



KenGen
Staff Retirement
Benefits Scheme

REQUEST FOR QUOTATION

RFQ No. *KenGenSRBS/RFQ/038/2019*

Description: *Gymnasium machines maintenance*

<p>You are invited to submit quotation for materials listed</p> <p>a) THIS IS NOT AN ORDER; CREDIT TERMS ASSUMED FOR QUOTATION</p> <p>b) ELIGIBILITY CRITERIA. Open.</p> <p>c) Your quotation should indicate price and V.A.T separately.</p> <p>d) Return original and retain copy</p> <p>e) Quotations that do not give all the details shall be disqualified.</p> <p>f) All quotations must bear our reference.</p>			<p>DATE: DD/MM/YYYY</p> <p>DATE ISSUED: 20th May 2019</p> <p>CLOSING DATE: 28th May 2019</p> <p>CLOSING TIME: 10:00 Am</p>	<p><i>To be delivered to: Tender Box RBS</i> 11th floor, KenGen Pension Plaza II, Kolobot Road, Parklands, P.O. Box 47936-0010 NAIROBI.</p>
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No	Item Description	Unit	Qty Required	Unit Price in KShs.	Discount	Total (KShs.) Inclusive of Taxes	Brand	Delivery Period	Quotation validity Period	Remarks
	Please Quote for;									
1.	Gymnasium Machines quarterly service as per list provided below									

<p>DECLARATION: We do hereby declare that we have not been debarred from any procurement process and shall not engage in any fraudulent or corrupt act in regard to this purchase; Seller's Sign..... Date..... Rubber Stamp.....</p>	<p>FOR OFFICIAL USE ONLY. OPENED BY, 1. DATE..... 2. DATE..... 3. DATE.....</p>
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NO	Exercise Machine/equipment	Model	Qty	Quarterly cost Kshs	Annual Cost Kshs
1	Treadmills	Techno gym	2		
2	Treadmills	Relax health fitness	1		
3	Elliptical trainer	Techno gym	1		
4	Recumbent bike	Techno gym	1		
5	High/low pulley machine		1		
6	Adjustable abdominal machine		1		
7	Shoulder press machine		1		
8	Back extension machine		2		
9	Captains arm chair/chin up machine		1		
10	Smith machine		1		
11	Leg press		1		
12	swissball		1		
13	steps		15		
14	Adjustable bench		1 pair		



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Description: *Gymnasium machines maintenance*

Mandatory Requirements;

- i Attach copy of business registration
- ii Tax compliance certificate
- iii Duly filled and stamped confidential business questionnaire as provided in the document.
- iv At least two letters of experience
- v Site visit is a MUST kindly liaise with Facility Manager for directions and further instructions on 0726594296.

Kindly indicate the RFQ number & tender name (description) on the envelope.

Address to:

Trust Secretary
KenGen Staff Retirement Benefits Scheme
11th floor, KenGen Pension Plaza 2,
Kolobot Road, Parklands,
P.O. Box 47936-0010
NAIROBI.

To be dropped at our tender box located on 11th floor

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

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

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

	<p>Part 2 (a) – Sole Proprietor</p> <p>Your name in full</p> <p>Age</p> <p>Nationality Country of origin </p> <ul style="list-style-type: none"> • Citizenship details • 																		
	<p>Part 2 (b) Partnership</p> <p>Given details of partners as follows:</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;"></th> <th style="width: 40%;">Name</th> <th style="width: 40%;">Nationality</th> </tr> <tr> <th></th> <th>Citizenship Details</th> <th>Shares</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1.</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> <td>.....</td> </tr> <tr> <td style="text-align: center;">2.</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>		Name	Nationality		Citizenship Details	Shares	1.	2.
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	Part 2 (c) – Registered Company																																																
	<p>Private or Public</p> <p>.....</p> <p>.....</p> <p>State the nominal and issued capital of company-</p> <p style="padding-left: 40px;">Nominal Kshs.</p> <p style="padding-left: 40px;">Issued Kshs.</p> <p>Given details of all directors as follows</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 35%; text-align: center;">Name</th> <th style="width: 35%; text-align: center;">Nationality</th> <th style="width: 15%;"></th> </tr> <tr> <th style="text-align: center;">Citizenship Details</th> <th colspan="2"></th> <th style="text-align: center;">Shares</th> </tr> </thead> <tbody> <tr> <td style="vertical-align: top;">1.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> <td></td> <td></td> </tr> <tr> <td style="vertical-align: top;">2.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> <td></td> <td></td> </tr> <tr> <td style="vertical-align: top;">3.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> <td></td> <td></td> </tr> <tr> <td style="vertical-align: top;">4.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> <td></td> <td></td> </tr> <tr> <td style="vertical-align: top;">5</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td></td> <td>.....</td> <td></td> <td></td> </tr> </tbody> </table>		Name	Nationality		Citizenship Details			Shares	1.			2.			3.			4.			5		
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- If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or registration.

ANTI CORRUPTION DECLARATION PLEDGE

I/We (Name of the firm/Bidder) declare that I/We recognize that Public Procurement and disposal is based on a free and fair competitive tendering process which should not be open to abuse. I/We.....declare that I/We.....will not offer or facilitate, directly or indirectly, any inducement or reward to any public officer, their relations or business associates, in accordance with the tender No.....for or in the subsequent performance of the contract if I/We am/are successful. Signed byChief Executive Officer or authorized representative.