

**BILL OF QUANTITIES
FOR
PROPOSED RENOVATION OF
LOWER SAVANNA WARD
OFFICES**

BO 1

ITEM NO	DESCRIPTION	KSHS.
	<p><u>GENERAL AND PARTICULAR PRELIMINARIES</u></p> <p><u>SUFFICIENCY OF TENDER</u></p> <p>The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his Tender for the works and for rate and the priced Bill of Quantities which rates and prices shall cover all his obligations under the contract and all matters and the things necessary for the proper completion and maintenance works</p> <p>Definition of Terms and Abbreviations</p> <p>Terms and abbreviations used in the Bill of quantities shall be interpreted as follows:-</p> <p>‘B.S.’ shall mean the current British Standard specification published by the British standards institutions, 2 park Street, London W.1, England.</p> <p>“Ditto” shall mean the whole of the preceeding description except as qualified in the section in which it occurs. Where it occurs in brackets it shall mean the whole of the preceeding description which is contained within the appropriate brackets.</p> <p>“n.e” shall mean not exceeding</p> <p>“100-200” mm shall mean over 100mm and not exceeding 200mm and shall apply equally to any other combination of figures expressed in a similar fashion.</p> <p>“m.s” shall mean measured separately</p> <p>“mm” shall mean linear millimeter</p> <p>“m1” shall mean linear metre</p> <p>“m2” shall mean square metre</p> <p>“m3” shall mean cubic metre</p> <p>“kgs” shall mean square hollow section</p> <p>“No” shall mean number</p> <p>To Collection</p> <p>PP/1</p>	<p>=====</p>

ITEM	DESCRIPTION	KSHS.
A	<p><u>Temporary Roads Etc</u></p> <p>The Contractor shall allow for building any temporary roads for the transport of materials required for the complete execution of the Works including the provision of temporary culverts, crossing, bridges or any other temporary structure</p> <p>Upon the completion of the Works the Contractor shall remove such temporary roads, culverts, bridges, etc., and make good and reinstate all works and services disturbed to the satisfaction of the Engineer.</p>	
B	<p><u>Area to be occupied by the Contractor.</u></p> <p>The area of the site, which may be occupied by the Contractor for storage and for the purpose of erecting workshops, etc., shall be defined on the site by the Engineer or shown upon the site Plan.</p>	
C	<p><u>Protection of existing services.</u></p> <p>The Contractor is to ascertain from the relevant authorities the exact position, depth and level of all existing electric cables, water pipes, or other services passing under, over or above the Site and he shall make whatever provisions that may be required by the Authorities concerned for the support and protection of such services. Any damage or disturbance caused to any services shall be reported immediately to the Engineer and the relevant Authority shall be made good to their satisfaction at the Contractor's expense.</p>	
D	<p><u>Protection of Existing Property</u></p> <p>The Contractor shall take every precaution to avoid damage to any existing property on or adjacent to the site and he shall be responsible for making good all such damage at his own expense.</p>	
E	<p><u>Performance Bond</u></p> <p>The Contractor shall find and submit on the form of tender the name of one Surety who shall be an established Bank, insurance Company or Fidelity Guarantee Corporation and who will be willing to be bound to the Employer in an amount equal to five (5) percent of the contract amount for the due performance of the contract up to the date of completion as certified by the Architect and who will, when and if called upon, sign a Bond to that effect on the Contract Agreement (without the addition of any limitations) on the same day as the Contract Agreement is signed..</p> <p>In the event of the Surety named in the Form of tender not being approved by the Employer, the Contractor shall furnish within seven days another Surety to the approval of the Employer. No payments shall be made to the contractor before the said bond is provided. The contractor shall allow all the stamp charges in connection with the Bond.</p>	<p>To Collection</p> <p>PP/ 2</p>

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>Protection of Public and Private Roads etc</u></p> <p>Should the Contractor by his operation interfere in any way with the existing means of access to a dwelling house, shop, footpath, street (private or public), or the works or lands of the employer or other persons or bodies, he shall at his own expense provide other suitable temporary access in lieu of the access severed or interfered with and when directed shall properly fence off and protect any such existing or temporary access until work shall be done to the satisfaction of the Engineer.</p>	
B	<p><u>Security of the Works</u></p> <p>The contractor shall be entirely responsible for the security of all Works, stores, materials, plants, personnel, etc., both his and sub-contractor's and shall provide all necessary watching, lighting and other precautions as necessary to ensure the security of all the Works.</p>	
C	<p><u>Protection of the Works</u></p> <p>The Contractor shall protect the whole of the works from inclement weather and he shall be responsible for making good all such damage at his own expense.</p>	
D	<p><u>Water for the Works</u></p> <p>Provide water for the whole of the Works including all necessary services, storage and distribution from existing N.C.C. supply and pay all charges in connection therewith. (Provision of water for nominated sub-contractors in included in the items of attendance).</p>	
E	<p><u>Temporary Lighting and Power</u></p> <p>Provide all temporary and lighting and power for the Works as required together with all fitting, and pay all charges in connection therewith. (Provision of lighting and power for nominated sub-contractors is included in the items of attendance.</p>	
	<p>To Collection</p> <p>PP/3</p>	=====

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>Telephone</u></p> <p>The contractor shall arrange for, provide and maintain a telephone upon the Site from the commencement to completion of the contract and shall pay all charges in connection therewith.</p>	
B	<p><u>Temporary Buildings</u></p> <p>Provide sheds for storage accommodation for all goods and materials liable to suffer damage from exposure to sunlight or inclement weather.</p>	
	<p>Provide a properly ventilated lockable office, protected from the sun, for the Engineer's representative, having a minimum floor area of 14 square metres with a concrete or timber floor and glazed windows. Provide a 1,600 x 760 mm desk with artificial lighting and cleaning facilities for the duration of the Works.</p>	
	<p>Provide sanitary facilities as necessary for the use of work people engaged on the Site, in accordance with the requirements of Nairobi City Council, and maintain the whole in a clean and sanitary condition remove when no longer required and reinstate the area as directed.</p>	
	<p>Provide lockable sanitary accommodation for the sole use of the Engineer's representative, maintain in a clean and sanitary condition, remove when no longer required and reinstate the areas as directed</p>	
	<p>No labour with the exception of the watchmen shall be housed upon the Site.</p>	
C	<p><u>Notice Boards</u></p> <p>The Contractor is to erect on possession of the Site a painted name board size 1880 x 1,100 mm in conformity with a design prepared by the Engineer.</p>	
D	<p><u>EMPLOYMENT OF LOCAL PERSONNEL&THE MARGINALIZED GROUP</u></p> <p>The contractor is encouraged to the extent where practible and reasonable to employ staff and labour with appropriate qualifications and experience who are Kenyan citizens.the contractor shall ensure that not more than two thirds of the personnel are from the same gender.Also the contractor shall ensure that 30% of the vacancies are reserved for youth,women and persons living with disabilities.The contractor shall be filing monthly labour returns with the engineer indicating the name of employee,their designation,age,gender,and whether they are living with disability or not.The returns should reach the office of the engineer not later than 7th day of every month.</p>	<p>=====</p>
	<p>To Collection</p>	
	<p>PP/4</p>	

ITEM NO	DESCRIPTION	KSHS.
A.	<u>Advertisements</u> The contractor shall not allow, except with the consent in writing of the Engineer, bill posting or advertising of any kind upon the works or upon any place of which the contractor has possession for the purpose of carrying out this contract, or take publish or advertise any photographs or any printed matter or use name of the Engineer in relation to the contract.	
B.	<u>Copy Right</u> The copy of these Bills of Quantities is vested in the City Council of Nairobi and they may not be reproduced in whole or in part without the Engineer's written permission	
C.	<u>General Scaffolding</u> Provide and erect all necessary general scaffolding comprising of metal scaffolds or movable crane during the course of the work and maintain, adapt, dismantle and re-erect as required and remove when no longer needed.	
D.	<u>Labour. Material etc</u> Provide all labour, materials, plant, tools, vehicles and everything necessary for the efficient execution and completion of the works including transport for materials and workmen to and from the site	
E	<u>Working Hours</u> The contractor shall submit for the approval of the Engineer a schedule of proposed working hours. No work shall be carried out on any Sunday or Public Holiday without the written permission of the Engineer.	
F	<u>Visitors to Site</u> The contractor is required to control all visitors to the site and to keep out unauthorized visitors and to provide a visitors' book and ensure that all authorized visitors sign therein.	
	To Collection	
	PP/5	

ITEM NO	DESCRIPTION	KSHS.
	<p style="text-align: center;"><u>Contractor's Tips</u></p> <p>The contractor shall provide a tip or tips at his own expense for the disposal of all the rubbish collected when clearing the site and during the construction of the Work and also for any surplus material not required on the site. The tip sites shall be approved by the Medical Officer of Health.</p> <p style="text-align: center;"><u>Clearing away and making good</u></p> <p>The Contractor shall, upon completion of the work, remove and clear away temporary buildings, work plant, rubbish, and unused materials, and shall leave the whole of the site, the works in a clean and tidy state to the satisfaction of the Engineer. He shall also remove all rubbish and dirt from the site as it accumulates or as directed by the Engineer. Particular care shall be taken in leaving windows clean and removing all paint and cement stains there from. On completion remove all broken scratched or cracked glass panes and replace with new.</p> <p style="text-align: center;"><u>Keeping excavations free from water</u></p> <p><u>Allow for keeping all excavations free from general water.</u></p> <p style="text-align: center;"><u>Measurement of the Works</u></p> <p>The whole of the works contained in this bill of Quantities is measured on the basis of the current standard methods of measurement of Building Works published by the Institution of Architectural Association of Kenya.</p> <p>All works in this contract are liable to adjustment as they have been measured as "Provisional" in this Bill of Quantities, and no excavation or foundation work or other work so described shall be filled in or covered up until all measurements needed for the adjustment of variations under clause II of the conditions of contract have been made by the Engineer.</p> <p style="text-align: center;">To Collection</p> <p style="text-align: center;">PP/6</p>	<div style="text-align: right;"> <p>=====</p> <p>=====</p> </div>

ITEM NO	DESCRIPTION	KSHS.
	<p>All items of measured work shall be priced in detail and tenders containing lump sums to cover trades or groups of work must be broken down to show the price of each item before they will be accepted. Lump sums to cover several items of preliminaries likewise shall be broken down if so required.</p> <p>The rates set down by the contractor against each item in the Bill of Quantities shall, unless otherwise expressly provided to the contrary, or unless there is a separate item for the extra labour, cutting and waste, be held to include for waste on materials, carriage, cartage, carrying in and return of empties, hoisting, setting, fitting and fixing in position, making good and all other labours and everything else necessary for the proper completion of each item and for establishment charges and profit</p> <p>The Contractor shall be deemed to have made allowance in his prices generally to cover items of preliminaries, expenses in connection with P.C. Sums or other items, if these have not been priced against respective items.</p> <p><u>Day works</u></p> <p>Day work ordered under clause 11(4) of the conditions of contract shall be executed at the following rates: -</p> <p>i) Labour: The prime cost of labour to which per centum shall be added.</p> <p>Materials: The prime cost of materials delivered to site which..... per centum shall be added.</p> <p>These percentage additions shall cover all insurances, use of tools and plant, sharpening tools, wear, supervision, watching lighting, establishment and overhead charges and profit.</p> <p>Day works will be allowed only where specifically ordered by the Engineer in writing. All Day work sheets must be signed by the Engineer and the contractor or their authorized representatives.</p>	
	To Collection	
	PP/7	

