



REPUBLIC OF KENYA
COUNTY GOVERNMENT OF NYANDARUA
**DEPARTMENT OF LANDS, HOUSING & PHYSICAL
PLANNING**
www.nyandarua.go.ke



TENDER DOCUMENT

FOR

SUPPLY AND DELIVERY OF SURVEY EQUIPMENT

TENDER No: DLHPP/DoS/RT/CDS/003/2017-2018

DATE OF NOTICE: 2ND MAY, 2018

CLOSING DATE: 9TH MAY, 2018

INVITATION TO TENDER

Date 2nd May 2018

Tender No: DLHPP/DoS/RT/CDS/003/2017-2018

Tender Name: SUPPLY AND DELIVERY OF SURVEY EQUIPMENT

- 1.1 The county Government of Nyandarua invites sealed tenders from eligible candidates to supply and delivery of Survey Equipment.
- 1.2 Interested eligible bidders may view and download the tender document and obtain further information by visiting our website: www.nyandarua.go.ke.
- 1.3 Prices quoted must be in Kenya Shillings and shall remain valid for 120 days from the closing date of the tender.
- 1.4 Tenders will be opened immediately thereafter in the presence of bidders or their representatives who choose to attend the opening at Department of Lands, Housing and Physical Planning, 2nd Floor Post Office Building, Ol'Kalou Town.
- 1.5 Completed Proposals in plain sealed envelopes clearly marked with appropriate Consultancy reference and Number should be addressed to:-

**Chief Officer,
Department of Lands, Housing & Physical Planning,
P.O. Box 701-20303,
Ol'Kalou.**

Or placed in the Tender Box at the Department of Land Housing & Physical Planning Office in Ol'Kalou town. The documents should be in plain sealed envelopes indicating the Tender Number, **without** identifying the sender so as to reach the County Government of Nyandarua not later than **9th May, 2018 at 11.00 a.m.**

Yours sincerely,

Chief Officer
Department of Lands, Housing & Physical Planning

Kindly note that bidders should submit the following **Mandatory** Requirements

- 1) Certified copy of Registration certificate or certificate of incorporation.
- 2) Valid tax compliance certificate.
- 3) Form of tender dully filled, signed and stamped.
- 4) Confidential business questionnaire dully filled, signed and stamped.
- 5) Evidence of physical registered office (attach either lease agreement, title deed, electricity bill, water bill, rental payment receipts).
- 6) Certified copy of Valid Single business permit.
- 7) Submission of original & copy of tender document properly bound and **paginated** in the correct sequence and all pages **MUST** be initialed.
- 8) Audited financial accounts for the last 3 years 2015, 2016 and 2017
- 9) Provide information regarding current litigation(s) which the tenderer is involved in.

Pursuant to Section 80 of Public Procurement and Assets Disposal Act, 2015 failure by any firm to submit any of the above will result to automatic disqualification. Any Bidder exempted from any of the above may provide evidence of the same.

DESCRIPTION OF THE ITEM

A). 1 set of GNSS Receiver

Technical specifications.

- 1) Capable of tracking and processing **ALL** available GNSS signals
- 2) Integrated GSM modem, Bluetooth and WiFi connectivity and internal UHF transmit radio
- 3) Z-Blade GNSS-centric technology
- 4) Anti-theft technology
- 5) Compact and lightweight design
- 6) Dual hot swappable batteries
- 7) Support the RTCM Multiple Signal Messages (MSM) format
- 8) Dust proof and waterproof design
- 9) 2 GB internal memory
- 10) Static Post-Processing Accuracy of at least 3 mm + 0.5 ppm (rms) and 5 mm + 0.5 ppm (rms) in Horizontal and Vertical respectively.

- 11) Real-Time Kinematic (RTK) Accuracy of at least 10 mm + 1 ppm (rms) and 15 + 1 ppm mm (rms) in Horizontal and Vertical respectively.
- 12) Complete processing Software
- 13) At least 2 year warranty

B). Training

Training of 4 officers for at least 3 days on how to operate the equipment, collect and process data. Training package should include full board of the officers.

SUBMISSION, RECEIPT, AND OPENING OF PROPOSALS

- 2.1 The original proposal shall be prepared in indelible ink. It shall contain no interlineation or overwriting, except as necessary to correct errors made by the firm itself. Any such corrections must be initialed by the persons or person authorised to sign the proposals.
- 2.2 Complete proposal should include a detailed Quotation indicating description of the equipment, **ALL accessories and price.**
- 2.3 For each proposal, the consultants shall prepare two copies. Each Proposal shall be marked “**ORIGINAL**” or “**COPY**” as appropriate. If there are any discrepancies between the original and the copies of the proposal, the original shall govern.
- 2.4 The original and all copies of the Proposal shall be placed in a plain sealed envelope bearing the submission address and other information indicated in the Invitation to tender and be clearly marked,

“DO NOT OPEN, EXCEPT IN PRESENCE OF THE OPENING COMMITTEE BEFORE 9th May, 2018”

- 2.5 The completed Proposals must be delivered at the submission address on or before the time and date stated in the Invitation to tender. Any proposal received after the closing time for submission of proposals shall be returned to the respective consultant unopened.
- 2.6 After the deadline for submission of proposals, they shall be opened immediately by the opening committee.

FORM OF TENDER

Date _____
Tender No. _____

To: _____

[name and address of procuring entity]

Gentlemen and/or Ladies:

1. Having examined the tender documents including Addenda Nos. *[insert numbers]*.the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply deliver, install and commission (..... *(insert equipment description)* in conformity with the said tender documents for the sum of *(total tender amount in words and figures)* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender.

2. We undertake, if our Tender is accepted, to deliver install and commission the equipment in accordance with the delivery schedule specified in the Schedule of Requirements.

3. If our Tender is accepted, we will obtain the guarantee of a bank in a sum of equivalent to _____ percent of the Contract Price for the due performance of the Contract , in the form prescribed by*(Procuring entity)*.

4. We agree to abide by this Tender for a period of *[number]* days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

5. This Tender, together with your written acceptance thereof and your notification of award, shall constitute a Contract, between us. Subject to signing of the Contract by the parties.

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 tender for an on behalf of _____

CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

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

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

Part 1 – General:

Business Name

.....

Location of business premises.

.....

Plot No..... Street/Road

.....

Postal Address Tel No. Fax E
mail

Nature of Business

.....

Registration Certificate No.

.....

Maximum value of business which you can handle at any one time – Kshs.

.....

Name of your bankers Branch

.....

	<p>Part 2 (a) – Sole Proprietor</p>																																																		
	Your name in full Age Nationality Country of origin <ul style="list-style-type: none"> • Citizenship details • 																																																		
	<p>Part 2 (b) Partnership</p>																																																		
	Given details of partners as follows: <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;"></th> <th style="width: 30%;">Name</th> <th style="width: 10%;">Shares</th> <th style="width: 20%;">Nationality</th> <th style="width: 30%;">Citizenship</th> </tr> </thead> <tbody> <tr> <td>Details</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>1.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td></td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>2.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td></td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>3.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td></td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>4.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td></td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>		Name	Shares	Nationality	Citizenship	Details						1.		2.		3.		4.
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	Date Signature of Candidate																												

- If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or registration.