



**TECHNICAL UNIVERSITY OF  
MOMBASA P.O. Box 90420-80100**

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**Email: [procurement@tum.ac.ke](mailto:procurement@tum.ac.ke)**

**TENDER NO: TUM/T/12/2024-2025**

**TENDER FOR DISPOSAL OF OBSOLETE & UNSERVICEABLE  
ASSORTED ITEMS, SCRAP AND MOTOR VEHICLES**

**CLOSING/OPENING DATE& TIME: Tuesday, 8<sup>TH</sup> APRIL,2025 AT  
10.00AM**

## TABLE OF CONTENT

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

**TENDER FOR DISPOSAL OF OBSOLETE & UNSERVICEABLE  
ASSORTED ITEMS, SCRAP AND MOTOR VEHICLES**

(1) NAME AND CONTACT ADDRESSES OF PROCURING

ENTITY:

**TECHNICAL UNIVERSITY OF MOMBASA  
P.O. BOX 90420-80100 MOMBASA,  
KENYA [procurement@tum.ac.ke](mailto:procurement@tum.ac.ke)**

(2) Invitation to Tender (ITT) No. TUM/T/12/2024-2025

Tenderer's Name: **TENDER FOR DISPOSAL OF OBSOLETE & UNSERVICEABLE ASSORTED  
ITEMS, SCRAP AND MOTOR VEHICLES**

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**INVITATION TO TENDER**  
**TECHNICAL UNIVERSITY OF**  
**MOMBASA**  
**P.O. BOX 90420-80100 MOMBASA, KENYA**

**TENDER NAME: TENDER FOR DISPOSAL OF OBSOLETE & UNSERVICEABLE  
ASSORTED ITEMS, SCRAP AND MOTOR VEHICLES**  
**TENDER NO.: TUM/T/12/2024-2025**

1. Technical University of Mombasa now invites sealed tenders from eligible candidates to Purchase of Assorted Boarded Store items and motor vehicles.
2. Interested eligible candidates may obtain further information at the address provided below. **Items will be sold as they are, without any encumbrances.**
3. Interested tenderers may inspect the goods to be sold during office hours *i.e.* **0900 to 1500 hours** at the address given below.
4. A complete set of tender documents may be obtained by interested candidates upon payment of non-refundable fees of KES 1000 payable to *Technical University of Mombasa National Bank Account 01021007510801 (hard copy)* or from Technical University of Mombasa website: [www.tum.ac.ke](http://www.tum.ac.ke) or PPIP portal <http://tenders.go.ke> **free of charge**. Bidders are encouraged to download tender documents to minimize physical visit to TUM Offices due to harsh economic times.
5. Tenderers will be required to pay in advance a fundable deposit as indicated in the Appendix to Instructions to tenderers.
6. Completed tenders must be delivered to the address below on or before **Tuesday, 8<sup>th</sup> APRIL 2025** at 10.00 a.m. Electronic Tenders *will not* be permitted.
7. Prices quoted should be net, must be in Kenya Shillings and shall remain valid for the period to be determined by the Procuring Entity from the closing date of the tender.
8. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives who choose to attend at the address below.
9. Late tenders will be rejected.
10. The addresses referred to above are:

- A. Address for obtaining further information, and for inspecting the goods to be sold.

**TECHNICAL UNIVERSITY OF MOMBASA,  
MAIN CAMPUS, TUDOR PROCUREMENT DEPARTMENT  
P.O. BOX 90420-80100 MOMBASA, KENYA  
TEL: (+254) 0208095365/ (+254) 0208095368 (+254) 020 8095371/0733 955377  
EMAIL: procurement@tum.ac.ke**

- B. Address for Submission of Tenders.

**VICE CHANCELLOR  
TECHNICAL UNIVERSITY OF MOMBASA  
MAIN CAMPUS, TUDOR  
Administration Ground Floor TENDER BOX A  
P.O. BOX 90420-80100 MOMBASA, KENYA  
TEL: (+254) 0208095365/ (+254) 0208095368 (+254) 020 8095371/0733 955377  
EMAIL: procurement@tum.ac.ke**

- C. Address for Opening of Tenders.

**TECHNICAL UNIVERSITY OF  
MOMBASAMAIN CAMPUS,  
ADMINISTRATION BLOCK, 1<sup>ST</sup>  
FLOOR, CONFERENCE ROOM  
P.O. BOX 90420-80100 MOMBASA, KENYA  
TEL: (+254) 0208095365/ (+254) 0208095368 (+254) 020 8095371/0733 955377  
EMAIL: procurement@tum.ac.ke**

**VICE CHANCELLOR  
TECHNICAL UNIVERSITY OF MOMBASA**

## **SECTION I - INSTRUCTIONS TO TENDERERS**

### **1 Eligible Tenderers**

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

### **2. Cost of Tendering**

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

### **3. The Tender Document**

- 3.1 The tender document comprises the documents listed below and any addenda issued in accordance with clause 2.5 of these instructions to tenderers.

- i) Invitation to tender,
- ii) Instructions to tenderers,
- iii) Schedule of items and prices,
- iv) Conditions of Tender,
- v) Form of tender,
- vi) Confidential Business Questionnaire Form,
- vii) Tender Commitment Declaration Form.

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

#### **4 Clarification of Documents**

- 4.1 A prospective tenderer requiring any clarification of the tender document may notify the Procuring Entity in writing or by post at the entity's address indicated in the Invitation for tenders. The Procuring Entity will respond in writing to any request for clarification of the tender documents, which it receives not later than thirty (30) days prior to the deadline for the submission of tenders, prescribed by the Procuring Entity. Written copies of the Procuring entities response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective tenderers that have received the tender document.
- 4.2 Clarification of tenders shall be requested by the tenderer to be received by the Technical University of Mombasa not later than 7 days prior to the deadline for submission of tenders.
- 4.3 Technical University of Mombasa shall reply to any clarifications sought by the tenderer within 3 days of receiving the request to enable the tenderer to make timely submission of its tender.

