

MARAGUA NATIONAL GOVERNMENT CONSTITUENCIES  
DEVELOPMENT FUND



TENDER NOTICE

**FEBRUARY 2025**

MARAGUA NG-CDF invites tenders from interested eligible bidders for the following works

TENDER No.	TENDER DESCRIPTION	ELIGIBILITY
MARAGUA/NG- CDF/2025-023/23/24	<b>PROPOSED CONSTRUCTION OF A 3 ROOM ASSISTANT CHIEFS OFFICE AT WATHIANI</b>	<b>OPEN</b>

Interested eligible bidders may obtain and inspect tender documents at the **MARAGUA NG-CDF** office at **MARAGUA** during official working hours Monday to Friday from 8:00am to 5:00 pm or on Public Procurement

Information Portal <https://tenders.go.ke/tenders>.

A complete set of bid documents should be submitted in plain sealed envelope clearly marked the tender number. Envelopes should be without the name & address of the bidder. The envelope should be returned to the address below and be deposited in the tender box located at the entrance of the MARAGUA NG-CDF office, located at MARAGUA Sub-County offices on or before **TUESDAY, 11TH MARCH 2025 at 11:00 AM.**

Bid documents shall be opened immediately after the deadline of the closing date and time at **MARAGUA NG-CDF** boardroom. Interested bidders can attend in person or send their representatives.

**THE FUND ACCOUNT MANAGER,  
MARAGUA NG-CDF,  
P.O BOX 643- 10205,  
MARAGUA.**



NG-CDF MARAGUA

REQUEST FOR QUOTATION  
(RFQ)

QUOTATION NO.: **MARAGUA/NG- CDF/2025-023/23/24**

CONTRACT DESCRIPTION: **PROPOSED CONSTRUCTION OF A 3 ROOM**

**ASSISTANT CHIEFS OFFICE AT WATHIANI**

DATE: \_\_\_\_\_

NAME OF BIDDER: \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

TELEPHONE NO.: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**GROUP : AGPO**

PROCURING ENTITY: MARAGUA NG-CDF

**H A R A M B E E**

## Table of Contents

REQUEST FOR QUOTATIONS (RFQ).....	2
PART 1: INSTRUCTIONS TO TENDERERS .....	2
QUOTATION AND QUALIFICATION DOCUMENTS.....	4
II) CONFLICT OF INTEREST DISCLOSURE.....	6
IV) CERTIFICATE OF INDEPENDENT QUOTATION DETERMINATION.....	8
V) SELF-DECLARATION FORM .....	9
BILL OF QUANTITIES .....	13

## REQUEST FOR QUOTATIONS

### 1. NAME AND CONTACT ADDRESSES OF PROCURING ENTITY:

#### **MARAGUA NGCDF**

Postal Address: P.O BOX 643-10205, MARAGUA.

Email Address: [cdfmaragua@ngcdf.go.ke](mailto:cdfmaragua@ngcdf.go.ke)

2. Request for Quotations No.: **MARAGUA/NG- CDF/2025-023/23/24**
3. Contract Description: **PROPOSED CONSTRUCTION OF A 3 ROOM ASSISTANT CHIEFS OFFICE AT WATHIANI**

## REQUEST FOR QUOTATIONS (RFQ)

To: \_\_\_\_\_ [Insert Name and Address of selected Tenderer]

From: **MARAGUA NGCDF OFFICE**

Contract Description: **PROPOSED CONSTRUCTION OF A 3 ROOM ASSISTANT CHIEFS OFFICE AT WATHIANI**

Reference Number - **MARAGUA/NG- CDF/2025-023/23/24**

1. The MARAGUA NG CDF invites you to submit quotations for WORKS indicated in detail in “Table A. Schedule of Requirements and Specifications”. The quotation shall follow the instructions and documents in this RFQ document and shall be in English Language. Tenderers may obtain further information during office hours: 8.00AM - 5.00PM at the address given below.
2. Quotations shall be submitted in accordance with the instruction in Part1: Quotation Procedures and in a sealed envelope clearly indicating name and address of tenderer, the quotation name and title and must reach the Procuring Entity at the address indicated below not later than [indicate date and time]. Quotations can be delivered by registered mail, courier or hand delivery at the tenderer's option. Late quotations shall be rejected.

Enquiries regarding this quotation may be addressed to :

**P.O BOX 643-10205, MARAGUA.**

Email Address: **[cdfmaragua@ngcdf.go.ke](mailto:cdfmaragua@ngcdf.go.ke)**

3. Any resulting contract shall be subject to the terms and conditions detailed in Part3: Contract.

ADDRESS FOR SUBMISSION OF QUOTATIONS

- 1) Name of Procuring Entity:

**MARAGUA NGCDF**

Office Mailing Address:

**P.O BOX 643-10205, MARAGUA.**

Email Address: **[cdfmaragua@ngcdf.go.ke](mailto:cdfmaragua@ngcdf.go.ke)**

- 2) Physical address: **P.O BOX 643-10205, MARAGUA.**

Yours Sincerely,

Fund Account Manager

## PART 1: INSTRUCTIONS TO TENDERERS

1. Tenderers are advised to read carefully these instructions and the Conditions of Contract in Part3: Contract, before preparing the quotation. The standard forms in this RFQ may be photocopied for completion but the Tenderer is responsible for their accurate reproduction. The term Tenderer shall mean the firm or person invited to submit a quotation. The term Quotation herein shall mean the quotation submitted as usually understood in public procurement.
2. Validity of Quotations: The quotation will be held valid for **90** days from the date of submission.
3. The Quotation shall consist of completed Tables A, B and C and the Form of Quotation all indicated in Part2 of this Request for Quotations, and documents to evidence Eligibility and Conformity to Technical Specifications.
4. Sealing and Marking of Quotations: Quotations in one “one original” should be sealed in a single envelope, clearly marked with the Quotation Reference Number in the RFQ, the Tenderer's name and the name of the Procuring Entity. Envelopes should be sealed in such a manner that opening and resealing cannot be achieved undetected.
5. Submission of Quotations: Quotations, and any alternatives if allowed as per Item 11 below, should be submitted to the address below, on or before the date and time indicated in sub -item 4 below. Late quotations will be rejected.

