)*
_____ *[address of Employer]*

Gentlemen,

Ref: _____ *[name of Contract]*

In accordance with the provisions of the Conditions of Contract of the above-mentioned Contract, We, _____ *[name and Address of Contractor]* (hereinafter called "the Contractor") shall deposit with _____ *[name of Employer]* a bank guarantee to guarantee his proper and faithful performance under the said Contract in an amount of Kshs. _____ *[amount of Guarantee in figures]* Kenya Shillings _____ *[amount of Guarantee in words]*.

We, _____ *[bank or financial institution]*, as instructed by the Contractor, agree unconditionally and irrevocably to guarantee as primary obligator and not as Surety merely, the payment to _____ *[name of Employer]* on his first demand without whatsoever right of objection on our part and without his first claim to the Contractor, in the amount not exceeding Kshs _____ *[amount of Guarantee in figures]* Kenya Shillings _____ *[amount of Guarantee in words]*, such amount to be reduced periodically by the amounts recovered by you from the proceeds of the Contract.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Works to be performed thereunder or of any of the Contract documents which may be made between _____ *[name of Employer]* and the Contractor, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

No drawing may be made by you under this guarantee until we have received notice in writing from you that an advance payment of the amount listed above has been paid to the Contractor pursuant to the Contract.

This guarantee shall remain valid and in full effect from the date of the advance payment under the Contract until _____ *(name of Employer)* receives full payment of the same amount from the Contract.

Yours faithfully,

Signature and Seal _____

Name of the Bank or financial institution _____

Address _____

Date _____

Witness: Name: _____

Address: _____

Signature: _____

Date: _____

QUALIFICATION INFORMATION

1. Individual Tenderers or Individual Members of Joint Ventures

1.1 Constitution or legal status of tenderer (attach copy or Incorporation Certificate);

Place of registration: _____

Principal place of business _____

Power of attorney of signatory of tender _____

1.2 Total annual volume of construction work performed in the last five years

Year	Volume	
	Currency	Value

1.3 Work performed as Main Contractor on works of a similar nature and volume over the last five years. Also list details of work under way or committed, including expected completion date.

Project name	Name of client and contact person	Type of work performed and year of completion	Value of Contract
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

1.4 Major items of Contractor's Equipment proposed for carrying out the Works. List all information requested below.

Item of Equipment	Description, Make and age (years)	Condition(new, good, poor) and number available	Owned, leased (from whom?), or to be purchased (from whom?)
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	
(etc.)			

- 1.5 Qualifications and experience of key personnel proposed for administration and execution of the Contract. Attach biographical data.

Position	Name	Years of experience (general)	Years of experience in proposed position
Project Manager			
(etc.)			

- 1.6 Financial reports for the last five years: balance sheets, profit and loss statements, auditor's reports, etc. List below and attach copies.

- 1.7 Evidence of access to financial resources to meet the qualification requirements: cash in hand, lines of credit, etc. List below and attach copies of supportive documents.

- 1.8 Name, address and telephone, telex and facsimile numbers of banks that may provide reference if contacted by the Employer.

- 1.9 Statement of compliance with the requirements of Clause 1.2 of the Instructions to Tenderers.

- 1.10 Proposed program (work method and schedule) for the whole of the Works.

2 Joint Ventures

- 2.4 The information listed in 1.1 – 1.10 above shall be provided for each partner of the joint venture.
- 2.5 The information required in 1.11 above shall be provided for the joint venture.
- 2.6 Attach the power of attorney of the signatory(ies) of the tender authorizing signature of the tender on behalf of the joint venture
- 2.7 Attach the Agreement among all partners of the joint venture (and which is legally binding on all partners), which shows that:
 - a) all partners shall be jointly and severally liable for the execution of the Contract in accordance with the Contract terms;
 - b) one of the partners will be nominated as being in charge, authorized to incur liabilities and receive instructions for and on behalf of any and all partners of the joint venture; and
 - c) the execution of the entire Contract, including payment, shall be done exclusively with the partner in charge.

TENDER QUESTIONNAIRE

Please fill in block letters.

1. Full names of tenderer

.....

2. Full address of tenderer to which tender correspondence is to be sent
(unless an agent has been appointed below)

.....

3. Telephone number (s) of tenderer

.....

4. Telex address of tenderer

.....

5. Name of tenderer's representative to be contacted on matters of the tender
during the tender period

.....

6. Details of tenderer's nominated agent (if any) to receive tender notices. This
is essential if the tenderer does not have his registered address in Kenya
(name, address, telephone, telex)

.....

.....

Signature of Tenderer

Make copy and deliver to: _____ (*Name of Employer*)

CONFIDENTIAL BUSINESS QUESTIONNAIRE

(You are advised that it is a serious commission to give false information under this section as it may render your bid being automatically disqualified).

PART I: GENERAL INFORMATION

- a) The questionnaire must be fully and comprehensively completed in all respects.
- b) Information given by the applicant shall be treated in strict confidence.
- c) Any information given and later found to be incorrect shall lead to disqualification of the Tenderer.
- d) Deliberately incorrect information leads to disqualification of the application.
- e) Canvassing will lead to automatic disqualification of the applicant.

PART II: BIDDER DETAIL

The purpose of this section is to provide the required background information of the bidder organization.

1)	Provide documentary evidence of the registered name and number of your company and date of Registration.		
	Company Name	Company Registration Number	Registration Date
2)	Give full details of your Bankers.		

PART III: CONTACT PERSON(S) DETAIL

3)	Provide the contact person (s) name(s), addresses, phone numbers etc.	
	Contact Person Name	
	Landline Telephone Number	
	Cellular Telephone Number	
	Facsimile Telephone Number	
	E-mail	
	Postal Address	

	Physical Address	
4)	Please provide evidence of the registered street and postal addresses of the bidding organization	
	Registered Street Address	Registered Postal Address of your organisation
	LR No.	
5)	Please provide evidence of current registration with relevant regulatory body within your industry, if any.	

PART IX: CERTIFICATION

	<p>I/We do hereby certify that the above information is correct in all respects.</p> <p>FULL NAME:</p> <p>DESIGNATION/POSITION:.....</p> <p>SIGNATURE:</p> <p>DATE:</p> <p>COMPANY SEAL AND/OR STAMP:</p>
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STATEMENT OF FOREIGN CURRENCY REQUIREMENTS

(See Clause 23] of the Conditions of Contract)

In the event of our Tender for the execution of _____
_____ (*name of Contract*) being accepted, we would
require in accordance with Clause 21 of the Conditions of Contract, which is
attached hereto, the following percentage:

(Figures)..... (Words).....

of the Contract Sum, (Less Fluctuations) to be paid in foreign currency.

Currency in which foreign exchange element is required:

.....

Date: The Day of 20.....

Enter 0% (zero percent) if no payment will be made in foreign currency.

Maximum foreign currency requirement shall be _____(percent) of
the Contract Sum, less Fluctuations.

(Signature of Tenderer)

DETAILS OF SUB-CONTRACTORS

If the Tenderer wishes to sublet any portions of the Works under any heading, he must give below details of the sub-contractors he intends to employ for each portion.

Failure to comply with this requirement may invalidate the tender.

(1) Portion of Works to be sublet:

(i) Full name of Sub-contractor
and address of head office:

.....

(ii) Sub-contractor's experience
of similar works carried out
in the last 3 years with
Contract value:

.....

.....

(2) Portion of Works to sublet:

(i) Full name of sub-contractor
and address of head office:

.....

.....

(ii) Sub-contractor's experience
of similar works carried out
in the last 3 years with
contract value:

.....

[Signature of Tenderer)

Date

LETTER OF NOTIFICATION OF AWARD

Address of Procuring Entity

To: _____

RE: Tender No. _____

Tender Name _____

This is to notify that the contract/s stated below under the above mentioned tender have been awarded to you.

1. Please acknowledge receipt of this letter of notification signifying your acceptance.
2. The contract/contracts shall be signed by the parties within 30 days of the date of this letter but not earlier than 14 days from the date of the letter.
3. You may contact the officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

(FULL PARTICULARS) _____

SIGNED FOR ACCOUNTING OFFICER

BILL NO. 2
PARTICULAR PRELIMINARIES

ITEM	DESCRIPTION	KSHS
	<p style="text-align: center;"><u>BILL NO. 02</u></p> <p style="text-align: center;"><u>PARTICULAR PRELIMINARIES</u></p>	
A	<p>PRICING ITEMS FOR PARTICULAR PRELIMINARIES</p> <p>Prices shall be inserted against items of 'preliminaries' in the tenderer's priced Bill of Quantities. The Contractor is advised to read and understand all preliminaries. Preliminary items not priced shall be deemed to have been included in the rates of items in the Bill of Quantities.</p>	
B	<p>DESCRIPTION OF THE SCOPE OF WORKS.</p> <p>The works to be carried out under this Contract involve Office Modernization and Creation of Work Stations and includes, Fire Safety, Occupational and Health Services, Electrical and Mechanical Installations and Exterior Refurbishment of Central Bank of Kenya Building and health services at Marshal House. Some internal demolition work will be necessary. The Tenderer to note that this is a renovation project where operations of Central Bank of Kenya should and will continue as renovation work is in progress. The tenderer to further note Central Bank of Kenya is a security installation where all security matters shall be obeyed and adhered to and all those working therein shall be vetted and shall work there to the description of Central Bank of Kenya.</p>	
C	<p>MEASUREMENTS</p> <p>In the event of discrepancy between the Bill of Quantities and the actual works, the site measurements shall generally take precedence. However, such discrepancies between any Contract documents shall immediately be reported to the Project Manager in accordance with Clause NO. 22 of the Conditions of Contract. The discrepancies shall then be treated as a variation and be dealt with in accordance with Clause 22 of the said Conditions.</p>	
D	<p>LOCATION OF THE SITE</p> <p>The site is located at Central Bank of Kenya, (Headquarter), and Marshals House along, Haile Sellasie and Harambee Avenue respectively. The tenderer is advised to visit the site to familiarize him/her self with its nature and position as no claim will be entertained for lack of knowledge in this respect.</p>	
E	<p>CLEARING AWAY</p> <p>The Contractor shall remove all temporary works, rubbish, debris and surplus materials from the site as they accumulate and upon completion of the works, remove and clear away all plants, equipment, rubbish, unused materials, and stains and leave in a clean tidy state to the satisfaction of the Project Manager.</p> <p>The whole of the works shall be delivered up clean, complete and perfect in condition in every respect to the satisfaction of the Project Manager.</p>	
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
A	<p>CLAIMS</p> <p>It shall be a condition of this Contract that upon it becoming reasonably apparent to the Contractor that he has incurred losses and/or expenses due to any of the Contract Conditions, or by any other reason whatsoever, he shall present such claim or intent to claim notice to the Project Manager within the Contract period and in accordance with Conditions of Contract Clauses No. 19 and No. 24. No claim shall be entertained upon the expiry of the said Contract period.</p>	
B	<p>PAYMENTS</p> <p>Payment will be done on monthly basis by the Project Manager on application by the Contractor. All payments shall be made by Client Department upon certification by the Project Manager. Subcontractors shall be paid through the Main Contractor. The Main Contractor must confirm that they have paid subcontractors to be legible for subsequent certificates. The Project Manager reserves the right to pay subcontractors directly.</p>	
C	<p>PREVENTION OF ACCIDENTS , DAMAGE OR LOSS</p> <p>The Contractor is notified that the works are to be carried out on a fairly busy site where the Client is going on with other normal activities. He/she is therefore instructed to take reasonable care in the execution of the works so as to prevent accidents, damage or loss and disruption of normal activities being carried out by the Client. The Contractor is also notified Central Bank of Kenya is a security installations where all persons working therein will be vetted before admittance. Further, there may be restricted time operations without prior notice to the Contractor .The Contractor shall allow in his rates any expenses he deems necessary by taking such care within the site. NO claim will be entertained for failure to allow for this item.</p>	
D	<p>WORKING CONDITIONS</p> <p>The Contractor shall allow in his rates for any interference that he may encounter in the course of execution of the works for the Client may in some cases ask for stoppage of the works until some activities within the site are completed. The Contractor shall allow in his rates any expenses he deems necessary for such interference encounters.</p>	
E	<p>NO LABOUR CAMPS</p> <p>The Contractor shall not be allowed to house labour on site. Allow for transporting workers to and from site during the Contact Period.</p>	
F	<p>STORAGE OF MATERIALS.</p> <p>The Contractor is notified that there is no storage space on site and they shall procure material storage space elsewhere and in premises nearby the site for the entire construction period. The Contractor shall allow for the cost of the Procurement of storage space in their tender rates and no claim will be admitted for the failure to do so.</p>	
G	<p>PRICING NOTES</p>	

ITEM	DESCRIPTION	KSHS
	The tenderer shall include for all cost in executing the whole of the works, including transport, replacing damaged items, fixing, all to comply with the said Conditions of Contract. The tenderer to note that this is a tender whereby the Main Contractor forms a consortia with relevant subcontractors in a regulated and controlled domestic arrangement of contract.	
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
A	<p>SECURITY OF THE WORKS</p> <p>The Contractor shall allow for providing adequate security for the works and workers during the Contract. No claim will be entertained for lack of enough security in this respect</p>	
B	<p>URGENCY OF THE WORKS</p> <p>The Contractor should note that these works are very urgent and must be completed within the agreed contract period.</p>	
C	<p>PAYMENT FOR MATERIALS ON SITE</p> <p>All materials for incorporation in the works must be in the site stores before they are considered for payment, unless specifically exempted by the Project Manager. This is to include materials of the Main Contractor, Nominated Sub-Contractors and Nominated Suppliers.</p> <p>Payment of Furniture related materials on site shall only be made on furniture that is completely assembled on site.</p>	
D	<p>EXISTING SERVICES</p> <p>Prior to the commencement of any work, the Contractor is to ascertain from the relevant authority the exact position, depth and level of all existing services in the and he/she shall make whatever provisions that may be required by the authority for support, maintenance and protection of such services.</p>	
E	<p>PERFORMANCE BOND</p> <p>A performance bond in the form of unconditional bank guarantee will be required is 5% of the bid price in accordance with clause No. 28 of the Conditions of Contract on award of contract. No payment on account for the works executed will be made to the Contractor until he has submitted the Performance Bond to the Project Manager duly signed, sealed and stamped from an approved bank.</p>	
F	<p>TENDER DOCUMENT</p> <p>Tender documents are listed in the Instruction to Tenderers and all documents in connection therewith, as specified above must be delivered in the addressed envelope which should be properly sealed and deposited at the offices as specified in the letter accompanying these documents.</p> <p>Tenders will be opened at the time specified in the letter accompanying these documents. Tenders delivered or received later than the above time will not be opened.</p> <p>The tenderer shall submit one original and one copy of the bid document</p>	
G	<p>BID SECURITY</p> <p>A bid bond of Kshs. 2,000,000.00 (Two million only) in form of Bank Guarantee from a reputable bank or PPOA approved insurance company shall be submitted together with the tender document. Any tender not accompanied by Bid Security stipulated shall automatically be disqualified.</p>	

