

REPUBLIC OF KENYA

REQUEST FOR QUOTATION

FORM S (IO)

TO: SELLER'S NAME AND ADDRESS **QUOTATION NO. KMWSC/038/2020/2021 DATE: 01/004/2021** FROM: BUYER'S DESIGNATION & ADDRESS

KIMAWASCO LTD
P.O BOX 275-80108
KILIFI

You are invited to submit Quotation on material(s)/services listed below: -

NOTES: -

- (a) This is not an order. Read the conditions and instructions on reverse before quoting.
- (b) Your quotation should be submitted so as to reach the buyer by **11.00 Noon** on **...07/04/2021.....**
- (c) Please if you are unable to supply any of the items on the list, or the full quantities of any of them, kindly make that fact quite clear when submitting your quotations.
- (d) Your quotation should include all costs for Delivery of the goods to **MANAGING DIRECTOR, KILIFI MARIAKANI WATER AND SEWERAGE COMPANY LIMITED, P.O. BOX 275-80108, KILIFI.**
- (e) Return one hard copy deposit it in the quotation box at the reception and retain other for your record.
- (f) **PRICES MUST INCLUDE VALUE ADDED TAX (VAT) WHERE APPLICABLE**

NO	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL COST VAT & DISC. INCLUSIVE	DAYS TO DELIVERY	REMARKS
1.	Supply and delivery of Disposal surgical masks-(1x50pcs)	Box	100				
2.	Supply and delivery of clothes mask branded with KIMAWASCO Logo	Box	100				
3.	Supply and delivery of Instant hand sanitizer, Kebs certified, 70 % alcohol based in 500 ml bottles	Pcs	200				
4.	Supply and delivery of Instant hand sanitizer, Kebs certified, 70 % alcohol based in 50 ml bottles	Pcs	150				
5.	Antibacterial Fresh Liquid Hand wash soap 500ml bottles	Pcs	200				
6.	Infrared thermometer/Thermoguns	Pcs	10				

		<u>FOR OFFICIAL USE ONLY</u>						
CONTACT PERSON, SIGN & TEL. No.		<u>OPENED BY:</u>						
		(1)..... DESIGNATION DATE & SIGN		
		(2)..... DESIGNATION DATE & SIGN		
		(3)..... DESIGNATION DATE & SIGN		
DATE & OFFICIAL STAMP.....								

CONDITIONS

1. The General Conditions of the contract with the Government of Kenya apply to this transaction. This form properly submitted constitutes the agreement to supply or provide the service shown at the prices and within the delivery period stated overleaf.
2. The offer shall remain firm for 30 days from the closing date unless otherwise stipulated by the candidate.
3. The procuring Entity shall not be bound to accept the lowest or any other offer, and reserves the right to accept any offer in part unless the contrary is stipulated by the candidate.
4. Samples of offers when required will be provided free and before the closing date of the quotation. If not destroyed during tests they will, upon request, be returned at the candidate's expenses, or may be collected by the owner.

INSTRUCTIONS

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out and corrections made initialed by the persons who signed the quotation.
2. Quote for each item separately, and in units as specified.
3. This form must be signed by an authorized representative of the candidate and preferably it should also be rubber stamped.
4. Each Quotation should be submitted separately in a sealed envelope with only the Quotation Number endorsed on the outside. Descriptive literature or samples of the items offered may be forwarded with the quotation.
5. If you do not wish to quote, please endorse the reasons on this and return it, otherwise your name may be deleted from the Procuring Entity's mailing list for the items listed hereon.