### Address for Submission of Quotations

- 1) Name of Procuring Entity: MARAGUA NG-CDF

Mailing Address: Postal Address:

THE FUND ACCOUNT MANAGER,  
MARAGUA NGCDF  
P.O BOX 643-10205, MARAGUA.

- 2) Date of Submission (deadline): **TUESDAY, 11TH MARCH 2025**
- 3) Time of Submission (deadline): **11:00 AM.**
6. Opening of Quotations: Quotations will be opened immediately after the closing date and time specified in item 5(4) above, by at least three appointed officials of the Procuring Entity.
7. Tenderer Eligibility: Tenderer must submit Documentary evidence to show their eligibility to be awarded a contract to cover each of the following:
  - i) Valid Trading License
  - ii) Certificate of Registration
  - iii) Current CR12 and Copy of Identification card(s) of the company’s director(s)
  - iv) Valid KRA Pin and Tax Compliance Certificate.
  - v) Valid NCA Certification
  - vi) AGPO Certificate (where applicable)

The Tenderer shall also complete attached forms to confirm eligibility and non-existence of a conflict of interest in relation to this procurement requirement by signing the attached Forms.

8. Invitation not transferable: This invitation is not transferable to other firms or individuals not so invited.
9. Goods Eligibility: Tenderer must submit as evidence documents to show the country of origin of any goods to be supplied or incorporated in the work or services.
10. Technical Specifications: Documentary evidence to show that the goods meet the technical specifications.
11. Alternative Quotations: Tenderers are permitted/not permitted (select one) to submit alternative quotations for goods/alternative technical solutions for specified parts of the Works or Services (select one). Only the alternatives, if any, of the Tenderer with the winning quotation conforming to the basic technical requirements shall be considered by the Procuring Entity.
12. Currency: Quotations shall be priced in Kenya Shillings. Quotations in other currencies will be rejected.
13. Evaluation of Quotations: The evaluation of quotations will be conducted using the procedure set out below:
  - i) Preliminary examination to determine Tenderer eligibility:
    - i. Valid Trading License
    - ii. Certificate of Registration
    - iii. Current CR12 and Copy of Identification card(s) of the company's director(s)
    - iv. Valid KRA Pin and Tax Compliance Certificate.
    - v. Valid NCA Certification
    - vi. AGPO Certificate (where applicable)
  - ii) Technical examination to determine goods eligibility, compliance with technical specifications and commercial responsiveness. Quotations failing this stage will be rejected and not considered in next stage.
  - iii) Financial comparison of quotations to determine the lowest evaluated quotation.
14. Lowest Evaluated Quotation: The lowest evaluated quotation shall be recommended for award of contract.
15. Award of contract: Award of contract shall be by placement of a Letter of Acceptance or Local Purchase Order in accordance with Part 3: Contract. The currency of award and payment shall be currency in which the quotation was submitted. Unsuccessful Tenderers who responded will be notified of the accepted quotation, indicating the name and the amount of the accepted quotation.
16. Right to Reject: The Procuring Entity reserves the right to accept or reject any quotation or to cancel the quotation process and reject all quotations at any time prior to contract award.

## QUOTATION AND QUALIFICATION DOCUMENTS

Tenderer must fill and complete the following;

- i) FORM FOR DISCLOSURE OF INTEREST
- ii) CERTIFICATE OF INDEPENDENT QUOTATION DETERMINATION
- iii) SELF-DECLARATION FORM
- iv) BILL OF QUANTITIES

FORM OF QUOTATION [To be completed by Tenderer]

Quotation Addressed to (Procuring Entity)	<b>MARAGUA NG-CDF</b>
Date of Quotation	
Quotation Reference Number	<b>MARAGUA/NG- CDF/2025-023/23/24</b>
Subject of Quotation	<b>PROPOSED CONSTRUCTION OF A 3 ROOM ASSISTANT CHIEFS OFFICE AT WATHIANI</b>

1. We have examined and have no reservations to the Request for Quotation document, and understand its full content and intent.
2. In compliance with your request for quotations dated \_\_\_\_\_, referenced above, we offer to \_\_\_\_\_ (specify one of supply goods, complete the works or provide the services) to cover and conform to our pricing listed in the attached in Table B. Quotation Submission TABLE at a total price of Kenya Shillings \_\_\_\_\_ (in words) \_\_\_\_\_
3. We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified in Part 1: INSTRUCTIONS TO TENDERERS.
4. We also confirm that the \_\_\_\_\_ ( works to be constructed conform to the BILL OF QUANTITIES TABLE below of this RFQ Document.
5. We undertake to adhere by the Code of Ethical Conduct for Suppliers, Contractors and Service Providers, copy available from [https://nt.treasury.go.ke/sites/default/files/inline-files/Code-of-Ethics-for-Suppliers\\_1.pdf](https://nt.treasury.go.ke/sites/default/files/inline-files/Code-of-Ethics-for-Suppliers_1.pdf) during the procurement process and the execution of any resulting contract.

