



**PROVISION OF DISINFECTION AND SANITIZATION
SERVICES FOR KENYA REVENUE AUTHORITY
OFFICES AND RESIDENTIAL ESTATES
COUNTRYWIDE. ONE (1) YEAR FRAMEWORK
CONTRACT**

TENDER NO. KRA/HQS/NCB-007/2020-2021

**TIMES TOWER BUILDING
P.O. BOX 48240 – 00100
TEL: +254 02 310900
www.kra.go.ke
NAIROBI, KENYA.**

**CLOSING DATE: 13TH OCTOBER, 2020
TIME: 11:00 AM**

SEPTEMBER 2020

CHECKLIST FORM

This form has been provided to help bidders in preparation of their bids ensuring that all the tender mandatory requirements are in place. Bidders are therefore required to tick once they attach or fill/sign the documents that the tender has requested for.

1. MANDATORY REQUIREMENTS

S/N	ITEM DESCRIPTION	Tick once attached
1.	Copy of Certificate of Incorporation or Business Registration Certificate.	
2.	Provide relevant Licenses and Registrations i.e License by the Pharmacy & Poisons Board or Ministry of Health	
3.	Copy of Valid Single Business Permit from County Governments	
4.	Must Submit a copy of Valid Tax Compliance certificate from Kenya Revenue Authority	
5.	Duly filled, signed and stamped Price Schedule in the Format provided	
6.	Duly filled, signed and stamped Form of Tender in the format provided	
7.	Duly filled, signed and stamped Confidential Business Questionnaire	
8	Tender Security of KES. 100,000 valid for 365 days from tender closing date (i.e 12 th October 2021)	
9.	A written declaration that the service provider shall comply with all labour laws and the minimum wage regulations during the entire period of the contract. Failure to meet this requirement during the contract period will be a ground for cancellation of the contract. The indicators for these are Payment of salaries in time- there should be no complaints from your staff of delayed salaries.	
10.	Current Reference Letter from Bank (not older than six (6) months).	

NB: Tenders will proceed to vendor evaluation stage only if they meet all the mandatory requirements.

2. VENDOR EVALUATION

Evaluation Attribute	Weighting Score	Max. Score	Tick once attached
Proven to track record in rendering satisfactory similar services to high end companies	(Provide 5 reference letters or LPO's within the last 3 years) (3 marks for each)	15	
Registration by NSSF as an employer	Provide Current Compliance Certificate from National Social Security Fund	5	
Registration by NHIF as an employer	Provide Current Compliance Certificate from National Hospital Insurance Fund (NHIF).	5	

Sanitization/Decontamination equipment and accessories owned by the firm and to be directly assigned to KRA during the contract period.	Provide details/ list of at least five (5) equipment and accessories and explain what they will be used for. (3 marks for each)	15	
No of Sanitization staff to be deployed directly to KRA office and their experience in offering similar services	Minimum five (5) for head office and two (2) per regional office. Provide staff profiles (2Marks for each)	10	
Work Program/ Operation Plan/ Schedule of Sanitization	Provide details of Work Program/ Operation Plan/ Schedule of Sanitization	15	
Submit a Sample checklist for sanitization/ decontamination services for the different sanitization sites	Provide a sample of checklist for sanitization/ decontamination services for the different sanitization sites	10	
List of the detergents and decontamination chemicals that will be used	List at least 5 detergents/ chemicals that must be present and will be used during sanitization (4mks for each)	20	
Physical Facilities; Provide details of physical address and contacts – attach evidence	Details of physical address and contacts with copy of either title, lease/agreement document or latest copy of a utility bill.	5	
Total		100	

NB: Only bidders who score 70% and above will be subjected to Technical evaluation. Those who score below 70% will be eliminated at this stage from the entire evaluation process and will not be considered further.

3. TECHNICAL EVALUATION

S/N	ITEM DESCRIPTION	Tick once attached
1.	Bidders are required to provide clause by clause response in Section VI.	

Tenders will proceed to Financial Evaluation stage only if they meet the minimum technical requirements.

4. FINANCIAL EVALUATION.

The bidder who passed preliminary evaluation and met the cut off scores for Vendor Evaluation and passed the Technical Evaluation and is the lowest evaluated bidder shall be awarded the Tender for each Lot. Award therefore shall be per Lot.

SECTION I

- INVITATION TO TENDER



**KENYA REVENUE
AUTHORITY**

Tender Notice

1. The Kenya Revenue Authority invites sealed bids from eligible candidates for the following tenders:

NO	DESCRIPTION	ELIGIBILITY	CLOSING DATE AND TIME
1.	KRA/HQS/NCB-007/2020-2021: TENDER DOCUMENT FOR PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT	OPEN	13TH OCTOBER, 2020 11.00 AM

2. Tender documents detailing the requirements of the above tenders in English may be obtained from KRA E-Procurement portal available on the KRA website www.kra.go.ke. Prospective bidders should register for E-Procurement to enable them access the KRA portal under “New Supplier Registration” found under the E - Procurement Tab.
3. For assistance visit any KRA Procurement office countrywide or email: srmsupport@kra.go.ke. Bidders to note that system bid submission issues shall not be addressed within 24 hours to the tender closing date and time.
4. Addenda / clarifications will be posted in Kra Website (www.kra.go.ke) and also sent to all prospective tenderes that have registered for the tender in the KRA supplier Portal.
5. Technical Qualification requirements; Refer to Section V of the bidding document.
6. **Completed Bids are to be saved as PDF documents marked with the relevant tender description and submitted to the appropriate KRA E-procurement Web Portal found on the KRA website so as to be received on or before 13th October, 2020 at 11.00 a.m.** Note: Submission shall strictly be done Electronically via KRA E-Procurement Portal. **System issues will NOT be addressed 24 hours to tender closing.**
7. **Bids will be opened electronically promptly after closing time and Bidders or their representatives are welcome to witness the opening** at Times Tower Building.
8. An original hard copy of the **Bid Security (where applicable)** of not less than the indicated amount or equivalent amount in a freely convertible currency must be dropped in the **Tender Security Box** located at **Times Tower Building, Ground Floor** any day before the tender closing date. The Bid Security (where applicable) must be in a sealed envelope bearing the Tender Description and addressed to the address indicated above.

Deputy Commissioner-Supply Chain Management
Times Tower Building, 25th Floor,
P.O Box 48240– 00100 GPO,
Tel. +254 020 310900
Nairobi, Kenya.
website: www.kra.go.ke
Email : eprocurement@kra.go.ke

Any canvassing or giving of false information will lead to automatic disqualification.

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SECTION II - INSTRUCTION TO TENDERERS

2.1. Eligible Tenderers

- 2.1.1 This Invitation for Tenders is open to all tenderers eligible as described in the Invitation to Tender. Successful tenderers shall complete the provision of hired services by the intended completion date specified in the Schedule of Requirements Section VI.
- 2.1.2 The Kenya Revenue Authority (KRA) employees, committee members, board members and their relatives (spouse and children) are not eligible to participate in the tender unless where specially allowed under section 131 of the Act.
- 2.1.3 Tenderers shall provide the qualification information statement that the tenderer (including all members of a joint venture and subcontractors) is not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by KRA to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the services under this Invitation to Tender.
- 2.1.4 Tenderers involved in the corrupt or fraudulent practices or debarred from participating in public procurement shall not be eligible.

2.2 Cost of Tendering

- 2.2.1 The Tenderer shall bear all costs associated with the preparation and submission of its tender, and KRA, 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 tender documents shall be downloaded free of charge.

2.3 Contents of Tender Document

- 2.3.1 The tender documents comprise the documents listed below and addenda issued in accordance with clause 2.5 of these instructions to tenderers.
- (i) Instructions to Tenderers
 - (ii) General Conditions of Contract
 - (iii) Special Conditions of Contract
 - (iv) Schedule of Requirements
 - (v) Details of Insurance Cover
 - (vi) Form of Tender
 - (vii) Price Schedules
 - (viii) Contract Form
 - (ix) Confidential Business Questionnaire Form
 - (x) Tender Security Form
 - (xi) Performance Security Form
 - (xii) Insurance Company's Authorization Form

- (xiii) Declaration Form
 - (xiv) Request for Review Form
- 2.3.2 The Tenderer is expected to examine all instructions, forms, terms and specification in the tender documents. Failure to furnish all information required by the tender documents or to submit a tender not substantially responsive to the tender documents in every respect will be at the tenderers risk and may result in the rejection of its tender.

2.4 Clarification of Tender Documents

- 2.4.1 A Candidate making inquiries of the tender documents may notify KRA by post, fax or by email at the KRA's address indicated in the Invitation to Tender. KRA 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 the tenders, prescribed by the KRA. Written copies of the KRA's response (including an explanation of the query but without identifying the source of inquiry) will be sent to all candidates who have received the tender documents.
- 2.4.2 KRA 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.
- 2.4.3 Preference where allowed in the evaluation of tenders shall not exceed 15%.

2.5 Amendment of Tender Documents

- 2.5.1 At any time prior to the deadline for submission of tenders, KRA, for any reason, whether at its own initiative or in response to a clarification requested by a prospective tenderer, may modify the tender documents by issuing an addendum.
- 2.5.2 All prospective tenderers who will have obtained the tender documents will be notified of the amendment by post, fax or email and such amendment 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, KRA, at its discretion, may extend the deadline for the submission of tenders.

2.6 Language of Tenders

- 2.6.1 The tender prepared by the tenderer, as well as all correspondence and documents relating to the tender exchanged by the tenderer and KRA, shall be written in English language. Any printed literature furnished by the tenderer may be written in another language provided they are accompanied by an accurate English translation of the relevant passages in which case, for purposes of interpretation of the tender, the English translation shall govern.

2.7. Documents Comprising the Tender

- 2.7.1 The tender prepared by the tenderer shall comprise the following components:
- (a) A Tender Form and a Price Schedule completed in accordance with paragraph 2.8, 2.9 and 2.10 below
 - (b) Documentary evidence established in accordance with paragraph 2.1.2 that the tenderer is eligible to tender and is qualified to perform the contract if its tender is accepted;
 - (c) Tender security furnished in accordance with paragraph 2.12 (if applicable)
 - (d) Declaration Form.

2.8. Form of Tender

- 2.8.1 The tenderer shall complete the Tender Form and the Price Schedule furnished in the tender documents, indicating the services to be provided.

2.9. Tender Prices

- 2.9.1 The tenderer shall indicate on the form of tender and the appropriate Price Schedule the unit prices and total tender price of the services it proposes to provide under the contract.
- 2.9.2 Prices indicated on the Price Schedule shall be the cost of the services quoted including all duties, VAT and other taxes payable.
- 2.9.3 Prices quoted by the tenderer shall remain fixed during the Term of the contract unless otherwise agreed by the parties. A tender submitted with an adjustable price quotation will be treated as non-responsive and will be rejected, pursuant to paragraph 2.20.5

2.10. Tender Currencies

- 2.10.1 Prices shall be quoted in Kenya Shillings or the equivalent in freely convertible currency unless otherwise specified in the Appendix to Instructions to Tenderers.

