

Nairobi City County Assembly invites bids for cleaning materials. The invitation to quote is **restricted to prequalified suppliers** of **Nairobi County Assembly for the year 2018/2020 under category NCCASB/PQ/14A/2018-2020** (supply and delivery of cleaning materials)

REPUBLIC OF KENYA
REQUEST FOR QUOTATION
QUOTATION NUMBER NCCA/Q/35/03/2018/2019

COMPANY NAME AND ADDRESS:

.....
.....

Buyer's designation and address: **Nairobi City County Assembly**
Box 45844-00100 Nrb
Date.2/04/2019

You are invited to submit quotation on items listed below:

Notes:

- a) **THIS IS NOT AN ORDER.** Read the conditions and instructions on reverse before quoting
- b) This quotation submitted in a plain wax sealed envelope marked "Quotation No. **NCCA/Q/35/03/2018/2019** For supply of: AS SHOWN BELOW and address to reach the buyer or be placed in the quotation Tender Box not later than **10:30pm on 8th April, 2019**
- c) Your quotation should indicate final unit price which quotation should include all costs for delivery, discount, duty and sales tax
- d) Return all the original copy and retain the duplicate for your reference.

Please quote for the following items as per the attached specifications in page 3.

FOR OFFICIAL USE ONLY:

Opened by; (1)	Designation.....	Signature.....
(2)	Designation.....	Signature.....
(3)	Designation.....	Signature.....
	Date.....	Time.....
	Sellers signature and Stamp.....	
	Date.....	

CONDITIONS

1. The general conditions of contract with the Government of Kenya apply to this transaction. This form properly submitted constitutes the entire agreement.
2. The offer shall remain firm for 30 days from the closing date unless otherwise stipulated by the seller.
3. The buyer shall not be bound to accept the lowest or any other offer, and reserved the right to accept any offer in part unless the contrary is stipulated by the seller.
4. Samples of offer when required will be provided free, and if not destroyed during test will, upon request, be returned at the sellers' expenses.

INSTRUCTIONS

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed and corrections be made and initiated by the person signing the quotation.
2. Quote on each item separately, and in units as specified.
3. This form must be signed by a competent person and preferably it should be rubber stamped.
4. Each quotation should be submitted separately in a sealed envelope with the Quotation Number endorsed on the outside.
5. If you do not wish to quote, please state the reason on this form and return it, otherwise your name may be deleted from the buyer's mailing list for the items listed hereon.

GPK(L)

S/NO	ITEM	QUANTITY	SPECIFICATION	UNIT PRICE (Kshs)	TOTAL COST (Kshs)	REMARKS
1	Toilet tissue	120 bales	Quantity: 40 rolls 2 ply 200 sheets per roll White in colour Sheetsize:100x125mm Type: blended tissue or 100% virgin pulp.			
2	Wet mop head with handle	20 pieces	Type: jumbo floor mop Size: L3			
3	Furniture cleaner	100 pieces	Size:300 ml			
4	Air freshener	72 pieces	300ml, Variety flavour			
5	Bar Soap	50 pieces	1kg			
6	Hand wash liquid soap	10 pieces	5 litre Variety flavour			
7	Detergent liquid soap	10 pieces	20 litre Green in colour			
8	Insecticide spray	50 pieces	600ml			
9	Disposal waste paper bags	50 packets	Size 5x8 Black in colour			
10	Soft tissue	100 packets	80x2 ply sheet 200mmx210mm			
11	Toilet balls	30 packets	5 pieces in one packet Variety colours			
12	Toilet cleaner	50 pieces	1 litre			
13	Serviettes	100 packets	White in colour Size big			
14	Dish cleaner	20 pieces	800gms			
15	Super bright	50 pieces	Green in colour			
16	Protective gloves	20 pieces	Variety sizes			
17	Jik	10 pieces	5 litre			
18	Disinfectant dettol	10 pieces	1 litre			
19	Vim	50pieces	500gms			
TOTAL AMOUNT						