6. We confirm that the prices quoted are fixed and firm for the duration of the validity period and performance of the contract and will not be subject to revision or variation.
7. The validity period of our quotation is: \_\_\_\_\_ days from the time and date of the submission deadline (number to be same as in the instructions to Tenderers).
8. We confirm we are not submitting any other Quotation as an individual or firm, and we are not participating in any other Quotation as a Joint Venture member or as a sub-contractor.
9. We, along with any of our subcontractors, suppliers, Engineer, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to a temporary suspension, or a debarment imposed by the Public Procurement Regulatory Authority or any other entity of the Government of Kenya, or any international organization.
10. We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption.
11. We hereby certify and confirm that the Quotation is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the “Certificate of Independent Quotation Determination” attached below.
12. We, the Tenderer, have completed fully and signed the FORM FOR DISCLOSURE OF INTEREST-interest of the firm in the Procuring Entity, attached below.

The Delivery/Completion period offered is: \_\_\_\_\_ days from date of acceptance of Quotation. The warranty period offered is \_\_\_\_\_ weeks.

i) FORM FOR DISCLOSURE OF INTEREST – Interest of the Firm in the Procuring Entity

ii) Are there any person /persons in **MARAGUA NG CDF** who has/have an interest or relationship in this firm? Yes/No.....

If yes, provide details as follows;

	Names of Person	Designation in the Procuring Entity	Interest or Relationship with Tenderer
1			
2			
3			

iii) **Conflict Of Interest Disclosure**

	Type of Conflict	Disclosure	If YES provide details of the relationship with Tenderer
		YES ORNO	
1	Tenderer is directly or indirectly controls, is controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Quotation has a relationship with another tenderer, directly or through common third parties, that puts it in a position to influence the quotation of another tenderer, or influence the decisions of the Procuring Entity regarding this quotation process.		
5	Any of the Tenderer’s affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the quotation.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Quotation Document.		
7	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who are directly or indirectly involved in the preparation of the Quotation document or specifications of the Contract, and/or the Quotation evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who would be involved in the implementation or supervision of the Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to the Procuring Entity throughout the quotation process and execution of the Contract?		

## iv) Certification

On behalf of the Tenderer, I certify that the information given above is complete, current and accurate as at the date of submission.

Full Name \_\_\_\_\_

Title or Designation \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

## v) CERTIFICATE OF INDEPENDENT QUOTATION DETERMINATION

I, the undersigned, in submitting the accompanying Letter of quotation to the \_\_\_\_\_  
 [Name of Procuring Entity] for: \_\_\_\_\_ [Name and number of quotation] in  
 response to the request for tenders made by: \_\_\_\_\_ [Name  
 of Tenderer] do hereby make the following statements that I certify to be true and complete in every  
 respect: I certify, on behalf of \_\_\_\_\_ [Name of Tenderer] that:

1. I have read and I understand the contents of this Certificate;
2. I understand that the Tenderer will be disqualified if this Certificate is found not to be true and complete in every respect;
3. I am the authorized representative of the Tenderer with authority to sign this Certificate, and to submit the quotation on behalf of the Tenderer
4. For the purposes of this Certificate and the quotation, I understand that the word “competitor” shall include any individual or organization, other than the Tenderer, whether or not affiliated with the Tenderer, who:
  - a) Has been requested to submit a quotation in response to this request for quotations;
  - b) Could potentially submit a quotation in response to this request for quotations based on their qualifications, abilities or experience;
5. The Tenderer discloses that [check one of the following, as applicable]:
  - a) The Tenderer has arrived at the quotation independently from, and without consultation, communication, agreement or arrangement with, any competitor;
  - b) the Tenderer has entered into consultations, communications, agreements or arrangements with one or more competitors regarding this request for quotations, and the Tenderer discloses, in the attached document(s), complete details thereof, including the names of the competitors and the nature of, and reasons for, such consultations, communications, agreements or arrangements;
6. In particular, without limiting the generality of paragraphs (5)(a) or (5)(b) above, there has been no consultation, communication, agreement or arrangement with any competitor regarding:
  - a) prices;
  - b) methods, factors or formulas used to calculate prices;
  - c) the intention or decision to submit, or not to submit, a quotation; or
  - d) the submission of a quotation which does not meet the specifications of the request for quotations; except as specifically disclosed pursuant to paragraph (5)(b) above;
7. In addition, there has been no consultation, communication, agreement or arrangement with any competitor regarding the quality, quantity, specifications or delivery particulars of the works or services to which this request for tenders relates, except as specifically authorized by the procuring authority or as specifically disclosed pursuant to paragraph(5)(b) above;
8. The terms of the quotation have not been, and will not be, knowingly disclosed by the Tenderer, directly or indirectly, to any competitor, prior to the date and time of the official quotation opening, or of the awarding of the Contract, whichever comes first, unless otherwise required by law or as specifically disclosed pursuant to paragraph(5)(b) above.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

8 Date: \_\_\_\_\_ [Name, title and signature of authorized agent of Tenderer and Date]

## vi) SELF-DECLARATION FORM

We, the Tenderer \_\_\_\_\_ (insert name) submitting our  
 Quotation in respect of Quotation No. \_\_\_\_\_  
 for \_\_\_\_\_ (insert  
 quotation Title Description) for \_\_\_\_\_ (insert  
 Name of Procuring Entity)

## DECLARE AS FOLLOWS:

That, we the Tenderer including any entity or individual that directly or indirectly controls, is controlled by or is under common control with us, and any subcontractors, suppliers, project managers, consultants, manufacturers, service providers, agents, individuals, or any other party involved or to be involved for any part of the processes of procurement and contract execution related to the above quotation:

- a) have not engaged/will not engage in any corrupt or fraudulent practices in the processes of procurement and contract execution related to the above quotation as defined and/ or described in the following:
  - i) the RFQ for the above Quotation;
  - ii) Kenya's Public Procurement and Asset Disposal Act, 2015 and its attendant Regulations;
  - iii) Kenya's Anti-Corruption and Economic Crimes Act, 2013; and
  - iv) Any such other Acts or Regulations of Government of Kenya;
- b) Have not offered/will not offer any inducement to any member of the board, management, staff and/or employees and/or agents of \_\_\_\_\_ (name of the procuring entity);
- c) Have not engaged/will not engage in any collusive or corrosive practice with other Tenderers participating in the subject quotation;
- d) have not been sanctioned or debarred by any entity from participation in public procurement proceedings of Kenya.