#### **5 Amendment of Documents**

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

#### **6 Tender Prices and Currencies**

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

#### **7 Tender deposit**

7.1 The tenderer shall put a deposit for every item tendered for in the amount indicated in the schedule of items and prices, to the Bank account indicated in Section III - Schedule of Items and Prices. **The tender shall place a deposit 2%** of total value bided except motor vehicle whose deposit are as indicated in the item schedule.

7.2 Failure to put the required deposit for any item tendered for will lead to disqualification of the tender for the item.

7.3 Unsuccessful Tenderer's tender deposit will be discharged or returned as promptly as possible as but not later than Seven (7) days after the expiration of the period of tender validity prescribed by the Procuring Entity.

7.4 The successful Tenderer's tender deposit will be credited to his tender price so that it forms part of the amount of the tender and the tender will be required to pay the tender price less the deposit security.

7.5 The tender deposit shall be forfeited:

- a) If a tenderer withdraws its tender during the period of tender validity specified by the Procuring Entity.
- b) In the case of a successful tenderer, if the tenderer fails to pay the balance of the tender price.

## **8 Validity of Tenders**

8.1 Tenders shall remain valid for **90 days** or as specified in the appendix to instruction to tenderers after date of tender opening prescribed by the Procuring Entity, pursuant to paragraph 2.10. Tender valid for the Procuring Entity as non-responsive shall reject a shorter period.

8.2 In exceptional circumstances, the Procuring Entity may solicit the Tenderer's consent to an extension of the period of validity. The request and the responses there to shall be made in writing. The tender deposit provided under paragraph 2.7 shall also be suitably extended. A tenderer may refuse the request without forfeiting its tender deposit. A tenderer granting the request will not be required nor permitted to modify its tender.

## **9. Viewing of Tender Items**

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



## **10. Sealing and Marking of Tenders**

10.1 The Tenderer shall deliver the Tender in a single, sealed envelope bearing the name and Reference number of the Tender, addressed to the Procuring Entity and a warning not to open before the time and date for Tender opening date. Within the single outer envelope, the Tenderer shall place another sealed envelope containing the list of and prices of the items tendered for and addressed as follows.

- a) Bear the name and address (including telephone number and email) of the Tenderer;
- b) Bear the name and Reference number of the Tender;
- c) Bear the name and address of the Procuring Entity; and
- d) Attach a payment slip or certified banking details from a bank, warranting the deposit payment made for the items tender for.

10.2 If all envelopes are not sealed and marked as required, the *Procuring Entity* will assume no responsibility for the misplacement or premature opening of the Tender, or failure to contact the tenderer in case of advice on the status of the tender or refund of deposit. Tenders that are misplaced or opened prematurely will not be accepted.

### **Deadline for Submission of Tenders**

Tenders must be received by Technical University of Mombasa at the address specified not later than **Tuesday 8<sup>TH</sup> APRIL 2025 at 10.00a.m.**

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

## **12. Modification of tenders**

12.1 The tenderer may modify or withdraw its tender after the tender's submission, provided that written notice of the modification, including substitution or withdrawal of the tenders, is received by the Procuring Entity prior to the deadline prescribed for submission of tenders.

12.2 The Tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph 2.9.1. A withdrawal notice may also be sent by fax or email but

followed by a signed confirmation copy, post marked not later than the deadline for submission of tenders.

12.2 No tender may be modified after the deadline for submission of tenders

### **13 Withdrawals and tenders**

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

### **14 Opening of Tenders**

14.1 Technical University of Mombasa will open all tenders in the presence of tenderers' representatives who choose to attend at **Tuesday, 8<sup>TH</sup> APRIL, 2025 at 10.00 am.** and in the location specified in the invitation to tender. The tenderers or representatives who are present shall sign a register evidencing their attendance.

14.2 The tenderers' names, tender modifications or withdrawals, tender prices, and the presence or absence of requisite tender deposit and such other details as the Procuring Entity, at its discretion, may consider appropriate, will be announced at the opening.

14.3 Technical University of Mombasa will prepare minutes of the tender opening.

### **15 Clarification of tenders**

15.1 To assist in the examination, evaluation and comparison of tenders the Procuring Entity may, at its discretion, ask the tenderer for a clarification of its tender. The request for clarification and the response shall be in writing, and no change in the prices or substance of the tender shall be sought, offered, or permitted.

15.3 Any effort by the tenderer to influence the Procuring Entity in the Procuring Entity's tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

### **16 Evaluation and Comparison of Tenders**

16.1 Technical University of Mombasa will examine the tenders to determine whether they are complete, whether the tenderer has fulfilled the eligibility criteria, whether any computation errors have been made, whether required deposits have been furnished, whether documents have been properly signed and whether the tenders are generally in order. After examination a tender that will be determined to be substantially non-responsive, will be rejected by the Procuring Entity.

16.2 Provided that the Tender is substantially responsive, the Procuring Entity shall handle errors on the following basis:

- a) Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive.
- b) Any errors in the submitted tender arising from a miscalculation of unit price, quantity, subtotal and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive and
- c) If there is a discrepancy between words and figures, the amount in words shall prevail, unless the amount expressed in words is related to an arithmetic error, in which case the amount in figures shall prevail.

16.3 Technical University of Mombasa will evaluate and compare the tenders, which have been determined to be substantially responsive.

**a) Mandatory Requirements**

The Bids not meeting all the mandatory requirements will receive no further consideration during the evaluation process. The tenderers shall be required to-

- i. ID/ Certificate of registration/ Certificate of incorporation
- ii. A valid License for Waste Management/ Disposal or equivalent from relevant authority where applicable.
- iii. Fill the price schedule in the format required
- iv. Fill the form of tender in the format required
- v. Fill the deposit form in the format required
- vi. Attach a banker slip/ receipt for deposit.
- vii. Duly filled Self-declaration forms
- viii. Duly filled Self-declaration that the person/ tenderer will not engage in any corrupt or fraudulent practice
- ix. Duly filled Declaration and commitment to the code of ethics

**b) Comparison of financial offers.**

The technically qualified bidder with the highest rate(s) shall be awarded the tender.