ITEM NO	DESCRIPTION	KSHS
	<p><u>Nominated Sub-Contractors</u></p> <p>The contractor shall be responsible for giving all necessary directions to nominated sub-contractors ascertaining their requirements, co-ordinating their work and arranging for them to be on site at proper time for the ordered progress of the works. He shall place all orders with nominated sub-contractors clearly on his own behalf shall not pledge the credit of the Employer either directly or indirectly. In no case shall the contractor be deemed to be the agent of the Employer nor shall there be created any privity of contract as between the Employer and the nominated sub-contractor.</p> <p>The term “add for attendance” on nominated sub-contractors works shall be deemed to include for all requirements contained in clauses on general and special attendance in the standard method of measurement hereinbefore described except that where “special scaffolding” is required to be provided by the contractor this shall be described separately.</p> <p><u>Direct contract work</u></p> <p>The term “add for attendance” on direct contract work shall be deemed to include for all requirements contained in the same item for nominated sub-contract work previously described.</p> <p><u>Training Levy</u></p> <p>The contractor’s attention is drawn to legal notice No. 237 of October, 1971 which requires payment by the contractor of a training level of the rate of 0.25% of contract sum on all contracts of more than Kshs.50,000/= in value and his tender must include for all cost arising or resulting there from.</p> <p><u>Conditions of Contract</u></p> <p>Conditions of Contract applicable to this contract shall be these published by the Joint Buildings Council, Kenya 1999 Edition and contractor shall purchase two copies for execution of contract once they are awarded the contract.</p>	<div></div> <div></div> <div></div>
	To Collection	PP/8

ITEM NO	DESCRIPTION	KSHS.
A	<u>INSURANCE</u> The contractor shall allow for insurance against, among other risks, personal injury; loss of or damage to the works materials and plant; and loss of and damage to the property as per clause 15 of the conditions of contract.	
B	<u>SAMPLES AND TESTING</u> Allow for carrying out tests on the materials and construction. The contractor shall also provide every facility to enable the Engineer to obtain samples and carry out tests on the materials and construction. If these tests show that any of materials or construction does not comply with the requirements of these preambles, the contractor will be responsible for the cost of the tests and the replacement of defective materials and or construction.	
C	<u>SALES TAX/VALUE ADDED TAX</u> The contractor's attention is drawn to the sales tax and the value added tax acts on most recent and any subsequent amendments thereafter and his tender is deemed to include for all costs arising or resulting there from.	
D	<u>"FIXED" PRICE</u> This is a fixed price contract and the fluctuation clause in the conditions of contract shall be deleted. No claim (s) with respect to increase in prices of Building materials, labour costs, or local currency etc shall be entertained. The Contractor is deemed to have included the above items in his unit rates.	
E	The contractor shall be paid on monthly basis for work done and materials on site upon issue of a certificate by the Quantity Surveyor and Architect. <u>NCA REGISTRATION</u> The contractor shall allow for all costs arising from registration of the contract with National Construction Authority.	
F	<u>NEMA REPORT</u> The contractor shall allow for all costs arising from preparation of Environmental Impact Assessment (E.I.A) report as required by NEMA.and issuance of E.I.A.Certificate.	
To Collection		
<u>PP/9</u>		

ITEM NO	DESCRIPTION	KSHS.
	<u>Collection</u>	
	Page No. PP/1	
	Page No. PP/ 2	
	Page No. PP/3	
	Page No. PP/4	
	Page No. PP/5	
	Page No. PP/6	
	Page No. PP/7	
	Page No. PP/8	
	Page No. PP/9	
	TOTAL FOR	
	GENERAL CONDITIONS AND PRELIMINARIES	
	CARRIED TO GRAND SUMMARY	
	PP/10	

**PROPOSED RENOVATIONS OF EXISTING WARD OFFICES
FOR THE NAIROBI CITY COUNTY ASSEMBLY - LOWER
SAVANNA WARD**

BILL NO. 1

BUILDER'S WORK

PARTITIONS AND SCREENS

Timber Partitions

75mm thick x 2400mm high blockboard partitions comprising of 75 x 75mm wrot mahogany framework and beadings spaced approximately 1200mm centres; vertically divided into two parts comprising 550mm high top panel infilled with louvered glass complete with levers and louvre carriers; 2150mm high bottom panel faced infilled with 25mm thick blockboard faced both sides with 3mm thick mahogany veneers (all as per detailed architect's design)

12 sm

Knot, prime, stop and apply three coats of "Ronseal" clear Wood Vanish as "Crown" or other equal and approved on:

B General surfaces of timber

24 | sm

DOORS

Wrot prime grade mahogany in door frames and finishings

C 15mm quadrant beading with one labour

$$\frac{6}{1m}$$

D | 38 x 15mm architrave with two labour

$$\frac{6}{lm}$$

E140 x 15mm glazing bead with one labour

$$\frac{5}{1m}$$

F 150 x 50mm frame with four labours plugged

$$\frac{6}{1m}$$

C Ditto transome with four labours

$$\frac{1}{lm}$$

Flush doors

H	45 x 900 x 2100mm high solid core flush door faced both sides with 3mm thick interior quality cypress veneered plywood and hardwood lipped all edges
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no	1
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Carried to collections

	Qty	Unit	Rate	Amt (Kshs.)
<u>Glazing</u> A 6mm thick clear glass and glazing with mahogany timber beads (m/s) to timber frame in panes exceeding 0.10 but not exceeding 0.50 square metres <u>Ironmongery</u> <u>Supply and fix the following ironmongery with matching screws as per "UNION" catalogue or other equal and approved</u>	1	sm		
B 100mm pressed brass butt heavy duty hinges	1.5	prs		
C 3-lever mortice lock complete with aluminium lever furniture	1	no		
D 38mm diameter, 59mm deep rubber door stop including 32mm deep iron lug plugged to floor	2	no		
E Delayed action non-reversible overhead door closer as "UNION" or other equal and approved	2	no		
<u>Painting</u> <u>Knot, prime, stop and apply three coats of "Ronseal" clear Wood Vanish as "Crown" or other equal and approved on:</u>				
F General surfaces of wood	4	sm		
G Ditto not exceeding 100mm girth	17	lm		
Ditto exceeding 200mm but not exceeding 300mm girth	7	lm		
<u>FINISHES</u> <u>WALL FINISHES</u> <u>Painting and decorating</u> <u>Thoroughly scrub down previously painted surfaces of all dust, prepare and apply three coats of "Crown" or other equal and approved gloss oil paint on:</u>				
I Previously painted wall surfaces measured overall over all doors and windows surfaces; internally	48	sm		
Carried to collections				

		Qty	Unit	Rate	Amt (Kshs.)
<u>CEILING FINISHES</u>					
<u>Sawn celcured second grade cypress:-</u>					
A	50 x 50mm brandering (provisional)	83	lm		
B	100 x 50mm plugged ditto	30	lm		
<u>Ceiling boards</u>					
C	13mm thick cellotex ceiling boards internally fixed with symmetrical V-jointed patterns to existing timber brandering	25	sm		
D	Extra over cellotex ceiling in 600 x 600mm access door including the necessary framework and hinges	2	no		
<u>Wrot celcured cypress in:-</u>					
E	100 x 25mm moulded cornice with six labours	30	lm		
<u>Painting and decorating</u>					
F	Prime back of frame before fixing not exceeding 100mm girth	60	lm		
<u>Prepare and apply one undercoat and two finishing coats of plastic emulsion paint on:-</u>					
G	General surfaces of cellotex ceiling boards	25	sm		
H	Timber surface 100 - 200mm girth	30	lm		
Carried to collections					

	Qty	Unit	Rate	Amt (Kshs.)
<u>DOORS</u>				
<u>Security grille door</u>				
A Standard steel grille door overall size 900 x 2400mm high comprising 50 x 50 x 3mm RHS plugged frame all round; infilled with 25 x 50mm RHS as directed; the door to include all necessary approved ironmongery and accessories	1	no		
<u>Painting</u>				
Prepare and apply one undercoat and two finishing coats of "Crown" or other equal and approved plastic gloss paint to:				
B General metal grilles surfaces	5	sm		
<u>WINDOWS</u>				
<u>Glazing</u>				
C 5mm thick clear sheet glass glazed with putty to metal in panes exceeding 0.10 but not exceeding 0.50 square metres	1	sm		
<u>Burglar proofing</u>				
D 20 x 20mm mild steel bars cut and welded together at 150mm centres both ways as directed including plugging into masonry or/ and concrete including the necessary framework all round	3	sm		
<u>Painting</u>				
Prepare and apply one undercoat and two finishing coats of plastic emulsion paint as "Crown Paints" or other equal and approved on:				
E General steel grilles measured overall both sides	6	sm		
Carried to collections				

	Qty	Unit	Rate	Amt (Kshs.)
<u>Metal work</u>				
A 30mm diameter moulded wrought iron single curtain rail/rod and 25mm diameter x 2mm thick mild steel pipe for sheers; including 50mm diameter circular curtain and sheer hooks to both rods at 50mm centres; complete with basket end on either side of curtain rod; wrought iron as "Iron Art" or other equal and approved	3	lm		
<u>Curtains/blinds</u>				
B 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)	4	sm		
Carried to collections				
<u>COLLECTION</u>				
Brought forward from page CA/1				
Brought forward from page CA/2				
Brought forward from page CA/3				
Brought forward from page CA/4				
Brought down from above				
<u>BILL NO. 1</u>				
<u>BUILDERS WORK</u>				
<u>TOTAL CARRIED TO</u>				
<u>GRAND SUMMARY</u>				

		Amt (Kshs.)
<u>BILL NO. 2</u>		
<u>PROVISIONAL SUMS</u>		
A	Allow a Sum of Fifty Thousands only (Kshs. 50,000/=) for Contract Administration	50,000.00
B	Allow a Provisional Sum of Kenya Shillings Fifty Thousands (Kshs 50,000/=) only for Electrical Installations (Re-wiring, conduiting and upgrading of existing electrical installation)	50,000.00
C	Provide a Provisional Sum of Kshs Fifty Thousands only (Kshs. 50,000/=) for Contingencies	50,000.00
<u>PROVISIONAL SUMS</u>		
<u>TOTAL CARRIED</u>		
<u>TO GRAND SUMMARY</u>		

PROPOSED RENOVATIONS OF EXISTING WARD OFFICES FOR THE NAIROBI CITY COUNTY ASSEMBLY - LOWER SAVANNA WARD		Amt (Kshs.)
RENOVATIONS OF EXISTING OFFICES		
GRAND SUMMARY		
ITEM	PARTICULARS	PAGE NO
1.	PRELIMINARIES	PP/10
2.	BILL NO.1 - BUILDER'S WORK	CA/5
3.	BILL NO.2 - PRIME COST AND PROVISIONAL SUMS	PC/1
SUB-TOTAL		
ADD:-		
16% V.A.T.		
GRAND TOTAL CARRIED TO FORM OF TENDER		
CONTRACTOR.....		
ADDRESS.....		
DATE.....		
SIGNATURE.....		
WITNESS -		
NAME.....		
ADDRESS.....		
DATE.....		
SIGNATURE.....		