2.11. Tenderers Eligibility and Qualifications

- 2.11.1 Pursuant to paragraph 2.1 the tenderer shall furnish, as part of its tender, documents establishing the tenderers eligibility to tender and its qualifications to perform the contract if it's tender is accepted.
- 2.11.2 The documentary evidence of the tenderer's qualifications to perform the contract if its tender is accepted shall establish to KRA's satisfaction that the tenderer has the financial and technical capability necessary to perform the contract.

2.12. Tender Security

- 2.12.1 The tenderer shall furnish, as part of its tender, a tender security for the amount and form specified in the Appendix to Instructions to Tenderers.
- 2.12.2 The tender security of **KES. 100,000.00** valid for **365** days from the date the tender closure.
- 2.12.3 The tender security is required to protect the KRA against the risk of Tenderer's conduct which would warrant the security's forfeiture, pursuant to paragraph 2.12.7
- 2.12.4 The tender security shall be a Bank guarantee issued by a commercial bank operating in Kenya, a deposit taking micro-finance Institution, Sacco Society, The Youth Enterprise Development Fund, approved Insurance Companies or Women Enterprise Fund.
- 2.12.5 Any tender not secured in accordance with paragraph 2.12.1. and 2.12.3 shall be rejected by KRA as non-responsive, pursuant to paragraph 2.20.5.
- 2.12.6 Unsuccessful Tenderer's tender security will be discharged or returned as promptly as possible as but not later than thirty (30) days after the expiration of the period of tender validity.
- 2.12.7 The successful Tenderer's tender security will be discharged upon the tenderer signing the contract, pursuant to paragraph 2.29, and furnishing the performance security, pursuant to paragraph 2.30.
- 2.12.8 The tender security may be forfeited:
- (a) If a tenderer withdraws its tender during the period of tender validity.
 - (b) In the case of a successful tenderer, if the tenderer fails:
 - (i) to sign the contract in accordance with paragraph 2.29 or
 - (ii) to furnish performance security in accordance with paragraph 2.30.

2.13. Validity of Tenders

- 2.13.1 Tenders shall remain valid for **335 days** after date of tender opening pursuant to paragraph 2.18. A tender valid for a shorter period shall be rejected by KRA as non-responsive.
- 2.13.2 In exceptional circumstances, KRA 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. The tender security provided under paragraph 2.12 shall also be suitably extended. A tenderer granting the request will not be required nor permitted to modify its tender.

2.14. Format and Signing of Tenders

- 2.14.1 The Bidders to note that the **COMBINED TECHNICAL AND FINANCIAL** proposal shall be submitted through the KRA supplier portal. **The bidder shall submit Combined technical and financial proposals electronically via the supplier portal in the Notes and attachment Section of the RFX (Tender).**
- 2.14.2 Submission shall be strictly via the supplier portal. Hardcopies shall not be accepted whatsoever except for the Original Tender Security which must be deposited in the Tender Box located in Ground Floor, Times Tower Building.
- 2.14.3 The tender shall have no interlineations, erasures, or overwriting except as necessary to correct errors made by the tenderer, in which case such corrections shall be initialed by the person or persons signing the tender.

2.16. Deadline for Submission of Tenders

- 2.16.1 Tenders must be received by KRA electronically not later than **13TH OCTOBER, 2020 at 11.00am**
- 2.16.2 KRA may, at its discretion, extend this deadline for the submission of tenders by amending the tender documents in accordance with paragraph 2.5.3 in which case all rights and obligations of KRA and candidates previously subject to the deadline will thereafter be subject to the deadline as extended.

2.17. Modification and Withdrawal of Tenders

- 2.17.1 The tenderer may modify the tender after submission and resubmit to the **respective folders**. All prior submissions cannot be deleted or overwritten. Tenderer to note that the latest submission shall be considered as the final version and all prior submissions shall be disregarded.
- 2.17.2 No tender may be modified after the deadline for submission of tenders.
- 2.17.3 No tender may be withdrawn in the interval between the deadline for submission of tenders and the expiration of the period of tender validity. Withdrawal of a tender during this interval may result in the Tenderer's forfeiture of its tender security, pursuant to paragraph 2.12.7.
- 2.17.4 KRA may at any time terminate procurement proceedings before contract award and shall not be liable to any person for the termination.
- 2.17.5 KRA shall give prompt notice of the termination to the tenderers and on request give its reasons for termination within 14 days of receiving the request from any tenderer

2.18. Opening of Tenders

- 2.18.1 KRA will open all tenders electronically in the presence of tenderers' representatives who choose to attend, on **13TH OCTOBER, 2020 at 11.00am**. The tenderers' representatives who are present shall sign a register evidencing their attendance.
- 2.18.2 The tenderers' names, tender modifications or withdrawals, tender prices, discounts, and the presence or absence of requisite tender security and such other details as KRA, at its discretion, may consider appropriate, will be announced at the opening.
- 2.18.3 KRA will prepare minutes of the tender opening, which will be submitted to tenderers that signed the tender opening register and will have made the request.

2.19. Clarification of Tenders

- 2.19.1 To assist in the examination, evaluation and comparison of tenders KRA 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.
- 2.19.2 Any effort by the tenderer to influence KRA in tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

2.20. Preliminary Examination and Responsiveness

- 2.20.1 KRA will examine the tenders to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the tenders are generally in order.
- 2.20.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the candidate does not accept the correction of the errors, its tender will be rejected, and its tender security forfeited. If there is a discrepancy between words and figures, the amount in words will prevail.
- 2.20.3 KRA may waive any minor informality or non-conformity or irregularity in a tender which does not constitute a material deviation provided such waiver does not prejudice or affect the relative ranking of any tenderer.
- 2.20.4 Prior to the detailed evaluation, pursuant to paragraph 2.20, KRA will determine the substantial responsiveness of each tender to the tender documents. For

purposes of these paragraphs, a substantially responsive tender is one which conforms to all the terms and conditions of the tender documents without material deviations. KRA's determination of a tender's responsiveness is to be based on the contents of the tender itself without recourse to extrinsic evidence.

2.20.5 If a tender is not substantially responsive, it will be rejected by KRA and may not subsequently be made responsive by the tenderer by correction of the nonconformity.

2.21. Conversion to single currency

2.21.1 Where other currencies are used, KRA will convert those currencies to Kenya Shillings using the selling exchange rate on the date of tender closing provided by the Central Bank of Kenya.

2.22. Evaluation and Comparison of Tenders

2.22.1 KRA will evaluate and compare the tenders which have been determined to be substantially responsive, pursuant to paragraph 2.20.

2.22.2 KRA's evaluation of a tender will take into account, in addition to the tender price, the following factors, in the manner and to the extent indicated in paragraph 2.22.3.

(a) Operational plan proposed in the tender;

(b) Deviations in payment schedule from that specified in the Special Conditions of Contract.

2.22.3 Pursuant to paragraph 2.22.2. the following evaluation methods will be applied.

1. Operational Plan

(i) KRA requires that the services under the Invitation for Tenders shall be performed at the time specified in the Schedule of Requirements. Tenders offering to perform longer than KRA's required delivery time will be treated as non-responsive and rejected.

2. Deviation in payment schedule

(i) Tenderers shall state their tender price for the payment on schedule outlined in the special conditions of contract. Tenders will be evaluated on the basis of this base price. Tenderers are, however, permitted to state an alternative payment schedule and indicate the reduction in tender price they wish to offer for such alternative payment schedule. KRA may consider the alternative payment schedule offered by the selected tenderer.

2.22.4 The tender evaluation committee shall evaluate the tender within 30 calendar days from the date of opening the tender.

2.23. Contacting the Procuring entity

2.23.1 Subject to paragraph 2.19 no tenderer shall contact KRA on any matter relating to its tender, from the time of the tender opening to the time the contract is awarded.

2.23.2 Any effort by a tenderer to influence KRA in its decisions on tender evaluation, tender comparison, or contract award may result in the rejection of the Tenderers' tender.

2.24. Post-qualification

2.24.1 KRA will verify and determine to its satisfaction whether the tenderer that is selected as having submitted the lowest evaluated responsive tender is qualified to perform the contract satisfactorily.

2.24.2 The determination will take into account the tenderer financial and technical capabilities. It will be based upon an examination of the documentary evidence of the tenderers qualifications submitted by the tenderer, pursuant to paragraph 2.11.2, as well as such other information as KRA deems necessary and appropriate.

2.24.3 An affirmative determination will be a prerequisite for award of the contract to the tenderer. A negative determination will result in rejection of the Tenderer's tender, in which event KRA will proceed to the next lowest evaluated tender to make a similar determination of that Tenderer's capabilities to perform satisfactorily.

2.25 Award Criteria

2.25.1 Subject to paragraph 2.29 KRA will award the contract to the successful tenderer whose tender has been determined to be substantially responsive and has been determined to be the lowest evaluated **bidder** provided further that the tenderer is determined to be qualified to perform the contract satisfactorily.

2.25.2 To qualify for contract awards, the tenderer shall have the following: -

- (a) Necessary qualifications, capability experience, services, equipment and facilities to provide what is being procured.
- (b) Legal capacity to enter into a contract for procurement
- (c) Shall not be insolvent, in receivership, bankrupt or in the process of being wound up and is not the subject of legal proceedings relating to the foregoing.
- (d) Shall not be debarred from participating in public procurement.

2.26. Procuring Entity's Right to Accept or Reject any or All Tenders

- 2.26.1 KRA reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders at any time prior to contract award, without thereby incurring any liability to the affected tenderer or tenderers or any obligation to inform the affected tenderer or tenderers of the grounds for KRA's action. If KRA determines that none of the tenders is responsive, KRA shall notify each tenderer who submitted a tender.
- 2.26.2 KRA shall give prompt notice of the termination to the tenderers and on request give its reasons for termination within 14 days of receiving the request from any tenderer.
- 2.26.3 A tenderer who gives false information in the tender document about his qualification or who refuses to enter into a contract after notification of contract award shall be considered for debarment from participating in future public procurement.

2.27 Notification of Award

- 2.27.1 Prior to the expiration of the period of tender validity, KRA will notify the successful tenderer in writing that its tender has been accepted.
- 2.27.2 The notification of award will signify the formation of the contract subject to the signing of the contract between the tenderer and KRA pursuant to clause 2.9. Simultaneously the other tenderers shall be notified that their tenders were not successful.
- 2.27.3 Upon the successful Tenderer's furnishing of the performance security pursuant to paragraph 2.29 KRA will promptly notify each unsuccessful Tenderer and will discharge its tender security, pursuant to paragraph 2.12.