FINANCIAL EVALUATION The Highest evaluated Tender will be recommended for award for each item/ Lot for items of similar nature/ scrap to be sold per Kg

16.4 The tender evaluation committee shall evaluate the tender within 30 days of the validity period from the date of opening the tender.

**17 Award Criteria**

17.1 The Procuring Entity will award the contract to the successful tenderer(s) whose tender has been determined to be substantially responsive and has been

determined to **be the highest tendered price**, subject to the reserve price.

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

18.3 Prior to the expiration of the period of tender validity, Technical University of Mombasa will notify the successful tenderer in writing that its tender has been accepted.

18.4 Simultaneously the other tenderers shall be notified that their tenders have been unsuccessful.

**18 Canvassing/Contacting the Procuring Entity**

18.1 No tenderer shall contact Technical University of Mombasa on any matter relating to its tender, from the time of the tender opening to the time the contract is awarded.

18.2 Any effort by a tenderer to influence Technical University of Mombasa in its decisions on tender evaluation, tender comparison, or contract award may result in the rejection of the tenderer's tender.

## SECTION II - SCHEDULE OF ITEMS AND PRICES

### Notes on schedule of Items and Prices

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

### SCHEDULE OF ITEMS AND PRICES

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price (Kes.)	Condition/justification for disposal i.e. Unserviceable, obsolete or surplus or idle	Bid deposit (Kes.)	Bid Price (Kes.)
1.	KAR330L: MV123 Year 2004 Fuel: Diesel Rating: 9839cc Isuzu bus	Isuzu BUS : KAR330L	PCS	1	650,000/=	Unserviceable	65,000.00	
2.	KAY666V: FRR33L Year 2007 Fuel: Diesel Rating: 7200cc Isuzu bus	Isuzu BUS: KAY666V	PCS	1	800,000/=	Unserviceable	80,000.00	

Note; For the vehicles, all relevant duties have already been paid. The vehicles will be released to the winning bidders with the blue Plates. It shall be the obligation of the bidder to pursue NTSA to be issued with a civilian number plate.

