

Nairobi City County Assembly invites bids for renovation of **Roysambu Ward Office**. The invitation to quote is **restricted to prequalified suppliers of Nairobi County Assembly for the year 2018/2020 under category NCCASB/PQ/27B/2018-2020** (Provision of minor Engineering Works and Renovations)

**REPUBLIC OF KENYA**  
**REQUEST FOR QUOTATION**  
**QUOTATION NUMBER NCCA/Q/47/03/2018/2019**

**COMPANY NAME AND ADDRESS:**

.....  
.....

Buyer's designation and address: **Nairobi City County Assembly**  
**Box 45844-00100 Nrb**  
**Date.28/03/2019**

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/47/03/2018/2019** For supply of: AS SHOWN BELOW and address to reach the buyer or be placed in the quotation Tender Box not later than **12:30pm on 5th 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; provision for renovations of Lower Savannah Ward office as per the attached Bill of Quantity (BQ).**

**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)**

		Qty	Unit	Rate	Shs	Cts
<b><u>PROPOSED RENOVATIONS OF EXISTING WARD OFFICES - ROYSAMBU WARD</u></b>						
<b><u>BILL NO. 1</u></b>						
<b><u>BUILDER'S WORK</u></b>						
<b><u>WINDOWS</u></b>						
<u>Curtains/blinds</u>						
A	Supply and fix approved vertical screening curtains/blinds complete with all necessary opening and closing gears and accessories to window openings all to approval (Provisional)	6	sm			
<b><u>FINISHES</u></b>						
<b><u>FLOOR FINISHES</u></b>						
<b><u>Demolitions</u></b>						
B	Carefully hack out the existing ceramic floor tiles floor finish including skirtings and screed below; prepare floor to receive new floor finish; make good all disturbed surfaces; load and cart away arising debris (Approximate area - 4 square metres)		item			
C	Ditto floor screed ditto (Approximate area - 16 square metres)		item			
<u>Cement/Sand (1:3) in:</u>						
D	30mm thick screed prepared to receive ceramic floor tiles (m/s)	20	sm			
<u>Approved non slip coloured ceramic floor tiles from an approved stockist</u>						
E	300 x 300 x 10mm thick floor tiles fixed with an approved adhesive on prepared screed (m/s)	20	sm			
F	100 x 10mm thick skirting with rounded top ditto	28	lm			
Carried to collections						

		Qty	Unit	Rate	Shs	Cts
	<b><u>WALL FINISHES</u></b>					
	<b><u>Demolitions</u></b>					
A	Carefully hack out the existing ceramic wall tiles including skirtings and screed backing; prepare floor to receive new wall finish; make good all disturbed surfaces; load and cart away arising debris (Approximate area - 12 square metres)		item			
	<b><u>Cement and Sand (1:3) in:</u></b>					
B	10mm thick render prepared to receive ceramic tiles internally (m/s)	12	sm			
	<b><u>Approved ceramic tiles from an approved stockist</u></b>					
C	250 x 250 x 6mm thick coloured ceramic wall tiles fixed with an approved adhesive on prepared render (m/s)	12	sm			
	<b><u>Painting</u></b>					
	<b><u>Thoroughly rub off previously painted surfaces of all dust, prepare and apply <b>three</b> coats as "Crown" or other equal and approved plastic emulsion paint on:</u></b>					
D	Previously painted walls and column surfaces internally measured overall doors and windows	25	sm			
	<b><u>CEILING FINISHES</u></b>					
	<b><u>Demolitions (Provisional)</u></b>					
E	Carefully remove existing worn-out celotex ceiling including rotten brandering; load and cart away arising debris (Approximately area- 20 square metres)		item			
	<b><u>Ceiling boards</u></b>					
F	13mm thick moulded gypsum ceiling boards internally fixed to existing timber brandering	20	sm			
G	100 x 25mm ditto cornices ditto	30	lm			
	<b><u>Prepare and apply one undercoat and two finishing coats of plastic emulsion paint on:</u></b>					
H	General surfaces of gypsum ceiling boards	20	sm			
	Carried to collections					