That, what is deponed to herein above is true to the best of our knowledge, information and belief.

Name of the Tenderer: \_\_\_\_\_ [Insert complete name of tenderer signing the quotation]

Name of the person duly authorized to sign the quotation on behalf of the Tenderer: \_\_\_\_\_ [Insert complete name of person duly authorized to sign the quotation]

Title of the person signing the Quotation: \_\_\_\_\_ [Insert complete title of the person signing the quotation]

Signature of the person named above: \_\_\_\_\_ [Insert signature of person whose name and capacity are shown above]

**COMMITMENT TO THE CODE OF ETHICS** *(to be submitted as part of any quotation or tender)*

I..... (Supplier) Confirm that I have read and fully understood the contents of the Public Procurement & Disposal Act, 2006 and the Code of Ethics for Suppliers and my responsibilities under the Code.

I also certify that I am duly authorized to sign this Code on my own behalf and on behalf of my organization, and agree to comply with the Code of Ethics.

Name..... Sign.....

Position.....

Office address.....

Telephone.....

E-mail.....

Name of the Firm.....

**(Company Seal/ Rubber Stamp where applicable)**

Sworn at ..... }

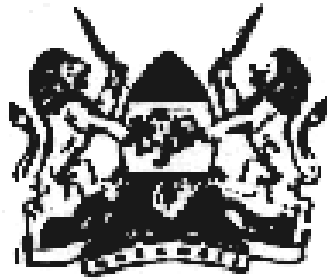
By the said ..... }

Deponent

this.....day of.....20..... }

Before Me }

Commissioner for Oaths/Magistrate }



**REPUBLIC OF KENYA**

**MINISTRY OF TRANSPORT AND INFRASTRUCTURE**

-

**DIRECTORATE OF PUBLIC WORKS**

**PROPOSED CONSTRUCTION A 3  
ROOM ASSISTANT CHIEFS OFFICE  
AT  
WATHIANI**

**BILLS OF QUANTITIES**

TENDER NO: .....

Prepared: -  
County Quantity Surveyor  
Department of Public Works  
P.O. Box 133 - 10200  
MURANG'A

Issued: -  
County Works Officer  
Department of Public Works  
P.O. Box 133 - 10200  
MURANG'A