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition/justification for disposal i.e. Unserviceable, obsolete, or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
<b>Registrar AA</b>								
1	HP CPU	TUM/AH/SEG/CNE/01058	PCS	1	100	Unserviceable		
2	HP MONITOR	TUM/REG/REG/CNE/00692	PCS	1	100	Unserviceable		
3	CANNON IR 8205 PHOTOCOPYING MACHINE	TUM/ADM/PEQ/0017904	PCS	1	200,000	Obsolete		
4	KYOCERA 820 PHOTOCOPYING MACHINE	TUM/ADM/PEQ/0017902	PCS	1	100,000	Obsolete		
5	SHARP PHOTOCOPYING MACHINE	N/A	PCS	1	100,000	Obsolete		
6	SHARP PHOTOCOPYING MACHINE	85020046	PCS	1	100,000	Obsolete		
7	HP CPU	TRF4510K0L	PCS	1	100	Unserviceable		
8	HP CPU	CZC612BZ27	PCS	1	100	Unserviceable		
9	OFFICE CHAIR	TUM/REG/REG/FUN/00649	PCS	1	100	Unserviceable		
10	HP CPU	CZC9053P3S	PCS	1	100	Unserviceable		
11	HP CPU	CZC9053P48	PCS	1	100	Unserviceable		
12	HP CPU	CZC9053P5W	PCS	1	100	Unserviceable		
13	HP CPU	CZC6251VMB	PCS	1	100	Unserviceable		
14	HP CPU	CZC9053P3V	PCS	1	100	Unserviceable		
15	HP CPU	CZC9053P3Q	PCS	1	100	Unserviceable		
16	SECRETARIAL OFFICE CHAIR	N/A	PCS	2	100	Unserviceable		
<b>SPORTS DEPARTMENT</b>								
1	ASSORTED BALLS		PCS	22	100	Obsolete		
2	EXECUTIVE SEATS	TUM/DNO/DOS/FUN/05769	PCS	2	6000	Unserviceable		
3	PRESSURE PUMP	N/A	PCS	3	300	Unserviceable		
4	PHOTO COPIER	N/A	PCS	1	500	unserviceable		
5	PRINTER	N/A	PCS	1	500	Unserviceable		
<b>ACCOMMODATION DEPARTMENT</b>								
1	OLD MATTRESS MEDIUM DENSITY 2.5 X 6	N/A	Pcs	400	500	Obsolete		
2	DOUBLE DECKER BED 2.5 X 6 INCHES	N/A	Pcs	142	5000	Obsolete		
<b>CORPORATE COMMUNICATION</b>								
1	COMPUTER CENTRAL PROCESSING UNIT (CPU)	V1235466 TUM/FN/CME/009233	PC	1	1000	Unserviceable		
2	COMPUTER MONITOR LENOVO	372KH4J V1235466	PC	1	500	Unserviceable		
3	TELEVISION (OLD MODEL-SANYO)	11348814 TUM/CC/COP/CME/01089	PC	1	700	Obsolete		
6	EXECUTIVE CHAIRS	N/A	PC	2	500	Unserviceable		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition /justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
7	PRINTER	SR/NO CNCXG4KB5C	PC	1	1000	Unserviceable		
8	FULL RANGE SPEAKERS	TUM/TH/PROC /CNE/01797	PC	1	500	Unserviceable		
9	FULL RANGE SPEAKERS	TUM/TH/PROC /CNE/01798	PC	1	500	Unserviceable		
10	FULL RANGE SPEAKERS	TUM/TH/PROC /CNE/01799	PC	1	500	Unserviceable		
11	FULL RANGE SPEAKERS	TUM/TH/PROC /CNE/01800	PC	1	500	Unserviceable		
12	AMPLIFIER	SR/NO 8500210827	PC	1	300	Unserviceable		
13	PROFESSIONAL POWER AMPLIFIER	N/A	PC	1	400	Unserviceable		
14	MIXER	DBX2231V-EU0003891	PC	1	300	Unserviceable		
15	MIXER	SR/NO CHNCNN01336	PC	1	300	Unserviceable		
16	MICROPHONE STANDS	N/A	PC	4	100	Unserviceable		
17	AMPLIFIER/MIXER STAND (SAMSON)	N/A	PC	1	200	Unserviceable		
<b>SOHSS</b>								
1	UPS	N/A	PCS	2	0	Obsolete		
2	EXECUTIVE CHAIR	HAT/FUN/14785 /TUM/ELC	PCS	1	0	Unserviceable		
3	KEYBOARD	N/A	PCS	1	50/-	Idle		
4	COMPUTER MOUSE	N/A	PCS	1	20/-	Idle		
5	Asbestos	N/A	KG	250	300	Obsolete		
6	Assorted chemicals as per the attached	N/A	KG	100	250	Obsolete		
7	Water type fire extinguishers (9kg)	N/A	Pc	7	250	Obsolete		
8	Carbon dioxide fire extinguishers (5kg)	N/A	PC	2	250	Obsolete		
9	Dry powder fire extinguishers	N/A	Pc	3	250	Obsolete		
1	<b>Old tyres</b>	lot	<b>PCS</b>	<b>26</b>	<b>1500</b>	Obsolete		
2	OLD SPARE ASSORTED.	N/A	PCS	Kg	40/= /kg	Obsolete		
<b>HUMAN RESOURCE DEPARTMENT</b>								
1	VISISTORS CHAIRS	N/A	PCS	1	500	obsolescent		
		N/A	PCS	1	500	obsolescent		
		N/A	PCS	4	300	obsolescent		
2	EXECUTIVE CHAIRS	N/A	PCS	2	300	obsolete		
		N/A	PCS	4	300	obsolete		
<b>ICTS DEPARTMENT</b>								
<b>CPU</b>								
1	HP 290 G3	4CE02332HF	PCS	1	1000	Obsolete		
2	HP 290 G1	4CE8152686	PCS	1	1000	Obsolete		
3	HP 290 G1	4CE8161KNN	PCS	1	1000	Obsolete		
4	HP 280 G1	C2C612BY20	PCS	1	1000	Obsolete		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition/justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
5	DELL	762KH4J140	PCS	1	1000	Obsolete		
6	HP PRO 3500	TRF4250PML	PCS	1	1000	Obsolete		
7	DELL	2XOR021787	PCS	1	1000	Obsolete		
8	HP PRO 3500	TRF4250PQP	PCS	1	1000	Obsolete		
9	HP PRO 3500	TRF4510K36	PCS	1	1000	Obsolete		
10	DELL	FGB284JP66	PCS	1	1000	Obsolete		
11	HP 280 G1	CZC7114VRQ	PCS	1	1000	Obsolete		
12	HP 280 G1	CZC63844SY	PCS	1	1000	Obsolete		
13	HP 280 G1	CZC612BYWV	PCS	1	1000	Obsolete		
14	DELL	F72KH4J977	PCS	1	1000	Obsolete		
15	HP 280 G1	TRF4510KOK	PCS	1	1000	Obsolete		
16	DELL	6BPR84J690	PCS	1	1000	Obsolete		
17	DELL	9BPR84J678	PCS	1	1000	Obsolete		
18	HP PRO 3500	TRF4350SK9	PCS	1	1000	Obsolete		
19	HP PRO 3500	TRF4510JYM	PCS	1	1000	Obsolete		
20	HP PRO 3500	TRF4510JZO	PCS	1	1000	Obsolete		
21	HP 290 G1	4CE8161KPM	PCS	1	1000	Obsolete		
22	DELL	C72KH4J667	PCS	1	1000	Obsolete		
23	HP 280 G1	8C69496J42	PCS	1	1000	Obsolete		
24	HP 280 G1	C2C612BYZQ	PCS	1	1000	Obsolete		
25	HP 290 61	4CE8161LHN	PCS	1	1000	Obsolete		
26	HP 280 G1	8C69496J4C	PCS	1	1000	Obsolete		
27	HP 280 G1	8C69496J4R	PCS	1	1000	Obsolete		
28	HP 280 G1	4CE8161LHY	PCS	1	1000	Obsolete		
29	HP 280 G2	C2C7099K79	PCS	1	1000	Obsolete		
30	HP 290 G3	4CE02332DF	PCS	1	1000	Obsolete		
31	HP 280 G2	C2C7099MSW	PCS	1	1000	Obsolete		
32	HP 290 G4	4CE145CC7W	PCS	1	1000	Obsolete		
33	HP INC 280 G2	C2C612BYXM	PCS	1	1000	Obsolete		
34	HP 290 G3	4CE0233ZJW	PCS	1	1000	Obsolete		
35	HP 280 G2	C2C7099MSC	PCS	1	1000	Obsolete		