**BILL OF QUANTITIES
FOR
PROPOSED RENOVATION OF
UMOJA I WARD OFFICES**

BE 2.

ITEM NO	DESCRIPTION	KSHS.
	<p><u>GENERAL AND PARTICULAR PRELIMINARIES</u></p> <p><u>SUFFICIENCY OF TENDER</u></p> <p>The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his Tender for the works and for rate and the priced Bill of Quantities which rates and prices shall cover all his obligations under the contract and all matters and the things necessary for the proper completion and maintenance works</p> <p>Definition of Terms and Abbreviations</p> <p>Terms and abbreviations used in the Bill of quantities shall be interpreted as follows:-</p> <p>‘B.S’ shall mean the current British Standard specification published by the British standards institutions, 2 park Street, London W.1, England.</p> <p>“Ditto” shall mean the whole of the preceeding description except as qualified in the section in which it occurs. Where it occurs in brackets it shall mean the whole of the preceeding description which is contained within the appropriate brackets.</p> <p>“n.e” shall mean not exceeding</p> <p>“100-200” mm shall mean over 100mm and not exceeding 200mm and shall apply equally to any other combination of figures expressed in a similar fashion.</p> <p>“m.s” shall mean measured separately</p> <p>“mm” shall mean linear millimeter</p> <p>“m1” shall mean linear metre</p> <p>“m2” shall mean square metre</p> <p>“m3” shall mean cubic metre</p> <p>“kgs” shall mean square hollow section</p> <p>“No” shall mean number</p> <p>To Collection</p> <p>PP/1</p>	<p>=====</p>

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A	<p><u>Temporary Roads Etc</u></p> <p>The Contractor shall allow for building any temporary roads for the transport of materials required for the complete execution of the Works including the provision of temporary culverts, crossing, bridges or any other temporary structure</p> <p>Upon the completion of the Works the Contractor shall remove such temporary roads, culverts, bridges, etc., and make good and reinstate all works and services disturbed to the satisfaction of the Engineer.</p>	
B	<p><u>Area to be occupied by the Contractor.</u></p> <p>The area of the site, which may be occupied by the Contractor for storage and for the purpose of erecting workshops, etc., shall be defined on the site by the Engineer or shown upon the site Plan.</p>	
C	<p><u>Protection of existing services.</u></p> <p>The Contractor is to ascertain from the relevant authorities the exact position, depth and level of all existing electric cables, water pipes, or other services passing under, over or above the Site and he shall make whatever provisions that may be required by the Authorities concerned for the support and protection of such services. Any damage or disturbance caused to any services shall be reported immediately to the Engineer and the relevant Authority shall be made good to their satisfaction at the Contractor's expense.</p>	
D	<p><u>Protection of Existing Property</u></p> <p>The Contractor shall take every precaution to avoid damage to any existing property on or adjacent to the site and he shall be responsible for making good all such damage at his own expense.</p>	
E	<p><u>Performance Bond</u></p> <p>The Contractor shall find and submit on the form of tender the name of one Surety who shall be an established Bank, insurance Company or Fidelity Guarantee Corporation and who will be willing to be bound to the Employer in an amount equal to five (5) percent of the contract amount for the due performance of the contract up to the date of completion as certified by the Architect and who will, when and if called upon, sign a Bond to that effect on the Contract Agreement (without the addition of any limitations) on the same day as the Contract Agreement is signed..</p> <p>In the event of the Surety named in the Form of tender not being approved by the Employer, the Contractor shall furnish within seven days another Surety to the approval of the Employer. No payments shall be made to the contractor before the said bond is provided. The contractor shall allow all the stamp charges in connection with the Bond.</p>	
	<p>To Collection</p>	<p>PP/ 2</p>

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>Protection of Public and Private Roads etc</u></p> <p>Should the Contractor by his operation interfere in any way with the existing means of access to a dwelling house, shop, footpath, street (private or public), or the works or lands of the employer or other persons or bodies, he shall at his own expense provide other suitable temporary access in lieu of the access severed or interfered with and when directed shall properly fence off and protect any such existing or temporary access until work shall be done to the satisfaction of the Engineer.</p>	
B	<p><u>Security of the Works</u></p> <p>The contractor shall be entirely responsible for the security of all Works, stores, materials, plants, personnel, etc., both his and sub-contractor's and shall provide all necessary watching, lighting and other precautions as necessary to ensure the security of all the Works.</p>	
C	<p><u>Protection of the Works</u></p> <p>The Contractor shall protect the whole of the works from inclement weather and he shall be responsible for making good all such damage at his own expense.</p>	
D	<p><u>Water for the Works</u></p> <p>Provide water for the whole of the Works including all necessary services, storage and distribution from existing N.C.C. supply and pay all charges in connection therewith. (Provision of water for nominated sub-contractors in included in the items of attendance).</p>	
E	<p><u>Temporary Lighting and Power</u></p> <p>Provide all temporary and lighting and power for the Works as required together with all fitting, and pay all charges in connection therewith. (Provision of lighting and power for nominated sub-contractors is included in the items of attendance.</p>	
	<p>To Collection</p> <p>PP/3</p>	<p>=====</p>

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A	<p><u>Telephone</u></p> <p>The contractor shall arrange for, provide and maintain a telephone upon the Site from the commencement to completion of the contract and shall pay all charges in connection therewith.</p>	
B	<p><u>Temporary Buildings</u></p> <p>Provide sheds for storage accommodation for all goods and materials liable to suffer damage from exposure to sunlight or inclement weather.</p>	
	<p>Provide a properly ventilated lockable office, protected from the sun, for the Engineer's representative, having a minimum floor area of 14 square metres with a concrete or timber floor and glazed windows. Provide a 1,600 x 760 mm desk with artificial lighting and cleaning facilities for the duration of the Works.</p>	
	<p>Provide sanitary facilities as necessary for the use of work people engaged on the Site, in accordance with the requirements of Nairobi City Council, and maintain the whole in a clean and sanitary condition remove when no longer required and reinstate the area as directed.</p>	
	<p>Provide lockable sanitary accommodation for the sole use of the Engineer's representative, maintain in a clean and sanitary condition, remove when no longer required and reinstate the areas as directed</p>	
	<p>No labour with the exception of the watchmen shall be housed upon the Site.</p>	
C	<p><u>Notice Boards</u></p> <p>The Contractor is to erect on possession of the Site a painted name board size 1880 x 1,100 mm in conformity with a design prepared by the Engineer.</p>	
D	<p><u>EMPLOYMENT OF LOCAL PERSONNEL & THE MARGINALIZED GROUP</u></p> <p>The contractor is encouraged to the extent where practicable and reasonable to employ staff and labour with appropriate qualifications and experience who are Kenyan citizens. the contractor shall ensure that not more than two thirds of the personnel are from the same gender. Also the contractor shall ensure that 30% of the vacancies are reserved for youth, women and persons living with disabilities. The contractor shall be filing monthly labour returns with the engineer indicating the name of employee, their designation, age, gender, and whether they are living with disability or not. The returns should reach the office of the engineer not later than 7th day of every month.</p>	<p>=====</p>
	<p>To Collection</p>	
	<p>PP/4</p>	

ITEM NO	DESCRIPTION	KSHS.
A.	<u>Advertisements</u> The contractor shall not allow, except with the consent in writing of the Engineer, bill posting or advertising of any kind upon the works or upon any place of which the contractor has possession for the purpose of carrying out this contract, or take publish or advertise any photographs or any printed matter or use name of the Engineer in relation to the contract.	
B.	<u>Copy Right</u> The copy of these Bills of Quantities is vested in the City Council of Nairobi and they may not be reproduced in whole or in part without the Engineer's written permission	
C.	<u>General Scaffolding</u> Provide and erect all necessary general scaffolding comprising of metal scaffolds or movable crane during the course of the work and maintain, adapt, dismantle and re-erect as required and remove when no longer needed.	
D.	<u>Labour. Material etc</u> Provide all labour, materials, plant, tools, vehicles and everything necessary for the efficient execution and completion of the works including transport for materials and workmen to and from the site	
E	<u>Working Hours</u> The contractor shall submit for the approval of the Engineer a schedule of proposed working hours. No work shall be carried out on any Sunday or Public Holiday without the written permission of the Engineer.	
F	<u>Visitors to Site</u> The contractor is required to control all visitors to the site and to keep out unauthorized visitors and to provide a visitors' book and ensure that all authorized visitors sign therein.	
	To Collection	
	PP/5	

ITEM NO	DESCRIPTION	KSHS.
	<p style="text-align: center;"><u>Contractor's Tips</u></p> <p>The contractor shall provide a tip or tips at his own expense for the disposal of all the rubbish collected when clearing the site and during the construction of the Work and also for any surplus material not required on the site. The tip sites shall be approved by the Medical Officer of Health.</p> <p style="text-align: center;"><u>Clearing away and making good</u></p> <p>The Contractor shall, upon completion of the work, remove and clear away temporary buildings, work plant, rubbish, and unused materials, and shall leave the whole of the site, the works in a clean and tidy state to the satisfaction of the Engineer. He shall also remove all rubbish and dirt from the site as it accumulates or as directed by the Engineer. Particular care shall be taken in leaving windows clean and removing all paint and cement stains there from. On completion remove all broken scratched or cracked glass panes and replace with new.</p> <p><u>Keeping excavations free from water</u></p> <p><u>Allow for keeping all excavations free from general water.</u></p> <p><u>Measurement of the Works</u></p> <p>The whole of the works contained in this bill of Quantities is measured on the basis of the current standard methods of measurement of Building Works published by the Institution of Architectural Association of Kenya.,</p> <p>All works in this contract are liable to adjustment as they have been measured as "Provisional" in this Bill of Quantities, and no excavation or foundation work or other work so described shall be filled in or covered up until all measurements needed for the adjustment of variations under clause II of the conditions of contract have been made by the Engineer.</p>	<div style="text-align: right;"> <p>=====</p> <p>=====</p> <p>=====</p> </div>
	<p>To Collection</p> <p style="text-align: center;">PP/6</p>	