ITEM	DESCRIPTION	KSHS
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
A	<p>VALUE ADDED TAX</p> <p>The Contractor's attention is drawn to the Legal Notice in the Finance Act part 3 Section 21(b) operative from 1st September, 1993 which requires payment of VAT on all contracts. The Contractor must therefore add VAT on the Grand Summary Page as shown in the Bills of Quantities.</p>	
B	<p>WITHHOLDING TAX</p> <p>Withholding tax shall be deducted and shall be remitted to the Commissioner of Tax in accordance with the Law through all interim payments.</p>	
C	<p>CONDITIONS AND FORMS OF CONTRACT.</p> <p>The Conditions of Contract and Forms of Contract shall be as Section III and Section VIII of Standard Bidding Document annexed herewith in this Bidding Documents. These Conditions and Forms of Contract are available during working hours at the offices of the Project Manager.</p>	
D	<p>CONTRACT COMPLETION PERIOD</p> <p>The Contract Completion Period and terms of the Conditions of Contract must be strictly adhered to.</p> <p>The "PROJECT MANAGER" shall strictly monitor the Contractor's progress in relation to the progress chart and should it be found necessary, the "PROJECT MANAGER" shall inform the Contractor in writing that his actual performance on site is not satisfactory.</p> <p>In all such cases , the Contractor shall accelerate his rate of performance , production and progress by all means such as additional labour , plant e.t.c., and working overtime all at his cost.</p> <p>MATERIALS' TESTING</p>	
E	Allow a Prime Cost Sum of Kenya Shillings One hundred fifty thousand Only for the testing of materials for the duration of the Contract	150,000.00
F	Include a Percentage Sum for the Contractor's Cost and Profit for the above	%
G	<p>PARTICULARS OF INSERTIONS TO BE MADE IN THE APPENDIX TO CONTRACT AGREEMENT</p> <p>The following are insertions to be made in the appendix to the Contract Agreement.</p> <p>(i) Period of final measurement - 6 Months from practical completion date</p> <p>(ii) Defects Liability Period - 6 Months from practical for building works completion date</p>	

ITEM	DESCRIPTION	KSHS
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
	<p>- 12 Months for Civil Works (e.g. Parking area) (Conditions of Contract Clause No. 20)</p> <p>- All equipment to have a minimum of 1 (one) year warranty</p> <p>(iii) Date for Possession "PROJECT MANAGER" - To be agreed with the [Conditions of Contract Clause NO. 14]</p> <p>(iv) Date of Completion - 55 - 70months from date of Possession The bidder to quote for the Construction Period along this guide line. [Conditions of Contract Clause NO. 31].</p> <p>(v) Liquidated and Ascertained Damages Conditions of Contract Clause NO. 27. shall be Kshs. 581,000/= per Calendar week.</p> <p>(vi) Period of issuing Interim Certificates - Monthly [Conditions of Contract Clause No. 23.1]</p> <p>(vii) Period of Honouring Certificates - Twenty eight (28) Days [Conditions Conditions of Contract Clause NO. 23.1]</p> <p>(viii) Percentage of Certified value retained - 10% [Conditions Conditions of Contract Clause NO. 26]</p> <p>(ix) Limit of retention fund - 5% of Contract Sum [Conditions Conditions of Contract Clause NO. 26]</p> <p>(x) Performance Bond ** The Bond required shall be from an approved Bank Guarantee or from PPOA approved Insurance Company and shall be 5% of the Contract Price. [Conditions of Contract Clause NO. 28]</p>	
A	<p>OFFICE FOR THE PROJECT MANAGER</p> <p>The Employer shall provide office for the Project Manager complete with necessary facilities where site meetings shall be held.</p>	
B	<p>NUISANCE</p> <p>The CENTRAL BANK AND HEALTH FACILITIES AT MARSHALL HOUSE shall continue to be operation during the Construction period and Contractor to allow for this in their pricing</p> <p>The Contractor shall not directly or indirectly or otherwise by himself or through his agents cause nuisance to users of the buildings, adjacent building or near the site or any way obstruct on going operation's should he do so he shall be directly responsible for such acts and any costs to compliance with this Clause shall have been deemed to be included in tender rates .</p>	
C	<p>APPENDICES</p> <p>The Appendices to the Bills of Quantities shall be regarded for contract purposes as part of the Bill and shall be read and construed with the appropriate sections of the Bills if contained therein</p>	

ITEM	DESCRIPTION	KSHS
	TOTAL CARRIED TO COLLECTION	
A	SUFFICIENCY OF TENDER The Main 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 Bills of Quantities which rates and prices shall cover all his obligations under the contract and all matters and things necessary for the proper completion of the works.	
B	NO SUBCONTRACTING OF BUILDING WORKS. Subcontracting of building works will not be admissible under whatsoever circumstances.	

ITEM	DESCRIPTION	KSHS
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
	<p data-bbox="743 283 878 310"><u>BILL NO. 02</u></p> <p data-bbox="735 392 886 420"><u>COLLECTION</u></p> <p data-bbox="621 464 1000 491">Brought Forward From Page PP/1</p> <p data-bbox="621 573 1000 600">Brought Forward From Page PP/2</p> <p data-bbox="621 682 1000 709">Brought Forward From Page PP/3</p> <p data-bbox="621 791 1000 819">Brought Forward From Page PP/4</p> <p data-bbox="621 900 1000 928">Brought Forward From Page PP/5</p> <p data-bbox="621 1010 1000 1037">Brought Forward From Page PP/6</p>	

ITEM	DESCRIPTION	KSHS
	<i>TOTAL FOR PARTICULAR PRELIMINARIES CARRIED TO MAIN SUMMARY BUILDERS WORK</i>	

BILL NO. 3
GENERAL RELIMINARIES

ITEM	DESCRIPTION	KSHS
	<p style="text-align: center;"><u>BILL NO. 03</u></p> <p><u>GENERAL PRELIMINARIES</u></p> <p>A <u>PRICING OF ITEMS OF GENERAL PRELIMINARIES AND PREAMBLES</u></p> <p>Prices shall be inserted against items of preliminaries in the Contractor's priced Bills of Quantities and Specifications.</p> <p>The Contractor shall be deemed to have included in his prices or rates for various items in the Bills of Quantities of Specifications for all costs involved in complying with all the requirements for the proper execution of the whole of the works in the Contract.</p> <p>The Contractor to note that this is a Domestic Subcontractors tender with regulated and approved Domestic Subcontractors and the tenderer is to price for general preliminaries inclusive of Domestic Subcontractors needs. These General Preliminaries shall be read, construed and priced along side these Bills of Quantities and the Domestic Subcontractor Bills of Quantities all spanning Vol. No. 2 of 14 to Vol. NO. 13 of 14. No Claim shall be entertained for failure to do so or failure to price accordingly or failure to consult with Domestic Subcontractors on issues of preliminaries pricing and allowance of the same in their rates.</p> <p>B Throughout these bills, units of measurement and terms are abbreviated and shall be interpreted as follows</p> <p>C.M. Shall mean cubic metre</p> <p>S.M. Shall mean square metre</p> <p>L.M. Shall mean linear metre</p> <p>MM Shall mean Millimeter</p> <p>Kg. Shall mean Kilogramme</p> <p>No. Shall mean Number</p> <p>Prs. Shall mean Pairs</p> <p>B.S. Shall mean the British Standard Specification Published by the British Standards Institution, 2 Park Street, London W.I., England.</p> <p>Ditto Shall mean the whole of the preceding description except as qualified in the description in which it occurs, where it occurs in brackets it shall mean the whole of the proceeding description which is contained within the appropriate brackets.</p> <p>M.S. Shall mean measured separately.</p> <p>a.b.d Shall mean as before described.</p> <p>TOTAL CARRIED TO COLLECTION</p>	

ITEM	DESCRIPTION	KSHS
A	<p><u>EXCEPTION TO THE STANDARD METHOD OF MEASUREMENT</u></p> <p>Attendance;</p> <p>Clause B19(a) of the Standard Method of Measurement is deleted and the following Clause is substituted:-</p> <p>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, mesh rooms, sanitary accommodation and welfare facilities; provision of special scaffolding where necessary, providing space for office accommodation, and for storage of plant and materials; providing light and water for the works; clearing away rubbish; unloading checking providing electric power and removing and replacing duct covers, pipe chasings and the like necessary for the execution and testing of Sub-Contractor's work and being responsible for the accuracy of the same.</p> <p>Fix Only;</p> <p>"Fix Only" Shall mean take and delivery at the nearest Rail Station (unless otherwise stated), pay all demurrage charges, load and transport to site where necessary, distribute to position, hoist and fix only.</p>	
B	<p>THE EMPLOYER</p> <p>The "Employer" is the CENTRAL BANK OF KENYA</p> <p>The term "Employer" and Central Bank of Kenya wherever used in the Contract Document shall be synonymous.</p>	
C	<p>PROJECT MANAGER</p> <p>The term "PM" wherever used in this Bills of Quantities shall be deemed to imply the Project Manager as defined in Conditions of Contract or such person or persons as may be duly authorized to represent him on behalf of the Employer.</p> <p>PROJECT CONSULTANTS:</p>	
D	<p>CONSULTING ARCHITECT.</p> <p>The term "Consulting Architect" shall be deemed to mean " M/S EDON CONSULTANTS INTERNATIONAL LTD OF P.O BOX 19684 - 00202 , NAIROBI.</p> <p>Any instructions, directions, approvals, and correspondence as regards this contract from the Consulting Architects shall be deemed for all purposes in the works as instructions, directions, approvals and correspondence from the Project Manager and shall be carried out appropriately as the actions of the Project Manager.</p>	
E	<p>CONSULTING QUANTITY SURVEYOR.</p> <p>The term "Consulting Quantity Surveyor" shall be deemed to mean "M/S QUANTI - BILL CONSULT OF P.O. BOX 34360 - 00100, NAIROBI. Any instructions, directions, approvals, valuations and correspondence from the Consulting Quantity Surveyors shall be deemed for all contractual purposes in the works to be instructions, directions approvals valuations from the Project Manager and shall be carried out appropriately as the actions of the Project Manager</p> <p>TOTAL CARRIED TO SUMMARY</p>	

ITEM	DESCRIPTION	KSHS
A	<p>CONSULTING ELECTRICAL ENGINEER.</p> <p>The term "Consulting Electrical Engineer" shall be deemed to mean " M/S FERADON ASSOCIATES LTD OF P.O. BOX 7375 - 00300, NAIROBI. Any instructions, directions, approvals, valuations and correspondence from the Consulting Electrical Engineer shall be deemed for all contractual purposes in the works to be instructions, directions, approvals, valuations from the Project Manager and shall be carried out appropriately as the actions of the Project Manager.</p>	
B	<p>CONSULTING MECHANICAL ENGINEER.</p> <p>The term "Consulting Mechanical Engineer" shall be deemed to mean" M/S FERADON ASSOCIATES LTD OF P.O. BOX 7375 - 00300, NAIROBI. Any instructions, directions, approvals, valuations and correspondence from the Consulting Mechanical Engineer shall be deemed for all contractual purposes in the works to be instructions, directions, approvals, valuations from the Project Manager and shall be carried out appropriately as the actions of the Project Manager.</p>	
C	<p>FORM OF CONTRACT.</p> <p>The Form of Contract shall be as stipulated in the Republic of Kenya's Standard Tender Document for Procurement of Building and Associated Civil Engineering Works (issued by Public Procurement Oversight Authority (PPOA) in January 2007). The Conditions of Contract are also included herein. These are numbered Clauses No. 01 to 38 as set out in pages 18 to 40 of these tender document. Particular of insertions to be made in Appendix to the Contract Agreement will be found in the Particular Preliminaries part of these Bill of Quantities.</p>	
D	<p>PLANT, TOOLS AND VEHICLES</p> <p>Allow for providing all scaffolding, plants, tools and vehicles required for the works except in so far as may be stated otherwise herein and except for such items specifically and only required for use of nominated Sub-Contractors as described herein. No timber used for scaffolding, formwork or temporary works of any kind afterwards in the permanent works.</p>	
E	<p>TRANSPORT</p> <p>Allow for transport of workmen, materials, etc. to and from the site at such hours and by such routes as may be permitted by competent Authorities</p>	
F	<p>MATERIALS AND WORKMANSHIP</p> <p>All materials and workmanship used in the execution of the works shall be of the best quality and description unless otherwise stated. The Contractor shall order all materials to be obtained from overseas immediately after the contract is signed and shall also order for materials to be obtained from local sources as early as necessary to ensure that they are onsite when require for use in the works. The Bills of Quantities shall not be used for the purposes of ordering materials.</p>	
	<p>TOTAL CARRIED TO SUMMARY</p>	