S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition /justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
			S					
36	HP PRO 3500	TRF425OPQ3	PC S	1	1000	Obsolete		
37	HP 290 G3	4CE0233296	PC S	1	1000	Obsolete		
38	HP 290 G3	4CE02332BR	PC S	1	1000	Obsolete		
39	HP 290 G3	4CE0223328V	PC S	1	1000	Obsolete		
40	HP 280 G1	C2C612B2ON	PC S	1	1000	Obsolete		
41	DELL	G72KH4J8UI	PC S	1	1000	Obsolete		
42	HP 280 G2	C2C7099MTK	PC S	1	1000	Obsolete		
43	HP 280 G1	C2C612B21W	PC S	1	1000	Obsolete		
44	HP 290 G1	CZC612BYXC	PC S	1	1000	Obsolete		
45	HP 290 G1	4CE8161KRT	PC S	1	1000	Obsolete		
46	HP 7600	C2C66110HQ	PC S	1	1000	Obsolete		
47	HP 280 G2	C2C63076ZM	PC S	1	1000	Obsolete		
48	HP 290 G1	4CE8152NRL	PC S	1	1000	Obsolete		
49	HP 290 G3	4CE023327C	PC S	1	1000	Obsolete		
50	HP 290 G3	4CE023326F	PC S	1	1000	Obsolete		
51	HP PRO 3300	TRF13207KQ	PC S	1	1000	Obsolete		
52	HP 290 G3	4CEO2332CM	PC S	1	1000	Obsolete		
53	HP 290 G1	4CE8152NVV	PC S	1	1000	Obsolete		
54	HP 290 G2	8CG9496J4P	PC S	1	1000	Obsolete		
55	HP 290 G2	8CG9374NRO	PC S	1	1000	Obsolete		
56	HP PRO 3500	TRF4150XSF	PC S	1	1000	Obsolete		
57	HP 290 G1	4CE8161KWV	PC S	1	1000	Obsolete		
58	HP 290 G1	4CE8161LHB	PC S	1	1000	Obsolete		
59	HP 290 G2	8CG9496J4K	PC S	1	1000	Obsolete		
60	HP 290 G1	4CE8152NSW	PC S	1	1000	Obsolete		
61	HP 290 G3	4CE02332KC	PC S	1	1000	Obsolete		
62	HP PRO DESK 400 G4	SGH812TJBJ	PC S	1	1000	Obsolete		
63	HP 290 G2	8CG9284D63	PC S	1	1000	Obsolete		
64	HP 290 G1	C2C612B232	PC S	1	1000	Obsolete		
65	HP 290 G1	C2C612B205	PC S	1	1000	Obsolete		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition/justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
66	HP 290 G1	4CE8161LK6	PCS	1	1000	Obsolete		
67	HP DESK 400 G3	CZC62495S3	PCS	1	1000	Obsolete		
68	HP 280 G2	C2C7099MQC	PCS	1	1000	Obsolete		
69	HP 280 G1	4CE8125NW2	PCS	1	1000	Obsolete		
70	HP 280 G2	CZC7099WV2	PCS	1	1000	Obsolete		
71	HP 290 G2	8CG9496J40	PCS	1	1000	Obsolete		
72	HP PRO 3500	TRF2350878	PCS	1	1000	Obsolete		
73	HP 280 G1	C2C612BYYS	PCS	1	1000	Obsolete		
74	HP 290 G1	4CE8161LJO	PCS	1	1000	Obsolete		
75	HP PRO 3500	TRF422039F	PCS	1	1000	Obsolete		
76	HP 290 G1	4CE8161KMQ	PCS	1	1000	Obsolete		
77	HP 290 G1	4CE8161LHH	PCS	1	1000	Obsolete		
78	HP 290 G2	8C69496J47	PCS	1	1000	Obsolete		
79	HP 290 G1	4CE8161LHV	PCS	1	1000	Obsolete		
80	HP 290 G3	4CE0233288	PCS	1	1000	Obsolete		
81	HP PRO 3500	TRF4480SLH	PCS	1	1000	Obsolete		
82	HP 290 G1	4CE8161KNF	PCS	1	1000	Obsolete		
83	HP 290 G2	8C69496J4D	PCS	1	1000	Obsolete		
84	HP 290 G3	4CE02332JN	PCS	1	1000	Obsolete		
85	HP 290 G1	4CE8161LKS	PCS	1	1000	Obsolete		
86	HP 280 G2	C2C7099MPO	PCS	1	1000	Obsolete		
87	DELL	1TQHTS1	PCS	1	1000	Obsolete		
88	HP 280 G2	C2C7099MX4	PCS	1	1000	Obsolete		
89	HP 280 G2	C2C61213Z26	PCS	1	1000	Obsolete		
90	HP 280 G1	4CE2332133	PCS	1	1000	Obsolete		
100	HP 280 G1	C2C612B21L	PCS	1	1000	Obsolete		
101	HP PRO 3500	TRF42307TT	PCS	1	1000	Obsolete		
102	HP 290 G1	4CE8161L	PCS	1	1000	Obsolete		
103	LENOVO	ES11682565	PCS	1	1000	Obsolete		
104	HP 290 G3	4CE02332RS	PCS	1	1000	Obsolete		
105	LENOVO	PV135LEX	PC	1	1000	Obsolete		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition /justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
			S					
106	HP 280 G2	C2C7099GZ5	PC S	1	1000	Obsolete		
107	HP 280 G2	C2C7099MY3	PC S	1	1000	Obsolete		
108	HP 280 G1	C2C61213YWT	PC S	1	1000	Obsolete		
109	HP 280 G1	C21423000L	PC S	1	1000	Obsolete		
110	HP 290 62	8CG9496J46	PC S	1	1000	Obsolete		
111	HP 280 G1	C2C6121321V	PC S	1	1000	Obsolete		
112	HP 290 G1	4CE816ILKL	PC S	1	1000	Obsolete		
113	HP 290 G2	HUB726032B	PC S	1	1000	Obsolete		
114	HP 290 G2	8C69496J4B	PC S	1	1000	Obsolete		
115	HP 290 G2	8C69496J44	PC S	1	1000	Obsolete		
116	HP 290 G1	4CE8152NVW	PC S	1	1000	Obsolete		
117	HP 280 G1	CZC61213Z2R	PC S	1	1000	Obsolete		
	<b>MONITORS</b>							
118	HP V197	3CQ8153CSP	PC S	1	1000	Obsolete		
119	DELL	OM484H555	PC S	1	1000	Obsolete		
120	LENOVO	V1235511890	PC S	1	1000	Obsolete		
121	LENOVO	V1235314785	PC S	1	1000	Obsolete		
122	HP V196	3CQ6032Y3P	PC S	1	1000	Obsolete		
123	HPV197	3CQ8153CS9	PC S	1	1000	Obsolete		
124	HP V196	3CQ603312D	PC S	1	1000	Obsolete		
125	HP V194	3CQ02226QK	PC S	1	1000	Obsolete		
126	HP V194	CNC838Q857	PC S	1	1000	Obsolete		
127	HP V194	3CQ0230X85	PC S	1	1000	Obsolete		
128	HP V197	3CQ8153CSU	PC S	1	1000	Obsolete		
129	HP W1972A	6CM4202LVV	PC S	1	1000	Obsolete		
130	HP V194	3CQ0020246	PC S	1	1000	Obsolete		
131	HP V197	3CQ8153C65	PC S	1	1000	Obsolete		
132	HP V2424	1CR12006J2	PC S	1	1000	Obsolete		
133	HP V194	3CQ92034ST	PC S	1	1000	Obsolete		
134	DELL	CN10T437R	PC S	1	1000	Obsolete		
135	HP V194	3CQ0230XIK	PC	1	1000	Obsolete		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition /justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
			S					
136	LENOVO	V123548111	PC S	1	1000	Obsolete		
137	HP V197	3CQ8153C35	PC S	1	1000	Obsolete		
138	HP V197	3CQ8153C4R	PC S	1	1000	Obsolete		
139	HP V197	3CQ908145T	PC S	1	1000	Obsolete		
140	HP V197	3CQ9081466	PC S	1	1000	Obsolete		
141	HP W1972A	6CM43303X13	PC S	1	1000	Obsolete		
142	HP V196	3CQ6033116	PC S	1	1000	Obsolete		
143	HP 197	3CQ8153C56	PC S	1	1000	Obsolete		
144	HP P204V	3CQ1330Y6T	PC S	1	1000	Obsolete		
145	HP V197	3CQ8153TC6	PC S	1	1000	Obsolete		
146	HP V197	3CQ8153C4S	PC S	1	1000	Obsolete		
147	HP P232	6CM8491JT7	PC S	1	1000	Obsolete		
148	HP V197	3CQ8153TDJ	PC S	1	1000	Obsolete		
149	HP V196	3CQ60331OV	PC S	1	1000	Obsolete		
150	HP V196	3CQ6033102	PC S	1	1000	Obsolete		
151	HP LE1901W	3CQ019R490	PC S	1	1000	Obsolete		
152	HP V197	3CQ6471FM9	PC S	1	1000	Obsolete		
153	HP P204V	3CQ1411L20	PC S	1	1000	Obsolete		
154	HP V194	3CQ0230X8C	PC S	1	1000	Obsolete		
155	HP V196	3CQ6033138	PC S	1	1000	Obsolete		
156	LENOVO	8ML0941D24	PC S	1	1000	Obsolete		
157	HP V196	3CQ6033026	PC S	1	1000	Obsolete		
158	HP V196	3CQ6033112	PC S	1	1000	Obsolete		
159	DELL	CN/0M484H	PC S	1	1000	Obsolete		
160	HP P22464	CN42313FS2	PC S	1	1000	Obsolete		
161	HP W1972A	6CM4202MQ9	PC S	1	1000	Obsolete		
162	HP V196	3CQ603312X	PC S	1	1000	Obsolete		
163	HP W1972A	6CM43303XP	PC S	1	1000	Obsolete		
164	HP V197	3CQ8153C67	PC S	1	1000	Obsolete		
165	HP 197	3CQ8153TBY	PC S	1	1000	Obsolete		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition /justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
166	HP LE1901W	3CQ11312B4	PCS	1	1000	Obsolete		
167	HP V196	3CQ8412LTF	PCS	1	1000	Obsolete		
168	HP V196	3CQ60330QM	PCS	1	1000	Obsolete		
169	HP V2197	3CQ6471FM2	PCS	1	1000	Obsolete		
170	DELL	CN/OM876N7	PCS	1	1000	Obsolete		
171	HP V196	3CQ60330YL	PCS	1	1000	Obsolete		
172	HP W1972A	6CM4202MHC	PCS	1	1000	Obsolete		
173	HP V196	3CQC03313C	PCS	1	1000	Obsolete		
174	HP V197	3CQ8153TKC	PCS	1	1000	Obsolete		
175	HP V197	3CQ9030BOP	PCS	1	1000	Obsolete		
176	HP V197	3CQ6471FN8	PCS	1	1000	Obsolete		
177	LENOVO	V1235457FT	PCS	1	1000	Obsolete		
178	HP V197	3CQ9280229	PCS	1	1000	Obsolete		
179	HP W197ZA	6CM351336D	PCS	1	1000	Obsolete		
180	HP V194	3CQ02226QF	PCS	1	1000	Obsolete		
181	HP W1972A	6CM351336B	PCS	1	1000	Obsolete		
182	HP V197	3CQ8153C54	PCS	1	1000	Obsolete		
183	HP V196	3CQ6033115	PCS	1	1000	Obsolete		
184	HP V197	3CQ908145W	PCS	1	1000	Obsolete		
185	HP V197	3CQ908145M	PCS	1	1000	Obsolete		
186	HP W1972A	6CM43303XH	PCS	1	1000	Obsolete		
187	HP V197	3CQ908145V	PCS	1	1000	Obsolete		
188	HP W1972A	6CM43304DP	PCS	1	1000	Obsolete		
190	HP W1972A	6CM4202N7R	PCS	1	1000	Obsolete		
191	HP V196	3CQ60330Y9	PCS	1	1000	Obsolete		
192	HP V196	3CQ603311CR	PCS	1	1000	Obsolete		
193	HP V196	3CQ60330YJ	PCS	1	1000	Obsolete		
194	20555SH249	CNCH27RH4S	PCS	1	1000	Obsolete		
195	HP V196	3CQ603311G	PCS	1	1000	Obsolete		
196	HP V197	3CQ90814SF	PCS	1	1000	Obsolete		
	<b>PRINTERS</b>							

