



NGAAF : NAROK  
P.O.BOX : 77-70300  
NAROK

**NATIONAL GOVERNMENT  
AFFIRMATIVE ACTION FUND**

***Empowering for Self-reliance***



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**NRK/CC/ 20/2025-2026  
SUPPLY AND DELIVERY OF  
SANITARY TOWELS/PADS. (YOUTH)**

**CLOSING DATE: WEDNESDAY 19<sup>TH</sup> AUGUST, 2026  
at 11.00 AM**

*Serial No. ....*

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## **SECTION I-INVITATION TO TENDER**

**Reference:** NRK/CC/20/2025-2026

**Tender name:** SUPPLY AND DELIVERY OF SANITARY TOWELS/PADS.

The Narok County National Government Affirmative Action Fund (NGAAF) invites closed tenders for supply and delivery of Sanitary Towels/Pads from the Prequalified Contractors in this County and are registered with AGPO (YOUTH).

Interested eligible candidates may obtain further information from and inspect the tender documents at the Narok Central Sub-County Procurement Office during normal working hours upon payment of a non – refundable fee of ksh 1,000 per set of tender documents, payable to the sub County National Treasury.

**Note;** Tenders Obtained electronically/ Downloaded are free of charge.

Tenderers must read all the instructions carefully and ensure all requirements are fulfilled failure to which the bid will be considered unresponsive.

Completed tender documents are to be enclosed in plain sealed envelopes marked with the Tender Number only ie **NRK/NGAAF/20/2025 – 2026** and must be deposited in the **Tender Box** and be addressed to

The County Coordinator NGAAF Narok County P.O. BOX 187-20500, NAROK

So as to reach her on or before **19<sup>TH</sup>August, 2026 at 11:00 AM**

Prices quoted should be net inclusive of all taxes, must be in Kenya Shillings and should remain valid for 120 days.

Tenders will be opened immediately thereafter in the presence of candidates' representatives who choose to attend.

**NOTE:**

***The Government reserves the right to accept or reject any tender in part or whole without giving any reason thereof and does not bind itself to accept the lowest or any tender.***

## **SECTION II - INSTRUCTIONS TO TENDERERS**

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## **SECTION II - INSTRUCTION TO TENDERERS**

### **2.0 Specific Instruction to Tender Category**

2.0.1 Ensure all the documents attached to your tender documents are completely filled and Signed particularly the following forms

- **S31 Form of Tender**
- **S32 Tender Document**
- **S33 Confidential Business Questionnaire**
- **S34 Conditions of Tendering**

2.0.2 The following documents must be attached to your tender document as a proof of qualification for the award

- **Registration of Business Certificate**
- **PIN Registration**
- **Business Premises Permit**
- **Valid TAX Compliance Certificate**
- **Registration of AGPO Certificate (Youth)**

2.0.3 All prices quoted must be inclusive of the taxes applicable where applicable, packaging, delivery costs and any other incidental cost, product brands, manufacturer or origin must be clearly indicated for consideration for the award.

2.0.4 Details of registered business premises or offices must be indicated for verification

2.0.5 Failure to comply with any of these requirements will lead to disqualification of the tender.

### **2.1 Eligible Tenderers**

2.1.1 This Invitation for Tenders is open to all tenderers eligible as described in the Appendix to instructions to tenderers.

2.1.2 Tenderers shall not be under a declaration of ineligibility for corrupt or fraudulent practices or debarment procedures.

2.1.3 *The procuring entity's employees, committee members, board members and their relatives (spouse and children) are not eligible to participate in the tender unless where specifically allowed under section 66(11) of the Act.*

## **2.2 Cost of Tendering**

- 2.2.1 The tenderer shall bear all costs associated with the preparation and submission of its tender, and the procuring entity, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.
- 2.2.2 The price to be charged for the tender document is Kshs 1,000.
- 2.2.3 The procuring entity shall allow the tender to review the tender document free of charge before purchase.

## **2.3 The Tender Document**

- 2.3.1 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 price
  - (iv) Conditions of Tender
  - (v) Form of tender
  - (vi) Confidential Business Questionnaire Form
  - (vii) Tender Commitment Declaration Form
- 2.3.2 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.

## **2.4. Clarification of Documents**

- 2.4.1 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 seven (7) 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.
- 2.4.2 Clarification of tenders shall be requested by the tenderer to be received by the procuring entity not later than 7 days prior to the deadline for submission of tenders.
- 2.4.3 The procuring entity 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.

## **2.5 Amendment of Documents**

- 2.5.1 At any time prior to the deadline for submission of tenders, the Procuring entity, for any reasons, whether at its own initiative or in response to a clarification requested by a prospective tenderer, may modify the tender documents by amendment
- 2.5.2 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.
- 2.5.3 In order to allow prospective tenderers reasonable time in which to take the amendment into account in preparing their tenders, the Procuring entity, at its discretion, may extend the deadline for the submission of tenders.

## **2.6 Tender Prices and Currencies**

- 2.6.1 The tenderer shall indicate on the appropriate Price Schedule the unit prices inclusive of taxes applicable where necessary.
- 2.6.2 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
- 2.6.3 The Price quoted shall be in Kenya Shillings.