ITEM	DESCRIPTION	KSHS
A	<p>SIGN FOR MATERIALS SUPPLIED</p> <p>The Contractor shall be required to sign receipts for all articles and materials supplied by the Project Manager at the time of taking delivery thereof, as having received them in good order and condition, and will thereafter be responsible for any such loss or damage and for replacement of such any loss with articles and/or materials which shall be supplied by the Project Manager at the current market prices including Customs Duty and VAT , all at the Contractors own cost and expenses, to the satisfaction of the PROJECT MANAGER.</p> <p>B STORAGE OF MATERIALS</p> <p>The Contractor is advised the bank will not allow on - site storage of materials for lack of space and the Contractor shall procure storage space elsewhere as detailed in page PP/2 item C. This being a consortia contract, the Main Contractor to allow for the storage facilities for the subcontractors.</p> <p>C SAMPLES</p> <p>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 the PROJECT MANAGER for his approval until such samples are approved by the PROJECT MANAGER may reject any materials or workmanship not in his opinion not to the approved sample. The PROJECT MANAGER shall arrange for testing of such materials as he/she may at his/her discretion deem desirable, but the testing shall be made at the expense of the Contractor and not at the expense of the PROJECT MANAGER. The Contractor shall pay for the testing in accordance with the current scale of testing charges laid down by Ministry of Public Works</p> <p>The procedure for submitting samples of materials for testing and the method of marking for identification shall be laid down by the PROJECT MANAGER. The Contractor shall allow in his tender for such samples and tests except for those in connection with nominated subcontractor's work.</p> <p>D GOVERNMENT ACT REGARDING WORK PEOPLE ETC.</p> <p>Allow for complying with Government Acts, order and Regulations in connection with the employment of Labor and other matters related to the execution of the works. In particular, the Contractors attention is drawn to the provisions of the Factory Act of , 1950 and the tenderer must include for all costs arising or resulting from compliance with any Act, Order or Regulation relating to insurance, pensions, and holidays for workpeople or so the safety, and welfare of the work people. The Contractor must make himself fully acquainted with current Acts and Regulations, including police regulations regarding movements, housing, security and control of labor, labor camps, passes for transport, etc. It is important that the Contractor, before tendering obtains information regarding all such regulations and/or restrictions which may affect the organization of the works, supply and control of labor, etc, and allow accordingly in his tender. No claim shall be entertained for lack of knowledge in this respect.</p> <p>E SECURITY OF WORKS, ETC.</p> <p>The Contractor shall be entirely responsible for the security of the works, materials, plant, personnel, etc, both his own and subcontractor's and must provide all necessary watching, lighting and precautions necessary to ensure security against theft, loss or damage and the protection of the public.</p> <p>F PUBLIC AND PRIVATE ROADS</p> <p>Maintain as required throughout the execution of the works and make good any damage to Public or Private roads arising from or subsequent upon the execution of the works to the satisfaction of the local and other competent authority and the Project Manager.</p> <p>TOTAL CARRIED TO SUMMARY</p>	

ITEM	DESCRIPTION	KSHS
<p>A</p> <p>D</p> <p>E</p> <p>F</p> <p>G</p> <p>A</p>	<p>EXISTING PROPERTY</p> <p>The Contractor shall take every precaution to avoid damage to existing property including roads, cables, drains, and other services and he will be held responsible for and shall make good all such damages arising from the execution of this Contract at his own expense and at his own cost to the satisfaction of the Project Manager.</p> <p>VISIT THE SITE AND EXAMINE DRAWINGS</p> <p>The Contractor is advised to examine the drawings and visit the site location of which is described in the Particular Preliminaries hereof. He shall be deemed to have acquainted him/herself therewith as to its nature position, means of access or any other matter which may affect his tender. No claim arising from his failure to comply with this advice shall be entertained.</p> <p>ACCESS TO SITE.</p> <p>Means of accessing the site shall be agreed with the PROJECT MANAGER prior to commencement of the works and the Contractor must allow for building any necessary temporary access for the transport of materials, plant and workmen as may be required for the complete execution of the works including the provision of temporary gates or any other means of accessing the site. Upon completing the works, the Contractor shall remove any temporary gate and make good and reinstate all works and surfaces disturbed to the satisfaction of the PROJECT MANAGER.</p> <p>AREA TO BE OCCUPIED BY THE CONTRACTOR</p> <p>The area of the site which may be occupied by the Contractor for use of storage and for the purpose of erecting workshops etc; shall be defined on site by the PROJECT MANAGER.</p> <p>WATER AND ELECTRICITY SUPPLY</p> <p>The Contractor shall provide at his own risk all necessary water, electric light and power required for use in the works. The Contractor must make his own arrangement for connection to the nearest suitable water mains and for metering the water used. He must also provide temporary water tank and meters as required at his own cost and clear away when no longer required and make good on completion to the entire satisfaction of the PROJECT MANAGER. The Contractor shall pay all charges in connection herewith. No guarantee is given or implied that sufficient water will be available from mains and the Contractor must make his own arrangement for augmenting this supply at his own cost. Nominated Subcontractors are to be made liable for the cost of any water or electric current used and for any installation provided especially for their own use.</p> <p>SANITATION OF THE WORKS</p> <p>The sanitation of the works shall be arranged and maintained by the Contractor to the satisfaction of the Project Manager, Local Authorities and Labour Department.</p>	
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
A	<p>PERFORMANCE BOND.</p> <p>The Contractor shall find and submit in the Form of Tender an APPROVED BANK and who will be willing to be bound to the Central Bank of Kenya in an amount equal to five per cent (5%) of the Contract amount for the due performances of the Contract up to the date of completion as certified by the PROJECT MANAGER and who will when and if called upon, sign a Bond to that effect on the relevant standard form included herein (without the addition of any limitations) on the same day as the Contract Agreement is signed, by the Central Bank of Kenya, and the Contractor. in the event that bank submitted does not sign the Performance Bond by the date the Contract Agreement is signed by the parties for whatsoever reasons, the Contractor shall furnish within seven days another Surety to the approval of the Central Bank of Kenya.</p>	
B	<p>COMMUNICATION FACILITIES</p> <p>The Contractor shall allow for telephone on site and to maintain the same for use by the Project Manager.</p>	
C	<p>NATIONAL INSURANCES AND PENSIONS</p> <p>The Contractor shall allow for making any National Social Security Fund Payments due in respect of work people.</p>	
D	<p>DIRECT CONTRACTS</p> <p>Notwithstanding the foregoing conditions, the Central Bank of Kenya reserves the right to place a "Direct Contract" for any goods or services required in the works which are covered by a P.C. Sum in the Bills of Quantities and to pay for the same direct. In any such instances, profit relative to the P.C. Sum, the priced Bills of Quantities will be adjusted as described for P.C. Sums and allowed.</p>	
E	<p>PROTECTION OF THE WORKS AND PERSONS.</p> <p>The Contractor shall allow for the protection of the whole of the works contained in the Bills of Quantities, including casing , casing up, temporary roofs, gutters, drains as may be necessary to avoid damage to finished works to the satisfaction of the PROJECT MANAGER and remove such protection when no longer required and make good any damage which may nevertheless have been done at completion free of cost to the Government.</p>	
	<p>TOTAL CARRIED TO SUMMARY</p>	

ITEM	DESCRIPTION	KSHS
	<p>From the beginning to the completion of the Works, the same shall be under the entire care and control of the Contractor, who shall take all possible precautions to ensure the safety of all wheeled traffic and pedestrians. The Contractor shall allow for providing all watching, lighting, barriers, covering open trenches, caution warnings and protection of the works including Sub-Contract Works, the protection of the public and his own and Sub-Contractors employees.</p> <p>In the event of any damage or loss occurring to the works or to materials or to any sewers, gullies, drains, paths or other existing works, on site in temporary possession of the Contractor for the purpose of the completion works of this contract, either from the weather, want or proper protection, defects, theft, insufficiency of the works or any other cause whatsoever during the progress of the works, or for any accident or damage to property or persons by reason of the works, the Contractor alone shall be responsible and shall without extra charge, make good all damage and pay all costs incurred.</p> <p>A PRICE FLUCTUATION CLAUSE</p> <p>This is a FIXED PRICE CONTRACT and no fluctuations will be entertained whatsoever in labour, materials or forex.</p> <p>The Contractor to price this tender as a fixed price contract as no fluctuations whatsoever will be permitted and no claim whatsoever will be entertained for failure to so price.</p> <p>B LIABILITY OF DEFECTS</p> <p>Defects, shrinkages, or other faults which are attributed by the PROJECT MANAGER to work executed under this contract shall be made good by the Contractor at their own cost.</p> <p>C GENERAL SPECIFICATION.</p> <p>For the full description of materials and workmanship, method of execution of the work and notes for pricing, the Contractor is referred to the Ministry of Roads and Public Works General Specification dated 1976 or any subsequent revision thereof which is issued as a separate document, and which shall be allowed in all respects. Unless it conflicts with the General Preliminaries, Trade Preambles or other items in these Bills of Quantities it shall apply.</p> <p>In the event of such conflict, the provision of the General and Particular Preliminaries, Trade Preambles and these Bills of Quantities shall take Precedence.</p>	
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
A	INCOMPETENCE	
	The PROJECT MANAGER and his Representatives reserve the right to dismiss any incompetent or negligent workmen from the job and such persons shall not be employed on the work again.	
	B TRIAL PITS IN FOUNDATIONS TO STRUCTURES.	
	The Contractor shall allow before commencing excavation for any foundation works on site for opening up trial pits within the areas of the foundation as directed by the PROJECT MANAGER. Where a trial pit is excavated to a level below the founding level of the structure, it shall be backfilled to that level with approved material or concrete as directed by the PROJECT MANAGER. No claim will be entertained for failure to allow for opening up of trial pits.	
	C DEDUCTIONS FROM MONEY DUE TO THE CONTRACTOR.	
D	The PROJECT MANAGER shall be entitled to deduct any monies which the Contractor shall be liable to pay under the Contract to the Employer from any sum which may become payable to the Contractor hereunder the PROJECT MANAGER in issuing his Certificates as provided in the Payment clause shall have regard to any sums so chargeable against the Contractor. Provided always that this provision shall not affect any other remedy by action at law or otherwise to which the Employer may be entitled for the recovery of such monies.	
	TRADE NAMES Where trade names or manufacturer's catalogue numbers are mentioned in these Bills of Quantities the reference is intended as a guide to the type or article or quality of material required. The Contractor may use any article or material equal in type or quality to those herein described subject to the prior approval of the PROJECT MANAGER and at his absolute discretion. The onus of proof as to equivalent quality will rest with the Contractor whose Tender will be deemed to include for the makes described.	
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
A SIGNBOARD	<p>The Contractor shall allow for providing, erecting and maintaining 1No. standard signboard at site or where shown, the sizes, type of construction and lettering of which shall be to the PROJECT MANAGER'S design.</p> <p>The names of the Client, Client's Representatives, Consultants and NCC Approval Number are to be fixed in lettering 50mm high. The board is to be fixed in an elevated position on the site or where indicated by the PROJECT MANAGER. On completion of the works, the notice board shall be removed and making good shall be carried out as necessary.</p>	
B SCAFFOLDING	<p>The Contractor shall allow for providing, erecting and dismantling and removal at completion of all general scaffolding required for the works. The Contractor must allow here on in his rates for providing all special scaffolding required by Domestic Sub-contractors and Nominated Sub-contractors carrying out works for which P.C. sums are included later in these bills.</p>	
C PUBLIC HOLIDAYS	<p>The Contractor shall allow in his programme for the following eleven (11) Public Holidays per calendar year in Kenya, during which the Contractor shall not be permitted to work.</p> <p>New Year's Day (1st January)</p> <p>Good Friday</p> <p>Easter Monday</p> <p>Labour Day (1st May)</p> <p>Madaraka Day (1st June)</p> <p>Idd-ul-Fitr</p> <p>Heroes Day (20th October)</p> <p>Jamhuri Day (12th December)</p> <p>Christmas Day (25th December)</p> <p>Boxing Day (26th December)</p>	
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
	<p>The Contractor should also allow per calendar year for a further two (2) unspecified public holidays which may be announced by the Government of Kenya without prior notification, and during which the Contractor shall not be permitted to work.</p> <p>No claim shall be entertained either monetary or extension of time for failure to allow for Public Holidays.</p> <p>A VALUATION OF LUMP SUM PRELIMINARY COSTS</p> <p>Lump sums entered in these Bills of Quantities against any items will be included in appropriate Valuations according to reasonable assessment of actual costs involved in the item. Any balance between this assessment and the actual sum entered in the Bills of Quantities will be included in subsequent Valuations as monthly installments over the balance of the Contract Period. Preliminary items must be in accordance with actual costs and loading may cause disqualification.</p> <p>B WORK TO BE OPENED UP AT THE REQUEST OF THE PROJECT MANAGER.</p> <p>The Contractor shall at the request of the PROJECT MANAGER and or Project Manager's Representative within such time as the Project Manager shall name, open for inspection any work covered up, and should the Contractor refuse or neglect to comply with such request, the Project Manager may employ workmen other than those employed by the Contractor to open up the same.</p> <p>If the said work has been covered up in contravention of the Architect's instructions or if, on being opened up, it be found not in accordance with the Drawings or the expenses of opening and covering it up against whether done by the Contractor or by the PROJECT MANAGER , shall be borne by and be recoverable from the Contractor or may be deducted from any monies due to the Contractor. If the work has not been covered up in contravention of such instructions and be found in accordance with the said Drawings and Bills of Quantities, then the expenses aforesaid shall be borne by the Employer and be added to the Contract sum; provided always that in the case of foundations or of any other urgent work so opened up and requiring immediate attention, the PROJECT MANAGER shall, within a reasonable time after the work has been opened, make or cause to be made the inspection thereof, and at the expiration of such time, if such inspection shall not have been made the Contractor may cover up again for inspection except at the expense of the Employer.</p> <p>TOTAL CARRIED TO COLLECTION</p>	