ITEM NO	DESCRIPTION	KSHS.
	<p>All items of measured work shall be priced in detail and tenders containing lump sums to cover trades or groups of work must be broken down to show the price of each item before they will be accepted. Lump sums to cover several items of preliminaries likewise shall be broken down if so required.</p> <p>The rates set down by the contractor against each item in the Bill of Quantities shall, unless otherwise expressly provided to the contrary, or unless there is a separate item for the extra labour, cutting and waste, be held to include for waste on materials, carriage, cartage, carrying in and return of empties, hoisting, setting, fitting and fixing in position, making good and all other labours and everything else necessary for the proper completion of each item and for establishment charges and profit</p> <p>The Contractor shall be deemed to have made allowance in his prices generally to cover items of preliminaries, expenses in connection with P.C. Sums or other items, if these have not been priced against respective items.</p> <p><u>Day works</u></p> <p>Day work ordered under clause 11(4) of the conditions of contract shall be executed at the following rates: -</p> <p>i) Labour: The prime cost of labour to whichper centum shall be added.</p> <p>Materials: The prime cost of materials delivered to site which.....per centum shall be added.</p> <p>These percentage additions shall cover all insurances, use of tools and plant, sharpening tools, wear, supervision, watching lighting, establishment and overhead charges and profit.</p> <p>Day works will be allowed only where specifically ordered by the Engineer in writing. All Day work sheets must be signed by the Engineer and the contractor or their authorized representatives.</p> <p>To Collection</p>	<p>PP/7</p> <p>=====</p>

ITEM NO	DESCRIPTION	KSHS
	<p><u>Nominated Sub-Contractors</u></p> <p>The contractor shall be responsible for giving all necessary directions to nominated sub-contractors ascertaining their requirements, co-ordinating their work and arranging for them to be on site at proper time for the ordered progress of the works. He shall place all orders with nominated sub-contractors clearly on his own behalf shall not pledge the credit of the Employer either directly or indirectly. In no case shall the contractor be deemed to be the agent of the Employer nor shall there be created any privity of contract as between the Employer and the nominated sub-contractor.</p> <p>The term “add for attendance” on nominated sub-contractors works shall be deemed to include for all requirements contained in clauses on general and special attendance in the standard method of measurement hereinbefore described except that where “special scaffolding” is required to be provided by the contractor this shall be described separately.</p> <p><u>Direct contract work</u></p> <p>The term “add for attendance” on direct contract work shall be deemed to include for all requirements contained in the same item for nominated sub-contract work previously described.</p> <p><u>Training Levy</u></p> <p>The contractor’s attention is drawn to legal notice No. 237 of October, 1971 which requires payment by the contractor of a training level of the rate of 0.25% of contract sum on all contracts of more than Kshs.50,000/= in value and his tender must include for all cost arising or resulting there from.</p> <p><u>Conditions of Contract</u></p> <p>Conditions of Contract applicable to this contract shall be those published by the Joint Buildings Council, Kenya 1999 Edition and contractor shall purchase two copies for execution of contract once they are awarded the contract.</p>	
	To Collection	
	PP/8	

ITEM NO	DESCRIPTION	KSHS.
A	<u>INSURANCE</u> The contractor shall allow for insurance against, among other risks, personal injury; loss of or damage to the works materials and plant; and loss of and damage to the property as per clause 15 of the conditions of contract.	
B	<u>SAMPLES AND TESTING</u> Allow for carrying out tests on the materials and construction. The contractor shall also provide every facility to enable the Engineer to obtain samples and carry out tests on the materials and construction. If these tests show that any of materials or construction does not comply with the with the requirements of these preambles, the contractor will be responsible for the cost of the tests and the replacement of defective materials and or construction.	
C	<u>SALES TAX/VALUE ADDED TAX</u> The contractor's attention is drawn to the sales tax and the value added tax acts on most recent and any subsequent amendments thereafter and his tender is deemed to include for all costs arising or resulting there from.	
D	<u>"FIXED' PRICE</u> This is a fixed price contract and the fluctuation clause in the conditions of contract shall be deleted. No claim (s) with respect to increase in prices of Building materials, labour costs, or local currency etc shall be entertained. The Contractor is deemed to have included the above items in his unit rates.	
E	The contractor shall be paid on monthly basis for work done and materials on site upon issue of a certificate by the Quantity Surveyor and Architect. <u>NCA REGISTRATION</u> The contractor shall allow for all costs arising from registration of the contract with National Construction Authority.	
F	<u>NEMA REPORT</u> The contractor shall allow for all costs arising from preparation of Environmental Impact Assessment (E.I.A) report as required by NEMA. and insurance of E.I.A.Certificate.	
	To Collection	
	PP/9	

ITEM NO	DESCRIPTION	KSHS.
	<u>Collection</u>	
	Page No. PP/1	
	Page No. PP/ 2	
	Page No. PP/3	
	Page No. PP/4	
	Page No. PP/5	
	Page No. PP/6	
	Page No. PP/7	
	Page No. PP/8	
	Page No. PP/9	
	TOTAL FOR	
	GENERAL CONDITIONS AND PRELIMINARIES	
	CARRIED TO GRAND SUMMARY	
	PP/10	

PROPOSED RENOVATIONS OF EXISTING WARD OFFICES FOR THE NAIROBI CITY COUNTY ASSEMBLY - UMOJA I WARD		Qty	Unit	Rate	Amt (Kshs.)
BILL NO. 1 BUILDER'S WORK					
<u>FINISHES</u>					
<u>FLOOR FINISHES</u>					
A Carefully hack existing worn floor screed including skirting; prepare the floor to receive new floor finish internally and externally, load and cart away arising debris (Approximately area- 50 square metres)			item		
Cement/Sand (1:3) in:					
b 30mm thick screed prepared to receive ceramic floor tiles (m/s)		50	sm		
Approved non slip coloured ceramic floor tiles from an approved stockist					
C 300 x 300 x 10mm thick floor tiles fixed with an approved adhesive on prepared screed (m/s)		50	sm		
D 100 x 10mm thick skirting with rounded top ditto		40	lm		
<u>WALL FINISHES</u>					
<u>Painting and decorating</u>					
Thoroughly scrub down previously painted surfaces of all dust, prepare and apply three coats of "Crown" or other equal and approved gloss oil paint on:					
E Previously painted wall surfaces measured overall over all doors and windows surfaces; internally		96	sm		
Carried to collections					

	Qty	Unit	Rate	Amt (Kshs.)
<u>CEILING FINISHES</u>				
<u>Demolitions (Provisional)</u>				
A Carefully remove existing worn-out celotex ceiling including rotten branderling: load and cart away arising debris (Approximately area- 50 square metres)		item		
<u>Sawn celcured second grade cypress:-</u>				
B 50 x 50mm branderling (provisional)	50	lm		
C 100 x 50mm plugged ditto	40	lm		
<u>Ceiling boards</u>				
D 13mm thick celotex ceiling boards internally fixed with symmetrical V-jointed patterns to existing timber branderling	50	sm		
E Extra over celotex ceiling in 600 x 600mm access door including the necessary framework and hinges	2	no		
<u>Wrot celcured cypress in:</u>				
F 100 x 25mm moulded cornice with six labours	40	lm		
<u>Painting and decorating</u>				
G Prime back of frame before fixing not exceeding 100mm girth	80	lm		
<u>Prepare and apply one undercoat and two finishing coats of plastic emulsion paint on:</u>				
H General surfaces of celotex ceiling boards	50	sm		
I Timber surface 100 - 200mm girth	40	lm		
Carried to collections				

	Qty	Unit	Rate	Amt (Kshs.)
<u>DOORS</u>				
<u>Security grille door</u>				
A Standard steel grille door overall size 900 x 2400mm high comprising 50 x 50 x 3mm RHS plugged frame all round; infilled with 25 x 50mm RHS as directed; the door to include all necessary approved ironmongery and accessories	1	no		
<u>Painting</u>				
Prepare and apply one undercoat and two finishing coats of				
"Crown" or other equal and approved plastic gloss paint to:				
B General metal grilles surfaces	5	sm		
<u>WINDOWS</u>				
<u>Glazing</u>				
C 5mm thick clear sheet glass glazed with putty to metal in panes exceeding 0.10 but not exceeding 0.50 square metres	1	sm		
<u>Burglar proofing</u>				
D 20 x 20mm mild steel bars cut and welded together at 150mm centres both ways as directed including plugging into masonry or/ and concrete including the necessary framework all round	5	sm		
<u>Painting</u>				
Prepare and apply one undercoat and two finishing coats of plastic emulsion paint as "Crown Paints" or other equal and approved on:				
E General steel grilles measured overall both sides	10	sm		
Carried to collections				

		Qty	Unit	Rate	Amt (Kshs.)	
<u>Metal work</u>						
A 30mm diameter moulded wrought iron single curtain rail/rod and 25mm diameter x 2mm thick mild steel pipe for sheers; including 50mm diameter circular curtain and sheer hooks to both rods at 50mm centres; complete with basket end on either side of curtain rod; wrought iron as "Iron Art" or other equal and approved		5	lm			
<u>Curtains/blinds</u>						
B 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			
Carried to collections						
<u>COLLECTION</u>						
Brought forward from page CA/1						
Brought forward from page CA/2						
Brought forward from page CA/3						
Brought down from above						
<u>BILL NO. 1</u>						
<u>BUILDER'S WORK</u>						
<u>TOTAL CARRIED TO</u>						
<u>GRAND SUMMARY</u>						

<u>BILL NO. 2</u>		Armt (Kshs.)
<u>PROVISIONAL SUMS</u>		
A	Allow a Sum of Fifty Thousands only (Kshs. 50,000/=) for Contract Administration	50,000.00
B	Allow a Provisional Sum of Kenya Shillings Fifty Thousands (Kshs 50,000/=) only for Electrical Installations (Re-wiring, conduiting and upgrading of existing electrical installation)	50,000.00
C	Provide a Provisional Sum of Kshs Fifty Thousands only (Kshs. 50,000/=) for Contingencies	50,000.00
<u>PROVISIONAL SUMS</u>		
<u>TOTAL CARRIED</u>		
<u>TO GRAND SUMMARY</u>		

PROPOSED RENOVATIONS OF EXISTING WARD OFFICES FOR THE NAIROBI CITY COUNTY ASSEMBLY - UMOJA 1 WARD			Amt (Kshs.)
RENOVATIONS OF EXISTING OFFICES			
GRAND SUMMARY			
ITEM	PARTICULARS	PAGE NO	
1.	PRELIMINARIES	PP/10	
2.	BILL NO. 1 - BUILDER'S WORK	CA/4	
3.	BILL NO. 2 - PRIME COST AND PROVISIONAL SUMS	PC/1	
SUB-TOTAL			
ADD:-			
16% V.A.T.			
GRAND TOTAL CARRIED TO FORM OF TENDER			
CONTRACTOR.....			
ADDRESS.....			
DATE.....			
SIGNATURE.....			
WITNESS -			
NAME.....			
ADDRESS.....			
DATE.....			
SIGNATURE.....			