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition/justification for disposal i.e. Unserviceable, obsolete, or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
197	HP LASER JET P16060N	VNC3M55374	PCS	1	500	Obsolete		
198	HP LASER JET P1606DN	VNF3B75597	PCS	1	500	Obsolete		
199	HP LASER PRO 400	PHKC607764	PCS	1	500	Obsolete		
200	HP LASER JET 1320	HCNHJSB70P6	PCS	1	500	Obsolete		
201	FS 102 SMFP	R7R1117586	PCS	1	500	Obsolete		
202	HP LASER PRO 400	PHKC608305	PCS	1	500	Obsolete		
203	HP LASER JET P1606DN	VNC3M55387	PCS	1	500	Obsolete		
204	APC	3B1506X3325	PCS	1	500	Obsolete		
205	APC	9B2025A16915	PCS	1	500	Obsolete		
206	APC	3B1451X20553	PCS	1	500	Obsolete		
207	APC	3B1410X25701	PCS	1	500	Obsolete		
208	APC	3B1451X20668	PCS	1	500	Obsolete		
209	APC	3B1451X20665	PCS	1	500	Obsolete		
210	APC	3B1506X34816	PCS	1	500	Obsolete		
211	APC	3B1399X33953	PCS	1	500	Obsolete		
212	APC	3B1942X62115	PCS	1	500	Obsolete		
213	APC	3B1506X34848	PCS	1	500	Obsolete		
214	APC	3B1305X21326	PCS	1	500	Obsolete		
215	LUMINOUS	B08J290053212A6	PCS	1	500	Obsolete		
216	APC	9B2025A17074	PCS	1	500	Obsolete		
217	APC	9B2047A12420	PCS	1	500	Obsolete		
218	EATON	P463M48WA4	PCS	1	500	Obsolete		
219	MECER	438C04025897	PCS	1	500	Obsolete		
220	APC	3B184QX74511	PCS	1	500	Obsolete		
221	APC	3B1451X20007	PCS	1	500	Obsolete		
222	APC	3B1571X12507	PCS	1	500	Obsolete		
223	APC	3B185QX74516	PCS	1	500	Obsolete		
<b>PROCUREMENT DEPARTMENT</b>								
1	OFFICE CHAIR	TUM/PROC/FUN/0009464	PCS	1	200	Obsolete		
2	OFFICE CHAIR	TUM/PROC/FUN/01385	PCS	1	200	Obsolete		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition/justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
3	OFFICE CHAIR	SUP/OC/008	PCS	1	200	Obsolete		
4	UPS	9B2047A12416	PCS	1	200	Obsolete		
5	STAPLER	KANGARO® DS-210	PCS	1	200	Obsolete		
6	STAPLER (GIANT)	KANGARO HD/224*	PCS	1	200	Obsolete		
7	STAINLESS STEEL THERMOS	N/A	PCS	4	200	Obsolete		
8	TELEPHONE EXTENSION (PANASONIC (ADVANCED ITS)	TUM/PROC/CNE/0009508	PCS	1	200	unserviceable		
9	TRAYS(PLASTIC)	N/A	PCS	3	200	Obsolete		
10	PAPER PUNCH	N/A	PCS	1	200	Obsolete		
11	WALL WATCH	QUARTZ	PCS	1	200	Obsolete		
<b>CENTRAL STORE</b>								
1	FRIDGE	TUM/K12/PEQ/0012788	PCS	1	200	Unserviceable		
2	COMPUTER TABLE	TUM/PRO/FUN/0009489	PCS	1	1000	obsolete		
3	PHOTOCOPIER MACHINE	TUM/ADMN/PEQ/0008035	PCS	1	2000	obsolete		
1	Landline phone(Panasonic)	None	Pc	2	100	Obsolete		
3	Dispenser		Pcs	1	1000	Unserviceable		
<b>MAINTENANCE DEPARTMENT 2024-2025FY</b>								
1	ASSORTED SCRAP METALS		Kg	1	40	Unserviceable		
2	OUTDOOR UNITS(AIR CONDITIONERS)		PCS	2	3,000	Unserviceable		
3	ASSORTED PIECES OF TIMBERS		PCS		4,000	Unserviceable		
4	ASSORTED PIECES OF BLOCK BOARDS		PCS		500	Unserviceable		
5	ASSORTED WOODEN DOORS		LOT	1	2,800	Unserviceable		
6	ASSORTED PIECES OF LOUVRE GLASS		PCS		3,000	Unserviceable		
7	FRIDGE HITACH		PCS	1	3,000	Unserviceable		
8	CEILING WALL FANS ASSORTED		LOT		4,000	Unserviceable		
9	WASH HAND BASIN		PCS	10	1,000	Unserviceable		
10	USED HARDBOARDS		PCS	20	500	Unserviceable		
11	CARPET		PCS	2	800	Unserviceable		
12	IN DOOR UNITS (AIR CONDITIONER)		PCS	2	2,000	Unserviceable		
13	IN DOOR UNITS		PCS	4	2,000	Unserviceable		
14	FREEZER		PC	1	4,000	Unserviceable		