ITEM	DESCRIPTION	KSHS
A	<p>PROGRESS CHART.</p> <p>The Contractor shall provide within two weeks of Possession of Site and in Agreement with the PROJECT MANAGER a Progress Chart for the whole of the works including the works of Nominated Subcontractors; one copy to be handed to the PROJECT MANAGER and a further copy to be retained on site. Progress to be recorded and chart to be amended as necessary as the work proceeds.</p>	
	<p>PRIME COST OR P.C. SUMS.</p> <p>The term "Prime Cost or P.C. Sum" whenever used in these Bills of Quantities shall be expended upon the authority of the Project Manager.</p>	
	<p>ADJUSTMENT OF P.C. SUMS.</p> <p>In the final account, all P.C. Sums shall be deducted and the amount properly expended upon the PROJECT MANAGER'S order in respect of each of them added to the Contract Sum .The Contractor shall produce to the PROJECT MANAGER such quotations, invoices or bills, properly receipted, as may be necessary to show the actual details of the sums paid by the Contractor. Items of profit upon P.C. Sums shall be adjusted in the final account pro-rata to the amount paid. Items of attendance (as previously described) following P.C. Sums shall be adjusted to the physical extent of the work executed (not pro-rata to the amount paid) and shall apply even though the Contractors Priced Bills of Quantities shows a percentage in the rate column in respect of them.</p> <p>Should the Contractor be permitted to tender and his tender be accepted of any work for which a P.C. Sum is included in the Bills of Quantities profit and attendance will be allowed as it would be if the work were executed by a Nominated Subcontractor.</p>	
	<p>ADJUSTMENT OF PROVISIONAL SUMS</p> <p>In the final account all Provisional Sums shall be deducted and the amount properly executed in respect of them upon the PROJECT MANAGER's order added to the Contract Sum. Such works shall be valued as described for Variations in Clause No.22 of the Conditions of Contract, but the value of such work or articles for the work to be supplied by a Nominated Subcontractor, the value of such work or article to be supplied by a Nominated Supplier, the value of such work or article shall be treated as a P.C Sum and profit and attendance comparable to that contained in the priced Bills of Quantities for similar items added.</p>	
	<p>NOMINATED SUB-CONTRACTORS.</p> <p>When any work is ordered by the Project Manager to be executed by Nominated Subcontractors, the Contractor shall enter into Sub - contracts as described in Clause NO. 08 of the Conditions of Contract and shall thereafter be responsible for such Sub - contractors in every respect. unless otherwise described the Contractors is to provide for such Sub - contractors any or all of the facilities described in these, Preliminaries. The Contractor should price for these within the Nominated Sub - Contractors work concerned in the P.C. Sums under the description "Add for Attendance" to include both Attendance and any Special Attendance that may be necessary.</p>	
	<p>DIRECT CONTRACTS</p> <p>Notwithstanding the foregoing conditions, the Employer reserves the right to place a "Direct Contract" for any goods or services required in the works which are covered by a P.C. Sum in the Bills of Quantities and to pay for the same direct. In any such instances, profit relative to the P.C. Sum the priced Bills of Quantities will be adjusted as described for P.C. Sums and allowed.</p>	
	TOTAL CARRIED TO COLLECTION	

ITEM	DESCRIPTION	KSHS
A	<p>PAYMENTS TO DOMESTIC SUBCONTRACTORS.</p> <p>The Contractor shall be fully responsible for paying his Domestic Sub - Contractors but the Employer reserves the right in very exceptional circumstances to make such payments direct in the interest of the project where completion thereof might be jeopardized by any dispute between the Contractor and any of his domestic sub - contractors.</p>	
	<p>B ATTENDANCE UPON OTHER TRADESMEN, ETC.</p> <p>The Contractor shall allow for the attendance of trade upon trade and shall afford any tradesmen or any other persons employed for the execution of any work not included in this Contract every facility for carrying out the work and also for use in his ordinary scaffolding. The Contractor, however, shall perform such carting away for and making good after the work of such tradesmen or persons as may be ordered by the PROJECT MANAGER and the work will be measured and paid for to the extent executed at rates provided in these bills.</p>	
	<p>C INSURANCE</p> <p>The Contractor shall insure as required in accordance with Clause NO. 30.3 of the Conditions of Contract. No payment on account in respect of the works shall be made to the Contractor unless he/she has satisfied the PROJECT MANAGER either by production of an Insurance Policy certificate that the foregoing Insurance Clauses have been complied within all respects. Thereafter the PROJECT MANAGER shall from time to time ascertain that premiums are duly paid up by the Contractor who shall if called upon to do so, produce receipted premium renewals for the PROJECT MANAGER's inspection.</p> <p>The contractor shall allow for 9% of value of work over and above the value of work to cover professional fees for insurance purposes only.</p> <p>All Insurance Policies must have the interest of Central Bank of Kenya endorsed in them.</p>	
	<p>D PROVISIONAL WORK</p> <p>All work described as "Provisional" in these Bills of Quantities is subject to re-measurement in order to ascertain the actual quantity executed for which payment will be made. All "Provisional" and other work liable to adjustment under this Contract be left uncovered for a reasonable period of time to enable all measurements needed to be taken by the PROJECT MANAGER. Immediately the work is ready for measuring, the Contractor shall give notice to the PROJECT MANAGER. If the Contractor makes default in these respects he/she shall if the PROJECT MANAGER so directs uncover the work to enable all measurements to be taken afterwards reinstate at his own expense.</p>	
	<p>E ALTERATION TO BILLS, PRICING, ETC.</p> <p>Any unauthorized alteration or qualification made to the text of the Bills of Quantities may cause to Tender to be disqualified and in any case be ignored. The Contractor shall be deemed to have made allowance in his/her prices generally to cover any items against which no price has been inserted in the Priced Bills of Quantities. All items of measured work shall be priced in detail and the Tenders containing Lump Sums to cover trades or groups of work must be broken down to show the prices of each item before they will be accepted.</p>	
	<p>F BLASTING OPERATIONS</p> <p>Blasting shall Not be permitted.</p> <p>TOTAL CARRIED TO COLLECTION</p>	

ITEM	DESCRIPTION	KSHS
	<p>MATERIALS ARISING FROM EXCAVATIONS</p> <p>A Materials of any kind obtained from excavations shall be the property of the Central Bank of Kenya. Unless the PROJECT MANAGER directs otherwise such materials shall be dealt with as provided in the Contract. Such materials shall only be used in the works, in substitution for materials which the Contractor will otherwise have had to supply with the written permission of the PROJECT MANAGER. Should such permission be given, the Contractor shall make due allowance for materials so used at a price to be agreed.</p> <p>PROTECTION OF THE WORKS</p> <p>B Provide protection of the whole of the works contained in the Bills of Quantities, including casing, casing up, covering or such other means as may be necessary to avoid damage to the satisfaction of the PROJECT MANAGER and remove such protection when no longer required and make good any damage which nevertheless have been done at completion free of cost to the to Government.</p> <p>C WORKS TO BE DELIVERED UP CLEAN</p> <p>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 fittings, glass inside and outside and any other parts of the works and remove all marks, blemishes, stains and defects from joinery, fittings and decorated surfaces generally, polish door furniture and bright parts of metal work and leave the whole of the buildings water tight, clean, perfect and fit for occupation to the approval of the PROJECT MANAGER.</p> <p>D TRAINING LEVY</p> <p>The Contractor's attention is drawn to legal notice No. 237 of October, 1971 which requires payment by Contractor of a Training levy at the rate of 1/4% of the Contract Sum on all Contracts of more than Kshs. 500,000.00 in value.</p> <p>E MATERIALS ON SITE</p> <p>All materials for incorporation into the works must be stored on or adjacent to the site before payment is effected unless specifically exempted by the PROJECT MANAGER. This includes the materials of the Main Contractor, Nominated Subcontractors and Nominated Suppliers.</p> <p>F HOARDING</p> <p>The Contractor shall enclose the site or part of the works under construction with a hoarding 2400mm high consisting of iron sheets on 100x50mm timber posts firmly secured at 1800mm centers with two 75x50mm timber rails. The Contractor is in addition required to take precautions necessary for the safe custody of the works, materials, plant, public and Employer's property on the site.</p> <p>G NETTING ENVELOPE OF THE BUILDING.</p> <p>While working on the building envelope the Contractor shall provide for protective netting. No claim will be admitted upon failure to allow for hoarding and envelope netting as described.</p> <p>TOTAL CARRIED TO COLLECTION</p>	

ITEM	DESCRIPTION	KSHS
A	<p>CONTRACTOR'S SUPERINTENDENCE/ SITE AGENT</p> <p>The Contractor shall constantly keep on the works a literate English and Kiswahili speaking Agent Representative, competent and experienced in the kind of work involved who shall give his whole experience in the kind of work involved and shall give his whole time to the superintendence of the works. Such Agent or Representative shall receive on behalf of the Contractor all directions and instructions from the PROJECT MANAGER and such directions shall be deemed to have been given to the Contractor in accordance with the Conditions of Contract.</p>	
B	<p>QUARRIES AND BORROW PITS, STOCKPILE AND SPOIL AREAS</p>	
	<p>The Contractor shall be responsible for the leasing or renting of, and compensation for all land required for quarries, borrow pits, dump site, spoil and stockpile areas and access thereto. No claims whatsoever shall be entertained for failure to allow pricing on this item at all.</p>	
C	<p>KENYA BUREAU OF STANDARD COMPLIANCE</p>	
	<p>The Contractor shall be KEBS compliance by meeting the relevant Kenya Bureau of Standards statutory levies in accordance with the law.</p>	
D	<p>LOCAL AUTHORITIES STATUROTY REQUIREMENTS.</p>	
	<p>The tenderer shall included in their rates any Local Authority Charges e.g. Licenses, Cess, Parking Fee Hoarding Licenses, Vehicular toll charges, dumping licences and sites etc, as these will not be paid for separately.</p>	
E	<p>SAFETY AND HEALTH REGULATIONS.</p>	
	<p>The Contractor shall provide for health and safety officer and comply with safety and health regulations in accordance with Industrial and Other Places of Work safety and Health Regulation Act.</p>	
	<p>The Contractor shall allow for installing clearly visible "<i>warning sign</i>" and "<i>Warning Tapes</i>" as part of security and safety management.</p>	
	<p>The Contractor shall allows for safety gear for workers in accordance with this Clause e.g. identification badge, helmet, grooves etc.</p>	
F	<p>PRE - TENDER SITE VISIT AND STATUS INSPECTION.</p>	
	<p>The Contractor is adviced to visit the site before tender to appraise themselves of accessibility, restrictions, security controls, status conditions, environment of work delivery and any difficult variables. No claims will be accepted for failure to have acquainted themselves with the site and the environment in general.</p>	
F	<p>Central Bank of Kenya reserves the right to accept or reject any (or all) bids without any obligations to give reasons for so doing.</p>	
	<p>TOTAL CARRIED TO COLLECTION</p>	

ITEM	DESCRIPTION	KSHS
	<p style="text-align: center;"><u>BILL NO. 03</u></p> <p style="text-align: center;"><u>COLLECTION</u></p> <p style="text-align: center;">Brought Forward From Page GP/ 01</p> <p style="text-align: center;">Brought Forward From Page GP/ 02</p> <p style="text-align: center;">Brought Forward From Page GP/ 03</p> <p style="text-align: center;">Brought Forward From Page GP/ 04</p> <p style="text-align: center;">Brought Forward From Page GP/ 05</p> <p style="text-align: center;">Brought Forward From Page GP/ 06</p> <p style="text-align: center;">Brought Forward From Page GP/ 07</p> <p style="text-align: center;">Brought Forward From Page GP/ 08</p> <p style="text-align: center;">Brought Forward From Page GP/ 09</p> <p style="text-align: center;">Brought Forward From Page GP/ 10</p> <p style="text-align: center;">Brought Forward From Page GP/ 11</p> <p style="text-align: center;">Brought Forward From Page GP/ 12</p> <p style="text-align: center;">Brought Forward From Page GP/ 13</p> <p style="text-align: center;">Brought Forward From Page GP/ 14</p>	
	<p style="text-align: center;">TOTAL FOR GENERAL PRELIMINARIES CARRIED TO MAIN SUMMARY BUILDERS WORK</p>	