**BILL OF QUANTITIES
FOR
PROPOSED RENOVATION OF
UMOJA II WARD OFFICES**

BQ 3.

ITEM NO	DESCRIPTION	KSHS.
	<p><u>GENERAL AND PARTICULAR PRELIMINARIES</u></p> <p><u>SUFFICIENCY OF TENDER</u></p> <p>The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his Tender for the works and for rate and the priced Bill of Quantities which rates and prices shall cover all his obligations under the contract and all matters and the things necessary for the proper completion and maintenance works</p> <p>Definition of Terms and Abbreviations</p> <p>Terms and abbreviations used in the Bill of quantities shall be interpreted as follows:-</p> <p>‘B.S’ shall mean the current British Standard specification published by the British standards institutions, 2 park Street, London W.1, England.</p> <p>“Ditto” shall mean the whole of the preceeding description except as qualified in the section in which it occurs. Where it occurs in brackets it shall mean the whole of the preceeding description which is contained within the appropriate brackets.</p> <p>“n.e” shall mean not exceeding</p> <p>“100-200”mm shall mean over 100mm and not exceeding 200mm and shall apply equally to any other combination of figures expressed in a similar fashion.</p> <p>“m.s” shall mean measured separately</p> <p>“mm” shall mean linear millimeter</p> <p>“m1” shall mean linear metre</p> <p>“m2” shall mean square metre</p> <p>“m3” shall mean cubic metre</p> <p>“kgs” shall mean square hollow section</p> <p>“No” shall mean number</p> <p>To Collection</p> <p>PP/1</p>	<p>=====</p>

ITEM	DESCRIPTION	KSHS.
A	<p><u>Temporary Roads Etc</u> The Contractor shall allow for building any temporary roads for the transport of materials required for the complete execution of the Works including the provision of temporary culverts, crossing, bridges or any other temporary structure Upon the completion of the Works the Contractor shall remove such temporary roads, culverts, bridges, etc., and make good and reinstate all works and services disturbed to the satisfaction of the Engineer.</p>	
B	<p><u>Area to be occupied by the Contractor.</u> The area of the site, which may be occupied by the Contractor for storage and for the purpose of erecting workshops, etc., shall be defined on the site by the Engineer or shown upon the site Plan.</p>	
C	<p><u>Protection of existing services.</u> The Contractor is to ascertain from the relevant authorities the exact position, depth and level of all existing electric cables, water pipes, or other services passing under, over or above the Site and he shall make whatever provisions that may be required by the Authorities concerned for the support and protection of such services. Any damage or disturbance caused to any services shall be reported immediately to the Engineer and the relevant Authority shall be made good to their satisfaction at the Contractor's expense.</p>	
D	<p><u>Protection of Existing Property</u> The Contractor shall take every precaution to avoid damage to any existing property on or adjacent to the site and he shall be responsible for making good all such damage at his own expense.</p>	
E	<p><u>Performance Bond</u> The Contractor shall find and submit on the form of tender the name of one Surety who shall be an established Bank, insurance Company or Fidelity Guarantee Corporation and who will be willing to be bound to the Employer in an amount equal to five (5) percent of the contract amount for the due performance of the contract up to the date of completion as certified by the Architect and who will, when and if called upon, sign a Bond to that effect on the Contract Agreement (without the addition of any limitations) on the same day as the Contract Agreement is signed.. In the event of the Surety named in the Form of tender not being approved by the Employer, the Contractor shall furnish within seven days another Surety to the approval of the Employer. No payments shall be made to the contractor before the said bond is provided. The contractor shall allow all the stamp charges in connection with the Bond.</p>	
	<p>To Collection</p>	<p>PP/2</p>

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>Protection of Public and Private Roads etc</u></p> <p>Should the Contractor by his operation interfere in any way with the existing means of access to a dwelling house, shop, footpath, street (private or public), or the works or lands of the employer or other persons or bodies, he shall at his own expense provide other suitable temporary access in lieu of the access severed or interfered with and when directed shall properly fence off and protect any such existing or temporary access until work shall be done to the satisfaction of the Engineer.</p>	
B	<p><u>Security of the Works</u></p> <p>The contractor shall be entirely responsible for the security of all Works, stores, materials, plants, personnel, etc., both his and sub-contractor's and shall provide all necessary watching, lighting and other precautions as necessary to ensure the security of all the Works.</p>	
C	<p><u>Protection of the Works</u></p> <p>The Contractor shall protect the whole of the works from inclement weather and he shall be responsible for making good all such damage at his own expense.</p>	
D	<p><u>Water for the Works</u></p> <p>Provide water for the whole of the Works including all necessary services, storage and distribution from existing N.C.C. supply and pay all charges in connection therewith. (Provision of water for nominated sub-contractors in included in the items of attendance).</p>	
E	<p><u>Temporary Lighting and Power</u></p> <p>Provide all temporary and lighting and power for the Works as required together with all fitting, and pay all charges in connection therewith. (Provision of lighting and power for nominated sub-contractors is included in the items of attendance.</p>	
	<p>To Collection</p> <p>PP/3</p>	<p>=====</p>

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>Telephone</u></p> <p>The contractor shall arrange for, provide and maintain a telephone upon the Site from the commencement to completion of the contract and shall pay all charges in connection therewith.</p>	
B	<p><u>Temporary Buildings</u></p> <p>Provide sheds for storage accommodation for all goods and materials liable to suffer damage from exposure to sunlight or inclement weather.</p>	
	<p>Provide a properly ventilated lockable office, protected from the sun, for the Engineer's representative, having a minimum floor area of 14 square metres with a concrete or timber floor and glazed windows. Provide a 1,600 x 760 mm desk with artificial lighting and cleaning facilities for the duration of the Works.</p>	
	<p>Provide sanitary facilities as necessary for the use of work people engaged on the Site, in accordance with the requirements of Nairobi City Council, and maintain the whole in a clean and sanitary condition remove when no longer required and reinstate the area as directed.</p>	
	<p>Provide lockable sanitary accommodation for the sole use of the Engineer's representative, maintain in a clean and sanitary condition, remove when no longer required and reinstate the areas as directed</p>	
	<p>No labour with the exception of the watchmen shall be housed upon the Site.</p>	
C	<p><u>Notice Boards</u></p> <p>The Contractor is to erect on possession of the Site a painted name board size 1880 x 1,100 mm in conformity with a design prepared by the Engineer.</p>	
D	<p><u>EMPLOYMENT OF LOCAL PERSONNEL & THE MARGINALIZED GROUP</u></p> <p>The contractor is encouraged to the extent where practicable and reasonable to employ staff and labour with appropriate qualifications and experience who are Kenyan citizens. the contractor shall ensure that not more than two thirds of the personnel are from the same gender. Also the contractor shall ensure that 30% of the vacancies are reserved for youth, women and persons living with disabilities. The contractor shall be filing monthly labour returns with the engineer indicating the name of employee, their designation, age, gender, and whether they are living with disability or not. The returns should reach the office of the engineer not later than 7th day of every month.</p>	<p>=====</p>
	<p>To Collection</p>	
	<p>PP/4</p>	

ITEM NO	DESCRIPTION	KSHS.
A.	<u>Advertisements</u> The contractor shall not allow, except with the consent in writing of the Engineer, bill posting or advertising of any kind upon the works or upon any place of which the contractor has possession for the purpose of carrying out this contract, or take publish or advertise any photographs or any printed matter or use name of the Engineer in relation to the contract.	
B.	<u>Copy Right</u> The copy of these Bills of Quantities is vested in the City Council of Nairobi and they may not be reproduced in whole or in part without the Engineer's written permission	
C.	<u>General Scaffolding</u> Provide and erect all necessary general scaffolding comprising of metal scaffolds or movable crane during the course of the work and maintain, adapt, dismantle and re-erect as required and remove when no longer needed.	
D.	<u>Labour. Material etc</u> Provide all labour, materials, plant, tools, vehicles and everything necessary for the efficient execution and completion of the works including transport for materials and workmen to and from the site	
E	<u>Working Hours</u> The contractor shall submit for the approval of the Engineer a schedule of proposed working hours. No work shall be carried out on any Sunday or Public Holiday without the written permission of the Engineer.	
F	<u>Visitors to Site</u> The contractor is required to control all visitors to the site and to keep out unauthorized visitors and to provide a visitors' book and ensure that all authorized visitors sign therein.	
	To Collection	
	PP/5	

ITEM NO	DESCRIPTION	KSHS.
	<p style="text-align: center;"><u>Contractor's Tips</u></p> <p>The contractor shall provide a tip or tips at his own expense for the disposal of all the rubbish collected when clearing the site and during the construction of the Work and also for any surplus material not required on the site. The tip sites shall be approved by the Medical Officer of Health.</p> <p style="text-align: center;"><u>Clearing away and making good</u></p> <p>The Contractor shall, upon completion of the work, remove and clear away temporary buildings, work plant, rubbish, and unused materials, and shall leave the whole of the site, the works in a clean and tidy state to the satisfaction of the Engineer. He shall also remove all rubbish and dirt from the site as it accumulates or as directed by the Engineer. Particular care shall be taken in leaving windows clean and removing all paint and cement stains there from. On completion remove all broken scratched or cracked glass panes and replace with new.</p> <p style="text-align: center;"><u>Keeping excavations free from water</u></p> <p><u>Allow for keeping all excavations free from general water.</u></p> <p style="text-align: center;"><u>Measurement of the Works</u></p> <p>The whole of the works contained in this bill of Quantities is measured on the basis of the current standard methods of measurement of Building Works published by the Institution of Architectural Association of Kenya.,</p> <p>All works in this contract are liable to adjustment as they have been measured as "Provisional" in this Bill of Quantities, and no excavation or foundation work or other work so described shall be filled in or covered up until all measurements needed for the adjustment of variations under clause II of the conditions of contract have been made by the Engineer.</p>	<div style="text-align: right;"> <p>=====</p> <p>=====</p> <p>=====</p> </div>
	<p>To Collection</p> <p style="text-align: center;">PP/6</p>	

ITEM NO	DESCRIPTION	KSHS.
	<p>All items of measured work shall be priced in detail and tenders containing lump sums to cover trades or groups of work must be broken down to show the price of each item before they will be accepted. Lump sums to cover several items of preliminaries likewise shall be broken down if so required.</p> <p>The rates set down by the contractor against each item in the Bill of Quantities shall, unless otherwise expressly provided to the contrary, or unless there is a separate item for the extra labour, cutting and waste, be held to include for waste on materials, carriage, cartage, carrying in and return of empties, hoisting, setting, fitting and fixing in position, making good and all other labours and everything else necessary for the proper completion of each item and for establishment charges and profit</p> <p>The Contractor shall be deemed to have made allowance in his prices generally to cover items of preliminaries, expenses in connection with P.C. Sums or other items, if these have not been priced against respective items.</p> <p><u>Day works</u></p> <p>Day work ordered under clause 11(4) of the conditions of contract shall be executed at the following rates: -</p> <p>i) Labour: The prime cost of labour to which per centum shall be added.</p> <p>Materials: The prime cost of materials delivered to site which..... per centum shall be added.</p> <p>These percentage additions shall cover all insurances, use of tools and plant, sharpening tools, wear, supervision, watching lighting, establishment and overhead charges and profit.</p> <p>Day works will be allowed only where specifically ordered by the Engineer in writing. All Day work sheets must be signed by the Engineer and the contractor or their authorized representatives.</p> <p>To Collection</p>	<div></div> <div>PP/7</div> <div>=====</div>