2.28 Signing of Contract

- 2.28.1 At the same time as KRA notifies the successful tenderer that its tender has been accepted, KRA will simultaneously inform the other tenderers that their tenders have not been successful.
- 2.28.2 Within Seven (7) days of receipt of the Contract Form, the successful tenderer shall sign and date the contract and return it to KRA.
- 2.28.3 The contract will be definitive upon its signature by the two parties.
- 2.28.4 The parties to the contract shall have it signed within 30 days from the date of notification of contract award unless there is an administrative review request.

2.29 Performance Security

- 2.29.1 The successful tenderer may be requested to furnish the performance security in accordance with the Conditions of Contract, in a form acceptable to KRA.
- 2.29.2 Failure by the successful tenderer to comply with the requirement of paragraph 2.29 or paragraph 2.30.1 shall constitute sufficient grounds for the annulment of the award and forfeiture of the tender security, in which event KRA may make the award to the next lowest evaluated tender or call for new tenders.

2.30. Corrupt or Fraudulent Practices

- 2.30.1 KRA requires that tenderers observe the highest standard of ethics during the procurement process and execution of contracts. A tenderer shall sign a declaration that he has not and will not be involved in corrupt or fraudulent practices.
- 2.30.2 KRA will reject a proposal for award if it determines that the tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.
- 2.30.3 Further a tenderer who is found to have indulged in corrupt or fraudulent practices risks being debarred from participating in public Procurement in Kenya.

Appendix to Instructions to Tenderers

The following information for the procurement of **Provision of Disinfection and Sanitization Services for Kenya Revenue Authority Offices and Residential Estates Countrywide. One (1) Year Framework Contract** shall complement, supplement, or amend, the provisions on the instructions to tenderers.

Wherever there is a conflict between the provisions of the instructions to tenderers and the provisions of the appendix, the provisions of the appendix herein shall prevail over those of the instructions to tenderers.

Instruction to tender reference	<i>Particulars of Appendix to instructions to tenderers</i>
1.3	The documents can also be viewed and downloaded from the KRA Website www.kra.go.ke at no fee. Bidders who download the tender documents must forward their particulars immediately for records and communication of any further tender clarifications or addenda eprocurement@kra.go.ke
2.1	The tender is open. All bidders are Eligible.
2.9.2	Taxes: The Tenderer will pay for all the local taxes, duties, fees, levies and other charges applicable in Kenya. The financial proposal should therefore include any taxes payable in Kenya.
2.25	Award will be open to eligible bidders set out in Section 2.25
2.9.3	The prices quoted shall be FIXED during the period of the contract.
2.12.2	The Tender Security shall be: KES. 100,000.00 and must be valid for 365 days from the date the tender closure (i.e 12 th October 2021). The Original Tender Security MUST be dropped in the Tender Security Box.
2.13.1	The tender validity period shall be for 335 days
2.15.2	COMMISSIONER GENERAL KENYA REVENUE AUTHORITY TIMES TOWER BUILDING HAILE SELASSIE AVENUE P.O. BOX 48240 – 00100 TEL: +254 20 310900 FAX: +254 20 215809 NAIROBI, KENYA.
2.14.1	The Bidders to note that the COMBINED TECHNICAL AND FINANCIAL proposal shall be submitted through the KRA supplier portal. The bidder shall submit Combined technical and financial proposals electronically via the supplier portal in the Notes and attachment Section of the RFX (Tender).
2.16.2	Deadline for submission is 13TH OCTOBER, 2020 at 11.00 AM.
2.18.2	Combined Technical and Financial Proposal (One Bid Document and submit to the appropriate KRA E-procurement Web Portal found on the KRA website so as to be received on or before 13TH OCTOBER, 2020 at 11.00 a.m. Note: Submission should strictly be done to KRA E-Procurement Portal)
2.23 (KRA's Officials)	Deputy Commissioner- Supply Chain Management P.O. BOX 48240 – 00100 TEL: +254 20 281 7022 E-MAIL: eprocurement@kra.go.ke

SECTION III - GENERAL CONDITIONS OF CONTRACT

3.1. Definitions

3.1.1 In this Contract, the following terms shall be interpreted as indicated:

- (a) “The Contract” means the agreement entered into between KRA and the tenderer, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) “The Contract Price” means the price payable to the tenderer under the Contract for the full and proper performance of its contractual obligations
- (c) “The Services” means services to be provided by the tenderer including any documents, which the tenderer is required to provide to KRA under the Contract.
- (d) “The Procuring entity” means the organization procuring the services under this Contract
- (e) “The Contractor” means the organization or firm providing the services under this Contract.
- (f) “GCC” means the General Conditions of Contract contained in this section.
- (g) “SCC” means the Special Conditions of Contract
- (h) “Day” means calendar day.

3.2. Application

3.2.1 These General Conditions shall apply to the extent that they are not superseded by provisions of other part of the contract.

3.3. Standards

3.3.1 The services provided under this Contract shall conform to the standards mentioned in the schedule of requirements.

3.4. Use of Contract Documents and Information

3.4.1 The Contractor shall not, without KRA’s prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of KRA in connection therewith, to any person other than a person employed by the contractor in the performance of the Contract.

The Contractor shall not, without KRA's prior written consent, make use of any document or information enumerated in paragraph 3.4.1 above.

3.4.2 Any document, other than the Contract itself, enumerated in paragraph 3.4.1 shall remain the property of KRA and shall be returned (all copies) to KRA on completion of the contract's or performance under the Contract if so required by KRA.

3.5. Patent Rights

3.5.1 The Contractor shall indemnify KRA against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the services under the contract or any part thereof.

3.6 Performance Security

3.6.1 Within ten (10) days of receipt of the notification of Contract award, the successful tenderer shall furnish to KRA the performance security where applicable in the amount specified in SCC.

3.6.2 The proceeds of the performance security shall be payable to KRA as compensation for any loss resulting from the Tenderer's failure to complete its obligations under the Contract.

3.6.3 The performance security shall be in the form of a Bank guarantee issued by a commercial bank operation in Kenya. The performance guarantee shall be submitted within 10 days of notification of award.

3.6.4 The performance security will be discharged by the KRA and returned to the Candidate not later than thirty (30) days following the date of completion of the Contractor's performance of obligations under the Contract, including any warranty obligations, under the Contract.

3.7. Delivery of services and Documents

3.7.1 Delivery of the services shall be made by the Contractor in accordance with the terms specified by KRA in the schedule of requirements and the special conditions of contract.

3.8. Payment

3.8.1 The method and conditions of payment to be made to the contractor under this Contract shall be specified in SCC.

3.8.2 Payment shall be made promptly by KRA, but in no case later than thirty (30) days after submission of an invoice or claim by the contractor.

3.9. Prices

- 3.9.1 Price charged by the contractor for Services performed under the Contract shall not, with the exception of any price adjustments authorized in SCC vary from the prices quoted by the tenderer in its tender or in the procuring entity's request for tender validity extension as the case may be. No variation in or modification to the terms of the contract shall be made except by written amendments signed by the parties.
- 3.9.2 Contract price variations shall not be allowed for contracts not exceeding one year (12 months).
- 3.9.3 Where contract price variation is allowed the variation shall not exceed 25% of the original contract price.
- 3.9.4 Price variation requests shall be processed by KRA 30 days of receiving the request.

3.10. Assignment

- 3.10.1 The Contractor shall not assign, in whole or in part, its obligations to perform under this Contract, except with KRA's prior written consent.

3.11. Termination for Default

- 3.11.1 KRA may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the Contractor terminate this Contract in whole or in part:
 - (a) If the Contractor fails to provide any or all of the services within the period(s) specified in the Contract, or within any extension thereof granted by KRA.
 - (b) If the Contractor fails to perform any other obligation(s) under the Contract.
 - (c) If the Contractor in the judgment of KRA has engaged in corrupt or fraudulent practices in competing for or in executing the contract.
- 3.11.2 In the event KRA terminates the contract in whole or in part, it may procure, upon such terms and in such manner as it deems appropriate, services similar to those un-delivered, and the Contractor shall be liable to KRA for any excess costs for such similar services. However, the contractor shall continue performance of the contract to extent not terminated.

3.12. Termination for Insolvency

3.12.1 KRA may at any time terminate the contract by giving written notice to the Contractor if the contractor becomes bankrupt or otherwise insolvent. In this event, termination will be without compensation to the contractor, provided that such termination will not prejudice or affect any right of action or remedy, which has accrued or will accrue thereafter to KRA.

3.13. Termination for Convenience

3.13.1 KRA by written notice sent to the contractor, may terminate the contract in whole or in part, at any time for its convenience. The notice of termination shall specify that the termination is for KRA's convenience, the extent to which performance of the contractor of the contract is terminated and the date on which such termination becomes effective.

3.13.2 For the remaining part of the contract after termination KRA may elect to cancel the services and pay to the contractor an agreed amount for partially completed services.

3.14. Resolution of Disputes

3.14.1 KRA and the contractor shall make every effort to resolve amicably by direct informal negotiations and disagreement or disputes arising between them under or in connection with the contract.

3.14.2 If after thirty (30) days from the commencement of such informal negotiations both parties have been unable to resolve amicably a contract dispute either party may require that the dispute be referred for resolution to the formal mechanisms specified in the SCC.

3.15. Governing Language

3.15.1. The contract shall be written in the English language. All correspondence and other documents pertaining to the contract, which are exchanged by the parties shall be written in the same language.

3.16. Applicable Law

3.16.1 The contract shall be interpreted in accordance with the laws of Kenya unless otherwise expressly specified in the SCC.

3.17. Force Majeure

3.17.1 The Contractor shall not be liable for forfeiture of its performance security, or termination for default if and to the extent that it's delay in performance or other failure to perform it's obligations under the Contract is the result of an event of Force Majeure.

3.18 Notices

- 3.18.1 Any notices given by one party to the other pursuant to this contract shall be sent to the other party by post or by Fax or Email and confirmed in writing to the other party's address specified in the SCC.
- 3.18.2 A notice shall be effective when delivered or on the notices effective date, whichever is later.

SECTION IV – SPECIAL CONDITIONS OF CONTRACT

- 4.1. Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, between the GCC and the SCC, the provisions of the SCC herein shall prevail over these in the GCC.
- 4.2. Special conditions of contract as relates to the GCC.