**FEBRUARY, 2025**

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<p><b><u>BILL NO 1</u></b></p> <p><b><u>ADMINISTRATION BLOCK</u></b></p> <p><b><u>All rates are inclusive of 16% V.A.T</u></b></p> <p><b><u>ELEMENT NO.1</u></b></p> <p><b><u>SUBSTRUCTURES</u></b></p> <p><b><u>(ALL PROVISIONAL)</u></b></p> <p><b>NOTE; (I) All work measured under this element is up to and including the floor slab but excluding the finishes thereon.</b></p>				
A	Clear the site of all bush scrub undergrowth and small trees grub up roots and cart away or burn all arising	88	SM		
	<b><u>Excavations and earthworks</u></b>				
B	Excavate oversite average 200mm deep to remove vegetable soil load up wheel and deposit about 100metres away and later spread and level on site where directed	88	SM		
C	<b>Bulk</b> Excavate to reduce levels not exceeding 1.50 metres deep commencing at stripped level	0	CM		
D	<b>Bulk</b> Excavate to reduce levels exceeding 1.5 metres but not exceeding 3.0 metres deep commencing at reduced level	0	CM		
E	Excavate for strip foundation trenches / retaining walls occurring not exceeding 1.5metres deep commencing from reduced level	43	CM		
F	Ditto in Lift shaft bases	0	CM		
G	Excavate for column bases occurring not exceeding 1.5metres deep commencing from reduced level	0	CM		
H	<b><u>Extra over</u></b> excavations for excavating in rock <b>irrespective of class; including in compacted hardcore / reinforced concrete</b>	0	CM		
I	Allow for keeping excavations free from mud and all water including spring and running water by pumping pailing or other approved means.		ITEM		
J	Allow for planking and strutting to sides of excavations		ITEM		
	<b>Carried to Collections</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>Disposal</u></b>				
A	Load surplus excavated material and cart away from site approximately 100 meters away; later cart away	19	CM		
	<b><u>Filling</u></b>				
B	Return fill and ram selected excavated material around foundations.	24	CM		
	<b><u>Hardcore as described</u></b>				
C	300mm Thick layer of imported hardcore filling including levelling and consolidating in 150mm layers	62	SM		
	<b><u>Blinding</u></b>				
D	50mm Thick Quarry dust blinding to the surface of hardcore;rolled smooth to receive polythene sheeting(m.s)	62	SM		
	<b><u>Insecticide treatment</u></b>				
E	"TERMIDOL" or other equal and approved chemical insecticide treatment prepared and applied according to the manufacturer's printed instructions.	62	SM		
	<b><u>Damp proof membrane</u></b>				
F	500 Gauge polythene or other equal and approved plastic sheet damp proof membrane laid over blinding(measured nett - allow for laps)	62	SM		
	<b><u>In-situ concrete work</u></b>				
	<b><u>Mass concrete (1:3:6/38-38mm aggregate)</u></b>				
G	50mm Thick blinding under strip / Retaining wall foundations	28	SM		
H	Ditto under lift shaft foundations	0	SM		
I	Ditto under column bases	0	SM		
	<b>Carried to Collections</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>Vibrated reinforced concrete</u></b> <b><u>(1:2:4 / 20 - 20mm aggregate) as described in:</u></b>				
A	Strip foundations / Retaining wall base / Ground beams	6	CM		
B	Lift shaft bases and walls	0	CM		
C	Column bases	0	CM		
D	Beams	3	CM		
E	Ramps	0	CM		
F	200 mm thick lift shaft walls	0	CM		
G	150 mm Thick ground floor slab	62	SM		
	<b><u>Steel reinforcement</u></b>				
	<b><u>Supply and fix bars reinforcement</u></b> <b><u>including bending, hooks,</u></b> <b><u>tyingwire, cutting spacers and</u></b> <b><u>supporting all in position as described.</u></b>				
	<b><u>High tensile square twisted bars to B.S.446:</u></b> <b><u>(Allow for connecting new reinforcement to the existing)</u></b>				
H	8 mm Diameter	66	KG.		
I	10 mm Diameter	97	KG.		
J	12 mm Diameter	136	KG.		
K	16 mm Diameter	0	KG.		
L	20 mm Diameter	0	KG.		
M	25 mm Diameter	0	KG.		
	<b><u>Mesh reinforcement</u></b>				
N	Fabric mesh reinforcement to B.S. 4483 ref: A142 including laps tyingwire and spacer blocks complete(measured nett-allow for laps) (Allow for connecting new BRC to the existing including allowing for overlaps)	62	SM		
	<b><u>Sawn formwork as described to:</u></b>				
O	Vertical sides of strip foundations / retaining wall / ground beams	19	SM		
P	Vertical sides of lift shaft bases and walls	0	SM		
Q	Vertical sides of Column bases	0	SM		
R	Vertical sides of Columns	0	SM		
S	Vertical sides of beams	26	SM		
T	Edge of floor slab 75-150mm high	32	LM		
	<b>Carried to Collections</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>Foundation walling</u></b>				
A.	200mm Thick rough chisel dressed natural stone walling bedded and jointed in cement and sand (1:3) mortar and reinforced with and including 20swg x 25mm wide hoopiron in every alternate course	59	SM		
B	200mm Thick rough natural stone to piers	0	LM		
	<b><u>Plinth area finishes</u></b>				
C	12mm Thick cement and sand (1:3) wood float render to plinth area	31	SM		
D	Prepare and apply three coats black bitumastic paint to rendered area	31	SM		
	<i>Carried to collection</i>	<i>below</i>			
	<b><u>COLLECTION</u></b>				
	Brought Forward from Page No. BW		1		
	Brought Forward from Page No. BW		2		
	Brought Forward from Page No. BW		3		
	Brought Down from Page No. BW		Above		
	<b><u>TOTAL FOR ELEMENT NO 1</u></b>				
	<b><u>FOUNDATION WORKS</u></b>				
	<b><u>CARRIED TO SUMMARY</u></b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>ELEMENT NO.2</u></b>				
	<b><u>REINFORCED CONCRETE FRAME</u></b> <b><u>(ALL PROVISIONAL)</u></b>				
	<b><u>Vibrated reinforced concrete</u></b> <b><u>(1:2:4/ 20 - 20mm aggregate) as described in:</u></b>				
A	Beam	2	CM		
B	Columns	0	CM		
C	Ramp/ steps	0	CM		
D	Staircases; generally	0	CM		
E	Concrete gutters; generally	0	CM		
F	Lift shaft walls / slabs	0	CM		
G	150 mm thick suspended slabs/ landings	0	SM		
	<b><u>Steel reinforcement</u></b>				
	<b><u>Supply and fix steel bars reinforcement including bending, hooks, tying wire, cutting, spacer blocks and supporting all in position</u></b>				