## **2.7 Validity of Tenders**

- 2.7.1 Tenders shall remain valid for 120 days from date of tender opening prescribed by the Procuring entity, pursuant to paragraph 2.11 Tender valid for a shorter period shall be rejected by the Procuring entity as non -responsive.
- 2.7.2 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 thereto shall be made in writing.

## **2.8 Sealing and Marking of Tenders**

- 2.8.1 The tenderer shall seal the tender and mark it with the number and name of the tender and "DO NOT OPEN BEFORE 19<sup>TH</sup> AUGUST 2026 at 11.00 AM

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

Tenders must be received by the Procuring entity at the address specified not later than **19<sup>TH</sup> AUGUST, 2026 at 11.00 AM**

- 2.9.1 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.

## **2.10 Modifications and Withdrawals of Tenders**

- 2.10.1 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.
- 2.10.2 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 but followed by a signed confirmation copy, postmarked not later than the deadline for submission of tenders.
- 2.10.3 No tender may be modified after the deadline for submission of tenders
- 2.10.4 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.

## **2.11 Opening of Tenders**

The Procuring entity will open all tenders in the presence of tenderers' representatives, who choose to attend **on 19<sup>TH</sup> AUGUST, 2026 at 11.00 a.m.**

- 2.11.1 The tenderers or representatives who are present shall sign a register evidencing their attendance.
- 2.11.2 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.
- 2.11.3 The Procuring entity will prepare minutes of the tender opening.

## **2.12 Clarification of tenders**

- 2.12.1 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.
- 2.12.2 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.

## **2.13 Evaluation and Comparison of Tenders**

- 2.13.1 The Procuring entity will examine the tenders to determine whether they are complete, whether any computation errors have been made, 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.
- 2.13.2 The Procuring entity will evaluate and compare the tenders, which have been determined to be substantially responsive only.

## **2.14 Award Criteria**

- 2.14.1 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 lowest evaluated tender.

## **2.15 Notification of Award**

- 2.15.1 Prior to the expiration of the period of tender validity, the Procuring entity will notify the successful tenderer in writing that its tender has been accepted.
- 2.15.2 Simultaneously the other tenderers shall be notified that their tenders have been unsuccessful.

## **2.16 Contacting the Procuring entity**

- 2.16.1 No tenderer shall contact the Procuring entity on any matter relating to its tender, from the time of the tender opening to the time the contract is awarded.
- 2.16.2 Any effort by a tenderer to influence the Procuring entity in its decisions on tender evaluation, tender comparison, or contract award may result in the rejection of the tenderer's tender.

A notice shall be effective when delivered or on the notices effective date, whichever is later.

#### **SECTION IV: SCHEDULE OF PRICE**

##### **TENDER NO. NRK/NGAAF/20/2025-2026 – CATEGORY AGPO (YOUTH)**

| S/NO | ITEM DESCRIPTION                                        | UNIT OF ISSUE | QTY     | UNIT COST | TOTAL COST | REMARKS |
|------|---------------------------------------------------------|---------------|---------|-----------|------------|---------|
| O1.  | Supply and Delivery of Sanitary pads/ Towels (8 pieces) | Packet        | 275,926 |           |            |         |

#### **TENDERER'S PHYSICAL ADDRESS**

LOCATION OF BUSINESS.....

TOWN.....

ROAD/STREET.....

BUILDING.....

OFFICE NUMBER.....

OFFICE MOBILE NUMBER.....

#### **SECTION V - STANDARD FORMS**

##### **Notes on Standard Forms**

The tender document consists of the following forms to be completely filled by bidders.

|     |                                               |    |
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| 5.8 | TENDER COMMITMENT<br>DECLARATION FORM..... | 23 |

## **APPLICATION FORM (1)**

### **GENERAL INFORMATION**

|    |                                     |                                    |
|----|-------------------------------------|------------------------------------|
| 1. | Name of firm                        |                                    |
| 2. | Head office address                 |                                    |
| 3. | Telephone                           | Contact                            |
| 4. | Fax                                 | E-mail                             |
| 5. | Place of incorporation/registration | Year of incorporation/registration |

|                       |             |
|-----------------------|-------------|
| Nationality of owners |             |
| Name                  | Nationality |

|    |  |  |
|----|--|--|
|    |  |  |
| 1. |  |  |
| 2. |  |  |
| 3. |  |  |
| 4. |  |  |
| 5. |  |  |