REFERENCE OF GCC	SPECIAL CONDITIONS OF CONTRACT
3.6	<p>Performance Security</p> <p>The performance bond must be issued in the form of a bank guarantee. The bank guarantee must be valid in Kenya for a period of One Year and shall be 10% of the bid price.</p>
3.7	<p>Delivery</p> <p>Conditions of delivery for the Provision of Disinfection and Sanitization Services for Kenya Revenue Authority Offices and Residential Estates Countrywide One (1) Year Framework Contract will be in the Local Service Order and contract within the period indicated by the successful bidder(s) from the date of receiving the Local Service Order (LSO). Requirements may be adjusted by giving a short notice.</p>
3.8	<p>Payment Terms</p> <p>The Kenya Revenue Authority (KRA) payment terms are that payment shall be made within thirty (30) days from the date of delivery and signing of receipt. However, KRA may negotiate mutually acceptable payment terms with the successful tenderer.</p>
3.9	<p>Prices</p> <p>Prices charged by the tenderer for services performed under the Contract shall not, with the exception of any price adjustments authorized in Special Conditions of Contract, vary from the prices by the tenderer in its tender.</p>
3.14	<p>Resolutions of Disputes</p> <p>Any dispute, controversy or claim between the Parties arising out of this Contract or the breach, termination or invalidity thereof, unless settled amicably under the preceding paragraph of this Article within sixty (60) days after receipt by one Party of the other Party's request for such amicable settlement, shall be referred by either Party to arbitration in accordance with the UNCITRAL Arbitration Rules then obtaining. <i>The place of arbitration shall be Nairobi.</i> The arbitral tribunal shall have no authority to award punitive damages. In addition, unless otherwise expressly provided in this Contract, the arbitral tribunal shall have no authority to award interest. The parties shall be bound by any arbitration award rendered as a result of such</p>

arbitration as the final adjudication of any such controversy, claim or dispute.

3.15

Language

The language of all correspondence and documents related to the bid is: **English**. Unless explicitly specified in the Technical Requirements section, the key passages of all accompanying printed literature in any other language must be translated into the above language.

3.16

Law

The contract shall be interpreted in accordance with the laws of Kenya.

3.18

Notices

Any notices given by one party to the other pursuant to this contract shall be sent to the other party by post or by fax or by E-mail and confirmed in writing to the other party's address specified in the SCC. A notice shall be effective when delivered or on the notices effective date, whichever is later.

SECTION V- SCHEDULE OF REQUIREMENTS

a). The Kenya Revenue Authority wishes to engage services for:

Item Description	Delivery schedule
Provision of Disinfection and Sanitization Services for Kenya Revenue Authority Offices and Residential Estates Countrywide ONE (1) YEAR Framework Contract	The sanitization and decontamination may take place after every two (2) weeks or as advised/requested by KRA management

SANITIZATION AND DECONTAMINATION OF KRA OFFICES & VEHICLES

Scope: This document aims to provide interim guidance about the sanitization /decontamination of offices and vehicles toward the fighting of Covid-19 virus. It covers cleaning, sanitization and decontamination of office space, meeting rooms, stairways, vehicles and common areas such as lifts, washrooms and kitchens.

1. DELIVERABLES:

- Preparation of all surfaces for sanitation process, i.e. removing process obstacles and related particles from the surfaces using high quality detergents before sanitation
- Prior to sanitization and disinfection, the supplier will carry out general cleaning on all soft surfaces with soap and water
- All indoor areas such as entrance lobbies, corridors and staircases, escalators, elevators, security guard booths, office rooms, meeting rooms, washrooms should be mopped with a disinfectant and sanitizers approved by the Government/KEBS
- Sanitization of all surfaces on floors occupied by the Authority. This includes desks, cabinets, floors, kitchens, walls, lifts, washrooms, corridors, office equipment's and any other surface within reach by users as directed by Authority.
- High contact surfaces such as elevator buttons, handrails/handles and call buttons, escalator handrails, public counters, intercom systems equipment like telephone, printers/scanners, and other office machines should be cleaned by mopping with a linen/absorbable cloth soaked in disinfectant.
- Frequently touched areas like table tops, chair handles, pens, diary files, keyboards, mouse, mousepad, tea/coffee dispensing machines etc. should be specially disinfected.
- For metallic surfaces like door handles, security locks, keys etc 70% alcohol based Sanitizer can be used to wipe down surfaces where the use of bleach is not suitable.
- Sanitize the entire offices and vehicles in.

- Sanitary workers must use separate set of cleaning equipment for toilets (mops, Nylon scrubber) and separate set for sink and commode). They should always wear disposable protective gloves while sanitizing the toilet.
- Sanitary workers must wear appropriate PPE's which would include the following while carrying out cleaning and disinfection work:
 - Wear disposable rubber boots, gloves (heavy duty), and a triple layer mask
 - Gloves should be removed and discarded damaged, and a new pair worn
 - Ensure proper disposal of the used PPEs, in the appropriate bins outside the office premises
- The service provider shall provide Transport & related costs.

2. PRODUCTS & CHEMICALS

(a) All the product and chemicals must be approved by KEBS and the Government of Kenya i.e. Pharmacy & Poisons Board

(b) Use of high level surface disinfectants i.e. the Ultraxide / Bio-safe/ Kupacide/ Noro cleanse etc.

(c) Use of high quality matic powder/liquids disinfectants used to disinfect surfaces offices. The product shall be used alongside other disincentives and shall be administered by trained personnel.

(d) Concentrated S-bacD10, a high quality liquid disinfectant used for disinfecting Surfaces which is effective in all water conditions

(e) All products must be approved, non-toxic & environment safe disinfectants

3. FREQUENCY & WORK SCHEDULES

The sanitization and decontamination may take place after every two (2) weeks or as advised/requested by KRA management

4. DURATION OF CONTRACT

ONE (1) YEAR

5. SCOPE OF WORK

Kenya Revenue Authority wishes to engage professional services for provision of sanitization & decontamination Services. The nature of service includes but not limited to office space, meeting rooms, stairways, vehicles and common areas such as lifts, washrooms and kitchens.

The assignment will be awarded as **SEPARATE LOTS** as detailed below:

NO.	STATIONS
LOT 1- NAIROBI REGION	
1	TIMES TOWER
2	SAMEER PARK OFFICES
3	CORPORATE BUSINESS CENTRE-UPPERHILL
4	PODO PARK- KESRA
5	I-TAX NAIROBI RAILWAYS CLUB
6	FORTIS BUILDING -WESTLANDS
7	FORODHA HOUSE JKIA & AIRPORT, CARGO CENTRE & SCANNER AREA
8	WILSON AIRPORT I. CUSTOMS OFFICES II. KRA Hangar and Main Building
9	ICD EMBAKASI I. OFFICES II. SCANNER III. WAREHOUSE
10	ESTATES NAIROBI I. Langata II. Mawenzi I III. Mawenzi II IV. South C Ndekwa V. South C Kongoni VI. Embakasi
11	LOITOKITOK OFFICES AND RESIDENTIAL
12	NAMANGA ONE STOP BORDER STATION AND RESIDENTIAL HOUSES
LOT 2 - SOUTHERN REGION	
13	FORODHA MOMBASA,PPO,RAILWAY
14	KESRA MOMBASA & UPPER HOSTELS AND BAMBURI JUNIOR QUARTERS.
15	KILINDINI I. OFFICES II. WAREHOUSE III. SCANNER-LOCATIONS MOMBASA
16	MOI AIRPORT MOMBASA
17	CUSTOMS OLD PORT MOMBASA
18	RESIDENTIAL ESTATES MOMBASA
	SOWETO
	MIRITINI 1
	MIRITINI II
	NYERERE
	BUXTON

	MIGADINI
	CHANGAMWE
	BAMBURI SENIOR
	BAMBURI NAKUMATT
	SHIMONI
19	MALINDI MAIN OFFICES
20	MALINDI AIRPORT
21	VOI
22	LUNGA LUNGA OSBP & RESIDENTIAL
23	SHIMONI
24	TAVETA OSBP & RESIDENTIAL
25	KILIFI
26	VANGA
27	NGOMENI CONTAINER OFFICE
28	DIANI /UKUNDA
29	KIUNGA
30	LAMU
	LOT 3 –WESTERN REGION
31	FORODHA KISUMU,ICD,PIER,AIRPORT
32	KISUMU LAKE BASIN MALL
33	NYAMTIRO
34	ISEBANIA OSBP OFFICES & RESIDENTIAL
35	KOPANGA
36	USENGE
37	KISUMU-MILIMANI ESTATE
38	KISII
39	MUHURU BAY
40	MBITA CUSTOMS OFFICE
41	SIO PORT
42	KAKAMEGA
43	MALABA OSBP OFFICES
44	BUSIA OSBP
45	LWAKHAKHA
46	BUNGOMA
47	PIPELINE OFFICE KISUMU
48	POSTA OFFICE KISUMU
	LOT 4 –SOUTH RIFT VALLEY REGION
49	NAKURU-GENERATION HOUSE, INCL I-TAX OFFICES
50	NAKURU POSTA OFFICE
51	NAKURU-KPC OFFICE
52	KERICHO
53	NAIVASHA
54	NAROK

55	MARARAL
56	NYAHURURU
LOT 5 –NORTH RIFT REGION	
57	ELDORET KIPTAGICH HOUSE, AIRPORT & SCANNER
58	KITALE
59	LOKICHOGGIO & LOKICHOGGIO AIRPORT-OFFICES & RESIDENTIAL
60	LODWAR
61	NADAPAL BORDER
62	SUAM
63	ELDORET KPC OFFICE
LOT 6-CENTRAL REGION	
64	NYERI
65	THIKA
66	KERUGOYA
67	NANYUKI
68	MURANGA
69	KIAMBU
LOT 7- NORTHERN REGION	
70	MERU
71	EMBU
72	ISIOLO
73	MACHAKOS
74	KAJIADO
75	WAJIR AIRPORT
76	MOYALE OFFICES & RESIDENTIAL
77	MANDERA OFFICES & RESIDENTIAL
78	GARISSA
79	LIBOI
80	ELWAK
81	KITUI

B). EVALUATION CRITERIA

I). TENDER RESPONSIVENESS

Your tenders shall be examined for the following which you must provide in addition to other requirements specified in the tender documents.

S/N	ITEM DESCRIPTION
1.	Copy of Certificate of Incorporation or Business Registration Certificate.
2.	Provide relevant Licenses and Registrations i.e License by the Pharmacy & Poisons Board or Ministry of Health
3.	Copy of Valid Single Business Permit from County Governments

4.	Must Submit a copy of Valid Tax Compliance certificate from Kenya Revenue Authority
5.	Duly filled, signed and stamped Price Schedule in the Format provided
6.	Duly filled, signed and stamped Form of Tender in the format provided
7.	Duly filled, signed and stamped Confidential Business Questionnaire
8	Tender Security of KES. 100,000 valid for 365 days from tender closing date (i.e 12 th October 2021)
9.	A written declaration that the service provider shall comply with all labour laws and the minimum wage regulations during the entire period of the contract. Failure to meet this requirement during the contract period will be a ground for cancellation of the contract. The indicators for these are Payment of salaries in time- there should be no complaints from your staff of delayed salaries.
10.	Current Reference Letter from Bank (not older than six (6) months).

NB: Tenders will proceed to vendor evaluation stage only if they meet all the mandatory requirements.

II). VENDOR EVALUATION

The following criteria will be used in the evaluation of all potential suppliers.