		Qty	Unit	Rate	Shs	Cts
<b><u>SANITARY FITTINGS, INTERNAL AND EXTERNAL PLUMBING AND DRAINAGE INSTALLATIONS (ALL PROVISIONAL)</u></b>						
<u>Demolitions</u>						
A	Provide all necessary labour, equipments and materials; thoroughly inspect the entire foul water drainage system for all blockages and leakages; carefully unblock and clear all blockages; remove any existing worn out or leaking drainage pipes; make good all disturbed surfaces; load and cart away arising debris ditto		item			
<u>Pipework</u>						
<u>PPR pipes jointed with compound or tape and fixed in masonry walling including all chasing in walls</u>						
B	25mm Diameter	15	lm			
<u>Extra for bend in pipe:-</u>						
C	25mm diameter	3	no			
<u>Extra for reducer tee in pipe:-</u>						
D	25mm Diameter	3	no			
<u>Plastic traps to B.S 3943 (References to Terrain product Handbook PH. 06)</u>						
<u>Bottle trap P trap (611) and joint to pipe:-</u>						
E	50mm Diameter	1	no			
<u>Flexible tubes</u>						
<u>Connector 450mm girth with unions both ends jointed to galvanized mild steel tubing and fitting to nominal:-</u>						
F	15mm Diameter	1	no			
<u>Brass tap and stop valves to B.S. 2879 and B.S 1010</u>						
<u>Screw down stop valve with wheel head and joints to pipe:-</u>						
G	25mm Ditto	1	no			
Carried to collections						
<u>Ball valves to B.S 1212 and floats to B.S. 2456</u>						

	Qty	Unit	Rate	Shs	Cts
<p><u>High pressure piston type ball valve with float and joints to pipe:-</u></p> <p>A 20mm Diameter</p> <p><b><u>Sanitary fittings</u></b></p> <p><u>Supply and fix as described the following including jointing to service, overflow, waste and soil pipes</u></p> <p>B 15mm Diameter "peglers 1065" or other equal and approved brass gate valve</p> <p>C 1/2" Pillar Tap-CP Cobra to B.S</p> <p>D Hand drier as "Mediclinic" ditto</p> <p>E Stainless steel soap dispenser as "Mediclinic"</p> <p>F Approved toilet roll holders</p> <p>G Polished mirror overall size 850 x 1700mm high fixed to wall to approval</p> <p><u>Rotationally molded polythene tanks as "ROTO Moulders Ltd" or any other equal and approved</u></p> <p>H 2000 Litres capacity</p> <p><b><u>Testing</u></b></p> <p>I Allow for testing the whole of the plumbing installation to the entire satisfaction of the Engineer and for replacing any defective work free of charge</p> <p style="text-align: right;">Carried to collections</p> <p><b><u>COLLECTION</u></b></p> <p>Brought forward from page CA/1</p> <p>Brought forward from page CA/2</p> <p>Brought forward from page CA/3</p> <p>Brought down from above</p> <p><b><u>BILL NO. 1</u></b> <b><u>BUILDER'S WORK</u></b></p> <p><b><u>TOTAL CARRIED TO</u></b> <b><u>GRAND SUMMARY</u></b></p>	1	no			
	1	no			
	2	no			
	1	no			
	1	no			
	1	no			
	2	no			
	1	no			
		item			

		shs	Cts
<b><u>BILL NO. 2</u></b>			
<b><u>PROVISIONAL SUMS</u></b>			
A	Allow a Sum of Fifty Thousands only (Kshs. 50,000/=) for Contract Administration	50,000	-
B	Allow a Provisional Sum of Kenya Shillings Twenty Five Thousands only (Kshs 25,000/=) for Electrical Installations (Re-wiring, conduiting and upgrading of existing electrical installation)	25,000	-
B	Allow a Provisional Sum of Kenya Shillings Seventy Five Thousands only (Kshs 75,000/=) for Elevated Steel Platform for Cold Water Storage Tank	75,000	-
C	Provide a Provisional Sum of Kshs Fifty Thousands only (Kshs. 50,000/=) for Contingencies	50,000	-
<b><u>PROVISIONAL SUMS</u></b>			
<b><u>TOTAL CARRIED TO GRAND SUMMARY</u></b>			

			Shs	Cts
<u>PROPOSED RENOVATIONS OF EXISTING WARD OFFICES - ROYSAMBU WARD</u>				
<u>RENOVATIONS OF EXISTING OFFICES</u>				
<u>GRAND SUMMARY</u>				
<u>ITEM</u>	<u>PARTICULARS</u>	<u>PAGE NO</u>		
1.	PRELIMINARIES	PP/10		
2.	BILL NO. 1 - BUILDER'S WORK	CA/7		
3.	BILL NO. 2 - PRIME COST AND PROVISIONAL SUMS	PC/1		
		SUB-TOTAL		
		<u>ADD:-</u>		
		16% V.A.T.		
GRAND TOTAL CARRIED TO FORM OF TENDER				
CONTRACTOR..... ADDRESS..... DATE..... SIGNATURE.....  WITNESS – NAME..... ADDRESS..... DATE..... SIGNATURE.....				