

**BANKI
KUU YA
KENYA**



**CENTRAL
BANK OF
KENYA**

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**SUPPLY, INSTALLATION, TESTING AND COMMISSIONING OF
GYM EQUIPMENT FOR CENTRAL BANK OF KENYA- NAIROBI**

CBK/15/2012-2013

Closing Date 31st January, 2013

1 INTRODUCTION

CBK- HEAD OFFICE is intending to carry out **procurement of the gymnasium equipment** as specified in the bills of quantities

2 NAME AND ADDRESS OF THE EMPLOYER

The details of the Employer are:

**CENTRAL BANK OF KENYA
P.O. Box 60000
NAIROBI – 00200, KENYA**

Tel: 2860000

Email: info@centralbank.go.ke

3 DEFINITIONS OF TERMS

The terms, phrases and abbreviations shall be deemed to have the following meanings wherever used hereinafter and in all Contract Documents for this project.

‘Client’ shall mean the CBK-NAIROBI hereafter called **‘the Bank ’**

‘Contractor’ shall mean the person or persons, partnership, firm or company, whose tender for the contract has been accepted, and who has or have, signed the contract and shall include his or their heirs, executors, administrators, assigned successors and duly appointed representatives.

Works’ shall mean all or any portion of the work, material and articles, wherever the same are being manufactured or prepared, which are to be used in the execution of this contract and whether the same may be on the site or not.

SECTION A

PRELIMINARIES AND GENERAL CONDITIONS

1. TENDER CONDITIONS

Any act of collusion that may distort normal competitive conditions may cause the rejection of the tenders concerned. By participating in this tender, Tenderers certify not to be involved in such acts of collusion.

Tenders must be returned complete (**ALL ITEMS IN THE BILLS MUST BE PRICED**) and will be opened in the presence of Tenderers or their assigned representatives at the time and venue stated in the letter of invitation to tender. Incomplete tenders or tenders received after the stated time will be returned unopened.

Tenders are invited in strict accordance with the documents issued. Counter-offers submitted with tenders will not be considered, letters of qualification with tenders may be ignored if they have the effect of modifying either the terms of a tender or the comparability of a tender with other tenders. Should a Tenderer, in good faith, wish to propose modifications to the terms, conditions and contents for the purpose of reducing the tender amount, then he shall contact the Employer in writing well before the date of tender opening. Should the proposed modification be approved by the Employer all Tenderers will be advised in due time for the modification of their tenders. No proposed modification will be considered unless this procedure has been adopted.

The Employer is not bound to accept the lowest or any tender, or to divulge reasons for the acceptance or non-acceptance of any tender. The Employer may accept any tender within the stated period unless previously withdrawn by the Tenderer.

All deletions, additions and corrections to figures inserted in the tender documents are to be signed by the Tenderer.

2. DESCRIPTION OF SITE AND PRELIMINARY INSPECTION AND SCOPE OF WORK

The site of this work is **CBK- Head Office Gym**. The work involves supply and installation and commissioning of gymnasium equipment and steam baths as specified in the tender document.

The Tenderer is deemed to have satisfied himself with regard to the relevant details of the tender before submitting his tender. The Bank will not compensate any Tenderer before or after the award of the tender.

If the Tenderer, for whatever reason, feels specialized attendance will be required, with significant financial implications, or requires specialized mobilization to start the works, he should spread the cost of such works in his unit rates. No claims whatsoever by the Contractor for additional payment will be allowed on the grounds of any misunderstanding or misapprehension in respect of any such matters or otherwise, should the Contractor be required to offer specialized attendance prior to, or during the performance of the Contract.

3. DESCRIPTION OF THE WORKS MEASURED IN THE BILLS OF QUANTITIES

The tender involves supply of the following equipment:-

1. Treadmill
2. Recline Bicycle Machine
3. Wave cardio machine
4. Cross Trainer
5. Medicine balls- plus the storage tree
6. Body stat blue tooth printer
7. Body stat electrodes

4. TRADE NAMES

Where trade names or manufacturer's catalogue numbers are mentioned in these specifications the reference is intended as a guide to the type and quality of the article or material required. The Contractor may use any article or material equal in type or quality to those therein described subject to the prior approval of the Employer, 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 herein.