	<b><u>High tensile square twisted bars to B.S. 4461 as described in;</u></b>				
I	8mm Diameter	69	KG.		
J	10 mm Diameter	0	KG.		
K	12 mm Diameter	124	KG.		
L	16 mm Diameter	0	KG.		
M	20 mm Diameter	0	KG.		
N	25 mm Diameter	0	KG.		
	<b><u>Sawn formwork as described to :</u></b>				
O	Sides and soffits of ringbeam/beams	25	SM		
P	Sides of columns	0	SM		
Q	Sides and soffittes of concrete gutters	0	SM		
R	Sides and soffittes of lift walls / slabs	0	SM		
S	Staircases; generally	0	SM		
T	Ramps, generally	0	SM		
U	Soffittes of slabs / landings	0	SM		
V	Edges of slabs / steps 75-150mm girth high	0	LM		
	<b><u>TOTAL FOR ELEMENT NO. 2</u></b>				
	<b><u>R.C. SUPERSTRUCTURE</u></b>				
	<b><u>CARRIED TO SUMMARY</u></b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>ELEMENT NO. 3</u></b>				
	<b><u>WALLING (ALL PROVISIONAL)</u></b>				
	<b><u>Fine Machine dressed stone walling bedded and jointed in cement and sand (1:3) mortar and reinforced with and including 20swg x 25mm wide hoopiron; with horizontal keys externally; internally left plain ready for plaster (m.s). To include parapet walls, gambles and the like where applicable:</u></b>				
A	200 mm Thick reinforced in every third course- Externally	41	SM		
B	200 mm Thick reinforced in every third course- Internally	8	SM		
C	E. o walling for gable ends	12	SM		
D	Front Façade Wall	7	SM		
E	150 mm Thick	0	SM		
F	100mm Thick	0	SM		
	<b><u>Precast concrete lourvred vent Walling ; bedded and jointed in cement and sand (1:3) mortar and reinforced with and including 20swg x 25mm wide hoopiron</u></b>				
G	200mm Thick reinforced in every third course	0	SM		
	<b><u>Horizontal damp proof course ; one layer of 3 - ply bituminous felt or other equal and approved (measured nett - allow for laps)</u></b>				
H	200mm Wide levelled and bedded in cement and sand (1:3) mortar under walls	47	LM		
J	150 mm Wide levelled and bedded in cement and sand (1:3) mortar under walls .....	0	LM		
	<b><u>Precast Concrete Units</u></b>				
K	350 x 50 mm throated slanted precast concrete coping laid and jointed in cement and sand (1:3) mortar above walls; reinforced as necessary	0	LM		
L	75 mm thick x 1000 mm wide x 4200 mm high precast concrete sunbreaker fins reinforced in Y 10 mm bars at 150 mm centres, both ways	0	NO.		
	<b><u>TOTAL FOR ELEMENT NO. 3</u></b>				
	<b><u>WALLING</u></b>				
	<b><u>CARRIED TO SUMMARY</u></b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<p><b><u>ELEMENT NO 4</u></b></p> <p><b><u>ROOFING AND RAIN WATER DISPOSAL</u></b></p> <p><b><u>(ALL PROVISIONAL)</u></b></p> <p><b><u>CONSTRUCTION</u></b></p> <p><b><u>All timber to be sawn cypress of G.S grade seasoned to an equilibrium moisture content between 9%and 15% and to a requirement of K.S 02771 of 1991 treated with approved wood preservative.</u></b></p> <p><b>A</b> 100 X 50mm Wall plate on and including 10mm cement and sand (1;4) mortar bed secured to reinforced concrete ring beam (m.s) by mild steel anchor bolts (m.s)</p> <p><b><u>The following in Nailed triangular timber trusses spanning clear 1500 mm height 500 mm including hoisting and placing 2700 mm above floor slab level.</u></b></p> <p><b>B</b> 150 X 50 mm trussed rafter, Tie beam and the like</p> <p><b>C</b> 100 X 50 mm Struts / ties</p> <p><b>D</b> 150 X 25X 450 mm(average)long splice piece.</p> <p><b>E</b> 75 X 50 mm Purlins</p>	32	LM		
	<b>Carried to collection</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<p><b><u>Covering</u></b></p> <p><b><u>Approved gauge 30 IT4 roofing sheets laid onto and excluding 50 x 75 celcured cypress battens - at approved centres:</u></b></p>				
A	Laid in approved pattern;	98	SM		
B	Raking cutting to ditto	0	LM		
C	300mm socketed angle ridge or valley to match	19	LM		
	<b><u>Wrot cypress</u></b>				
D	25 X200 mm Fascia board fixed to ends of rafters(m.s)	20	LM		
	<b><u>Sundries</u></b>				
E	12 mm Diameter x 300 mm long black mild steel anchor bolt embedded 180 mm deep in ring beam at 1200 mm cc including drilling holes in timber	0	NO		
F	100 X 100 X 6mm Thick galvanised mild steel nailing cleat once bent to form angle :ten times drilled, One flange nailed foot of rafter (m.s), other nailed to top of wall plate (m.s)	0	NO		
	<b>Carried to collection</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b>Eaves Treatment:</b>				
A	100 X 25 mm Wrot cypress T&G boarding nailed to 50 x 50 mm cypress bearers and including 75 x 50 mm cypress framing	0	SM		
B	Prepare and apply three coats polyurethane clear varnish to surfaces of T & G	0	SM		
C	Extra over boarding for forming vent size 300x450mm including mosquito gauze	0	NO		
	<b><u>Rain Water disposal</u></b>				
	<b><u>The following in G24 Galvanised mild steel</u></b>				
D	150 X 100 mm Mild square box gutter fixed to fascia board with and including approved pattern brackets at 1000 mm cc	20	LM		
E	<b><u>Extra over</u></b> gutter for stopped end piece with 100 mm diameter outlet	6	NO		
F	100 diameter x 3 mm Thick cold rolled steel pipe fixed to natural stone walling with and including mild steel brackets 600mm centres	12	LM		
G	<b><u>Extra over</u></b> down pipe for 100 mm diameter swan neck wall off set	2	NO		
	<b>Carried to collection</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
A	<u>Extra over</u> down pipe for 100 mm diameter rain water shoe  <u>Painting</u>  <u>Prime only back of wood before fixing</u>	2	NO		
B	Surfaces 100-200mm girth  <u>Knot prime stop and prepare and apply one under coat and two finishing coats of gloss oil paint to;</u>	0	LM		
C	General surfaces of wood 200 - 300mm girth  <u>Prepare and apply one coat of calcium plumbate and two coats of gloss oil paint to :-</u>	39	LM		
D	General surfaces metal	0	LM		
<i>Carried to collection</i>					
<u>COLLECTION</u>					
Brought Forward from Page No. BW				7	
Brought Forward from Page No. BW				8	
Brought Forward from Page No. BW				9	
Brought Down from				10	
<u>TOTAL FOR ELEMENT NO 5</u>					
<u>ROOFING AND RAIN WATER DISPOSAL</u>					
<u>CARRIED TO SUMMARY</u>					