The documents submitted will be evaluated for suitability and awarded marks which will contribute to a maximum score of 100 marks of the total tender evaluation. Cut off score shall be 70 marks.

Evaluation Attribute	Weighting Score	Max. Score
Proven to track record in rendering satisfactory similar services to high end companies	(Provide 3 reference letters or LPO's within the last 3 years) (5 marks for each)	15
Registration by NSSF as an employer	Provide Current Compliance Certificate from National Social Security Fund (NSSF).	5
Registration by NHIF as an employer	Provide Current Compliance Certificate from National Hospital Insurance Fund (NHIF).	5
Sanitization/Decontamination equipment and accessories owned by the firm and to be directly assigned to KRA during the contract period.	Provide details/ list of at least five (5) equipment and accessories and explain what they will be used for. (3 marks for each)	15

No of Sanitization staff to be deployed directly to KRA office and their experience in offering similar services	Minimum five (5) for head office and two (2) per regional office. Provide staff profiles (2Marks for each)	10
Work Program/ Operation Plan/ Schedule of Sanitization	Provide details of Work Program/ Operation Plan/ Schedule of Sanitization	15
Submit a Sample checklist for sanitization/ decontamination services for the different sanitization sites	Provide a sample of checklist for sanitization/ decontamination services for the different sanitization sites	10
List of the detergents and decontamination chemicals that will be used	List at least 5 detergents/ chemicals that must be present and will be used during sanitization (4mks for each)	20
Physical Facilities; Provide details of physical address and contacts – attach evidence	Details of physical address and contacts with copy of either title, lease/agreement document or latest copy of a utility bill.	5
Total		100

NB: Only bidders who score 70% and above will be subjected to Technical evaluation. Those who score below 70% will be eliminated at this stage from the entire evaluation process and will not be considered further.

III) TECHNICAL EVALUATION

Bidders are required to provide clause by clause response in Section VI.

Tenders will proceed to Financial Evaluation stage only if they meet the minimum technical requirements.

IV). FINANCIAL EVALUATION.

The bidder who passed preliminary evaluation and met the cut off scores for Vendor Evaluation and passed the Technical Evaluation and is the lowest evaluated bidder shall be awarded the Tender for each Lot. Award therefore shall be per Lot.

C). OVERALL TENDER EVALUATION CRITERIA

Criteria	Maximum Score/ Requirement	Cut-off Score
Tender Responsiveness	Mandatory	All
Vendor Evaluation	100	70
Technical Evaluation	Mandatory	Pass or Fail
Financial Evaluation		Award to the lowest evaluated bidder per Lot

SECTION VI- TECHNICAL SPECIFICATION

TECHNICAL SPECIFICATION FOR PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE ONE (1) YEAR FRAMEWORK CONTRACT

Instructions to Bidders

1. Bidders **MUST** complete the table below in the format provided.
2. Bidders **MUST** provide a substantive response for all features in the format provided, irrespective of any attached technical documents. Use of Yes, No, tick, compliant etc. will be considered non responsive.
3. Bidders **MUST** state the Frequency that they can carry out the services for each station in all Lot (s) they intend to bid.
4. Bidders **MUST** append official company stamp and/or authorized signature on all attached technical data sheets.

SPECIFICATIONS FOR DISINFECTION **SCHEDULE OF STATIONS**

NO.	STATIONS
	LOT 1- NAIROBI REGION
1	TIMES TOWER
2	SAMEER PARK OFFICES
3	CORPORATE BUSINESS CENTRE-UPPERHILL
4	PODO PARK- KESRA
5	I-TAX NAIROBI RAILWAYS CLUB
6	FORTIS BUILDING -WESTLANDS
7	FORODHA HOUSE JKIA & AIRPORT, CARGO CENTRE & SCANNER AREA
8	WILSON AIRPORT III. CUSTOMS OFFICES IV. KRA Hangar and Main Building
9	ICD EMBAKASI IV. OFFICES V. SCANNER VI. WAREHOUSE
10	ESTATES NAIROBI VII. Langata VIII. Mawenzi I IX. Mawenzi II X. South C Ndekwa

	XI. South C Kongoni XII. Embakasi
11	LOITOKITOK OFFICES AND RESIDENTIAL
12	NAMANGA ONE STOP BORDER STATION AND RESIDENTIAL HOUSES
	LOT 2 - SOUTHERN REGION
13	FORODHA MOMBASA,PPO,RAILWAY
14	KESRA MOMBASA & UPPER HOSTELS AND BAMBURI JUNIOR QUARTERS.
15	KILINDINI IV. OFFICES V. WAREHOUSE VI. SCANNER-LOCATIONS MOMBASA
16	MOI AIRPORT MOMBASA
17	CUSTOMS OLD PORT MOMBASA
18	RESIDENTIAL ESTATES MOMBASA
	SOWETO
	MIRITINI I
	MIRITINI II
	NYERERE
	BUXTON
	MIGADINI
	CHANGAMWE
	BAMBURI SENIOR
	BAMBURI NAKUMATT
	SHIMONI
19	MALINDI MAIN OFFICES
20	MALINDI AIRPORT
21	VOI
22	LUNGA LUNGA OSBP & RESIDENTIAL
23	SHIMONI
24	TAVETA OSBP & RESIDENTIAL
25	KILIFI
26	VANGA
27	NGOMENI CONTAINER OFFICE
28	DIANI /UKUNDA
29	KIUNGA
30	LAMU
	LOT 3 -WESTERN REGION
31	FORODHA KISUMU,ICD,PIER,AIRPORT
32	KISUMU LAKE BASIN MALL
33	NYAMTIRO
34	ISEBANIA OSBP OFFICES & RESIDENTIAL

35	KOPANGA
36	USENGE
37	KISUMU-MILIMANI ESTATE
38	KISII
39	MUHURU BAY
40	MBITA CUSTOMS OFFICE
41	SIO PORT
42	KAKAMEGA
43	MALABA OSBP OFFICES
44	BUSIA OSBP
45	LWAKHAKHA
46	BUNGOMA
47	PIPELINE OFFICE KISUMU
48	POSTA OFFICE KISUMU
	LOT 4 –SOUTH RIFT VALLEY REGION
49	NAKURU-GENERATION HOUSE, INCL I-TAX OFFICES
50	NAKURU POSTA OFFICE
51	NAKURU-KPC OFFICE
52	KERICHO
53	NAIVASHA
54	NAROK
55	MARARAL
56	NYAHURURU
	LOT 5 –NORTH RIFT REGION
57	ELDORET KIPTAGICH HOUSE, AIRPORT & SCANNER
58	KITALE
59	LOKICHOGGIO & LOKICHOGGIO AIRPORT-OFFICES & RESIDENTIAL
60	LODWAR
61	NADAPAL BORDER
62	SUAM
63	ELDORET KPC OFFICE
	LOT 6-CENTRAL REGION
64	NYERI
65	THIKA
66	KERUGOYA
67	NANYUKI
68	MURANGA
69	KIAMBU
	LOT 7- NORTHERN REGION
70	MERU
71	EMBU
72	ISIOLO

73	MACHAKOS
74	KAJIADO
75	WAJIR AIRPORT
76	MOYALE OFFICES & RESIDENTIAL
77	MANDERA OFFICES & RESIDENTIAL
78	GARISSA
79	LIBOI
80	ELWAK
81	KITUI

LOT 1 -NAIROBI REGION

1. TIMES TOWER

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS						
1. Disinfection of Entire Tower and Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.					Frequency	
DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m2	TOTAL AREA TO BE DISINFECTED ANNUALLY (m2)	KRA Requirement-	Bidder's Response (State Frequency)	
Tower Wing	24	31,333	751,992	Twice every month		
Banking and parking Wing	24	23,710	569,040	Twice every month		
Total		55,043	1,321,032			

2. SAMEER PARK (MOMBASA RD) OFFICES

SPECIAL REQUIREMENTS						
1. Disinfection of Entire Tower and Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.					Frequency	
DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY (m²)	KRA Requirement-	Bidder's Response (State Frequency)	
Offices	24	7,179	172,296	Twice every month		

3. CORPORATE BUSINESS CENTRE - UPPERHILL

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS						
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.					Frequency	
DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTE D ANNUALLY M²	KRA Requirement-	Bidder's Response (State Frequency)	
1 Offices	24	10,834.24	260,021.76	Twice every month		

4. PODO PARK- KESRA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS						
1. Disinfection of Entire Tower and Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.					Frequency	
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2,745	65,880	Twice every month	

5. I-TAX NAIROBI RAILWAYS CLUB

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS						
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.					Frequency	
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA REQUIREMENT-	Bidder's Response (State Frequency)
1	Offices	24	372	8,928	Twice every month	

6. FORTIS BUILDING WESTLANDS

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS						
1. Disinfection of Entire Tower and Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.					Frequency	
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	4,459	107,016	Twice every month	

7. FORODHA HOUSE JKIA NAIROBI, AIRPORT BAGGAGE HALL, DHL OFFICES, COURIER SERVICES CENTRE, SIGNON LTD., CARGO SERVICES CENTRE, AFRICAN CARGO HANDLING LTD. & KAHL

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower and Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	3800	91,200	Twice every month	

**8. WILSON AIRPORT BUILDING, CUSTOMS OFFICES
AND WAREHOUSE AT WILSON AIRPORT**

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices & Warehouse	24	2,664	63,936	Twice every month	

9. ICD EMBAKASI, SCANNER & WAREHOUSE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower and Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices ,scanner & warehouse	24	8,875	213,000	Twice every month	

10. DISINFECTION SERVICES FOR RESIDENTIAL ESTATES IN NAIROBI

Description of services: Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.			KRA REQUIREMENT-	Bidder's Response (State Frequency)
Property Location	Plot size	No. of dwelling units		
LANGATA ESTATE	4.047 Ha.	372	Twice every month	
MAWENZI ESTATE PHASE 1	1.672 Ha.	20	Twice every month	
MAWENZI ESTATE PHASE II	1.342 Ha.	56	Twice every month	
SOUTH C ESTATE NDEKWA AVENUE	0.3121 Ha.	28	Twice every month	
SOUTH C KONGONI	0.3712 Ha.	24	Twice every month	
EMBAKASI ESTATE	0.4265 Ha.	23	Twice every month	

11. LOITOKITOK

A. TECHNICAL PROPOSAL FOR OFFICES

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA requirement-	Bidder's Response (State Frequency)
1	Offices	24	795	19,080	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

LOITOKITOK RESIDENTIAL Description of services: Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.			KRA Requirement-	Bidder's Response (State Frequency)
Property Location	Plot size	No. of dwelling units		
LOITOKITOK -	10.5 Ha.	85	Twice every month	

12.NAMANGA ONE STOP BORDER POST BUILDINGS & residential units

A. TECHNICAL PROPOSAL FOR OFFICE

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.					Twice every month	
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY M2	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2,200	52,800	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