BILL NO. 04
SCHEDULE OF FURNITURE

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<p style="text-align: center;"><u>VOL. NO. 13 OF 14</u></p> <p><u>SCHEDULE OF FURNITURE FOR THE PROPOSED OFFICE MODERNIZATION AND CREATION OF WORK - STATIONS, PHASE III PROJECT FOR CENTRAL BANK OF KENYA, HEADQUARTER, NAIROBI.</u></p> <p><u>NOTE:</u></p> <p><i>Colour and materials of the fabric shall be to the approval of the Architect.</i></p> <p><i>All joinery samples shall be to the Architect approval.</i></p> <p><i>Reference to any Manufacturer's trade name is for guidance of expected quality and specifications only and others equal and approved may be supplied, subject to approval and satisfaction of the Architect.</i></p> <p><i>Furniture supplied must match samples approved and tenderers are strongly advised to make arrangements with the Architect for viewing before submission of their bids.</i></p> <p><u>GROUND FLOOR:</u></p> <p><u>Supply, deliver and Install the following furniture in frame and finishes as described. All the furniture is as FURSIS or other equal and approved as before described.</u></p> <p><u>Receptionist Chairs.</u></p> <p>A Office chairs size 615 x 550 x 1095mm high, in fabric with armrest, finished in adjustable chrome coated footrest.</p> <p><u>[Cat No. CHN0851Z].</u></p>	4	NO.		
	TOTAL FOR GROUND FLOOR CARRIED TO SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>SECOND FLOOR FURNITURE</u> <u>DEPUTY GOVERNORS, ASSISTANT DIRECTORS, PA'S TO DEPUTY GOVERNOR, BOARD SECRETARY, BOARD CHAIRMAN'S, MPC OFFICES 1,2,3,4 AND HEAD OF STRATEGIC PLANNING OFFICE (11NO.)</u> <u>Desk Unit.</u> A Unit of desk size 2150 x 2000 x 740mm high made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate high wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above to TIERRA premier class from FURSIS or other equal and approved 11 NO. [Cat. No. GZDN318 B(L/R) Layout B, High Cabinet Cat. No. ZCNO64G, Wardrobe Cat. No. ZCN565]. <u>Meeting table.</u> B 1200mm Diameter, 740mm high circular wooden meeting table, supported on around base as before described 5 NO. [Cat No. ZRB012N]. <u>Meeting table chairs.</u> C Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high as before described 23 NO. [Cat No. CH3301Z]. <u>Coat Hanger.</u> D 1860mm High stainless steel hanger as before described 11 NO. [Cat No. CA 5000Z]. TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Executive chairs.</u>				
A	Executive, tilting chair in leather to match the meeting table chair as before described as per sample. <u>[Cat. No. CHN3900Z]</u>	11	NO.		
	<u>CPU Holder.</u>				
B	CPU holder <u>[Cat. No. DAN 0201].</u>	11	NO.		
	<u>Visitor's Chairs.</u>				
C	Executive visitors chairs in leather to match the meeting table chairs. <u>[Cat. No. CHN3911Z].</u>	11	NO.		
	<u>TV Cabinet.</u>				
D	1500 x 600 x 750mm high side cabinet <u>[Cat. No. CL810].</u>	3	NO.		
	<u>LCD TV</u>				
E	32" LCD HD TV Set of Sony make or other equal and approved. <u>MANAGER'S, STRATEGIC DEPT. OFFICES 1,2,3,4 AND LEGAL OFFICER'S OFFICE (14NO.).</u>	3	No.		
	<u>Desk.</u>				
F	Executive L - Shaped desk size 2400 x 2330 x 740mm high consisting of 420 x 570 x 580mm high drawer pedestal, black connection top, all as BENEDI premier class from FURSYS or other equal and approved <u>[Desk Cat. No. ZDC324L/R, Drawer pedestal Cat. No. ZPC0303].</u>	14	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>High cabinet.</u>				
A	Storage cabinet size 800 x 415 x 1890mm high in two equal openable compartments, with composite door consisting of wood and glass panels <i>[Cat No. ZZOC085].</i>	14	NO.		
	<u>Executive chairs.</u>				
B	Tilting chair size 695 x 665 x 1200mm high made of polyurethane synthetic leather with arm rest and high back <i>[Cat No. CHN3901Z].</i>	14	NO.		
	<u>Coat Hanger.</u>				
C	1860mm High stainless steel hanger <i>[Cat No. CA500Z]</i>	14	NO.		
	<u>Visitor's chair.</u>				
D	Executive, tilting medium back chairs in leather with arms rest, size 665 x 595 x 1050mm high <i>[Cat No. CH3211Z].</i>	20	NO.		
E	CPU holder <i>[Cat. No. DAN 0201].</i>	14	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>SECRETARY (12NO)</u>				
	<u>Desk</u>				
A	L - Shaped desk size 1800 x 1200 x 720mm high consisting of 2 drawer fixed pedestal size 400 x 475 x 665mm high. <i>[Cat. No. SD318(L/R), pedestal Cat. No. SP4303NZ].</i>	12	NO.		
	<u>Chair.</u>				
B	Tilting chair size 610 x 570 x 1050mm high in fabric consisting of arm rest and with mild back <i>[Cat No. CH2200Z/CH 2200DZ].</i>	12	NO.		
	<u>Filing cabinet.</u>				
C	4 - Storey cabinet size 900 x 400 x 1624mm with 2 - Storey glass door type and 2 - Storey solid door type <i>[Cat No. CAC394T5].</i>	24	NO.		
D	CPU holder <i>[Cat. No. DAN 0201].</i>	12	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>WORK STATIONS (48NO.)</u>				
	<u>Desk.</u>				
A	L - Shaped desk size 1600 x 1200 x 720mm high with drawer pedestal and CPU pedestal, 365mm high pin up board screens and finishing cap. <i>[Desk Cat No. SD362L, Drawer pedestal Cat. No. SP4303N2Z, CPU holder cat No. DAN0201, Pin up screens Cat No. SF5071 Finishing cap Cat. No. SA90001]</i>	48	NO.		
	<u>Chair.</u>				
B	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back <i>[Cat No. CH0501Z]</i>	48	NO.		
	<u>MEETING ROOM(6NO.)</u>				
C	1800mm Diameter, 740mm high wooden circular meeting table supported on a round base. <i>[Cat. No. SR012N].</i>	3	NO.		
D	2400 x 1200 x 720m High wooden top 8 person meeting table with alluminium stands and wire duct <i>[Cat No. CR624A].</i>	1	NO.		
E	3200 x 1200 x 720mm high wooden top 10 persons meeting table with Alluminium stands and wire ducts <i>[Cat No. CR632A].</i>	2	NO.		
	<u>Chairs.</u>				
F	Tilting chair size 590 x 560 x 1040mm high in Artificial leather, mid back <i>[Cat No. CH0501Z].</i>	46	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
A	<p><u>White Board Markers.</u></p> <p>White board markers size 920 x 530 x 1800mm high.</p> <p>5</p> <p><u>[Cat. No. CR9098B].</u></p> <p><u>WAITING AREA (8NO).</u></p> <p><u>Sofa.</u></p>	5	NO.		
B	<p>Artificial leather sofa size 700 x 735 x 755mm high .</p> <p>42</p> <p><u>[Cat No. CS4101]</u></p> <p><u>Table</u></p>	42	NO.		
C	<p>Wooden sofa table size 1600 x 800 x 450mm high.</p> <p>8</p> <p><u>[Cat No. ZLJ016N].</u></p> <p><u>KITCHEN (1NO.)</u></p> <p><u>Table</u></p>	8	NO.		
D	<p>4 Person table size 1490 x 800 x 720mm high with wooden top and alluminum stands.</p> <p>1</p> <p><u>[Cat No. UCR214S].</u></p> <p><u>Executive Chairs.</u></p>	1	NO.		
E	<p>Tilting chairs size 590 x 560 x 1040mm high in artificial leather, mid back.</p> <p>4</p> <p><u>[Cat No. CH0501Z].</u></p> <p><u>CPU Holder.</u></p>	4	NO.		
F	<p>CPU Holder.</p> <p>2</p> <p><u>[Cat No. DAN0201]</u></p> <p>TOTAL CARRIED TO COLLECTION</p>	2	NO.		

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>DEPUTY GOVERNOR'S SECURITY</u>				
	<u>Table.</u>				
A	4 Person table size 1800 x 900 x 720mm high with wooden top and alluminium stands. [Cat. No. CR618]	1	NO.		
	<u>Executive chairs.</u>				
B	Tilting chair size 590 x 560 x 1040mm high in Artificial leather, mid back. [Cat. No. CH0501Z].	6	NO.		
	<u>CPU Holder.</u>				
C	CPU Holder. [Cat No. DAN0201]	2	NO.		
	<u>CABINET WITHIN WORKING AREA.</u>				
D	3 - Storey steel door - type cabinet size 900 x 414 x 1235 high [Cat No. CAC093].	50	NO.		
	<u>DEPUTY GOVERNOR SUPPORT STAFF.</u>				
	<u>Table.</u>				
E	4 Person table size 1490 x 800 x 720mm high with wooden top and alluminum stands. [Cat No. UCR2145].	1	NO.		
	<u>Executive Chairs.</u>				
F	Tilting chairs size 590 x 560 x 1040mm high in artificial leather mid back. [Cat No. CH0501Z].	6	NO.		
	<u>CPU Holder.</u>				
G	CPU Holder. [Cat No. DAN0201]	3	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<p><u>SECOND FLOOR.</u></p> <p><u>COLLECTION.</u></p> <p>BROUGHT FORWARD FROM PAGE 02</p> <p>BROUGHT FORWARD FROM PAGE 03</p> <p>BROUGHT FORWARD FROM PAGE 04</p> <p>BROUGHT FORWARD FROM PAGE 05</p> <p>BROUGHT FORWARD FROM PAGE 06</p> <p>BROUGHT FORWARD FROM PAGE 07</p> <p>BROUGHT FORWARD FROM PAGE 08</p> <p>BROUGHT FORWARD FROM PAGE 09</p>				
	TOTAL FOR SECOND FLOOR CARRIED TO SUMMARY.				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>THIRD FLOOR:</u> <u>DIRECTOR'S OFFICE (2NO.)</u> <u>Desk Unit.</u> A Unit of desk size 2150 x 2000 x 740mm high, made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above as TIERRA premier class from FURSYS or other equal and approved 2 NO. <i>[Cat No. G ZDN318B (L/R) Layout B, High Cabinet Cat No. ZCN064G, Wardrobe Cat. No. ZCN565].</i> <u>Low Cabinet.</u> B Storage cabinet size 1800 x 500 x 750mm high made of veneer and laminate combination, comprising 3No. equal middle drawers and 4No. equal side shelves with doors 2 NO. <i>[Credenza Cat NO. ZZC018].</i> <u>Meeting table.</u> C 1200mm Diameter, 740mm high, circular wooden meeting table, supported on a round base 2 NO. <i>[Cat No. ZRB012N.]</i> <u>Meeting table chairs.</u> D Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high 8 NO. <i>[Cat No. CH3301Z].</i> TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Coat Hanger.</u>				
A	1860mm high Stainless steel hanger <u>[Cat No. CA 500Z]</u>	2	NO.		
	<u>Executive chairs.</u>				
B	executive, tilting chair in leather to match the meeting table chair as before described as per sample. <u>[Cat. No. CHN3900Z]</u>	2	NO.		
	<u>TV Cabinet.</u>				
C	1500 x 600 x 750mm high side cabinet. <u>[Cat No. CL 810]</u>	2	NO.		
	<u>LCD TV.</u>				
D	32" LCD HD TV set of SONY make or other equal and approved. <u>CPU Holder.</u>	2	NO.		
E	CPU holder. <u>[Cat No. DAN 0201].</u>	2	NO.		
	<u>Visitors chairs.</u>				
F	Executive visitors chairs in leather to match the meeting table chairs. <u>[Cat No. CHN3911Z].</u>	4	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>ASSISTANT DIRECTOR'S OFFICE (2NO.)</u>				
	<u>Desk Unit.</u>				
A	Unit of desk size 2150 x 2000 x 740mm high made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate high wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above to TIERRA premier class from FURSYS or other equal and approved	2	NO.		
	<i>[Cat No. GZDN318B (L/R) layout B, High Cabinet Cat. No. ZCN064G, Wardrobe Cat. No. ZCN565].</i>				
	<u>Meeting table.</u>				
B	1200mm Diameter, 740mm high circular wooden meeting table, supported on around base.	2	NO.		
	<i>[Cat No. ZRB012N]</i>				
	<u>Meeting table chairs.</u>				
C	Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high.	8	NO.		
	<i>[Cat No. CH3301Z]</i>				
	<u>Coat Hanger.</u>				
D	1860mm High stainless steel hanger	2	NO.		
	<i>[Cat. CA 500Z]</i>				
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Executive chairs.</u>				
A	Executive, tilting chair in leather to match the meeting table chair as before described as per sample. <i>[Cat. No. CHN3901Z]</i>	2	NO.		
	<u>CPU Holder.</u>				
B	CPU Holder. <i>[Cat. No. DAN 0201]</i>	2	NO.		
	<u>Visitor's chairs.</u>				
C	Executive visitors chairs to match the meeting table chairs. <i>[Cat. No. CHN 3911Z].</i>	4	NO.		
	<u>MANAGER'S OFFICE (7NO.).</u>				
	<u>Desk.</u>				
D	Executive L - Shaped desk size 2400 x 2330 x 740mm high consisting of 420 x 570 x 580mm high drawer pedestal, black connection top, all as BENEDI premier class from FURSYS or other equal and approved. <i>[Desk Cat. No. ZDC 324L/R , Drawer Pedestal Cat. No. ZPC 0303].</i>	7	NO.		
	<u>High cabinet.</u>				
E	Storage cabinet size 800 x 415 x 1890mm high in two equal openable compartments, with composite door consisting of wood and glass panels <i>[Cat No. ZCC085]</i>	7	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Executive chairs.</u>				
A	Tilting chair size 695 x 665 x 1200mm high made of polyurethane synthetic leather with arm rest and high back. <u>[Cat. No. CHN3901Z].</u>	7	NO.		
	<u>Coat Hanger.</u>				
B	1860mm High stainless steel hanger. <u>[Cat No. CA 500Z]</u>	7	NO.		
	<u>Visitor's chair.</u>				
C	Executive, tilting medium back chairs in leather with arms rest, size 665 x 595 x 1050mm high. <u>[Cat No. CH 32211Z]</u>	14	NO.		
	<u>CPU Holder.</u>				
D	CPU holder. <u>[Cat. No. DAN 0201]</u>	7	NO.		
	<u>SECRETARY (4NO)</u>				
	<u>Desk</u>				
E	L - Shaped desk size 1800 x 1200 x 720mm high consisting of 2 drawer fixed pedestal size 400 x 475 x 665mm high. <u>[Cat. No. SD318(L/R), Pedestal Cat No. SP4303NZ]</u>	4	NO.		
	<u>Chair.</u>				
F	Tilting chair size 610 x 570 x 1050mm high in fabric consisting of arm rest and with back. <u>[Cat No. CH2200Z/CH2200DZ].</u>	4	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Filing cabinet.</u>				
A	4 - Storey cabinet size 800 x 414 x 1525mm with 2 - Storey open and 2 - Storey door type <i>[Cat No. CAC 3849K]</i>	8	NO.		
	<u>CPU Holder.</u>				
B	CPU holder. <i>[Cat. No. DAN 0201]</i>	4	NO.		
	<u>WORK STATIONS (38NO.)</u>				
	<u>Desk.</u>				
C	L - Shaped desk size 1600 x 1200 x 720mm high with drawer pedestal and CPU pedestal, 365mm high pinup board screens and finishing cap <i>[Desk Cat. No. SD362L, Drawer pedestal Cat. No. SP4303NZ, CPU Holder Cat No. DAN0201]</i> <i>Pin - up screens Cat No. SF507, finishing cap Cat No. SA900].</i> <u>Chair.</u>	38	NO.		
D	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back. <i>[Cat No. CH0501Z].</i>	38	NO.		
	<u>MEETING ROOM (2NO).</u>				
E	1800mm Diameter, 740mm high wooden circular meeting table supported on a round base.	1	NO.		
F	3200 x 1200 x 720mm high wooden top 10 person meeting table with alluminium stands and wire ducts <i>[Cat. No. CR632A].</i>	1	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Chairs.</u>				
A	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back . [Cat No. CH0501Z]	18	NO.		
	<u>White board markers.</u>				
B	White board markers size 920 x 530 x 1800mm high. [Cat. No. CR9098B].	2	NO.		
	<u>WAITING AREA (4NO).</u>				
	<u>Sofa.</u>				
C	Artificial leather sofa size 700 x 735 x 755mm high . [Cat. No. CS4101]	12	NO.		
	<u>Table</u>				
D	Wooden sofa table size 1600 x 800 x 450mm high. [Table Cat No. ZLD016].	4	NO.		
	<u>RTGPS.</u>				
	<u>DESKS</u>				
E	Straight desk size 1200 x 700 x 720 high with and including drawer pedestal and CPU Holder. [Cat No. SD012].	4	NO.		
F	1200 x 1200 x 720 high connector unit with and including and including drawer and CPU Holder. [Cat. No. SD507F]	1	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Chair</u>				
A	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back. <i>[Cat No. CH0501Z]</i>	5	NO.		
	<u>CABINET WITHIN WORKING AREA.</u>				
B	3 - Storey steel door type cabinet size 900 x 414 x 1235mm high. <i>[Cat NO. CAC093].</i>	10	NO		
	<u>Supply, deliver and Install the following High density steel mobile storage systems as ROSE WOOD Furniture Manufacturer's or other equal and approved as before described. Installed in accordance with Manufacturer's instruction to the approval of the Architect.</u>				
C	Mechanical bulk filer size 4762 x 2791 x 2260mm high. <i>[Cat. No. BFMECH 10X3]</i>	2	NO.		
D	Steel safe size 590mm x 551 x 1275mm high. <i>[Cat. No. TS 127 K1C]</i>	34	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>THIRD FLOOR.</u> <u>COLLECTION</u> BROUGHT FORWARDED 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 BROUGHT FORWARD FROM PAGE 17 BROUGHT FORWARD FROM PAGE 18				
	TOTAL FOR THIRD FLOOR CARRIED TO SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>FOURTH FLOOR:</u> <u>DIRECTOR'S OFFICE (3NO.)</u> <u>Desk Unit.</u> A Unit of desk size 2150 x 2000 x 740mm high, made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above as TIERRA premier class from FURSYS or other equal and approved. <i>[Cat No. G ZDN318B (L/R) Layout B, High Cabinet Cat No. ZCN064G, Wardrobe Cat. No. ZCN565].</i> <u>Low Cabinet.</u> B Storage cabinet size 1800 x 500 x 750mm high made of veneer and laminate combination, comprising 3No. equal middle drawers and 4No. equal side shelves with doors. <i>[Credenza Cat No. ZZC018]</i> <u>Meeting table.</u> C 1200mm Diameter, 740mm high, circular wooden meeting table, supported on a round base. <i>[Cat No. Cat No. ZRB012N]</i> <u>Meeting table chairs.</u> D Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high <i>[Cat No. CH3301Z].</i> TOTAL CARRIED TO COLLECTION	3	NO.		
		3	NO.		
		3	NO.		
		12	NO.		