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<p><b><u>ELEMENT NO. 5</u></b></p> <p><b><u>EXTERNAL WALL FINISHES</u></b> <b>(ALL PROVISIONAL)</b></p> <p><b>12mm thick cement,sand render,with wood float finish , as described to:-</b></p> <p><b>A</b> Masonry surfaces of walls, concrete beams, columns, gutters, fins, windows / door reveals and the like</p> <p><b><u>Painting and decorations</u></b></p> <p><b><u>Prepare and apply one undercoat and two finishing coats "Permacoat with Silicon " or equivalent exterior quality emulsion paint on:-</u></b></p> <p><b>B</b> Fair faced surfaces of walls, concrete beams, columns, gutters, fins, windows / door reveals and the like</p> <p><b>C</b> Horizontal keys externally</p>	122	SM		
	<p><b><u>TOTAL FOR ELEMENT NO. 6</u></b> <b><u>EXTERNAL WALL FINISHES</u></b> <b><u>CARRIED TO SUMMARY</u></b></p>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>ELEMENT NO. 7</u></b>				
	<b><u>INTERNAL WALL FINISHES</u></b> <b><u>(ALL PROVISIONAL)</u></b>				
A	Prepare surfaces, apply 12mm thick gauged lime plaster (1:2:9) in two coats finished with steel trowel on natural stone walling and beams	146	SM		
B	10mm Thick cement and sand (1:4) screed finished to receive glazed tiling	0	SM		
	<b><u>250 x 600 x 6 mm as Saj or equal and approved</u></b> <b><u>Thick coloured glazed ceramic wall tiles jointed and pointed with an approved chemical / acid resistant adhesive / joints filler :</u></b>				
C	Tiling on walls including matching dividing strips and rounding on edges	0	SM		
	<b><u>Painting and decorations</u></b>				
	<b><u>Prepare and apply one undercoat and two finishing coats plastic Vinyl matt or equivalent emulsion paint on:-</u></b>				
D	Plastered surfaces	146	SM		
	<b><u>TOTAL FOR ELEMENT NO. 8</u></b> <b><u>INTERNAL WALL FINISHES</u></b> <b><u>CARRIED TO SUMMARY</u></b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>ELEMENT NO. 9</u></b>				
	<b><u>FLOOR FINISHES</u></b> <b><u>(ALL PROVISIONAL)</u></b>				
	<b><u>In situ cement and sand ( 1:3) screeded beds ,with steel trowelled finish, on concrete</u></b>				
A	25 mm thick screed;	0	SM		
B	Ditto 25 x 100 mm high skirting	0	LM		
	<b><u>In situ cement and sand ( 1:3) screeded beds ,with wood trowelled finish, on concrete</u></b>				
C	25 mm screed to receive ceramic floor tiles (ms)	67	SM		
D	25 mm screed to receive Epoxy floor paving (ms)	0	SM		
E	25 mm screed to receive floor terrazzo floor finish / including risers (ms)	0	SM		
	<b><u>600 x 300 x 8 mm Thick "Saj" or equivalent quality approved non-slip ceramic floor tiles jointed and pointed with matching white cement</u></b>				
F	Tiling	67	SM		
G	Ditto 100 mm high skirting	59	LM		
K	Textured Stair case / ramp tiles, with non - slip grooves at the edges and including risers	0	SM		
	<b><u>6 mm Thick quality industrial Epoxy floor pavings laid strictly in accordance to the approved manufacturer's instructions</u></b>				
H	Pavings	0	SM		
J	Ditto 100 mm high skirting	0	LM		
	<b><u>Terrazzo (1:3) with approved coloured chippings, ground and polished smooth, including approved plastic dividing strips and non slip carborandums on staircase treads and ramps:</u></b>				
L	15 mm thick paving in floors / risers	0	SM		
M	Ditto 100 mm high skirting	0	LM		
	<b><u>5 mm thick APP membrane; laid in accordance to the Manufacturer's printed instructions and to the approval of the Architect to :</u></b>				
N	in concrete gutters / floors / risers	0	SM		
	<b><u>TOTAL FOR ELEMENT NO. 9</u></b>				
	<b><u>FLOOR FINISHES</u></b>				
	<b><u>CARRIED TO SUMMARY</u></b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>ELEMENT NO. 10</u></b>				
	<b><u>CEILING FINISHES</u></b> <b><u>(ALL PROVISIONAL)</u></b>				
	<b><u>In situ cement sand lime (1:1:6) plaster, with steel trowelled finish, on concrete</u></b>				
A	12mm thick plaster trowelled smooth	0	SM		
	<b><u>Softboard ceiling</u></b>				
B	Approved quality 9 mm Chipboard ceiling fixed to sawn cypress branderling, m.s at 600mm centers to new and existing on both directions.	67	SM		
D	<b><u>Extra over</u></b> softboard ceiling for forming removable access trap door size 600x600mm with 100 x 50mm sawn treated cypress trimming joists 120 x 25mm wrot cypress frame all round and 9mm removable chipboard panel set loose on top of framing	3	NO		
	<b><u>Prime grade wrot cypress timber selected and kept clean:</u></b>				
D	150 x 50 mm moulded cornice with 4 labours	32	LM		
	<b><u>Painting &amp; decorations</u></b>				
E	Prime only back of timber before fixing surfaces not exceeding 100mm girth	0	LM		
	<b><u>Knot prime and stop and prepare and apply three coats first quality Vinyl matt or equivalent emulsion paint to :</u></b>				
F	Soffittes of plastered concrete slabs	0	SM		
G	Chipboard ceiling	67	SM		
H	Timber surfaces not exceeding 100 - 200 mm girth	32	LM		
	<b><u>TOTAL FOR ELEMENT NO. 10</u></b>				
	<b><u>CEILING FINISHES</u></b>				
	<b><u>CARRIED TO SUMMARY</u></b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<b><u>ELEMENT NO. 11</u></b>				
	<b><u>WINDOWS</u></b> <b><u>(ALL PROVISIONAL)</u></b>				
A	175 x 75 mm thick precast concrete window; weathered and throated	9	LM		
	<b><u>Prime grade wrot cypress</u></b>				
B	125 x 25mm window board with one labour.	9	LM		
C	25mm quadrant bead	9	LM		
D	Pelmet boxes in 25 x 150mm bull-nosed top, 25 x 150mm fascia with 8 labours; complete with 19 x 50mm cypress bearer plugged to wall; including ends	0	LM		
	<b><u>Accessories.</u></b>				
E	25 mm diameter Chrome plated curtain rail complete with fixing brackets, rings, rollers and all other necessary accessories.	0	LM		
	<b><u>Painting</u></b>				
F	Prepare and apply three coats of gloss oil paint to timber pelmet boxes. 200 -300mm girth	0	LM		
G	Ditto window board surfaces 100 - 200mm girth	9	LM		
H	Ditto; not exceeding 100mm girth	0	LM		
	<b><u>STEEL CASEMENT</u></b>				
	<b>Purpose made steel window casements in 25 mm thick z - sections, T-sections and flat bars; complete with hinges, stays, fasteners, permanent vent with mosquito gauze and sheet metal hood etc assembled and fixed to opening including cutting and pinning lugs to concrete or blockwork surround and bedding frame in cement and sand mortar (1:4) (Burglar proofing grilles included)</b>				
J	Size 1500 x 1500	6	NO		
K	Ditto but 900x1500mm	0	NO		
	<b>Carried to collection</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
A	<b>Purpose made steel window (Burglar proofing grilles)</b> Size 3000 x 1500	3	NO		
<u><b>GLASS &amp; GLAZING TO METAL WITH PUTTY</b></u>					
<u>Clear sheet Glass</u>					
B	4 mm thick one way tinted at selected areas	14	SM		
<u>Obscure sheet Glass</u>					
C	5 mm thick	0	SM		
<u><b>Prepare and apply two undercoats and one finishing coat gloss oil paint to</b></u>					
D	Steel window surfaces / grilles; measured generally	14	SM		
<b>Carried to collection</b>					
<u><b>COLLECTIONS</b></u>					
<b>Brought Forward from Page No. BW</b>					
<b>Brought Down from</b>					
<u><b>TOTAL FOR ELEMENT NO. 7</b></u> <b>WINDOWS</b> <b>CARRIED TO SUMMARY</b>					