Disinfection of Residential units Description of services: Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.			KRA Requirement-	Bidder's Response (State Frequency)
Property Location	Plot size	No. of dwelling units		
NAMANGA	1.313 Ha.	26	Twice every month	

LOT 2 -SOUTHERN REGION

13. FORODHA HOUSE MOMBASA, PARCELS POST OFFICE & CUSTOMS RAILWAY STATION

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	6009	144,216	Twice every month	

14. KESRA MOMBASA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
1. Description of services: Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices block, canteen, dining hall, hostels	24	3,500	84,000	Twice every month	

15. KILINDINI, WAREHOUSE & SCANNER MOMBASA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2986	71,664	Twice every month	

16. MOI AIRPORT MOMBASA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
1. Disinfection of Entire Tower AND Banking wing offices, the chute, garbage room, drainage manholes against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	325.28	7,806.72	Twice every month	

17. OLD PORT MOMBASA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA REQUIREMENT-	Bidder's Response (State Frequency)
1	Offices	24	60	1440	Twice every month	

18. DISINFECTION SERVICES FOR RESIDENTIAL ESTATES IN MOMBASA

Disinfection of Residential units			KRA Requirement-	Bidder's Response (State Frequency)
Description of services: Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units	Twice every month	
Soweto Estate	6.478Ha.	196	Twice every month	
Miritini I Estate	2.4Ha.	124	Twice every month	
Miritini II Estate	5.0Ha.	144	Twice every month	
Nyerere Estate	1.249Ha.	24	Twice every month	

Buxton Estate	1.925Ha	24	Twice every month	
Migadini Estate	3.0Ha	42	Twice every month	
Changamwe Estate	4.83Ha.	75	Twice every month	
Bamburi Senior Estate (Customs)	9.556Ha.	14	Twice every month	
Bamburi Senior Estate (Nakumatt)		6	Twice every month	
Bamburi Junior Quarters		18	Twice every month	
Shimoni Estate	1.35 acres	11	Twice every month	

19. MALINDI

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA REQUIREMENT-	Bidder's Response (State Frequency)
1	Offices	24	474	11,376	Twice every month	

20. MALINDI AIRPORT

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA REQUIREMENT-	Bidder's Response (State Frequency)
1	Offices	24	5	120	Twice every month	

21. VOI

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	280	6,720	Twice every month	

22. LUNGA LUNGA ONE STOP BORDER POST BUILDINGS

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY M²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	1,246	29,904	Twice every month	

23.SHIMONI

A. TECHNICAL PROPOSAL FOR THE OFFICES

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY M²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	300	7,200	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

Disinfection of Residential units			KRA Requirement-	Bidder's Response (State Frequency)
Description of services: 1. Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units		
Shimoni estate.	1.35 acres	11	Twice every month	

24. TAVETA ONE STOP BORDER POST BUILDINGS & RESIDENTIAL UNITS

A. TECHNICAL PROPOSAL FOR THE OFFICES

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	3,000	72,000	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

Disinfection of Residential units			KRA REQUIREMENT-	Bidder's Response (State Frequency)
Description of services: 1. Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units		
Taveta	3.861Ha.	54	Twice every month	

25. KILIFI

A. TECHNICAL PROPOSAL FOR THE OFFICES

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA REQUIREMENT-	Bidder's Response (State Frequency)
1	Offices	24	100	2,400	Twice every month	

26.VANGA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA requirement-	Bidder's Response (State Frequency)
1	Offices/residential units	24	30	720	Twice every month	

27. NGOMENI

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices/residential units	24	14	336	Twice every month	

28. DIANI

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices/residential units	24	186	4,464	Twice every month	

29. KIUNGA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	300	7,200	Twice every month	
2	Residential units	3.24Ha.	9 units	n/a	Twice every month	

30.LAMU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc,against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA REQUIREMENT-	Bidder's Response (State Frequency)
1	Offices	24	330	7,920	Twice every month	

LOT 3-WESTERN REGION

31.FORODHA HOUSE KISUMU, CUSTOMS PIER KISUMU, CUSTOMS AIRPORT OFFICE KISUMU & ICD KISUMU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	674.72	16,193.28	Twice every month	

32.LAKE BASIN MALL KISUMU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	33,000	792,000	Twice every month	

33. NYAMTIRO

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	92.94	2,230.56	Twice every month	

34. ISEBANIA ONE STOP BORDER POST BUILDINGS & RESIDENTIAL UNITS

A. TECHNICAL PROPOSAL FOR OFFICES

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2,200	52,800	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

Disinfection of Residential units			KRA Requirement-	Bidder's Response (State Frequency)
Description of services: 1. Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units		
Isebania	6.218Ha.	9	Twice every month	

35. KOPANGA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	92.94	2,230.56	Twice every month	

36. USENGE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	92.94	2,230.56	Twice every month	

37. DISINFECTION SERVICES FOR RESIDENTIAL ESTATES IN KISUMU

Disinfection of Residential units			KRA Requirement-	Bidder's Response (State Frequency)
Description of services: 1. Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units		
MILIMANI ESTATE	0.1392 Ha.	4	Twice every month	

38. KISII

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	650.56	15,613.44	Twice every month	

39. MUHURU BAY

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health /KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	185.87	4,460.88	Twice every month	

40. MBITA CUSTOMS OFFICE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	95	2,280	Twice every month	

41. SIO PORT

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics..						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	92.94	2,30.56	Twice every month	

42. KAKAMEGA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	241.64	5,799.36	Twice every month	

43. MALABA ONE STOP BORDER POST BUILDINGS

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	1,773	42,552	Twice every month	

44. BUSIA ONE STOP BORDER POST BUILDINGS

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	1,653	39,672	Once every 2 months	

45. LWAKHAKHA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	92.94	2,230.56	Twice every month	

46. BUNGOMA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE FUMIGATED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	356.78	8,562.72	Twice every month	

47. PIPELINE OFFICE KISUMU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	75	1,800	Twice every month	

48. POSTA OFFICE KISUMU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE FUMIGATED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	13	312	Twice every month	

LOT 4 -SOUTH RIFT REGION

49.NAKURU-GENERATIONS BUILDING

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE FUMIGATED ANNUALLY m ²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	1712.45	41,098.8	Twice every month	

50.NAKURU-POSTA OFFICE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	50	1,200	Twice every month	

51. NAKURU-KPC OFFICE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	48.64	1,167.36	Twice every month	

52. KERICHO OFFICES

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	162	3,888	Twice every month	

53. NAIVASHA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	540	12,960	Twice every month	

54. NAROK

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	374	8,976	Twice every month	

55. MARALAL TOWN

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	246	5,904	Twice every month	

56. NYAHURURU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	209	5,016	Twice every month	

LOT 5-NORTH RIFT REGION

57.ELDORET OFFICES, AIRPORT AND SCANNER TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2,592	62,208	Twice every month	

58. KITALE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	334	8,016	Twice every month	

59. LOKICHOGGIO

A. TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	795	19,080	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

Disinfection of Residential units			KRA REQUIREMENT-	Bidder's Response (State Frequency)
Description of services: 1. Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units		
LOKICHOGGIO	0.2409 Ha.	12	Twice every month	

60. LODWAR

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	238	5,712	Twice every month	

61. NADAPAL

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	90	2,160	Twice every month	

62. SUAM

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	92.94	2,230.56	Twice every month	

63. ELDORET KPC OFFICE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	97	2,328	Twice every month	

LOT 6 -CENTRAL REGION

64. NYERI

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	942.38	22,617.12	Once every 2 months	

65. THIKA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2843	68,232	Twice every month	

66. KERUGOYA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	321	7,704	Twice every month	

67.NANYUKI

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	279	6,696	Twice every month	

68. MURANGA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc,against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	3152.89	75,669.36	Once every 2 Twice every month	

69. KIAMBU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc,against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	4,380	105,120	Twice every month	

LOT 7 -NORTHERN REGION

70. MERU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA REQUIREMENT-	Bidder's Response (State Frequency)
1	Offices	24	930	22,320	Twice every month	

71. EMBU

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	905	21,720	Twice every month	

72. ISIOLO

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc,against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board.						
	DESCRIPTION	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	630	15,120	Twice every month	

73. MACHAKOS OFFICE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc,against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	9000	216,000	Twice every month	

74. KAJIADO OFFICE

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	90	2,160	Twice every month	

75.WAJIR AIRPORT

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	25	600	Twice every month	

76. MOYALE

A. TECHNICAL PROPOSAL FOR THE OFFICES

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria .The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be Done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA requirement-	Bidder's Response (State Frequency)
1	Offices	24	260	6,240	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

Disinfection of Residential units			KRA Requirement-	Bidder's Response (State Frequency)
Description of services: 1. Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units		
MOYALE	8.599 Ha.	64	Twice every month	

77. MANDERA

A. TECHNICAL PROPOSAL FOR THE OFFICES

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m ²	TOTAL AREA TO BE DISINFECTED ANNUALLY m ²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	260	6,240	Twice every month	

B. TECHNICAL PROPOSAL FOR RESIDENTIAL UNITS

Disinfection of Residential units			KRA REQUIREMENT-	Bidder's Response (State Frequency)
Description of services: 1. Disinfection around the whole compound, all sewer lines and manholes and along the hedge or fence against Virus & Bacteria. The contractor should use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. NB: Disinfection will not be required to be done within the residential units.				
Property Location	Plot size	No. of dwelling units		
MANDERA	6.804 Ha.	34	Twice every month	

78. GARISSA

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	240	5,760	Twice every month	

79. LIBOI OFFICES

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	137	3,288	Twice every month	

80. ELWAK TOWN OFFICES

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2,447	58,728	Twice every month	

81. KITUI

TECHNICAL PROPOSAL

SPECIAL REQUIREMENTS					Frequency	
Disinfection of entire KRA offices, including but not limited to offices, stores, garbage room, drainage manholes, etc, against Virus & Bacteria. The contractor to use effective Disinfectants approved by the Ministry of health/KEBS/pharmacy and poison board. Disinfectant spraying will be done in all areas taking extra precautions on electrical and electronics.						
	DESCRIPTION (floor)	ANNUAL FREQUENCY	Area m²	TOTAL AREA TO BE DISINFECTED ANNUALLY m²	KRA Requirement-	Bidder's Response (State Frequency)
1	Offices	24	2,447	58,728	Twice every month	

BIDDERS REFERENCE SITE FORM

PROJECT SUMMARY FOR EACH REFERENCE SITE

Please provide the following information on the listed reference clients;

1. Entity/Client Name:
2. Brief description of the clients business:
.....
.....
.....
3. Brief description of the project:
.....
.....
.....
.....
4. Duration of project implementation (dates):
5. Value of the project:
6. Contacts of referee:
7. Contact person:
8. Title:
9. Telephone Contact: E-Mail Address:
10. Signed and stamped/sealed by bidder:
11. Name of the Authorized Person:
12. Designation:

KEY PERSONNEL

Qualifications and experience of key personnel proposed for administration and execution of the Contract.