S/NO:	Item Description	Code No:	Unit of Issue	Qty	Reserve Price	Condition /justification for disposal i.e. Unserviceable, obsolete, obsolete or surplus or idle	Bid deposit 2% of total Value bided	Bid Price (Kes.)
			S			able		
15	FRIDGE SAMSUNG		PCS	1	2,000	Unserviceable		
16	ASSORTED FLOUROSCENT FITTING		LOT	1	-	Unserviceable		
18	PPR MACHINE		PCS	1	300	Unserviceable		
19	GAS PIPE		ROLL	2	400	Unserviceable		
20	SUBMERSIVE PUMP 1HP		PCS	1	500	Unserviceable		
21	PEDROLLO PUMP		PCS	1	500	Unserviceable		
22	PLASTIC TABLE		PCS	2	300	Unserviceable		
23	EXTRACTOR		PCS	2	2,000	Unserviceable		
24	OFFICE CHAIRS		LOT		3,000	Unserviceable		
25	FRIDGE		PC	1	3,000	Unserviceable		
26	MONITOR		PCS	3	500	Unserviceable		
27	FIRE EXTINGUISHERS(Assorted types)		LOT		300	Unserviceable		
28	KITCHEN SINK		PCS	1	700	Unserviceable		
29	Electrical cables		Lot	1	8,000	Unserviceable		

The Deposit(s) will be made to the Account as detailed below (details to be completed by the Procuring Entity).

