



**REPUBLIC OF KENYA**  
**NYANDARUA COUNTY ASSEMBLY**



**OFFICE OF THE CLERK**

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**P.O. Box 720-20303- OL KALOU**

**Building:** Former Ol Kalou Town Council  
**Email:** [nyandaruaassembly@gmail.com](mailto:nyandaruaassembly@gmail.com)  
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**NATIONAL TENDER INVITATION NOTICE**

The Nyandarua County Assembly Service Board invites tenders from Contractors to carry out the following works:-

TENDER REF:NO	TENDER DESCRIPTION	NCA CATEGORY	PREFERENC E
<b>NCA/T/3/2015 -2016</b>	<b>PROPOSED COMPLETION OF FACILITIES AT THE EXISTING NYANDARUA COUNTY ASSEMBLY AT OL-KALOU FOR THE NYANDARUA COUNTY ASSEMBLY SERVICE BOARD.</b>	<b>NCA 4</b>	<b>OPEN</b>

Interested Contractors who are registered with the National Construction Authority (NCA) category 4 in General Building Works, (proof of registration required) may obtain Tender documents from the office of the Procurement during normal working hours upon payment of a non –refundable fee of **Kshs 1,000** payable in cash at the Account’s Offices located at former Ol-Kalou Town Council Offices or in bankers cheque payable to **Nyandarua County Assembly**.

Interested bidders should note that only those meeting the criteria indicated below as a minimum, supported by relevant documents at submission will be considered for further evaluation.

1. Proof of works of similar magnitude and complexity undertaken in the last five years.
2. Must provide a Bid Bond of **2%** of tender quoted sum in form of Bank Guarantee from a reputable bank or an Insurance Company approved by Public Procurement Regulatory Authority (former PPOA).
3. Adequate equipment and key personnel for the specified types of works.
4. Sound financial standing and /or adequate access to bank credit line equal to at least 10% of their Tender Sum.
5. Litigation History of the Company (both court and arbitration cases.)
6. Confidential Business Questionnaire must be properly filled and signed.
7. The form of tender must be properly filled and signed.

8. Valid Tax Compliance Certificate.

Further, tenders from the following tenderers shall be treated as non-responsive and therefore subject to automatic disqualification:

- (i) A tender from a tenderer whose on-going project(s) is/are behind schedule and without any approved extension of time.
- (ii) A tender from a tenderer who has been served with a default notice on on-going project (s) or a tenderer who has been terminated in a Government Contract in the past.
- (iii) A tender from a tenderer with on-going projects exceeding four (4) in number, regardless of the total value of the outstanding works.

Prices quoted must be net inclusive of VAT and all Government Taxes and must remain valid for one hundred and twenty (120) days from the opening date of the tender.

The Bid Security, which must be from an established bank or Insurance Company approved by Public Procurement Regulatory Authority (former PPOA), shall be valid for one hundred and fifty (150) days from tender opening date.

Completed Tender documents are to be enclosed in a plain sealed envelope marked with **Tender name** and **reference number** and deposited in the Tender box situated at the reception of Nyandarua County Assembly located in the former Ol Kalou Town Council offices opposite Ol Kalou Police Station or be addressed to:-

**The Secretary,  
County Assembly Service Board  
Nyandarua County Assembly  
P.O Box 720-20303, Ol Kalou.**

So as to be received on or before **Tuesday 19<sup>th</sup> April, 2016 at 11.00 am (local time)**.

Tenders will be opened immediately thereafter in the Procurement Office in the presence of tenderers' or their representatives who choose to attend.

Late Tenders shall be rejected. The Assembly reserves the right to reject any tender giving no reasons for the rejection and does not bind itself to accept the lowest or any tender.

**THE SECRETARY**  
**COUNTY ASSEMBLY SERVICE BOARD**