ITEM NO	DESCRIPTION	KSHS
	<p><u>Nominated Sub-Contractors</u></p> <p>The contractor shall be responsible for giving all necessary directions to nominated sub-contractors ascertaining their requirements, co-ordinating their work and arranging for them to be on site at proper time for the ordered progress of the works. He shall place all orders with nominated sub-contractors clearly on his own behalf shall not pledge the credit of the Employer either directly or indirectly. In no case shall the contractor be deemed to be the agent of the Employer nor shall there be created any privity of contract as between the Employer and the nominated sub-contractor.</p> <p>The term “add for attendance” on nominated sub-contractors works shall be deemed to include for all requirements contained in clauses on general and special attendance in the standard method of measurement hereinbefore described except that where “special scaffolding” is required to be provided by the contractor this shall be described separately.</p> <p><u>Direct contract work</u></p> <p>The term “add for attendance” on direct contract work shall be deemed to include for all requirements contained in the same item for nominated sub-contract work previously described.</p> <p><u>Training Levy</u></p> <p>The contractor’s attention is drawn to legal notice No. 237 of October, 1971 which requires payment by the contractor of a training level of the rate of 0.25% of contract sum on all contracts of more than Kshs.50,000/= in value and his tender must include for all cost arising or resulting there from.</p> <p><u>Conditions of Contract</u></p> <p>Conditions of Contract applicable to this contract shall be these published by the Joint Buildings Council, Kenya 1999 Edition and contractor shall purchase two copies for execution of contract once they are awarded the contract.</p>	<div></div> <div></div> <div></div>
	To Collection	PP/8

ITEM NO	DESCRIPTION	KSHS.
A	<u>INSURANCE</u> The contractor shall allow for insurance against, among other risks, personal injury; loss of or damage to the works materials and plant; and loss of and damage to the property as per clause 15 of the conditions of contract.	
B	<u>SAMPLES AND TESTING</u> Allow for carrying out tests on the materials and construction. The contractor shall also provide every facility to enable the Engineer to obtain samples and carry out tests on the materials and construction. If these tests show that any of materials or construction does not comply with the requirements of these preambles, the contractor will be responsible for the cost of the tests and the replacement of defective materials and or construction.	
C	<u>SALES TAX/VALUE ADDED TAX</u> The contractor's attention is drawn to the sales tax and the value added tax acts on most recent and any subsequent amendments thereafter and his tender is deemed to include for all costs arising or resulting there from.	
D	<u>"FIXED" PRICE</u> This is a fixed price contract and the fluctuation clause in the conditions of contract shall be deleted. No claim (s) with respect to increase in prices of Building materials, labour costs, or local currency etc shall be entertained. The Contractor is deemed to have included the above items in his unit rates.	
E	The contractor shall be paid on monthly basis for work done and materials on site upon issue of a certificate by the Quantity Surveyor and Architect. <u>NCA REGISTRATION</u> The contractor shall allow for all costs arising from registration of the contract with National Construction Authority.	
F	<u>NEMA REPORT</u> The contractor shall allow for all costs arising from preparation of Environmental Impact Assessment (E.I.A) report as required by NEMA and issuance of E.I.A Certificate.	
	To Collection	
	<u>PP/9</u>	

ITEM NO	DESCRIPTION	KSHS.
	<p style="text-align: center;"><u>Collection</u></p> <p>Page No. PP/1</p> <p>Page No. PP/ 2</p> <p>Page No. PP/3</p> <p>Page No. PP/4</p> <p>Page No. PP/5</p> <p>Page No. PP/6</p> <p>Page No. PP/7</p> <p>Page No. PP/8</p> <p>Page No. PP/9</p> <p>TOTAL FOR</p> <p>GENERAL CONDITIONS AND PRELIMINARIES</p> <p>CARRIED TO GRAND SUMMARY</p> <p style="text-align: center;">PP/10</p>	<hr/> <hr/> <hr/>

PROPOSED RENOVATIONS OF EXISTING WARD OFFICES FOR THE NAIROBI CITY COUNTY ASSEMBLY - UMOJA II WARD		Qty	Unit	Rate	Amt (Kshs.)
BILL NO. 1 BUILDER'S WORK					
RE-ROOFING					
Demolitions (Provisional)					
A Carefully remove existing worn-out roofing sheets including ridge and hip caps, rotten fascia/barge boards and gutters, branderling; load and cart away arising debris (Approximately area- 30 square metres)			item		
Sawn celcured second grade cypress:-					
B 75 x 50mm purlins (provisional)		30	lm		
Roof covering					
Gauge 28 pre-painted IT4 profile sheets fixed to purlins (m/s) with and including weathered rust proof screw bolts 75mm long with plastic cap laid with 300mm side and 150mm end laps as supplied by "Mabati Rolling Mills" or other equal and approved and fixing to timber purlins					
C Sheet covering to pitched roof		30	sm		
D Ridge cap fixed to match laid with 150mm end laps		6	lm		
Rain water goods					
E 28 gauge 125 x 100mm U-shaped pre-painted gutter fixed to steel roof structure (m/s) with and including approved brackets		16	lm		
F Extra over ditto for 75mm diameter down pipe outlet		3	no		
G Extra over gutters for stopped ends		3	no		
H Make 75mm diameter hole in gutter		3	no		
Carried to collections					

	Qty	Unit	Rate	Amt (Kshs.)
<u>26 gauge pre-painted mild steel sheet in:</u>				
A 75mm diameter down pipe fixed to wall with and including approved holderbats	9	lm		
B Extra over ditto for swan neck	3	no		
C Ditto horse shoe	3	no		
<u>PARTITIONS AND SCREENS</u>				
<u>Timber Partitions</u>				
D 75mm thick x 2400mm high blockboard partitions comprising of 75 x 75mm wrot mahogany framework and beadings spaced approximately 1200mm centres; vertically divided into two parts comprising 550mm high top panel infilled with louvred glass complete with levers and louvre carriers; 2150mm high bottom panel faced infilled with 25mm thick blockboard faced both sides with 3mm thick mahogany veneers (all as per detailed architect's design)	6	sm		
<u>Knot, prime, stop and apply three coats of "Ronseal" clear Wood Vanish as "Crown" or other equal and approved on:</u>				
E General surfaces of timber	12	sm		
<u>DOORS</u>				
<u>Wrot prime grade mahogany in door frames and finishings</u>				
F 15mm quadrant beading with one labour	6	lm		
G 38 x 15mm architrave with two labour	6	lm		
H 40 x 15mm glazing bead with one labour	5	lm		
I 150 x 50mm frame with four labours plugged	6	lm		
J Ditto transome with four labours	1	lm		
<u>Flush doors</u>				
K 45 x 900 x 2100mm high solid core flush door faced both sides with 3mm thick interior quality cypress veneered plywood and hardwood lipped all edges	1	no		
Carried to collections				

	Qty	Unit	Rate	Amt (Kshs.)
<u>Glazing</u>				
A 6mm thick clear glass and glazing with mahogany timber beads (m/s) to timber frame in panes exceeding 0.10 but not exceeding 0.50 square metres	1	sm		
<u>Ironmongery</u>				
<u>Supply and fix the following ironmongery with matching screws as per "UNION" catalogue or other equal and approved</u>				
B 100mm pressed brass butt heavy duty hinges	1.5	prs		
C 3-lever mortice lock complete with aluminium lever furniture	1	no		
38mm diameter, 59mm deep rubber door stop including 32mm deep iron lug plugged to floor	2	no		
Delayed action non-reversible overhead door closer as "UNION" or other equal and approved	2	no		
<u>Painting</u>				
<u>Knot, prime, stop and apply three coats of "Ronseal" clear Wood Vanish as "Crown" or other equal and approved on:</u>				
F General surfaces of wood	4	sm		
G Ditto not exceeding 100mm girth	17	lm		
H Ditto exceeding 200mm but not exceeding 300mm girth	7	lm		
<u>FINISHES</u>				
<u>WALL FINISHES</u>				
<u>Painting and decorating</u>				
<u>Thoroughly scrub down previously painted surfaces of all dust, prepare and apply three coats of "Crown" or other equal and approved gloss oil paint on:</u>				
I Previously painted wall surfaces measured overall over all doors and windows surfaces; internally	60	sm		
Carried to collections				

	Qty	Unit	Rate	Amt (Kshs.)
<u>CEILING FINISHES</u>				
<u>Demolitions (Provisional)</u>				
A Carefully remove existing worn-out celotex ceiling including rotten brandering; load and cart away arising debris (Approximately area- 25 square metres)		item		
<u>Sawn celcured second grade cypress:-</u>				
B 50 x 50mm brandering (provisional)	25	lm		
C 100 x 50mm plugged ditto	20	lm		
<u>Ceiling boards</u>				
D 13mm thick celotex ceiling boards internally fixed with symmetrical V-jointed patterns to existing timber brandering	25	sm		
E Extra over celotex ceiling in 600 x 600mm access door including the necessary framework and hinges	1	no		
<u>Wrot celcured cypress in:-</u>				
F 100 x 25mm moulded cornice with six labours	30	lm		
<u>Painting and decorating</u>				
G Prime back of frame before fixing not exceeding 100mm girth	55	lm		
<u>Prepare and apply one undercoat and two finishing coats of plastic emulsion paint on:-</u>				
H General surfaces of celotex ceiling boards	25	sm		
I Timber surface 100 - 200mm girth	30	lm		
Carried to collections				

	Qty	Unit	Rate	Amt (Kshs.)
<u>DOORS</u>				
<u>Security grille door</u>				
A Standard steel grille door overall size 900 x 2400mm high comprising 50 x 50 x 3mm RHS plugged frame all round; infilled with 25 x 50mm RHS as directed; the door to include all necessary approved ironmongery and accessories	1	no		
<u>Painting</u>				
Prepare and apply one undercoat and two finishing coats of				
"Crown" or other equal and approved plastic gloss paint to:				
B General metal grilles surfaces	5	sm		
<u>WINDOWS</u>				
<u>Glazing</u>				
C 5mm thick clear sheet glass glazed with putty to metal in panes exceeding 0.10 but not exceeding 0.50 square metres	1	sm		
<u>Burglar proofing</u>				
D 20 x 20mm mild steel bars cut and welded together at 150mm centres both ways as directed including plugging into masonry or/ and concrete including the necessary framework all round	3	sm		
<u>Painting</u>				
Prepare and apply one undercoat and two finishing coats of plastic emulsion paint as "Crown Paints" or other equal and approved on:				
E General steel grilles measured overall both sides	6	sm		
Carried to collections				