**KIMAWASCO
KILIFI MARIAKANI WATER AND
SEWERAGE COMPANY LIMITED**

Call: 0727-110 711 / 0737-442 525

Email: info@kilifiwater.co.ke

Website: www.kilifiwater.co.ke

P.O. Box 275-80108 KILIFI

INVITATION TO QUOTE

REF NO. KMWSC/038/2020-2021

**QUOTATION NAME: SUPPLY AND DELIVERY OF HAND WASHING SOAPS, SANITIZERS,
(RESERVED FOR YOUTH, WOMEN AND PERSONS WITH DISABILITIES)**

EVALUATION CRITERIA

To qualify for award the supplier is required to provide the following mandatory documents; -

Mandatory Requirements

1. Attach copy of Valid Tax compliance certificate.
2. Attach copy of registration certificate/incorporation certificate.
3. Certified CR12 document for Limited firms. For Sole proprietors/Partnerships, National ID required.
4. Dully filled and stamped price schedules (Fill in all items provided in the price schedules). Incomplete submissions will be disqualified.
5. Dully filled in business Questionnaire.
6. Attach a copy of a valid Business License/Permit.
7. AGPO Certificate for Youth, Women or PWDs owned companies.
8. Dully filled Integrity declaration form.

Financial Evaluation

Financial ranking Method will be used to award the Job. The lowest evaluated bidder will be awarded the contract.

TABLE 1.

NO	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL COST VAT & DISC INCLUSIVE	DAYS TO DELIVERY	REMARKS
1.	Supply and delivery of Disposal surgical masks-(1x50pcs)	Box	100				
2.	Supply and delivery of clothes mask <u>branded with KIMAWASCO Logo</u>	Box	100				
3.	Supply and delivery of Instant hand sanitizer, Kebs certified, <u>70 % alcohol based in 500 ml bottles</u>	Pcs	200				
4.	Supply and delivery of Instant hand sanitizer, Kebs certified, <u>70 % alcohol based in 50 ml bottles</u>	Pcs	150				
5.	<u>Antibacterial Fresh Liquid Hand wash soap 500ml bottles</u>	pcs	200				
6.	Infrared Thermometer/Thermoguns	pcs	10				
TOTAL AMOUNT							

NB: Kindly complete the Questionnaire below and attach it with the official Quotation form provided for filling in your prices and deliver it in a plain sealed envelope clearly indicating the quotation reference no. and addressed to;

**The Managing Director
Kilifi Mariakani Water and Sewerage Co. Ltd
P.O BOX 275
Kilifi.**

Or

The quotation can be deposited in our quotation box situated outside the revenue office so as to reach us before.....

CONFIDENTIAL BUSINESS QUESTIONNAIRE

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 offense to give false information on this form.

Part 1 - General

Business Name

Location of business

Premises

Plot No

Street/Road

E-mail Address Fax No

Postal Address Tel. No

Nature of business

Current Trade License 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

Citizenship details

Part 2 (b) Partnership

Give details of partners as follows:

Name	Nationality	Citizenship Details	Shares:
1.			
2.			
3.			

Part 2 (C) Registered Company

Private or Public

State the nominal and issued capital of company –

Nominal Kshs

Issued Kshs

Give details of all directors as follows: -

Name	Nationality	Citizenship Details	Shares
1.....			
2.			
3.			
4.			

1.

2.

Date.....

Signature of Candidate.....

DECLARATION OF UNDERTAKING

We underscore the importance of a free, fair and competitive procurement process that precludes abusive practices. In this respect we have neither offered nor granted directly or indirectly any inadmissible advantages to any public servant or other person nor accepted such advantages in connection with our bid, nor will we offer or grant or accept any such incentives or conditions in the present procurement process or, in the event that we are awarded the contract, in the subsequent execution of the contract. We also declare that no conflict of interest exists in the meaning of the kind described in the Public Procurement & Disposal Act 2015.

We also underscore the importance of adhering to the law in the implementation of the project.

We will inform our staff about their respective obligations and about their obligation to fulfil this declaration of undertaking and to obey the laws of the country.

We also declare that our company/sub-contractors/ all members of the consortium has/have not been debarred to engage in procurement/ included in the list of sanctions.

We acknowledge that, the client is entitled to terminate the contract immediately if the statements made in the Declaration of Undertaking were objectively false or the reason for exclusion occurs after the Declaration of Undertaking has been issued.

Dated this day..... Of20.....

(Name of company).....

(Signature(s)).....

Official stamp.....