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Coat Hanger.</u>				
A	1860mm high Stainless steel hanger [Cat No. CA500Z]	3	NO.		
	<u>Executive chairs.</u>				
B	Executive, tilting chair in leather to match the meeting table chair as before described as per sample. [Cat No. CHN 3900Z]	3	NO.		
	<u>TV Cabinet.</u>				
C	1500 x 600 x 750mm high side cabinet. [Cat. No. CL810]	3	NO.		
	<u>LCD TV</u>				
D	32" LCD HD TV set of SONY make or other equal and approved.	3	NO.		
	<u>CPU Holder.</u>				
E	CPU Holder. [Cat No. DAN 0201]	3	NO.		
	<u>Visitors chairs.</u>				
F	Executive visitors chairs in leather to match the meeting table chairs. [Cat. No. CHN3911Z].	6	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>ASSISTANT DIRECTOR'S OFFICE (4NO.)</u>				
	<u>Desk Unit.</u>				
A	Unit of desk size 2150 x 2000 x 740mm high made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate high wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above to TIERRA premier class from FURSIS or other equal and approved.	4	NO.		
	<i>[Cat No. G ZDN318B (L/R)] Layout B, High Cabinet Cat No. ZCN064G, Wardrobe Cat. No. ZCN565].</i>				
	<u>Meeting table.</u>				
B	1200mm Diameter, 740mm high circular wooden meeting table, supported on around base.	4	NO.		
	<i>[Cat No. ZRB012N]</i>				
	<u>Meeting table chairs.</u>				
C	Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high	16	NO.		
	<i>[Cat No. CH3301Z].</i>				
	<u>Coat Hanger.</u>				
D	1860mm High stainless steel hanger.	4	NO.		
	<i>[Cat No. CA500Z].</i>				
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Executive chairs.</u>				
A	Executive, tilting chair in leather to match the meeting table chair as before described as per sample. <u>[Cat. No. CHN3900Z]</u>	4	NO.		
	<u>CPU Holder.</u>				
B	CPU holder. <u>[Cat. NO. DAN0201]</u>	4	NO.		
	<u>Visitor's chairs.</u>				
C	Executive visitors chairs to match the meeting table chairs. <u>[Cat. No. CHN 3911Z].</u>	8	NO.		
	<u>MANAGER'S OFFICE (11NO.).</u>				
	<u>Desk.</u>				
D	Executive L - Shaped desk size 2400 x 2330 x 740mm high consisting of 420 x 570 x 580high drawer pedestal, black connection top, all as BENEDI premier class from FURSYS or other equal and approved. <u>[Desk Cat. No. ZDC324 L/R, Drawer pedestal Cat. No. 2PC 0303].</u>	11	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
A	<p><u>High cabinet.</u></p> <p>Storage cabinet size 800 x 415 x 1890mm high in two equal openable compartments, with composite door consisting of wood and glass panels</p> <p>[Cat No. ZCC085].</p>	11	NO.		
B	<p><u>Executive chairs.</u></p> <p>Tilting chair size 695 x 665 x 1200mm high made of polyurethane synthetic leather with arm rest and high back.</p> <p>[Cat. No. CHN3901Z].</p>	11	NO.		
C	<p><u>Coat Hanger.</u></p> <p>1860mm High stainless steel hinger</p> <p>[Cat No. CA 500Z].</p>	11	NO.		
D	<p><u>Visitor's chair.</u></p> <p>Executive, tilting medium back chairs in leather with arms rest, size 665 x 595 x 1050mm high.</p> <p>[Cat No. CH 332211Z]</p>	22	NO.		
E	<p><u>CPU Holder.</u></p> <p>CPU holder.</p> <p>[Cat. No. DAN0201].</p>	11	NO.		
F	<p><u>SECRETARY (7NO)</u></p> <p><u>Desk</u></p> <p>L - Shaped desk size 1800 x 1200 x 720mm high consisting of 2 drawer fixed pedestal size 400 x 475 x 665mm high.</p> <p>[Cat No. SD318(L/R), pedestal Cat No.SP4303NZ]</p>	7	NO.		
TOTAL CARRIED TO COLLECTION					

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
A	<p><u>Chair.</u></p> <p>Tilting chair size 610 x 570 x 1050mm high in fabric consisting of arm rest and with mid back</p> <p>[Cat No. CH2200Z/CH2200DZ]</p> <p><u>CPU Holder.</u></p>	7	NO.		
B	<p>CPU holder.</p> <p>[Cat. No. DAN0201].</p> <p><u>Filing cabinet.</u></p>	7	NO.		
C	<p>4 - Storey cabinet size 800 x 414 x 1525 with 2 - Storey open and 2 - Storey door type.</p> <p>[CAT No. CAC 384GK]</p> <p><u>WORK STATIONS (109NO.)</u></p> <p><u>Desk.</u></p>	14	NO.		
D	<p>L - Shaped desk size 1600 x 1200 x 720mm high with drawer pedestal and CPU pedestal, 365mm high pin - up board screens and Finishing cap.</p> <p>[Desk Cat. No. SD362L,Drawer pedestal Cat. No. SP4303NZ, CPU Holder Cat No. DAN0201</p> <p>Pinup screens Cat. No. SF 507, finishing cap Cat. No. SA9000]</p> <p><u>Chair.</u></p>	109	NO.		
E	<p>Tilting chair size 590 x 560 x 1040mm high in fabric, mid back</p> <p>[Cat No. CH0501Z]</p>	109	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>WAITING AREA (4NO).</u>				
	<u>Sofa.</u>				
A	Artificial leather sofa size 700 x 735 x 755mm high <u>[Cat No. CS4101]</u>	15	NO.		
	<u>Table</u>				
B	Wooden sofa table size 1600 x 800 x 450mm high. <u>[Table Cat No. ZLDO16]</u>	5	NO.		
	<u>CONFERENCE ROOM.</u>				
	<u>Table.</u>				
C	Conference room table size 5600 x 1200 x 720mm high including wire duct. <u>[Cat. No. CR656A].</u>	1	NO.		
D	Ditto size 4000 x 1200 x 720mm high wooden top conference desk with alluminum legs and wire duct. <u>[Cat. No. CR6404].</u>	1	NO.		
	<u>Chair</u>				
E	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back <u>[Cat No. CH05012].</u>	36	NO.		
	<u>White board markers.</u>				
F	White board markers size 920 x 530 x 1800mm high. <u>[Cat. No. CR9098B]</u>	2	NO.		
	<u>CABINET WITHIN WORKING AREA.</u>				
G	3 - Story steel door - type cabinet size 900 x 414 x 1235 high <u>[Cat No. CAC093].</u>	30	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<p><u>Supply, deliver and Install the following High density steel mobile storage systems as ROSE WOOD Furniture Manufacturers or other equal and approved as before described. Installed in accordance with Manufacturer's instruction to the approval of the Architect.</u></p>				
A	<p>Mechanical bulk filer size 4762 x 2791 x 2260mm high.</p> <p>[Cat No. BFMECH 10X3].</p>	1	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<p><u>FOURTH FLOOR</u></p> <p><u>COLLECTION.</u></p> <p>BROUGHT FORWARD FROM PAGE 20</p> <p>BROUGHT FORWARD FROM PAGE 21</p> <p>BROUGHT FORWARD FROM PAGE 22</p> <p>BROUGHT FORWARD FROM PAGE 23</p> <p>BROUGHT FORWARD FROM PAGE 24</p> <p>BROUGHT FORWARD FROM PAGE 25</p> <p>BROUGHT FORWARD FROM PAGE 26</p> <p>BROUGHT FORWARD FROM PAGE 27</p>				
	TOTAL FOR FOURTH FLOOR CARRIED TO SUMMARY				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>FIFTH FLOOR:</u> <u>DIRECTOR'S OFFICE (2NO.)</u> <u>Desk Unit.</u> A Unit of desk size 2150 x 2000 x 740mm high, made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above as TIERRA premier class from FURSYS or other equal and approved 2 NO. <i>[Cat No. G ZDN318 B (L/R) layout B, High Cabinet Cat. No. ZCN064G, Wardrobe Cat No. ZCN565].</i> <u>Low Cabinet.</u> B Storage cabinet size 1800 x 500 x 750mm high made of veneer and laminate combination, comprising 3No. equal middle drawers and 4No. equal side shelves with doors. 2 NO. <i>[Credenza Cat No. ZZC018]</i> <u>Meeting table.</u> C 1200mm Diameter, 740mm high, circular wooden meeting table, supported on a round base. 2 NO. <i>[Cat. No. ZRB012N]</i>				
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Meeting table chairs.</u>				
A	Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high . <u>[Cat No. CH3301Z]</u>	8	NO.		
	<u>Coat Hanger.</u>				
B	1860mm high Stainless steel hanger. <u>[Cat No. CA500Z]</u>	2	NO.		
	<u>Executive chairs.</u>				
C	Executive, tilting chair in leather to match the meeting table chair as before described as per sample. <u>[Cat. NO. CHN3900Z]</u>	2	NO.		
	<u>TV Cabinet.</u>				
D	1500 x 600 x 750mm high side cabinet. <u>[Cat. No. CL810]</u>	2	NO.		
	<u>LCD TV</u>				
E	32" LCD HD TV set of SONY make or other equal and approved. <u>CPU Holder.</u>	2	NO.		
F	CPU holder. <u>[Cat. No. DAN 0201].</u>	2	NO.		
	<u>Visitors Chairs.</u>				
G	Executive visitors chairs in leather to match the meeting table chairs <u>[Cat. No. CHN3911Z].</u>	4	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>ASSISTANT DIRECTOR'S OFFICE (6NO.)</u>				
	<u>Desk Unit.</u>				
A	Unit of desk size 2150 x 2000 x 740mm high made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate high wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above to TIERRA premier class from FURSIS or other equal and approved	6	NO.		
	<i>[Cat No. G ZDN318 B (L/R) layout B, High Cabinet Cat. No. ZCN064G, Wardrobe Cat. No. ZCN565].</i>				
	<u>Meeting table.</u>				
B	1200mm Diameter, 740mm high circular wooden meeting table, supported on around base.	6	NO.		
	<i>[Cat No. ZRB012N]</i>				
	<u>Meeting table chairs.</u>				
C	Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high	24	NO.		
	<i>[Cat No. CH3301Z].</i>				
	<u>Coat Hanger.</u>				
D	1860mm High stainless steel hanger .	6	NO.		
	<i>[Cat No. CA 500Z]</i>				
	<i>TOTAL CARRIED TO COLLECTION</i>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
A	<p><u>Executive chairs.</u></p> <p>Executive, tilting chair in leather to match the meeting table chair as before described as per sample.</p> <p>[Cat No. CHN3900Z].</p>	6	NO.		
B	<p><u>CPU Holder.</u></p> <p>CPU holder.</p> <p>[Cat. No. DAN0201]</p>	6	NO.		
C	<p><u>Visitor's chairs.</u></p> <p>Executive visitors chairs to match the meeting table chairs.</p> <p>[Cat. No. CHN3911Z].</p>	12	NO.		
D	<p><u>MANAGER'S OFFICE (15NO.).</u></p> <p><u>Desk.</u></p> <p>Executive L - Shaped desk size 2400 x 2330 x 740mm high consisting of 420 x 570 x 580mm high drawer pedestal, black connection top, all as BENEDI premier class from FURSYS or other equal and approved .</p> <p>[Desk Cat No. ZDC324 L/R, drawer pedestal Cat. No. ZPC 0303]</p>	15	NO.		
E	<p><u>High cabinet.</u></p> <p>Storage cabinet size 800 x 415 x 1890mm high in two equal openable compartments, with composite door consisting of wood and glass panels</p> <p>[Cat No. ZCC085].</p>	15	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Executive chairs.</u>				
A	Tilting chair size 695 x 665 x 1200mm high made of polyurethane synthetic leather with arm rest and high back. [Cat No. CHN 3901Z]	15	NO.		
	<u>Coat Hanger.</u>				
B	1860mm High stainless steel hinger . [Cat No. CA500Z]	15	NO.		
	<u>Visitor's chair.</u>				
C	Executive, tilting medium back chairs in leather with arms rest, size 665 x 595 x 1050mm high . [Cat No. CH32211Z]	30	NO.		
	<u>CPU Holder.</u>				
D	CPU holder. [Cat. No. DAN0201]	15	NO.		
	<u>SECRETARY (8NO)</u>				
	<u>Desk</u>				
E	L - Shaped desk size 1800 x 1200 x 720mm high consisting of 2 drawer fixed pedestal size 400 x 550 x 445mm high. [Cat No. SD318(L/R), Pedestal Cat No. SP4303NZ].	8	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
A	<p><u>Chair.</u></p> <p>Tilting chair size 610 x 570 x 1050mm high in fabric consisting of arm rest and with back .</p> <p>[Cat No. CH2200Z/CH2200DZ]</p>	8	NO.		
B	<p><u>Filing cabinet.</u></p> <p>4 - Storey cabinet size 800 x 414 x 1525mm with 2 - Storey open and 2 - Storey door type.</p> <p>[Cat No. CAC384GK]</p>	16	NO.		
C	<p><u>CPU Holder.</u></p> <p>CPU holder.</p> <p>[Cat. No. DAN0201]</p>	8	NO.		
D	<p><u>WORK STATIONS (132NO.)</u></p> <p><u>Desk.</u></p> <p>L - Shaped desk size 1600 x 1200 x 720mm high with drawer pedestal and CPU pedestal, 365mm high pin up board screens and finishing cap.</p> <p>[Desk Cat No. SD362L, Drawer Pedestal Cat. No. SP 303NZ,CPU Holder Cat. No. Dan 0201</p> <p>Pinup screens Cat. No. SF507, finishing cap Cat. No.SA9000]</p>	132	NO.		
E	<p><u>Chair.</u></p> <p>Tilting chair size 590 x 560 x 1040mm high in fabric, mid back .</p> <p>[Cat No. CH0501Z].</p>	132	NO.		
F	<p><u>MEETING ROOM.</u></p> <p>1200mm Diameter, 720mm high wooden circular meeting table supported on around base</p> <p>[Cat. No. SR012N].</p>	1	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
A	2400 x 1700 x 720mm 8 person meeting table with alluminium legs and wire duct. [Cat. No. CR624A]. <u>Chairs.</u>	1	NO.		
B	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back [Cat No. CH0501Z] <u>White board markers.</u>	14	NO.		
C	White board markers size 920 x 530 x 1800mm high [Cat. No. CR9098B]. <u>WAITING AREA (20NO).</u> <u>Sofa.</u>	4	NO.		
D	Artificial leather sofa size 700 x 735 x 755mm high. [Cat No. CS4101]. <u>Table</u>	20	NO.		
E	Wooden sofa table size 1600 x 800 x 450mm high. [Table Cat No. ZLD 016] <u>CONFERENCE ROOM (3No).</u> <u>Table.</u>	6	NO.		
F	Conference room table size 4000 x 1200 x 720mm high with alluminium legs and wire duct in mahogany with 2No side desk size 1400 x 800 x 720mm high. [Cat. No. CE656A] TOTAL CARRIED TO COLLECTION	2	NO.		