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<p><b><u>ELEMENT NO. 8</u></b></p> <p><b><u>DOORS</u></b> <b><u>(ALL PROVISIONAL)</u></b></p> <p><b><u>Steel Casement Doors</u></b></p> <p><b><u>Standard door complete with hinges, permanent vent with mosquito gauze and sheet metal hood etc assembled and fixed to opening including cutting and pinning lugs to concrete or blockwork surround and bedding frame in cement and sand mortar (1:4) (Grille, 3 lever "Union" or approved equivalent steel lock and Glazing included )</u></b></p>				
A	Door Overall size 1500x 2400 mm high; Double leaf door	0	NO		
B	1200 X 2400 mm high single leaf door	0	NO		
C	Door Overall size 900x 2400 mm high; Single leaf door	4	NO		
	<p><b><u>Solid Panel Mahogany doors:</u></b></p>				
H	50 mm thick single -leaf size 900 X 2100 mm overall high with 6 No. raised panels both sides; complete with a 5 mm thick glazed fanlight top size 900 x 300 mm high	0	NO		
J	50 mm thick double -leaf size 1500 X 2400 mm overall high with 12 No. raised panels both sides; complete with a 5 mm thick glazed fanlight top size 1500 x 300 mm high	0	NO		
	<p><b><u>Solid core flush doors:</u></b></p>				
K	50 mm thick single -leaf size 900 X 2100 mm overall high quality 4 mm thick plywood facing ; complete with a 5 mm thick glazed fanlight top size 900 x 300 mm high	0	NO		
	<p><b><u>Solid core flush doors:</u></b></p>				
L	50 mm thick double -leaf size 1200 X 2400 mm overall with high quality 4 mm thick plywood facing ; complete with a 5 mm thick glazed fanlight top size 1200 x 300 mm high	0	NO		
	<p><b><u>TOTAL FOR ELEMENT NO. 8</u></b></p> <p><b><u>DOORS</u></b></p> <p><b><u>CARRIED TO SUMMARY</u></b></p>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<u>SUMMARY</u>				
	<b>PAGE</b>				
	<b>NO</b>				
1	SUBSTRUCTURE WORKS	BW	4		
2	R.C SUPERSTRUCTURES	BW	5		
3	WALLING	BW	6		
4	ROOFING AND RAIN WATER GOODS	BW	10		
5	EXTERNAL WALL FINISHES	BW	11		
6	INTERNAL WALL FINISHES	BW	12		
7	FLOOR FINISHES	BW	13		
8	CEILING FINISHES	BW	14		
9	WINDOWS	BW	16		
10	DOORS	BW	19		
	<b>TOTAL FOR ADMINISTRATION BLOCK CARRIED TO GRAND SUMMARY</b>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
	<p><b><u>PROVISIONAL SUMS</u></b></p> <p>A Allow a provisional sum for project documentation and management/Inspection.</p> <p>B Allow a provisional sum for PMC</p> <p>C Allow a provisional sum for electrical works</p>				
	<p><b><u>TOTAL FOR ELEMENT PROVISIONAL SUM CARRIED TO GRAND SUMMARY.</u></b></p>				

ITEM	DESCRIPTION	QTY	UNIT	RATE	AMOUNT
<b><u>GRAND SUMMARY</u></b>					
		<b>PAGE</b>	<b>OFFICIAL USE</b>	<b>TENDERERS USE</b>	
1.00	<b><u>PRELIMINARIES</u></b>				
Particular and General Preliminaries					
2.00	<b><u>BUILDERS WORKS</u></b>				
2.10	<b>PROPOSED CHIEF'S OFFICE</b>				
3.00	<b>Prime Cost and Provisional Sums</b>				
<b>Sub - Total</b>		<b>KSHS.</b>			
<b>GRAND TOTAL CARRIED TO FORM OF TENDER</b>		<b>KSHS.</b>			

NAME OF TENDERER.....

ADDRESS.....

SIGNATURE.....STATUS.....

DATE.....

NAME OF WITNESS.....

ADDRESS.....

SIGNATURE.....

DATE.....