



**REPUBLIC OF KENYA**

**MINISTRY OF WATER, SANITATION AND IRRIGATION  
PRINCIPAL SECRETARY STATE DEPARTMENT FOR IRRIGATION  
P. O. BOX 49720-00100  
Email address: ps@irrigationkenya.go.ke**

**TENDER FOR CONSTRUCTION OF AMBOSELI IRRIGATION PROJECT  
KAJIADO COUNTY**

**TENDER NO: MWSI/SDI/ONT/020/2024-2025**

**Closing/Opening Date: 2<sup>nd</sup> May, 2025  
Opening Time: 11.00 a.m.**

# **INVITATION TO TENDER**

## **PROCURING ENTITY:**

MINISTRY OF WATER, SANITATION AND IRRIGATION  
STATE DEPARTMENT FOR IRRIGATION  
P.O. BOX 49720-00100  
Email address: [ps@irrigationkenya.go.ke](mailto:ps@irrigationkenya.go.ke)

**Date of Issue: 22<sup>nd</sup> April, 2025**

## **CONTRACT NAME AND DESCRIPTION: CONSTRUCTION OF AMBOSELI IRRIGATION PROJECT IN KAJIADOCOUNTY**

1. The **State Department for Irrigation** invites sealed tenders for the Construction of: **Construction of Amboseli Irrigation Project.**
2. Tendering will be conducted under Open Tender method using standardized tender document. Tendering is open to all invited bidders registered appropriately with **NCA category 5** and above registration certificate and current NCA (**Water works**) annual practicing license shall be required.
3. Invited Tenderers may obtain further information and inspect the Tender Document at the offices of the Supply Chain Management Services Unit Maji House 3rd floor room 316 along Ngong Road from 9.00 a.m. to 5.00 p.m. on Mondays to Fridays inclusive except on Public holidays.
4. Tenders shall be quoted in **Kenya Shillings** and shall include all taxes. Tenders shall remain valid for **150 days** from the date of opening of tenders.
5. Mandatory pre tender site visit will be held on **28<sup>th</sup> April 2025 at 11.00 a.m**
6. All tenders must be accompanied by a tender Security” or “Tender-Securing Declaration,” of **2% of the tender sum** in form of Bank Guarantee or insurance guarantee from insurance companies approved by PPRA. Tender Securing Declaration for youth, women and persons with disability is mandatory.
7. All tenderers are advised to take note of Paragraph 3 (1) of the Levy Order, 2023 provides that, **“there shall be paid a levy by a supplier on all procurement contracts signed between the supplier and a procuring entity, at the rate of zero point zero three per centum (0.03%) of the value of the signed contract, exclusive of applicable taxes”.**
8. The Tenderer shall chronologically serialize all pages of the tender documents submitted.
9. A completed tender must be delivered to the address below on or before **2<sup>nd</sup> May, 2025 at 11.00 am EAT.** Electronic Tenders will not be permitted.
10. Tenders will be opened immediately after the deadline date and time specified above. Tenders will be publicly opened in the presence of the tenderers’ designated representatives who choose to attend at the address below.
11. Late tenders will be rejected.
12. The addresses referred to above are:

**A) Address for obtaining further information and inquiry of tender documents**

Supply Chain Management Services Unit Maji House, Ministry of Water, Sanitation and Irrigation, State Department for Irrigation, P.O. Box 49720-00100, Nairobi, telephone+254 020 2716103, 490000, 3rd floor room 316 along Ngong Road from 8.00 a.m. to 5.00 p.m. on Mondays to Fridays inclusive except on public holidays or the website **www.water.go.ke** or **www.tenders.go.ke** at their convenience time.