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
A	Ditto size 5600 x 1200 x 720mm high. <u>Chair</u>	1	NO.		
B	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back. <u>[Cat. No. CH0501Z].</u> <u>White board markers.</u>	44	NO.		
C	White board markers size 920 x 530 x 1800mm high <u>[Cat. No. CR9098B].</u> <u>CABINET WITHIN WORKING AREA.</u>	1	NO.		
D	3- Storey steel door - type cabinet size 900 x 414 x 1235mm high. <u>[Cat No. CAC093].</u> <u>TRAINING ROOM.</u> <u>Desk</u>	72	NO		
E	Single sided leg hanging wooden desk size 1400 x 500 x 720mm high. <u>[Cat. No. CRN314].</u> <u>Chair.</u>	10	NO.		
F	Chair size 560 x 585 x 430mm high in fabric with armrest. <u>[Cat. No. CH0007AF2].</u>	20	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>SUPPORT STAFF COMPUTER ROOM.</u>				
	<u>Desk.</u>				
A	Single sided hanging wooden desk size 1390 x 600 x 720mm high. [Cat. No. UCR123].	7	NO.		
	<u>Chair.</u>				
B	Chair size 560 x 585 x 430mm high in fabric. [Cat. No. CH0007AF2].	14	NO.		
	<u>TEA LOUNGE.</u>				
	<u>Sofa.</u>				
C	Artificial leather sofa size 1680 x 735 x 755mm high. [Cat. No. C54103].	1	NO.		
D	Ditto size 700 x 735 x 755mm high. [Cat. No. C54101].	2	NO.		
	<u>Table.</u>				
E	Wooden sofa table size 1200 x 600 x 450mm high. [Cat. No. CL221].	1	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<p><u>Supply, deliver and Install the following High density steel mobile storage systems as ROSE WOOD Furniture Manufacturer's or other equal and approved as before described.</u></p>				
A	<p>Mechanical bulk filer size 3962 x 2791 x 2260mm high.</p> <p><i>[Cat No. BFMECH 10X3].</i></p>	1	NO.		
B	<p>Ditto size 7162 x 3700 x 2260mm high.</p> <p><i>[Cat. No. BFMECH 12X3].</i></p>	1	NO.		
C	<p>Ditto size 5562 x 2791 x 2260mm high.</p> <p><i>[Cat. No. BFMECH 12X3].</i></p>	2	NO.		
D	<p>Fire proof steel cabinet with 4 drawer size 528 x 755 x 1550mm high.</p>	3	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>FIFTH FLOOR.</u> <u>COLLECTION.</u> BROUGHT FORWARD FROM PAGE 29 BROUGHT FORWARD FROM PAGE 30 BROUGHT FORWARD FROM PAGE 31 BROUGHT FORWARD FROM PAGE 32 BROUGHT FORWARD FROM PAGE 33 BROUGHT FORWARD FROM PAGE 34 BROUGHT FORWARD FROM PAGE 35 BROUGHT FORWARD FROM PAGE 36 BROUGHT FORWARD FROM PAGE 37 BROUGHT FORWARD FROM PAGE 38				
	TOTAL FOR FIFTH FLOOR CARRIED TO SUMMARY.				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>SIXTH FLOOR:</u>				
	<u>DIRECTOR'S OFFICE (1NO.)</u>				
	<u>Desk Unit.</u>				
A	Unit of desk size 2150 x 2000 x 740mm high, made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above as TIERRA premier class from FURSYS or other equal and approved.	1	NO.		
	<i>[Cat No. G ZDN318B (L/R) Layout B, High Cabinet Cat. No. ZCN064G, Wardrobe Cat. No. ZCN565]</i>				
	<u>Low Cabinet.</u>				
B	Storage cabinet size 1800 x 500 x 750mm high made of veneer and laminate combination, comprising 3No. equal middle drawers and 4No. equal side shelves with doors	1	NO.		
	<i>[Credenza Cat No. ZZC018].</i>				
	<u>Meeting table.</u>				
C	1200mm Diameter, 740mm high, circular wooden meeting table, supported on a round base .	1	NO.		
	<i>[Cat No. ZRB012N]</i>				
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Meeting table chairs.</u>				
A	Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high <u>[Cat No. CH3301Z].</u>	4	NO.		
	<u>Coat Hanger.</u>				
B	1860mm high Stainless steel hanger . <u>[Cat No. CA500Z]</u>	1	NO.		
	<u>Executive chairs.</u>				
C	Executive, tilting chair in leather to match the meeting table chair as before described as per sample. <u>[Cat No. CHN3900Z]</u>	1	NO.		
	<u>TV Cabinet.</u>				
D	1500 x 600 x 750mm high side cabinet. <u>[Cat. No. CL 810]</u>	1	NO.		
	<u>LCD TV</u>				
E	32" LCD HD TV set of SONY make or other equal and approved. <u>CPU Holder.</u>	1	NO.		
	<u>CPU Holder.</u>				
F	CPU holder. <u>[Cat. No. DAN 0201].</u>	1	NO.		
	<u>Visitors Chairs.</u>				
	Executive visitors chairs in leather to match the meeting table chairs <u>[Cat. No. CHN3911Z].</u>	2	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>ASSISTANT DIRECTOR'S OFFICE (3NO.)</u>				
	<u>Desk Unit.</u>				
A	Unit of desk size 2150 x 2000 x 740mm high made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate high wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above to TIERRA premier class from FURSYS or other equal and approved.	3	NO.		
	<i>[Cat No. G ZDN 318 B (L/R) layout B, High Cabinet Cat. No. ZCN064G, Wardrobe Cat. No. ZCN565]</i>				
	<u>Meeting table.</u>				
B	1200mm Diameter, 740mm high circular wooden meeting table, supported on around base	3	NO.		
	<i>[Cat No. ZRBO12N].</i>				
	<u>Meeting table chairs.</u>				
C	Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high	12	NO.		
	<i>[Cat No. CH3301Z]</i>				
	<u>Coat Hanger.</u>				
D	1860mm High stainless steel hanger	3	NO.		
	<i>[Cat No. CA500Z].</i>				
	<u>Executive chairs.</u>				
E	Executive, tilting chair in leather to match the meeting table chair as before described as per sample.	3	NO.		
	<i>[Cat No. CHN3900Z]</i>				
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>CPU Holder.</u>				
A	CPU holder. <i>[Cat. No. DAN 0201].</i>	3	NO.		
	<u>Visitors Chairs.</u>				
B	Executive visitors chairs to match the meeting table chairs <i>[Cat. No. CHN3911Z].</i>	6	NO.		
	<u>MANAGER'S OFFICE (5NO.).</u>				
	<u>Desk.</u>				
C	Executive L - Shaped desk size 2400 x 2330 x 740mm high consisting of 420 x 570 x 580mm high drawer pedestal, black connection top, all as BENEDI premier class from FURSYS or other equal and approved <i>[Desk Cat ZDC324 L/R, Drawer Pedestal ZPC 0303].</i>	5	NO.		
	<u>High cabinet.</u>				
D	Storage cabinet size 800 x 415 x 1890mm high in two equal openable compartments, with composite door consisting of wood and glass panels. <i>[Cat No. ZCC085]</i>	5	NO.		
	<u>Executive chairs.</u>				
E	Tilting chair size 695 x 665 x 1200mm high made of polyurethane synthetic leather with arm rest and high back. <i>[Cat No. CHN 3901Z].</i>	5	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Coat Hanger.</u>				
A	1860mm High stainless steel hinger <i>[Cat No. CA500Z].</i>	5	NO.		
	<u>Visitor's chair.</u>				
B	Executive, tilting medium back chairs in leather with arms rest, size 665 x 595 x 1050mm high . <i>[Cat No.CH32211Z]</i>	15	NO.		
C	CPU holder. <i>[Cat. No. DAN 0201].</i>	5	NO.		
	<u>SECRETARY (4NO)</u>				
	<u>Desk</u>				
D	L - Shaped desk size 1800 x 1200 x 720mm high consisting of 2 drawer fixed pedestal size 400 x 475 x 665mm high <i>[Cat No. SD318 (L/R), Pedestal Cat No. SP4303 NZ].</i>	4	NO.		
	<u>Chair.</u>				
E	Tilting chair size 610 x 570 x 1050mm high in fabric consisting of arm rest and with back. <i>[Cat No. CH2200Z/CH2200DZ]</i>	4	NO.		
F	CPU holder. <i>[Cat. No. DAN 0201].</i>	8	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>Filing cabinet.</u>				
A	4 - Storey cabinet size 800 x 414 x 525mm high with 2 - Storey open and 2 - Storey door type . [Cat No. CAC3849K]	8	NO.		
	<u>WORK STATIONS (56NO.)</u>				
	<u>Desk.</u>				
B	L - Shaped desk size 1600 x 1200 x 720mm high with drawer pedestal and CPU pedestal, 365mm high pin up board screens and finishing cap. . [Desk Cat No. SD362 L Drawer pedestal Cat No. SP4303NZ, CPU holder Cat No. DAN0201 pinup screens Cat. SF507, Finishing cap Cat. No. SA9000].	56	NO.		
	<u>Chair.</u>				
C	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back . [Cat No. CH0501Z]	56	NO.		
	<u>MEETING ROOM.</u>				
D	1200mm Diameter, 720mm high wooden circular meeting table supported on around base. [Cat. No. SR012N].	1	NO.		
	<u>Chairs.</u>				
E	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back . [Cat No. CH0501Z]	5	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>WAITING AREA (10NO).</u>				
	<u>Sofa.</u>				
A	Artificial leather sofa size 700 x 735 x 755mm high . <i>[Cat No. C54101]</i>	10	NO.		
	<u>Table</u>				
B	Wooden sofa table size 1600 x 800 x 450mm high. <i>[Table Cat No. ZLD016].</i>	2	NO.		
	<u>CONFERENCE ROOM(2NO).</u>				
	<u>Table.</u>				
C	Conference room table size 5600 x 1200 x 720mm high in mahogany with 2No side desk size 1400 x 800 x 720mm high <i>[Cat. No. CR656A].</i>	2	NO.		
	<u>Chair</u>				
D	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back <i>[Cat No. CH0501Z]</i>	32	NO.		
	<u>White board markers.</u>				
E	White board markers size 920 x 530 x 1800mm high <i>[Cat. No. CR9098B].</i>	2	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>CABINET WITHIN WORKING AREA.</u>				
A	5 - Storey steel door - type cabinet size 900 x 414 x 2013 high. <i>[Cat No. CAC095DE]</i>	45	NO.		
	<u>DINING.</u>				
	<u>Table.</u>				
B	4 - Person stacking table size 1490 x 800 x 720mm high. <i>[Cat. No. UCR214S]</i>	28	NO.		
	<u>Chair.</u>				
C	Artificial leather chair size 430 x 411 x 839mm high. <i>[Cat No. CH0017]</i>	115	NO.		
	<u>TRAINING ROOM.</u>				
	<u>Desk</u>				
D	Single sided leg hanging wooden desk size 1400 x 500 x 720mm high. <i>[Cat. No. CRN314]</i>	2	NO.		
	<u>Chair.</u>				
E	Tilting chair size 560 x 585 x 430mm high in fabric with arm rest. <i>[Cat No. CH0007A52]</i>	4	NO.		
	<u>PRESENTATION ROOM.</u>				
F	Table size 11200 x 4000 x 740mm high. <u>Chair.</u>	1	NO.		
G	Tilting chair size 590 x 560 x 1040mm high in fabric, <i>[Cat No. CH0501Z]</i>	60	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<u>EXECUTIVE LOUNGE.</u>				
	<u>Sofa</u>				
A	Leather sofa size 1890 x 835 x 740mm high. [Cat. No. C52603]	3	NO.		
B	Ditto size 790 x 835 x 740mm high [Cat. No. C52601].	6	NO.		
	<u>Table.</u>				
C	Wooden sofa table size 1600 x 600 x 450mm high complete with side desk size 400 x 600 x 450mm high. [Table Cat. No. CL220, Sides desk Cat. No. CL226N].	4	NO.		
	<u>Chair.</u>				
D	Artificial leather chairs size 610 x 600 x 810mm high. [Cat. No. C59501B].	6	NO.		
	<u>Dining table.</u>				
E	Executive 20 person mahogany dining table size 6000 x 1600 x 750mm high.	1	NO.		
	<u>Chairs.</u>				
F	Executive chairs size 430 x 411 x 839mm high in mahogany frame and fabric covered.	20	NO.		
	<u>LOCKERS.</u>				
G	Stainless steel lockers size 400 x 500 x 1000mm as MECOL or other equal and approved.	372	NO.		
	TOTAL CARRIED TO COLLECTION				