**Technical University of Mombasa**

**National Bank, TUM branch**

**Account No. 01021007510801**



### **SECTION III - CONDITIONS OF TENDER**

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

## **SECTION IV - STANDARD FORMS**

### **Note on Standard Forms**

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

**1. Form of Tender**

To:

.....  
 .....

.....  
 [name and address of Procuring Entity]

Date:.....

Tender No.....

Gentlemen and/or Ladies:

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

**SCHEDULE OF ITEMS AND PRICES**

1	2	3	4	5	6	7
ItemNo.	DescriptionofItem	Unitof Issue	TotalQuantity Quantity	Unitprice	TotalTender Price	RequiredDeposit
1						
2						

Dated this day of \_\_\_\_\_ 20\_\_\_\_\_

\_\_\_\_\_  
 [signature]

[in the capacity of]

Duly authorized to sign tender for and on behalf of \_\_\_\_\_

**Confidential Business Questionnaire Form**

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

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

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

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

*Part 1 – General:*

Business Name .....

Location of business premises. ....

Plot No..... Street/Road .....

Postal Address ..... Tel No. .... 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 .....

	Part 2 (a) – Sole Proprietor																				
	Your name in full ..... Age ..... Nationality ..... Country of origin ..... <div style="text-align: right;"> <input type="checkbox"/> Citizenship details                  .....             </div>																				
	Part 2 (b) Partnership																				
	Given details of partners as follows: <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">Name</th> <th style="width:20%;">Nationality</th> <th style="width:30%;">Citizenship Details</th> <th style="width:20%;">Shares</th> </tr> </thead> <tbody> <tr> <td>1. ....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2. ....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3. ....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>4. ....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table> Signature and Company stamp or Seal.....	Name	Nationality	Citizenship Details	Shares	1. ....	.....	.....	.....	2. ....	.....	.....	.....	3. ....	.....	.....	.....	4. ....	.....	.....	.....
Name	Nationality	Citizenship Details	Shares																		
1. ....	.....	.....	.....																		
2. ....	.....	.....	.....																		
3. ....	.....	.....	.....																		
4. ....	.....	.....	.....																		
	Part 2 (c) – Registered Company																				
	Private or Public ..... State the nominal and issued capital of company-Nominal Kshs. ..... Issued Kshs. .... Given details of all directors as follows <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:30%;">Name</th> <th style="width:20%;">Nationality</th> <th style="width:30%;">Citizenship Details</th> <th style="width:20%;">Shares</th> </tr> </thead> <tbody> <tr> <td>1.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2. ....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3. ....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>	Name	Nationality	Citizenship Details	Shares	1.....	.....	.....	.....	2. ....	.....	.....	.....	3. ....	.....	.....	.....				
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3. ....	.....	.....	.....																		

	<p>.....</p> <p>4.</p> <p>.....</p> <p>.....</p> <p>5</p> <p>.....</p>
<p>Date ..... Signature of Candidate</p> <p>.....Signature and Company stamp or</p> <p>Seal.....</p> <p>Date .....</p>	

## 6. Tender deposit commitment Declaration Form

Tender No. .... (as per tender documents)

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

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

Authorizing Official \_\_\_\_\_

(Name)

Designation \_\_\_\_\_

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(Date)

**SELF-DECLARATION FORMS**

**FORM SD1**

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

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

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

.....  
.....  
.....  
(Title) (Signature) (Date)

Bidder Official Stamp

**FORM SD2**

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

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

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

.....  
.....  
..... (Title)  
.....  
(Signature) (Date)

Bidder's Official Stamp



**DECLARATION AND COMMITMENT TO THE CODE OF ETHICS**

I ..... (person)  
on behalf of (*Name of the Business/ Company/Firm*).....declare that I have read and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal Activities in Kenya and my responsibilities under the Code.

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

Name of Authorized signatory.....  
.....

Sign.....

Position.....

Office address.....Telephone..... E-mail.....

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

**(Company Seal/ Rubber Stamp where applicable)**

Witness  
Name.....Sign..... Date.....

**LETTER OF NOTIFICATION OF AWARD**

*[letter head  
paper of the  
Procuring  
Entity] [date]*

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

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

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

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

**OFFERED ITEMS AND PRICES**

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

Authorized Signature:.....

Name and Title of Signatory:.....

Name of Procuring Entity:.....

**COPY OF THE LETTER OF NOTIFICATION OF AWARD**

*(to signed by the Purchaser)  
[letterhead paper of the Procuring Entity] [date]*

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

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

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

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

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**OFFERED ITEMS AND PRICES**

1	2	4	5	6
ItemNo.	DescriptionofItem	TotalQuantity	Unitprice	OfferedPrice
1				
2				
TOTAL PRICE OF ALL ITEMS				XXXXX

Authorized Signature:.....

Name and Title of Signatory:.....

Name of Procuring Entity:.....

*Officer(s) to be contacted*

Name \_\_\_\_\_ of  
Officer

\_\_\_\_\_  
Postal  
Address

\_\_\_\_\_  
Telephone  
Number

\_\_\_\_\_  
email  
Address

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

***SIGNED BY THE PURCHASER***

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

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

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

Name of

Purchaser

Authorized

Signature: \_\_\_\_\_ Date

\_\_\_\_\_  
*Name and Title of Signatory*