	Qty	Unit	Rate	Amt (Kshs.)
<u>Metal work</u>				
A 30mm diameter moulded wrought iron single curtain rail/rod and 25mm diameter x 2mm thick mild steel pipe for sheers; including 50mm diameter circular curtain and sheer hooks to both rods at 50mm centres; complete with basket end on either side of curtain rod; wrought iron as "Iron Art" or other equal and approved	3	lm		
<u>Curtains/blinds</u>				
B 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)	4	sm		
Carried to collections				
<u>COLLECTION</u>				
Brought forward from page CA/1				
Brought forward from page CA/2				
Brought forward from page CA/3				
Brought forward from page CA/4				
Brought down from above				
<u>BILL NO. 1</u>				
<u>BUILDER'S WORK</u>				
<u>TOTAL CARRIED TO</u>				
<u>GRAND SUMMARY</u>				

<u>BILL NO. 2</u>		Armt (Kshs.)
<u>PROVISIONAL SUMS</u>		
A	Allow a Sum of Fifty Thousands only (Kshs. 50,000/=) for Contract Administration	50,000.00
B	Allow a Provisional Sum of Kenya Shillings Fifty Thousands (Kshs 50,000/=) only for Electrical Installations (Re-wiring, conduiting and upgrading of existing electrical installation)	50,000.00
C	Provide a Provisional Sum of Kshs Fifty Thousands only (Kshs. 50,000/=) for Contingencies	50,000.00
<u>PROVISIONAL SUMS</u>		
<u>TOTAL CARRIED</u>		
<u>TO GRAND SUMMARY</u>		

Amt (Kshs.)

PROPOSED RENOVATIONS OF EXISTING WARD OFFICES FOR THE
NAIROBI CITY COUNTY ASSEMBLY - UMOJA II WARD

RENOVATIONS OF EXISTING OFFICES

GRAND SUMMARY

ITEM PARTICULARS

PAGE NO

1. PRELIMINARIES

PP/10

2. BILL NO. 1 - BUILDER'S WORK

CA/5

3. BILL NO. 2 - PRIME COST AND
PROVISIONAL SUMS

PC/1

SUB-TOTAL

ADD:-

16% V.A.T.

GRAND TOTAL CARRIED TO FORM OF TENDER

CONTRACTOR.....

ADDRESS.....

DATE.....

SIGNATURE.....

WITNESS –

NAME.....

ADDRESS.....

DATE.....

SIGNATURE.....

**BILL OF QUANTITIES
FOR
PROPOSED RENOVATION OF
KAYOLE SOUTH WARD OFFICES**

BQ 4

ITEM NO	DESCRIPTION	KSHS.
	<u>GENERAL AND PARTICULAR PRELIMINARIES</u>	
	<u>SUFFICIENCY OF TENDER</u>	
	<p>The contractor shall be deemed to have satisfied himself before tendering as to the correctness and sufficiency of his Tender for the works and for rate and the priced Bill of Quantities which rates and prices shall cover all his obligations under the contract and all matters and the things necessary for the proper completion and maintenance works</p> <p>Definition of Terms and Abbreviations</p> <p>Terms and abbreviations used in the Bill of quantities shall be interpreted as follows:-</p> <p>‘B.S.’ shall mean the current British Standard specification published by the British standards institutions, 2 park Street, London W.1, England.</p> <p>“Ditto” shall mean the whole of the preceeding description except as qualified in the section in which it occurs. Where it occurs in brackets it shall mean the whole of the preceeding description which is contained within the appropriate brackets.</p> <p>“n.e” shall mean not exceeding</p> <p>“100-200”mm shall mean over 100mm and not exceeding 200mm and shall apply equally to any other combination of figures expressed in a similar fashion.</p> <p>“m.s” shall mean measured separately</p> <p>“mm” shall mean linear millimeter</p> <p>“m1” shall mean linear metre</p> <p>“m2” shall mean square metre</p> <p>“m3” shall mean cubic metre</p> <p>“kgs” shall mean square hollow section</p> <p>“No” shall mean number</p> <p>To Collection</p>	<p>=====</p> <p>PP/1</p>

ITEM	DESCRIPTION	KSHS.
A	<p><u>Temporary Roads Etc</u></p> <p>The Contractor shall allow for building any temporary roads for the transport of materials required for the complete execution of the Works including the provision of temporary culverts, crossing, bridges or any other temporary structure</p> <p>Upon the completion of the Works the Contractor shall remove such temporary roads, culverts, bridges, etc., and make good and reinstate all works and services disturbed to the satisfaction of the Engineer.</p>	
B	<p><u>Area to be occupied by the Contractor.</u></p> <p>The area of the site, which may be occupied by the Contractor for storage and for the purpose of erecting workshops, etc., shall be defined on the site by the Engineer or shown upon the site Plan.</p>	
C	<p><u>Protection of existing services.</u></p> <p>The Contractor is to ascertain from the relevant authorities the exact position, depth and level of all existing electric cables, water pipes, or other services passing under, over or above the Site and he shall make whatever provisions that may be required by the Authorities concerned for the support and protection of such services. Any damage or disturbance caused to any services shall be reported immediately to the Engineer and the relevant Authority shall be made good to their satisfaction at the Contractor's expense.</p>	
D	<p><u>Protection of Existing Property</u></p> <p>The Contractor shall take every precaution to avoid damage to any existing property on or adjacent to the site and he shall be responsible for making good all such damage at his own expense.</p>	
E	<p><u>Performance Bond</u></p> <p>The Contractor shall find and submit on the form of tender the name of one Surety who shall be an established Bank, insurance Company or Fidelity Guarantee Corporation and who will be willing to be bound to the Employer in an amount equal to five (5) percent of the contract amount for the due performance of the contract up to the date of completion as certified by the Architect and who will, when and if called upon, sign a Bond to that effect on the Contract Agreement (without the addition of any limitations) on the same day as the Contract Agreement is signed..</p> <p>In the event of the Surety named in the Form of tender not being approved by the Employer, the Contractor shall furnish within seven days another Surety to the approval of the Employer. No payments shall be made to the contractor before the said bond is provided. The contractor shall allow all the stamp charges in connection with the Bond.</p>	
	<p>To Collection</p>	<p>PP / 2</p>

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>Protection of Public and Private Roads etc</u></p> <p>Should the Contractor by his operation interfere in any way with the existing means of access to a dwelling house, shop, footpath, street (private or public), or the works or lands of the employer or other persons or bodies, he shall at his own expense provide other suitable temporary access in lieu of the access severed or interfered with and when directed shall properly fence off and protect any such existing or temporary access until work shall be done to the satisfaction of the Engineer.</p>	
B	<p><u>Security of the Works</u></p> <p>The contractor shall be entirely responsible for the security of all Works, stores, materials, plants, personnel, etc., both his and sub-contractor's and shall provide all necessary watching, lighting and other precautions as necessary to ensure the security of all the Works.</p>	
C	<p><u>Protection of the Works</u></p> <p>The Contractor shall protect the whole of the works from inclement weather and he shall be responsible for making good all such damage at his own expense.</p>	
D	<p><u>Water for the Works</u></p> <p>Provide water for the whole of the Works including all necessary services, storage and distribution from existing N.C.C. supply and pay all charges in connection therewith. (Provision of water for nominated sub-contractors in included in the items of attendance).</p>	
E	<p><u>Temporary Lighting and Power</u></p> <p>Provide all temporary and lighting and power for the Works as required together with all fitting, and pay all charges in connection therewith. (Provision of lighting and power for nominated sub-contractors is included in the items of attendance.</p>	
	To Collection	
	PP/3	

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>Telephone</u></p> <p>The contractor shall arrange for, provide and maintain a telephone upon the Site from the commencement to completion of the contract and shall pay all charges in connection therewith.</p>	
B	<p><u>Temporary Buildings</u></p> <p>Provide sheds for storage accommodation for all goods and materials liable to suffer damage from exposure to sunlight or inclement weather.</p>	
	<p>Provide a properly ventilated lockable office, protected from the sun, for the Engineer's representative, having a minimum floor area of 14 square metres with a concrete or timber floor and glazed windows. Provide a 1,600 x 760 mm desk with artificial lighting and cleaning facilities for the duration of the Works.</p>	
	<p>Provide sanitary facilities as necessary for the use of work people engaged on the Site, in accordance with the requirements of Nairobi City Council, and maintain the whole in a clean and sanitary condition remove when no longer required and reinstate the area as directed.</p>	
	<p>Provide lockable sanitary accommodation for the sole use of the Engineer's representative, maintain in a clean and sanitary condition, remove when no longer required and reinstate the areas as directed</p>	
	<p>No labour with the exception of the watchmen shall be housed upon the Site.</p>	
C	<p><u>Notice Boards</u></p> <p>The Contractor is to erect on possession of the Site a painted name board size 1880 x 1,100 mm in conformity with a design prepared by the Engineer.</p>	
D	<p><u>EMPLOYMENT OF LOCAL PERSONNEL & THE MARGINALIZED GROUP</u></p> <p>The contractor is encouraged to the extent where practicable and reasonable to employ staff and labour with appropriate qualifications and experience who are Kenyan citizens. the contractor shall ensure that not more than two thirds of the personnel are from the same gender. Also the contractor shall ensure that 30% of the vacancies are reserved for youth, women and persons living with disabilities. The contractor shall be filing monthly labour returns with the engineer indicating the name of employee, their designation, age, gender, and whether they are living with disability or not. The returns should reach the office of the engineer not later than 7th day of every month.</p>	<p>=====</p>
	<p>To Collection</p>	
	<p>PP/4</p>	

ITEM NO	DESCRIPTION	KSHS.
A.	<u>Advertisements</u> The contractor shall not allow, except with the consent in writing of the Engineer, bill posting or advertising of any kind upon the works or upon any place of which the contractor has possession for the purpose of carrying out this contract, or take publish or advertise any photographs or any printed matter or use name of the Engineer in relation to the contract.	
B.	<u>Copy Right</u> The copy of these Bills of Quantities is vested in the City Council of Nairobi and they may not be reproduced in whole or in part without the Engineer's written permission	
C.	<u>General Scaffolding</u> Provide and erect all necessary general scaffolding comprising of metal scaffolds or movable crane during the course of the work and maintain, adapt, dismantle and re-erect as required and remove when no longer needed.	
D.	<u>Labour. Material etc</u> Provide all labour, materials, plant, tools, vehicles and everything necessary for the efficient execution and completion of the works including transport for materials and workmen to and from the site	
E	<u>Working Hours</u> The contractor shall submit for the approval of the Engineer a schedule of proposed working hours. No work shall be carried out on any Sunday or Public Holiday without the written permission of the Engineer.	
F	<u>Visitors to Site</u> The contractor is required to control all visitors to the site and to keep out unauthorized visitors and to provide a visitors' book and ensure that all authorized visitors sign therein.	
	To Collection	
	PP/5	