NAME	PROPOSED POSITION	YEARS OF EXPERIENCE (GENERAL)	YEARS OF EXPERIENCE IN PROPOSED POSITION

I certify that the above information is correct.

.....
Title

.....
Signature

.....
Date

CONTRACTS COMPLETED IN THE LAST FIVE (5) YEARS
FORM

Work performed on works of a similar nature, complexity and volume over the last 8 years.

PROJECT NAME	NAME OF CLIENT	TYPE OF WORK AND YEAR OF COMPLETION	VALUE OF CONTRACT (Kshs.)

I certify that the above works were successfully carried out and completed by ourselves.

Title

Signature

Date

SCHEDULE OF ON-GOING PROJECTS FORM

Details of on-going or committed projects, including expected completion date.

PROJECT NAME	NAME OF CLIENT	CONTRACT SUM	% COMPLETE	COMPLETION DATE

I certify that the above works are currently being carried out by ourselves.

Title.....

Signature.....

Date.....

**DETAILS OF LITIGATIONS OR ARBITRATION PROCEEDINGS
IN WHICH THE TENDERER IS INVOLVED AS ONE OF THE
PARTIES**

- 1. . _____
- 2. . _____
- 3. . _____
- 4. . _____
- 5. . _____
- 6. . _____
- 7. . _____
- 8. . _____
- 9. . _____
- 10 . _____

SECTION VII- PRICE SCHEDULE

Instruction to the Bidders:

1. Bidders **MUST** complete the table below in the format provided.
2. All prices quoted must be inclusive all applicable taxes in Kenya, delivery and labour cost.
3. Affix Company Stamp on this page.
4. Annual frequency has been provided as a guide but the frequency may vary based on the actual needs.
5. Annual Total Cost = Unit Price X Total Area to be Disinfected Annually

No.	Stations	Area	Annual Frequency Required	Total Area to be Disinfected Annually	Unit Price in KES. Per m ² / Ha./acres (whichever applies)	Annual Total Cost in KES. Per m ² / Ha./acres (whichever applies)
LOT 1- NAIROBI REGION						
1	TIMES TOWER					
	(i) Tower Wing	31,333 m ²	24	751,992 m ²		
	(ii) Banking and parking Wing	23,710 m ²	24	569,040 m ²		
	Total	55,043 m ²	24	1,321,032 m ²		
2	SAMEER PARK OFFICES	7,179 m ²	24	172,296 m ²		
3	CORPORATE BUSINESS CENTRE-UPPERHILL	10,834.24 m ²	24	260,021.76 m ²		
4	PODO PARK- KESRA	2,745 m ²	24	65,880 m ²		
5	I-TAX NAIROBI RAILWAYS CLUB	372 m ²	24	8,928 m ²		

6	FORTIS BUILDING -WESTLANDS	4,459 m ²	24	107,016 m ²		
7	FORODHA HOUSE JKIA & AIRPORT, CARGO CENTRE & SCANNER AREA	3800 m ²	24	91,200 m ²		
8	WILSON AIRPORT i. Customs Offices ii. KRA Hangar and Main Building	2,664 m ²	24	63,936 m ²		
9	ICD EMBAKASI i. Offices ii. Scanner iii. Warehouse	8,875 m ²	24	213,000 m ²		
10	ESTATES NAIROBI and No. of dwelling units					
	a. Langata Estate – 372 Units	4.047 Ha.	24	97.128 Ha.		
	b. Mawenzi Estate Phase 1 – 20 Units	1.672 Ha.	24	40.128 Ha.		
	c. Mawenzi Estate Phase II – 56 Units	1.342 Ha.	24	32.20 Ha.		
	d. South C Estate Ndekwa Avenue – 28 Units	0.3121 Ha.	24	7.4904 Ha.		
	e. South C Kongoni – 24 Units	0.3712 Ha.	24	8.9088 Ha.		
	f. Embakasi Estate – 23 Units	0.4265 Ha.	24	10.236 Ha.		
11	LOITOKITOK OFFICES AND RESIDENTIAL					
	i. Loitokitok Offices	795 m ²	24	19,080 m ²		
	ii. Loitokitok Residential Houses -85 dwelling units	10.5 Ha.	24	252 Ha.		
12	NAMANGA ONE STOP BORDER STATION AND RESIDENTIAL HOUSES					
	Namanga OSBP Office	2,200 m ²	24	52,800 m ²		

	Namanga Residential Houses - 85 dwelling units	1.313 Ha.	24	31.512 Ha.		
	TOTALS FOR LOT 1- NAIROBI REGION (to be carried forward to the Form of Tender)					
	LOT 2 - SOUTHERN REGION					
13	FORODHA MOMBASA, PPO and RAILWAY	6,009 m ²	24	144,216 m ²		
14	KESRA MOMBASA & UPPER HOSTELS AND BAMBURI JUNIOR QUARTERS.	3,500 m ²	24	84,000 m ²		
15	KILINDINI <ul style="list-style-type: none"> • OFFICES • WAREHOUSE • SCANNER- MOMBASA 	2,986 m ²	24	71,664 m ²		
16	MOI AIRPORT MOMBASA	325.28 m ²	24	7,806.72 m ²		
17	CUSTOMS OLD PORT MOMBASA	60 m ²	24	1,440 m ²		
18	RESIDENTIAL ESTATES MOMBASA					
	SOWETO Estate – 196 dwelling units	6.478 Ha.	24	155.472 Ha.		
	MIRITINI I Estate – 124 dwelling units	2.4 Ha.	24	57.6 Ha.		
	MIRITINI II Estate – 144 dwelling units	5.0 Ha.	24	120 Ha.		
	NYERERE Estate – 24 dwelling units	1.249 Ha.	24	29.976 Ha.		
	BUXTON Estate – 24 dwelling units	1.925 Ha	24	46.2 Ha.		
	MIGADINI Estate – 42 dwelling units	3.0 Ha	24	72 Ha.		
	CHANGAMWE Estate – 75 dwelling units	4.83 Ha.	24	115.92 Ha.		

	Bamburi Senior Estate (Customs) – 14 dwelling units Bamburi Senior Estate (Nakumatt) – 6 dwelling units Bamburi Junior Quarters – 18 dwelling units	9.556 Ha.	24	229.344 Ha.		
	SHIMONI Estate – 11 dwelling units	1.35 acres	24	32.4 acres		
19	MALINDI MAIN OFFICES	474 m ²	24	11,376 m ²		
20	MALINDI AIRPORT	5 m ²	24	120 m ²		
21	VOI	280 m ²	24	6,720 m ²		
22	LUNGA LUNGA OSBP & RESIDENTIAL	1,246 m ²	24	29,904 m ²		
23	SHIMONI					
	Shimoni Offices	300 m ²	24	7,200 m ²		
	Shimoni estate – 11 dwelling units	1.35 acres	24	32.4 acres		
24	TAVETA OSBP & RESIDENTIAL					
	Taveta OSBP Offices	3,000 m ²	24	72,000 m ²		
	Taveta Residential – 54 dwelling units	3.861 Ha.	24	92.664 Ha.		
25	KILIFI	100 m ²	24	2,400 m ²		
26	VANGA	30 m ²	24	720 m ²		
27	NGOMENI CONTAINER OFFICE	14 m ²	24	336 m ²		
28	DIANI /UKUNDA	186 m ²	24	4,464 m ²		
29	KIUNGA					
	Offices	300 m ²	24	7,200 m ²		

	Residential units – 9 dwelling units	3.24 Ha.	24	77.76 Ha.		
30	LAMU	330 m ²	24	7,920 m ²		
	TOTALS FOR LOT 2- SOUTHERN REGION (to be carried forward to the Form of Tender)					
	LOT 3 – WESTERN REGION					
31	FORODHA KISUMU,ICD,PIER,AIRPORT	674.72 m ²	24	16,193.28 m ²		
32	KISUMU LAKE BASIN MALL	33,000 m ²	24	792,000 m ²		
33	NYAMTIRO	92.94 m ²	24	2,230.56 m ²		
34	ISEBANIA OSBP OFFICES & RESIDENTIAL					
	Isebania OSBP Offices	2,200 m ²	24	52,800 m ²		
	Isebania Residential – 9 dwelling units	6.218 Ha.	24	576.184752 Ha.		
35	KOPANGA	92.94 m ²	24	2,230.56 m ²		
36	USENGE	92.94 m ²	24	2,230.56 m ²		
37	KISUMU-MILIMANI ESTATE - 4 dwelling units	0.1392 Ha.	24	3.3408 Ha.		
38	KISII	650.56 m ²	24	15,613.44 m ²		
39	MUHURU BAY	185.87 m ²	24	4,460.88 m ²		
40	MBITA CUSTOMS OFFICE	95 m ²	24	2,280 m ²		
41	SIO PORT	92.94 m ²	24	2,30.56 m ²		
42	KAKAMEGA	241.64 m ²	24	5,799.36 m ²		
43	MALABA OSBP OFFICES	1,773 m ²	24	42,552 m ²		
44	BUSIA OSBP	1,653 m ²	24	39,672 m ²		
45	LWAKHAKHA	92.94 m ²	24	2,230.56 m ²		
46	BUNGOMA	356.78 m ²	24	8,562.72 m ²		

47	PIPELINE OFFICE KISUMU	75 m ²	24	1,800 m ²		
48	POSTA OFFICE KISUMU	13 m ²	24	312 m ²		
	TOTALS FOR LOT 3- WESTERN REGION (to be carried forward to the Form of Tender)					
LOT 4 –SOUTH RIFT VALLEY REGION						
49	NAKURU-GENERATION HOUSE, INCL I-TAX OFFICES	1712.45 m ²	24	41,098.8 m ²		
50	NAKURU POSTA OFFICE	50 m ²	24	1,200 m ²		
51	NAKURU-KPC OFFICE	48.64 m ²	24	1,167.36 m ²		
52	KERICHO	162 m ²	24	3,888 m ²		
53	NAIVASHA	540 m ²	24	12,960 m ²		
54	NAROK	374 m ²	24	8,976 m ²		
55	MARARAL	246 m ²	24	5,904 m ²		
56	NYAHURURU	209 m ²	24	5,016 m ²		
	TOTALS FOR LOT 4- SOUTH RIFT VALLEY REGION (to be carried forward to the Form of Tender)					
LOT 5 –NORTH RIFT REGION						
57	ELDORET KIPTAGICH HOUSE, AIRPORT & SCANNER	2,592 m ²	24	62,208 m ²		
58	KITALE	334 m ²	24	8,016 m ²		