5. FIXED PRICE CONTRACT

The contract is a fixed price contract and no variations will be payable on grounds of exchange rate fluctuations. The Tenderers prices will be deemed to have allowed for forecasts on currency and price fluctuations.

6. COMPLETION PERIOD

The total period from confirmation of order to completion of the works should be clearly stated in the Form of Tender. It will be the responsibility of the successful Tenderer to ensure that all equipment to be supplied are ordered and delivered to the site ready for installation at such times as to cause no hold up to the programme of work.

7. DEFECTS LIABILITY AND RETENTION PERIOD

The Defects Liability Period for these works shall be **one year** from the date of Practical Completion. During this period, the contractor will be expected to rectify all defects noted at no cost to the Employer. The defects Liability Period shall be extended until all defects noted during the defects liability period are rectified. Retention of 2% of the contract sum shall be held during this period and shall be released after the Contractor has cleared all defects reported.

8. PAYMENTS

Payment shall be made once the equipment have been commissioned.

9. ELECTRICAL REQUIREMENTS

Power available at the Site from where power to the site may be tapped off is 240V, 50Hz, one phase 3-wire supply.

10. INSURANCE

The Contractor shall, during the execution of the work insure him and keep himself insured against all liability arising under the Workmen’s Compensation Act or him on these works and shall indemnify the Employer in respect of any such accident to any such workers. The Contractor shall further insure himself and keep himself insured against all liabilities arising from all Third Party Claims arising from accidents and he shall indemnify the Employer in respect of all claims that may be made against him in respect of any such accidents. Copies of insurance cover to confirm this shall be submitted to the Bank on or before the date of site handing over.

SECTION B


SPECIAL NOTES TO ALL TENDERERS

1. The Tenderer is required to check the number of pages in this document and should any be found to be missing or the figures indistinct, he must inform the Employer at once and have the same rectified. Should the Tenderer be in doubt about the precise meaning of any item, words or figures, or for any reason whatsoever observe any apparent omission of words or figures, he must inform the Employer in order that the correct meaning may be decided upon before the date for the submission of the tenders.
2. The Tenderer shall not alter or otherwise qualify the text of these specifications. Any alteration or qualification made without prior notification to the Employer and receipt of his written authority will be ignored and the text of the specification as printed will be adhered to.
3. The Tenderer will be required to submit his tender in accordance with the specifications and all conditions in this tender document.
4. All prices entered in the Bills of Quantities shall be **in Kenya Shillings** inclusive of all Government taxes and no claims for lack of understanding or omission in this regard will be accepted after the award of the tender. Therefore, Tenderers are required to ask for clarifications where and if necessary before submitting their tenders.
5. The Tenderer shall include all preliminaries e.g. insurance, security etc in the priced items. A separate claim for preliminaries will not be honoured.
6. The tender will be a firm lump sum figure in Kenya shillings, to cover all works. No variations will be accepted after the award of tender.
7. The tender shall remain valid for 120 days from the date of tender opening.
8. Payment for the works will be made upon certified sectional completion. No claim for advance payment will be entertained.
9. The Defects Liability Period and free maintenance for the work shall be **one year**.
10. The Contractor will be required to maintain a high standard of cleanliness and housekeeping at the site. He/she will regularly cart away all debris or unwanted materials from the site and clear the site prior to the date of handover of the completed works.
11. If the supplier has any specific conditions with regard to this tender, he should specify them with the tender. Such conditions will not be accepted after the award of the tender.


12. Canvassing directly by the Tenderer or by proxy shall lead to automatic disqualification of his tender.
13. The Bank will not be bound to accept the lowest or any tender or to disclose reasons for rejecting a tender in either whole or part.
14. The contractor to attach the **ANNUAL maintenance contract proposals and COSTS**
15. A **valid tax compliance certificate** from KRA must be attached
16. Provide brochures for equipment /items quoted for if possible



SECTION C

**SPECIFICATIONS AND BILLS OF QUANTITIES FOR THE SUPPLY
INSTALLATION, TESTING AND COMMISSIONING OF GYMNASIUM
EQUIPMENT AT THE CBK- HEAD OFFICE GYM**