## **APPLICATION FORM (2)**

### **GENERAL EXPERIENCE RECORD**

|                   |
|-------------------|
| Name of Applicant |
|-------------------|

| Annual turnover data |          |       |
|----------------------|----------|-------|
| Year                 | Turnover | Kshs. |
| 1.                   |          |       |
| 2.                   |          |       |
| 3.                   |          |       |

|    |  |  |
|----|--|--|
|    |  |  |
| 4. |  |  |
| 5. |  |  |

## APPLICATION FORM (7)

### FINANCIAL CAPABILITY

|                                                 |
|-------------------------------------------------|
| Name of Applicant or partner of a joint venture |
|-------------------------------------------------|

|        |                               |
|--------|-------------------------------|
| Banker | Name of banker                |
|        | Address of banker             |
|        | .....                         |
|        | Mobile Contact name and title |
|        | Fax E mail                    |

| Financial information in Kshs. | Actual :<br>previous five years |    | Projected:<br>next two years |    |
|--------------------------------|---------------------------------|----|------------------------------|----|
|                                | 1.                              | 2. | 3.                           | 4. |
| 1. Total assets                |                                 |    |                              |    |
| 2. Current assets              |                                 |    |                              |    |
| 3. Total liabilities           |                                 |    |                              |    |
| 4. Current liabilities         |                                 |    |                              |    |

## LITIGATION HISTORY

Applicants, including each of the partners of a joint venture, should provide information of any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution (Instructions to Applicants, para. 4.8). A separate sheet should be used for each partner of a joint venture.

[illegible]

## **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 goods 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 .....

|                                         | Part 2 (a) – Sole Proprietor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |             |                     |             |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|---------------------|-------------|---------------------|--------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|
|                                         | Your name in full ..... Age .....<br>Nationality ..... Country of origin .....<br>• Citizenship details .....<br>•                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |             |                     |             |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
|                                         | Part 2 (b) Partnership                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |             |                     |             |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
|                                         | Given details of partners as follows:<br><table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th><th style="width: 35%;">Name</th><th style="width: 20%;">Nationality</th><th style="width: 25%;">Citizenship Details</th><th style="width: 15%;">Shares</th></tr> </thead> <tbody> <tr><td>1.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>2.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>3.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>4.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> </tbody> </table>                                                                                                                                                                                                            |             | 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 .....<br>State the nominal and issued capital of company-<br>Nominal Kshs. ....<br>Issued Kshs. ....<br>Given details of all directors as follows<br><table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th><th style="width: 35%;">Name</th><th style="width: 20%;">Nationality</th><th style="width: 25%;">Citizenship Details</th><th style="width: 15%;">Shares</th></tr> </thead> <tbody> <tr><td>1.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>2.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>3.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>4.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> <tr><td>5.</td><td>.....</td><td>.....</td><td>.....</td><td>.....</td></tr> </tbody> </table> |             | Name                | Nationality | Citizenship Details | Shares | 1. | ..... | ..... | ..... | ..... | 2. | ..... | ..... | ..... | ..... | 3. | ..... | ..... | ..... | ..... | 4. | ..... | ..... | ..... | ..... | 5. | ..... | ..... | ..... | ..... |
|                                         | Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Nationality | Citizenship Details | Shares      |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
| 1.                                      | .....                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | .....       | .....               | .....       |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
| 2.                                      | .....                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | .....       | .....               | .....       |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
| 3.                                      | .....                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | .....       | .....               | .....       |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
| 4.                                      | .....                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | .....       | .....               | .....       |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
| 5.                                      | .....                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | .....       | .....               | .....       |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |
| Date ..... Signature of Candidate ..... |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |             |                     |             |                     |        |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |    |       |       |       |       |

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

## CONTRACT FORM

THIS AGREEMENT made the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_  
between ..... [*name of  
Procurement entity*] of ..... [*country  
of Procurement entity*] (hereinafter called “the Procuring entity) of the one part and  
..... [*name  
of tenderer*] of ..... [*city  
and country of tenderer*] (hereinafter called “the tenderer”) of the other part;

WHEREAS the Procuring entity invited tenders for certain goods ] and has accepted a  
tender by the tenderer for the supply of those goods in the sum of  
.....  
[*contract price in words and figures*] (hereinafter called “the Contract Price).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to:
2. The following documents shall be deemed to form and be read and construed as part of this Agreement viz:
  - (a) The Tender Form and the Price Schedule submitted by the tenderer
  - (b) The Schedule of Requirements
  - (c) The Technical Specifications
  - (d) The General Conditions of Contract
  - (e) The Special Conditions of contract; and
  - (f) the Procuring entity’s Notification of Award
3. In consideration of the payments to be made by the Procuring entity to the tenderer as hereinafter mentioned, the tender hereby covenants with the Procuring entity to provide the goods and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring entity hereby covenants to pay the tenderer in consideration of the provisions of the goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Procuring entity

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the tenderer in the presence of \_\_\_\_\_

(Amend accordingly if provided by Insurance Company)

## **TENDER COMMITMENT DECLARATION FORM**

1. I certify that the document has been filled correctly, witnessed and signed as required and all information is true, the required documents are also attached to the tender document.
2. We/I undertake to abide by all government procurement procedures applicable under this contract
3. This company or tenderer is in no way related to any civil servant or owned by the same.
4. No inducement has been offered to any member of the procuring unit by the tenderer for consideration of the tender.

**Tenderer's Name.....**

**ID Number.....**

**Signature.....**

**Witness Name.....**

**ID Number.....**

**Signature.....**

**Stamp & Date.....**