59	LOKICHOGGIO & LOKICHOGGIO AIRPORT-OFFICES & RESIDENTIAL					
	Offices	795 m ²	24	19,080 m ²		
	Lokichoggio Residential - 12 dwelling units	0.2409 Ha.	24	5.7816 Ha.		
60	LODWAR	238 m ²	24	5,712 m ²		
61	NADAPAL BORDER	90 m ²	24	2,160 m ²		
62	SUAM	92.94 m ²	24	2,230.56 m ²		
63	ELDORET KPC OFFICE	97 m ²	24	2,328 m ²		
	TOTALS FOR LOT 5 –NORTH RIFT REGION (to be carried forward to the Form of Tender)					
	LOT 6-CENTRAL REGION					
64	NYERI	942.38 m ²	24	22,617.12 m ²		
65	THIKA	2843 m ²	24	68,232 m ²		
66	KERUGOYA	321 m ²	24	7,704 m ²		
67	NANYUKI	279 m ²	24	6,696 m ²		
68	MURANGA	3,152.89 m ²	24	75,669.36 m ²		
69	KIAMBU	4,380 m ²	24	105,120 m ²		
	TOTALS FOR LOT 6-CENTRAL REGION (to be carried forward to the Form of Tender)					
	LOT 7- NORTHERN REGION					

70	MERU	930 m ²	24	22,320 m ²		
71	EMBU	905 m ²	24	21,720 m ²		
72	ISIOLO	630 m ²	24	15,120 m ²		
73	MACHAKOS	9,000 m ²	24	216,000 m ²		
74	KAJIADO	90 m ²	24	2,160 m ²		
75	WAJIR AIRPORT	25 m ²	24	600 m ²		
76	MOYALE OFFICES & RESIDENTIAL					
	Moyale Offices	260 m ²	24	6,240 m ²		
	Moyale Residential – 64 dwelling units	8.599 Ha.	24	206.376 Ha.		
77	MANDERA OFFICES & RESIDENTIAL					
	Mandera Offices	260 m ²	24	6,240 m ²		
	Mandera Residential – 34 dwelling units	6.804 Ha.	24	163.296 Ha.		
78	GARISSA	240 m ²	24	5,760 m ²		
79	LIBOI	137 m ²	24	3,288 m ²		
80	ELWAK	2,447 m ²	24	58,728 m ²		
81	KITUI	2,447 m ²	24	58,728 m ²		
	TOTALS FOR LOT 7- NORTHERN REGION (to be carried forward to the Form of Tender)					

Tenderer's Signature: _____

Date: _____

SECTION VIII - STANDARD FORMS

Notes on the standard Forms

Notes on the Sample Forms

- 1 *Form of Tender-* The form of tender must be completed by the tenderer and submitted with the tender documents. It must also be duly signed by duly authorized representatives of the tenderer.
- 2 *Confidential Business Questionnaire Form -* This form must be completed by the tenderer and submitted with the tender documents.
- 3 *Tender Securing Declaration Form -* When required by the tender documents the tender shall provide the tender securing declaration in the form included herein any another format acceptable to the procuring entity.
- 4 *Contract Form-*The Contract Form shall not be completed by the tenderer at the time of submitting the tender. The Contract Form shall be completed after contract award and should incorporate the accepted contract price.
- 5 *Bank Guarantee for Advance Payment Form-* When Advance payment is requested for by the successful bidder and agreed by the procuring entity, this form must be completed fully and duly signed by the authorized officials of the bank.
- 6 *Manufacturers Authorization Form-* When required by the tender documents this form must be completed and submitted with the tender documents. This form will be completed by the manufacturer of the goods where the tenderer is an agent.

8.1 FORM OF TENDER
Date _____
Tender No. _____
To: KENYA REVENUE AUTHORITY P. O. BOX 48240 – 00100, NAIROBI.
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
LOT 1- NAIROBI REGION: PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT in conformity with the said tender documents for the sum of.....(total tender amount in words and figures)
LOT 2- SOUTHERN REGION: PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT in conformity with the said tender documents for the sum of.....(total tender amount in words and figures)
LOT 3- WESTERN REGION: PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT in conformity with the said tender documents for the sum of.....(total tender amount in words and figures)
LOT 4- SOUTH RIFT VALLEY REGION: PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT in conformity with the said tender documents for the sum of.....

.....
.....(total tender amount in words and figures)

LOT 5- NORTH RIFT REGION: PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT in conformity with the said tender documents for the sum of.....
.....
.....(total tender amount in words and figures)

LOT 6- CENTRAL REGION: PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT in conformity with the said tender documents for the sum of.....
.....
.....(total tender amount in words and figures)

LOT 7- NORTHERN REGION: PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE. ONE (1) YEAR FRAMEWORK CONTRACT in conformity with the said tender documents for the sum of.....
.....
.....(total tender amount in words and figures)

or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender.

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

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

4. We agree to abide by this Tender for a period of **335 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 _____

8.2 CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in Part 1; either Part 2(a), 2(b) or 2 (c) whichever applied to your type of business; and Part 3.

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

	Part 1 – General
1.1	Business Name
1.2	Location of Business Premises.
1.3	Plot No..... Street/Road
	Postal Address Tel No. Fax E mail
1.4	Nature of Business.....
1.5	Registration Certificate No.
1.6	Maximum Value of Business which you can handle at any one time – Kshs.
1.7	Name of your Bankers Branch
	Part 2 (a) – Sole Proprietor
2a.1	Your Name in Full Age
2a.2	Nationality Country of Origin
	<ul style="list-style-type: none"> • Citizenship Details
	Part 2 (b) Partnership
2b.1	Given details of Partners as follows:
2b.2	Name Nationality Citizenship Details Shares
	1.....

	2.....
	3.....
	4.....
	Part 2 (c) – Registered Company
2c.1	Private or Public
2c.2	State the Nominal and Issued Capital of Company- Nominal Kshs.
	Issued Kshs.
2c.3	Given details of all Directors as follows
	Name Nationality Citizenship Details Shares
	1.....
	2.
	3.
	4.
	5
	Part 3 – Eligibility Status
3.1	Are you related to an Employee, Committee Member or Board Member of Kenya Revenue Authority? Yes _____ No _____
3.2	If answer in ‘3.1’ is YES give the relationship.
3.3	Does an Employee, Committee Member, Board Member of Kenya Revenue Authority sit in the Board of Directors or Management of your Organization, Subsidiaries or Joint Ventures? Yes _____ No _____
3.4	If answer in ‘3.3’ above is YES give details.

3.5	Has your Organization, Subsidiary Joint Venture or Sub-contractor been involved in the past directly or indirectly with a firm or any of it's affiliates that have been engaged by Kenya Revenue Authority to provide consulting services for preparation of design, specifications and other documents to be used for procurement of the goods under this invitation? Yes _____ No _____
3.6	If answer in '3.5' above is YES give details.
3.7	Are you under a declaration of ineligibility for corrupt and fraudulent practices? YES _____ No _____
3.8	If answer in '3.7' above is YES give details:
3.9	(a) Have you offered or given anything of value to influence the procurement process? Yes _____ No _____ Have you been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of Kenya Revenue Authority, which is the procuring entity? Yes _____ No _____ (c) Have your servants and/or agents offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of Kenya Revenue Authority. Yes _____ No _____

3.10	If answer in '3.9' a, b or c above is YES give details:
	Date Signature of Candidate

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

8.3 TENDER SECURING FORM

Whereas [*name of the tenderer*]

THE CONDITIONS of this obligation are:-

1. If the tenderer withdraws its Tender during the period of tender validity specified by the tenderer on the Tender Form; or

2. If the tenderer, having been notified of the acceptance of its Tender by the Procuring entity during the period of tender validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the performance security in accordance with the Instructions to tenderers;

We undertake to pay to the Procuring entity up to the above amount upon receipt of its first written demand, without the Procuring entity having to substantiate its demand, provided that in its demand the Procuring entity will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This tender guarantee will remain in force up to and including thirty (30) days after the period of tender validity, and any demand in respect thereof should reach the Bank not later than the above date.

[signature of the bank]

(Amend accordingly if provided by Insurance Company)

8.4 CONTRACT FORM
TENDER REF No: KRA/HQS/NCB-007/2020-2021
PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE ONE (1) YEAR FRAMEWORK CONTRACT
THIS AGREEMENT made the _____ day of _____ 20 _____ between Kenya Revenue Authority [<i>name of Procurement entity</i>] of Kenya [<i>country of Procurement entity</i>] (hereinafter called “the Procuring entity) of the one part and[<i>name of tenderer</i>] of [<i>city and country of tenderer</i>] (hereinafter called “the tenderer”) of the other part;
WHEREAS the Procuring entity invited tender for (PROVISION OF DISINFECTION AND SANITIZATION SERVICES FOR KENYA REVENUE AUTHORITY OFFICES AND RESIDENTIAL ESTATES COUNTRYWIDE ONE (1) YEAR FRAMEWORK CONTRACT) and has accepted a tender by the tenderer for the renewal of Kaspersky Licenses in the sum of[<i>contract price in words and figures</i>] (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 _____
<i>(Amend accordingly if provided by Insurance Company)</i>

8.5 BANK GUARANTEE FOR ADVANCE PAYMENT FORM

To Kenya Revenue Authority

[name of tender]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends the General Conditions of Contract to provide for advance payment, *[name and address of tenderer]*(hereinafter called “the tenderer”) shall deposit with the Procuring entity a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institutions]*, as instructed by the tenderer, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring entity on its first demand without whatsoever right of objection on our part and without its first claim to the tenderer, in the amount not exceeding *[amount of guarantee in figures and words]*

We further agree that no change or addition to or other modification of the terms of the Contract to be performed there-under or of any of the Contract documents which may be made between the Procuring entity and the tenderer, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid in full effect from the date of the advance payment received by the tenderer under the Contract until *[Date]*.

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

8.6 MANUFACTURER’S AUTHORIZATION FORM

To Kenya Revenue Authority

WHEREAS [name of the manufacturer] who are established and reputable manufacturers of [name and/or description of the goods] having factories at [address of factory] do hereby authorize [name and address of Agent] to submit a tender, and subsequently negotiate and sign the Contract with you against tender No. [reference of the Tender] for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Tenders.

[signature for and on behalf of manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent.

8.7 —NOTIFICATION OF INTENTION TO ENTER INTO A CONTRACT

**Kenya Revenue Authority
P.O Box 48240 – 00100,
Nairobi.**

To: _____

RE: Tender No. _____

Tender Name _____

This is to notify that the contract/s stated below under the above mentioned tender have been awarded to you.

1. Please acknowledge receipt of this Letter of Notification signifying your Acceptance.
2. The Contract/contracts shall be signed by the parties within 30 days of the date of this letter but not earlier than 14 days from the date of the letter.
3. You may contact the officer(s) whose particulars appear below on the subject matter of this Letter of Notification of Award.

Deputy Commissioner,
Supply Chain Management,
Haile Selassie Avenue, Times Tower, 21st Floor
Telephone: +254-020-2817022
Facsimile: +254-020-215809

FOR: **Commissioner-General**