No.	Item Description	Item Specifications	Quantity
1	<p>Treadmill heavy duty running belt -provide effective and safe cardio training -have continuous interactive heart rate monitoring -hand sensor to complement heart rate monitor - Display board for key information: calories distance etc. Commercial line as per specification</p> 	<p>Length: min 800mm Width: min 2100mm Height: min 1500mm Power supply: 240V ac Engine Power (peak):4HP Running surface L: 1.5m Running surface W: 0.5m Min Speed: 0.8km/hr. Max speed: 22km/hr. Incline Min: 0 Incline Max: 15 FC monitoring: Hand sensor, Telemetry User Defined Language Selection: Yes</p>	2 No
2.	<p><u>2. Recline Bicycle Machine</u> The ergonomic surfaces should be created with highly durable materials and must be comfortable and pleasant to touch. The adjustable backrest should allow training without tiring the back muscles.</p>	<p>Length: min 1400mm Width: min 500mm Height: min 1300mm Total weight: 88kg</p>	1 No

	<p>Recline Excite should allow strengthening of the upper part of the leg muscles and suitable for those who need a comfortable cardiovascular workout Commercial line as per specification</p>	<p>Power supply: powered</p> <p>Energy consumption: 50VA or self-powered.</p> <p>Levels: minimum 25</p> <p>Resistance Min 70rpm: 30</p> <p>Resistance Max 70rpm: 500</p> <p>Available programmes: in 15</p> <p>Quick start, goals (time distance, calories), CPR, Profiles (min 6), test training zone, weight loss</p>	
<p>3.</p>	<p><u>Wave cardio machine</u> Commercial as per specification</p> 	<p>Telemetry and heart rate monitoring system with constant heart rate training</p> <p>Overall Dimensions: 63" x 30" x 59"</p> <p>User Weight Capacity: 330 lbs. (150kg.)</p> <p>Weight of Machine: 287 lbs.</p> <p>Readouts: Time, RPM heart rate, Calories, Watts, Distance</p> <p>Electrical Requirements: Self-Powered</p> <p>Conformity to Regulations</p> <p>Programs: Goal Oriented Training (time, distance & calories), Interval Training, Weight Loss, Fitness Test, Custom and Profile Workouts.</p> <p>Load Levels: 1-25 (30-500 Watts)</p> <p>Ergo stride Multiplanar Rear Drive: Impact-free motion that utilizes hip extension, abduction</p>	<p>1 No</p>

		<p>and external rotation simultaneously with an active shock absorption linkage system</p>	
<p>4.</p>	<p>Cross Trainer</p> <p>- Self-powered with Auto-Start and featuring Pulse technology; one of the industry's most accurate heart rate monitoring systems (Polar Telemetry) available. This Next Generation elliptical that brings forward & reverse commercial quality exercise to anyone who takes a ride. Emphasizing the essence of low-impact cardiovascular exercise, machine must perfect blend of reliability, durability and variety hosting an array of workouts to keep your next routine as fresh as the first.</p> 	<p>Hosting 25 workouts including:</p> <ul style="list-style-type: none"> • Random • Fat Burn • Manual • Quick Start • Custom • Cool Down • 6 Interactive HR • 6 Personal Trainer • 6 Custom • Hill Climb <p>And relaying feedback such as:</p> <ul style="list-style-type: none"> • Elapsed Time • Total Calories Burned Per Hour • Watts • MET's • Workout Profile • Resistance Level • RPM 	<p>1No</p>

<p>5.</p>	<p>Medicine balls- plus the storage tree</p> <p>Designed to keep you on the edge, this total-body machine comes with 20 resistance levels to accommodate anyone from gym enthusiasts to the fitness fanatics and features transport wheels, accessory tray and reading rack for your convenience.</p> <p>Should be user friendly</p> 	<p>Length: min 1200mm Width : min 1000mm Height: min 1400mm Total weight: 200kg Reduced weight Stack : 80kg Standard weight Stack : 100kg</p>	<p>4 No</p>
<p>6.</p>	<p>Body stat blue tooth printer</p> 	<p>Portable Thermal printer with a blue tooth facility</p>	<p>1 No.</p>