ITEM	DESCRIPTION	QTY	UNIT	RATE	SHS
	<p><u>SIXTH FLOOR.</u></p> <p><u>COLLECTION.</u></p> <p>BROUGHT FORWARD FROM PAGE 40</p> <p>BROUGHT FORWARD FROM PAGE 41</p> <p>BROUGHT FORWARD FROM PAGE 42</p> <p>BROUGHT FORWARD FROM PAGE 43</p> <p>BROUGHT FORWARD FROM PAGE 44</p> <p>BROUGHT FORWARD FROM PAGE 45</p> <p>BROUGHT FORWARD FROM PAGE 46</p> <p>BROUGHT FORWARD FROM PAGE 47</p> <p>BROUGHT FORWARD FROM PAGE 48</p>				
	TOTAL FOR SIXTH FLOOR CARRIED TO SUMMARY.				

BILL NO. 5 STAFF CLINIC FURNITURE

Staff Clinic Furniture is a **RATES ONLY ITEM**.

It is MANDATORY to fill furniture rates for this section.

The “Rates Only” Bill of Quantities for this furniture is immediately after the Summary.

NOTE: Because this is a “Rates Only” item, there is no amount carried to Summary.

**PROPOSED OFFICE MODERNIZATION AND CREATION OF WORK - STATIONS, PHASE III PROJECT FOR CENTRAL
BANK OF KENYA, HEADQUARTER, NAIROBI.**

ITEM	DESCRIPTION	KSHS	USE ONLY
<u>MAIN SUMMARY</u>			
1	BIDDING DOCUMENT FOR PROCUREMENT OF WORK.		
2	PARTICULAR PRELIMINARIES.		
3	GENERAL PRELIMINARIES.		
4	SCHEDULE OF FURNITURE.		
5	STAFF CLINIC FURNITURE	RATES ONLY SECTION	
6	SUBTOTAL NO. 01		
7	ADD: CONTINGENCY 7.5%		
8	SUBTOTAL NO. 02		
9	ADD: VAT 16%		
	TOTAL CARRIED TO FORM OF TENDER.		
CONTRACTOR'S ADDRESS: SIGNATURE AND OFFICIAL STAMP: DATE: WITNESS NAME: DESCRIPTION/OCCUPATION: SIGNATURE: DATE:			

BILL NO. 5
RATES ONLY
STAFF CLINIC FURNITURE

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>STAFF CLINIC (THIRD AND FOURTH FLOORS)</u>			
	<u>Receptionist Chairs.</u>			
A	Office chair size 615 x 550 x 1095mm high in fabric with arm rest, finished in adjustable chrome coated footrest. [Cat NO. CHN0851Z].	2	NO.	
	<u>Waiting chairs.</u>			
B	Artificial leather 3 person chairs size 1615 x 670 x 837mm high. [Cat. No. CH133DZ].	19	NO.	
	<u>Examination table.</u>			
C	Wooden table size 1905 x 705 x 700mm high with drawers. [Cat. No. WAE019(L/R)].	7	NO.	
	<u>Executive chairs.</u>			
D	Executive, tilting chair in leather [Cat NO. CHN3911Z]	9	NO.	
	<u>Consultations Room Chair.</u>			
E	Wooden artificial leather size 630 x 710 x 780mm high. [Cat. No. C57101].	7	NO.	

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>OFFICE (11NO.).</u>			
	<u>Desk Unit.</u>			
A	Executive L - Shaped desk size 2400 x 2330 x 740mm high consisting of 420 x 570 x 580mm high drawer pedestal, black connection top, all as BENEDI premier class from FURSYS or other equal and approved	11	NO.	
	<i>[Desk Cat. No. ZDC324L/R, Drawer pedestal Cat. No. ZPC0303].</i>			
	<u>High cabinet.</u>			
B	Storage cabinet size 800 x 415 x 1890mm high in two equal open able compartments, with composite door consisting of wood and glass panels	10	NO.	
	<i>[Cat No. ZZOC085].</i>			
	<u>Executive chairs.</u>			
C	Tilting chair size 695 x 665 x 1200mm high made of polyurethane synthetic leather with arm rest and high back	11	NO.	
	<i>[Cat No. CHN3901Z].</i>			
	<u>Visitor's chair.</u>			
D	Executive, tilting medium back chairs in leather with arms rest, size 665 x 595 x 1050mm high	26	NO.	
	<i>[Cat No. CH3211Z].</i>			
E	CPU holder	11	NO.	
	<i>[Cat. No. DAN 0201].</i>			

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>DOCTOR'S OFFICE 2 (1NO.)</u>			
	<u>Desk Unit.</u>			
A	Unit of desk size 2150 x 2000 x 740mm high made of veneer and laminate and comprising of 3No. Laminate high cabinet size 600 x 430 x 1830mm high with glass doors, laminate high wardrobe size 600 x 430 x 1830mm high and laminate top finish. All the above to TIERRA premier class from FURSYS or other equal and approved	1	NO.	
	[Cat. No. GZDN318 B(L/R) Layout B, High Cabinet Cat. No. ZCNO64G, Wardrobe Cat. No. ZCN565].			
	<u>Meeting table.</u>			
B	1200mm Diameter, 740mm high circular wooden meeting table, supported on around base as before described	1	NO.	
	[Cat No. ZRB012N].			
	<u>Meeting table chairs.</u>			
C	Executive, tilting, medium back chairs in leather with arm rest, size 665 x 595 x 1050mm high as before described	4	NO.	
	[Cat No. CH3301Z].			
	<u>Coat Hanger.</u>			
D	1860mm High stainless steel hanger as before described	1	NO.	
	[Cat No. CA 5000Z].			

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>Executive chairs.</u>			
A	Executive, tilting chair in leather to match the meeting table chair as before described as per sample. <i>[Cat. No. CHN3900Z]</i>	1	NO.	
	<u>CPU Holder.</u>			
B	CPU holder <i>[Cat. No. DAN 0201].</i>	1	NO.	
	<u>Visitor's Chairs.</u>			
C	Executive visitors chairs in leather to match the meeting table chairs. <i>[Cat. No. CHN3911Z].</i>	2	NO.	
	<u>DOCTOR'S OFFICE 1 (1NO.)</u>			
	<u>Desk.</u>			
D	Executive L - Shaped desk size 2400 x 2330 x 740mm high consisting of 420 x 570 x 580mm high drawer pedestal, black connection top, all as BENEDI premier class from FURSYS or other equal and approved <i>[Desk Cat. No. ZDC324L/R, Drawer pedestal Cat. No. ZPC0303].</i>	1	NO.	

ITEM	DESCRIPTION	QTY	UNIT	RATE
A	<p><u>High cabinet.</u></p> <p>Storage cabinet size 800 x 415 x 1890mm high in two equal open able compartments, with composite door consisting of wood and glass panels</p> <p>[Cat No. ZZOC085].</p> <p><u>Executive chairs.</u></p> <p>B Tilting chair size 695 x 665 x 1200mm high made of polyurethane synthetic leather with arm rest and high back</p> <p>[Cat No. CHN3901Z].</p> <p><u>Coat Hanger.</u></p> <p>C 1860mm High stainless steel hanger</p> <p>[Cat No. CA500Z]</p> <p><u>Visitor's chair.</u></p> <p>D Executive, tilting medium back chairs in leather with arms rest, size 665 x 595 x 1050mm high</p> <p>[Cat No. CH3211Z].</p> <p>E CPU holder</p> <p>[Cat. No. DAN 0201].</p>	1	NO.	

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>SECRETARY (1NO)</u>			
	<u>Desk</u>			
A	L - Shaped desk size 1800 x 1200 x 720mm high consisting of 2 drawer fixed pedestal size 400 x 475 x 665mm high. <i>[Cat. No. SD318(L/R), pedestal Cat. No. SP4303NZ].</i>	1	NO.	
	<u>Chair.</u>			
B	Tilting chair size 610 x 570 x 1050mm high in fabric consisting of arm rest and with mild back <i>[Cat No. CH2200Z/CH 2200DZ].</i>	1	NO.	
	<u>Filing cabinet.</u>			
C	4 - Storey cabinet size 900 x 400 x 1624mm with 2 - Storey glass door type and 2 - Storey solid door type <i>[Cat No. CAC394T5].</i>	3	NO.	
D	CPU holder <i>[Cat. No. DAN 0201].</i>	1	NO.	

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>WORK STATIONS (10NO.)</u>			
	<u>Desk.</u>			
A	L - Shaped desk size 1600 x 1200 x 720mm high with drawer pedestal and CPU pedestal, 365mm high pin up board screens and finishing cap. <i>[Desk Cat No. SD362L, Drawer pedestal Cat. No. SP4303N2Z, CPU holder cat No. DAN0201, Pin up screens Cat No. SF5071 Finishing cap Cat. No. SA90001]</i>	10	NO.	
	<u>Chair.</u>			
B	Tilting chair size 590 x 560 x 1040mm high in fabric, mid back <i>[Cat No. CH0501Z]</i>	10	NO.	
	<u>WAITING AREA (1NO.)</u>			
	<u>Sofa.</u>			
D	Artificial leather sofa size 700 x 735 x 755mm high . <i>[Cat No. CS4101]</i>	4	NO.	
	<u>Table</u>			
E	Wooden sofa table size 1600 x 800 x 450mm high. <i>[Cat No. ZLJ016N].</i>	1	NO.	

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>WAITING AREA (1NO).</u>			
A	Artificial leather 3 person chair 7200 x 600 x 430mm high . <i>[Cat No. CH133DZ]</i>	2	NO.	
	<u>CABINET WITHIN WORKING AREA.</u>			
B	3 - Storey steel door - type cabinet size 900 x 414 x 1235 high <i>[Cat No. CAC093].</i> <u>Supply, deliver and Install the following High density steel mobile storage systems as ROSE WOOD Furniture Manufacturers or other equal and approved as before described. Installed in accordance with Manufacturer's instructions to the approval of the Architect.</u>	15	NO.	
C	Mechanical bulk filer size 4762 x 2791 x 2260mm high. <i>[Cat. No. BFMECH 10X3]</i>	1	NO.	
D	Ditto size 3962 x 2791 x 2260mm high. <i>[Cat. NO. BFMECH 8X3]</i>	1	NO.	
E	Ditto size 2362 x 2791 x 2260mm high. <i>[Cat No. BFMECH 4x3]</i>	1	NO.	
F	Steel safe size 590mm x 551 x 1275mm high. <i>[Cat. No. TS 127 K1C]</i>	5	NO.	

ITEM	DESCRIPTION	QTY	UNIT	RATE
	<u>PROVISIONAL SUMS AND PRIME COST SUMS TO STAFF CLINIC SPECIALIZED FURNITURE ITEMS.</u>			
	<u>PRIME COST SUMS</u>			
A	Include the Prime Cost Sum of Kenya Shillings One million nine hundred ninety two thousand (Kshs. 1,992,000.00) only for SPECIALIZED MEDICAL FURNITURE including provision for standard hospital bed, wheelchairs, Crutches and walking sticks.			1,992,000.00
B	Add for Profit.			
C	Add for Attendance.			
D	Include the Prime Cost Sum of Kenya Shillings four hundred twenty thousand (Kshs. 420,000.00) only for STAINLESS STEEL FOLDABLE RAILS WITH AND INCLUDING BLINDS, GUIDING CHANNEL AND ROLLERS to Examination Rooms in Staff Clinic.			420,000.00
E	Add for Profit.			
F	Add for Attendance.			
G	Include the Prime Cost Sum of Kenya Shillings Five Million, six hundred thousand (Kshs. 5,600,000.00) only for STAFF CLINIC JOINERY FIXTURES including granite worktop and reception desk, service counter, MDF Shelving, medicine cabinet, linen storage shelves etc.			5,600,000.00
H	Add for Profit.			
I	Add for Attendance.			