ITEM NO	DESCRIPTION	KSHS.
	<p style="text-align: center;"><u>Contractor's Tips</u></p> <p>The contractor shall provide a tip or tips at his own expense for the disposal of all the rubbish collected when clearing the site and during the construction of the Work and also for any surplus material not required on the site. The tip sites shall be approved by the Medical Officer of Health.</p> <p style="text-align: center;"><u>Clearing away and making good</u></p> <p>The Contractor shall, upon completion of the work, remove and clear away temporary buildings, work plant, rubbish, and unused materials, and shall leave the whole of the site, the works in a clean and tidy state to the satisfaction of the Engineer. He shall also remove all rubbish and dirt from the site as it accumulates or as directed by the Engineer. Particular care shall be taken in leaving windows clean and removing all paint and cement stains there from. On completion remove all broken scratched or cracked glass panes and replace with new.</p> <p style="text-align: center;"><u>Keeping excavations free from water</u></p> <p style="text-align: center;"><u>Allow for keeping all excavations free from general water.</u></p> <p style="text-align: center;"><u>Measurement of the Works</u></p> <p>The whole of the works contained in this bill of Quantities is measured on the basis of the current standard methods of measurement of Building Works published by the Institution of Architectural Association of Kenya.,</p> <p>All works in this contract are liable to adjustment as they have been measured as "Provisional" in this Bill of Quantities, and no excavation or foundation work or other work so described shall be filled in or covered up until all measurements needed for the adjustment of variations under clause II of the conditions of contract have been made by the Engineer.</p> <p style="text-align: center;">To Collection</p> <p style="text-align: center;">PP/6</p>	<div style="text-align: right;"> <p>=====</p> <p>=====</p> <p>=====</p> </div>

ITEM NO	DESCRIPTION	KSHS.
	<p>All items of measured work shall be priced in detail and tenders containing lump sums to cover trades or groups of work must be broken down to show the price of each item before they will be accepted. Lump sums to cover several items of preliminaries likewise shall be broken down if so required.</p> <p>The rates set down by the contractor against each item in the Bill of Quantities shall, unless otherwise expressly provided to the contrary, or unless there is a separate item for the extra labour, cutting and waste, be held to include for waste on materials, carriage, cartage, carrying in and return of empties, hoisting, setting, fitting and fixing in position, making good and all other labours and everything else necessary for the proper completion of each item and for establishment charges and profit</p> <p>The Contractor shall be deemed to have made allowance in his prices generally to cover items of preliminaries, expenses in connection with P.C. Sums or other items, if these have not been priced against respective items.</p> <p><u>Day works</u></p> <p>Day work ordered under clause 11(4) of the conditions of contract shall be executed at the following rates: -</p> <p>i) Labour: The prime cost of labour to whichper centum shall be added.</p> <p>Materials: The prime cost of materials delivered to site which.....per centum shall be added.</p> <p>These percentage additions shall cover all insurances, use of tools and plant, sharpening tools, wear, supervision, watching lighting, establishment and overhead charges and profit.</p> <p>Day works will be allowed only where specifically ordered by the Engineer in writing. All Day work sheets must be signed by the Engineer and the contractor or their authorized representatives.</p> <p>To Collection</p>	<p>PP/7</p> <p>=====</p>

ITEM NO	DESCRIPTION	KSHS
<u>Nominated Sub-Contractors</u>	<p>The contractor shall be responsible for giving all necessary directions to nominated sub-contractors ascertaining their requirements, co-ordinating their work and arranging for them to be on site at proper time for the ordered progress of the works. He shall place all orders with nominated sub-contractors clearly on his own behalf shall not pledge the credit of the Employer either directly or indirectly. In no case shall the contractor be deemed to be the agent of the Employer nor shall there be created any privity of contract as between the Employer and the nominated sub-contractor.</p> <p>The term “add for attendance” on nominated sub-contractors works shall be deemed to include for all requirements contained in clauses on general and special attendance in the standard method of measurement hereinbefore described except that where “special scaffolding” is required to be provided by the contractor this shall be described separately.</p> <p><u>Direct contract work</u></p> <p>The term “add for attendance” on direct contract work shall be deemed to include for all requirements contained in the same item for nominated sub-contract work previously described.</p> <p><u>Training Levy</u></p> <p>The contractor’s attention is drawn to legal notice No. 237 of October, 1971 which requires payment by the contractor of a training level of the rate of 0.25% of contract sum on all contracts of more than Kshs.50,000/= in value and his tender must include for all cost arising or resulting there from.</p> <p><u>Conditions of Contract</u></p> <p>Conditions of Contract applicable to this contract shall be these published by the Joint Buildings Council, Kenya 1999 Edition and contractor shall purchase two copies for execution of contract once they are awarded the contract.</p>	
To Collection	PP/8	

ITEM NO	DESCRIPTION	KSHS.
A	<p><u>INSURANCE</u></p> <p>The contractor shall allow for insurance against, among other risks, personal injury; loss of or damage to the works materials and plant; and loss of and damage to the property as per clause 15 of the conditions of contract.</p>	
B	<p><u>SAMPLES AND TESTING</u></p> <p>Allow for carrying out tests on the materials and construction. The contractor shall also provide every facility to enable the Engineer to obtain samples and carry out tests on the materials and construction. If these tests show that any of materials or construction does not comply with the requirements of these preambles, the contractor will be responsible for the cost of the tests and the replacement of defective materials and or construction.</p>	
C	<p><u>SALES TAX/VALUE ADDED TAX</u></p> <p>The contractor's attention is drawn to the sales tax and the value added tax acts on most recent and any subsequent amendments thereafter and his tender is deemed to include for all costs arising or resulting there from.</p>	
D	<p><u>"FIXED' PRICE</u></p> <p>This is a fixed price contract and the fluctuation clause in the conditions of contract shall be deleted. No claim (s) with respect to increase in prices of Building materials, labour costs, or local currency etc shall be entertained. The Contractor is deemed to have included the above items in his unit rates.</p>	
E	<p>The contractor shall be paid on monthly basis for work done and materials on site upon issue of a certificate by the Quantity Surveyor and Architect.</p> <p><u>NCA REGISTRATION</u></p> <p>The contractor shall allow for all costs arising from registration of the contract with National Construction Authority.</p>	
F	<p><u>NEMA REPORT</u></p> <p>The contractor shall allow for all costs arising from preparation of Environmental Impact Assessment (E.I.A) report as required by NEMA.and issuance of E.I.A.Certificate.</p>	
	To Collection	
	PP/9	

ITEM NO	DESCRIPTION	KSHS.
	<div data-bbox="1722 443 1756 576"><u>Collection</u></div> <div data-bbox="1650 347 1684 544">Page No. PP/1</div> <div data-bbox="1579 347 1612 544">Page No. PP/ 2</div> <div data-bbox="1507 347 1541 544">Page No. PP/3</div> <div data-bbox="1435 347 1469 544">Page No. PP/4</div> <div data-bbox="1364 347 1397 544">Page No. PP/5</div> <div data-bbox="1292 347 1326 544">Page No. PP/6</div> <div data-bbox="1220 347 1254 544">Page No. PP/7</div> <div data-bbox="1149 347 1182 544">Page No. PP/8</div> <div data-bbox="1077 347 1111 544">Page No. PP/9</div> <div data-bbox="902 347 936 533">TOTAL FOR</div> <div data-bbox="831 347 864 1050">GENERAL CONDITIONS AND PRELIMINARIES</div> <div data-bbox="721 347 754 842">CARRIED TO GRAND SUMMARY</div> <div data-bbox="580 778 613 863">PP/10</div>	<div data-bbox="788 1321 795 1485"></div> <div data-bbox="692 1321 707 1485"></div>

PROPOSED RENOVATIONS OF EXISTING WARD OFFICES FOR THE NAIROBI CITY COUNTY ASSEMBLY - KAYOLE SOUTH WARD		Qty	Unit	Rate	Amt (Kshs.)
BILL NO. 1 BUILDER'S WORK					
<u>WALL FINISHES</u>					
<u>Painting and decorating</u>					
<u>Thoroughly scrub down previously painted surfaces of all dust, prepare and apply three coats of "Crown" or other equal and approved gloss oil paint on:</u>					
A	Previously painted wall surfaces measured overall over all doors and windows surfaces; internally	87	sm		
	Ditto ceiling surfaces ditto	40	sm		
<u>WINDOWS</u>					
<u>Glazing</u>					
C	5mm thick clear sheet glass glazed with putty to metal in panes exceeding 0.10 but not exceeding 0.50 square metres	1	sm		
<u>Burglar proofing</u>					
D	20 x 20mm mild steel bars cut and welded together at 150mm centres both ways as directed including plugging into masonry or/ and concrete including the necessary framework all round	4	sm		
<u>Painting</u>					
<u>Prepare and apply one undercoat and two finishing coats of plastic emulsion paint as "Crown Paints" or other equal and approved on:</u>					
E	General steel grilles measured overall both sides	8	sm		
Carried to collections					

	Qty	Unit	Rate	Amt (Kshs.)
<u>Metal work</u>				
A 30mm diameter moulded wrought iron single curtain rail/rod and 25mm diameter x 2mm thick mild steel pipe for sheers; including 50mm diameter circular curtain and sheer hooks to both rods at 50mm centres; complete with basket end on either side of curtain rod; wrought iron as "Iron Art" or other equal and approved	3	lm		
<u>Curtains/blinds</u>				
B 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)	5	sm		
Carried to collections				
<u>COLLECTION</u>				
Brought forward from page CA/1				
Brought down from above				
<u>BILL NO. 1</u>				
<u>BUILDERS WORK</u>				
<u>TOTAL CARRIED TO</u>				
<u>GRAND SUMMARY</u>				

		Amt (Kshs.)
<u>BILL NO. 2</u>		
<u>PROVISIONAL SUMS</u>		
A	Allow a Sum of Fifty Thousands only (Kshs. 50,000/=) for Contract Administration	50,000.00
B	Allow a Provisional Sum of Kenya Shillings Fifty Thousands (Kshs 50,000/=) only for Electrical Installations (Re-wiring, conduiting and upgrading of existing electrical installation)	50,000.00
C	Provide a Provisional Sum of Kshs Fifty Thousands only (Kshs. 50,000/=) for Contingencies	50,000.00
<u>PROVISIONAL SUMS</u>		
<u>TOTAL CARRIED</u>		
<u>TO GRAND SUMMARY</u>		

<u>PROPOSED RENOVATIONS OF EXISTING WARD OFFICES FOR THE NAIROBI CITY COUNTY ASSEMBLY - KAYOLE SOUTH WARD</u>		Amt (Kshs.)
<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/4
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.....		