8	Body stat electrodes	Body stat – body assessment electrodes. 500 sets of 4 testing Kits 2.5" longer(the longer type With the wellness marker	4 No.
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	SUMMARY OF COSTS
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	Equipment	Quantity	Unit Cost	Total Cost KShs.
1.	Treadmill	2 No.		
2.	Recline Bicycle Machine	1 No.		
3.	Wave cardio machine	1 No.		
4.	Cross Trainer	1 No.		
5.	Medicine balls- plus the storage tree	4 No.		
6.	Body stat blue tooth printer	1 No.		
7.	Body stat electrodes	4 No.		
	Subtotal I			
	Any additional costs(specify)			
	Sub-total II			
	Add VAT			
	Total cost in Kenya Shillings			

	In words Kenya Shillings Delivery period Days/weeks
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We the undersigned submit our tender for the above-specified works amounting to KShs. _____

In words: Kenya Shillings _____

1. Our Completion Period shall be _____ weeks
2. Our tender will remain valid for _____ days (not less 120 days) from the date of Tender opening.
3. Our terms of payment shall be: _____

Signature of the Tenderer: _____ Date _____

Position in the Company: _____

SECTION D
TENDER FORM

**The Branch Manager,
Central Bank of Kenya
P.O. Box 60000,
NAIROBI – 00200**

Dear Sir,

**CONTRACT FOR SUPPLY AND INSTALLATION, TESTING AND
COMMISSIONING OF GYMNASIUM EQUIPMENT AT THE CBK HEAD OFFICE
GYM**

In accordance with the Instructions to Tenderers, Specifications and Bills of Quantities for the execution of the above works, we, the undersigned offer to supply, install and commission of gym equipment's complete and free from any defects therein and to the entire satisfaction of the CBK- HEAD OFFICE for the sum of:

Amount of Tender: Kshs

In words, Kenya Shillings:

.....

Our Completion Period will be weeks

1. We undertake, if our tender is accepted, to commence the works as soon as is reasonably possible after the receipt of the Letter of Acceptance and to complete the whole of the works comprised in the Contract within the time stated in clause (1) above.

2. We agree to abide by this tender for a period of 120 days from the date of tender opening and it shall remain binding upon us and may be accepted at any time before the expiry of this period.

3. We understand that you are not bound to accept the lowest tender or any Tender you may receive

Name of Contractor:

Signature of the first Director

Address.....

Date.....

Signature of the second Director

Address.....

.....

Date.....

Company Seal

.....

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SECTION E

QUALIFICATION AND EVALUATION CRITERIA

THE SUPPLIER IS ADVISED TO COMPLY WITH THE MANDATORY CONDITIONS BELOW TO QUALIFY FOR EVALUATION

A)Mandatory Requirements

NO	REQUIREMENTS	TENDERER'S RESPONSE
MR 1	Provide documentary evidence of the company's Certificate of Incorporation /Evidence of Registration	
MR 2	Provide certified copy of the company's current/valid Certificate of Tax Compliance issued by Kenya Revenue Authority (KRA)	
MR 3	Submit a completed company's profile using the Confidential Business Questionnaire in Appendix 1 of this tender document.	
MR 4	Proof that they are the authorised manufacturers agent in Kenya for the gym equipment i.e (item 1,2,3 & 4)	

B) Tender Evaluation Criteria

N O.	EVALUATION ATTRIBUTE	BIDDERS RESPONSE	MAX. SCORE %	SCORE %
T1	SPECIFICATIONS		50	
	Compliance with Technical Specifications as described in Section C			
T2	EXPERIENCE		10	
	Number of years in business of provision of Gym Equipment		<ul style="list-style-type: none"> • 5 Years > = 10 • Others prorated at: $\frac{\text{Number of years} \times 10}{5}$ 	
T3	REFERENCES		10	
	Provide evidence of at least one project involving supply and installation of Gym equipment		1 Project = 10 2 > projects = 20	
T4	DELIVERY PERIOD		15	
	Actual period of completion of delivery and all works		0-4 weeks = 15 5-6 weeks = 5 >6 weeks = 0	
T5	WARRANTY AND TRAINING AND MAINTENANCE		15	
	<ul style="list-style-type: none"> • Warranty provided • Training provided where applicable • Proposal for service contract provided 		5 5 5	
	TOTAL		100	

Appendix I

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 IV: 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:</p> <p>.....</p>
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