**B) Address for Submission and down loading/opening of Tenders.**

**Ministry of Water, Sanitation and Irrigation**

Principal Secretary, State Department for Irrigation

P.O. BOX 49720-00100 Nairobi,

4<sup>th</sup> Floor, Board Room (449) or Ground Floor -Tender Box

Name **A.O. Nyambeche** (*Official of the Procuring Entity issuing the invitation*)

Designation: **DSCMS** signature \_\_\_\_\_ Date \_\_\_\_\_

## SECTION I: INSTRUCTIONS TO TENDERERS

### A General Provisions

#### 1. Scope of Tender

- 1.1 The Procuring Entity as defined in the Appendix to Conditions of Contract invites tenders for Works Contract as described in the tender documents. The name, identification, and number of lots (contracts) of this Tender Document are **specified in the TDS**.

#### 2. Fraud and Corruption

- 2.1 The Procuring Entity requires compliance with the provisions of the Public Procurement and Asset Disposal Act, 2015, Section 62 “Declaration not to engage in corruption”. The tender submitted by a person shall include a declaration that the person shall not engage in any corrupt or fraudulent practice and a declaration that the person or his or her sub-contractors are not debarred from participating in public procurement proceedings.
- 2.2 The Procuring Entity requires compliance with the provisions of the Competition Act 2010, regarding collusive practices in contracting. Any tenderer found to have engaged in collusive conduct shall be disqualified and criminal and/or civil sanctions may be imposed. To this effect, Tenders shall be required to complete and sign the “Certificate of Independent Tender Determination” annexed to the Form of Tender.
- 2.3 Unfair Competitive Advantage - Fairness and transparency in the tender process require that the firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender. To that end, the Procuring Entity shall indicate in the **Data Sheet** and make available to all the firms together with this tender document all information that would in that respect give such firm any unfair competitive advantage over competing firms.
- 2.4 Unfair Competitive Advantage -Fairness and transparency in the tender process require that the Firms or their Affiliates competing for a specific assignment do not derive a competitive advantage from having provided consulting services related to this tender being tendered for. The Procuring Entity shall indicate in the **TDS** firms (if any) that provided consulting services for the contract being tendered for. The Procuring Entity shall check whether the owners or controllers of the Tenderer are same as those that provided consulting services. The Procuring Entity shall, upon request, make available to any tenderer information that would give such firm unfair competitive advantage over competing firms.

#### 3. Eligible Tenderers

- 3.1 A Tenderer may be a firm that is a private entity, a state-owned enterprise or institution subject to ITT 3.7 or any combination of such entities in the form of a joint venture (JV) under an existing agreement or with the intent to enter into such an agreement supported by a letter of intent. Public employees and their close relatives (*wives, children, brothers, sisters and uncles and aunts*) are not eligible to participate in the tender. In the case of a joint venture, all members shall be jointly and severally liable for the execution of the entire Contract in accordance with the Contract terms. The JV shall nominate a Representative who shall have the authority to conduct all business for and on behalf of any and all the members of the JV during the tendering process and, in the event the JV is awarded the Contract, during contract execution. The maximum number of JV members shall be specified in the **TDS**.
- 3.2 Public Officers of the Procuring Entity, their Spouses, Child, Parent, Brothers or Sister. Child, Parent, Brother or Sister of a Spouse, their business associates or agents and firms/organizations in which they have a substantial or controlling interest shall not be eligible to tender or be awarded a contract. Public Officers are also not allowed to participate in any procurement proceedings.
- 3.3 A Tenderer shall not have a conflict of interest. Any tenderer found to have a conflict of interest shall be disqualified. A tenderer may be considered to have a conflict of interest for the purpose of this tendering process, if the tenderer:
- Directly or indirectly controls, is controlled by or is under common control with another tenderer; or
  - Receives or has received any direct or indirect subsidy from another tenderer; or
  - Has the same legal representative as another tenderer; or
  - Has a relationship with another tenderer, directly or through common third parties, that puts it in a position

to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering process; or

- e) Any of its affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender; or
- f) any of its affiliates has been hired (or is proposed to be hired) by the Procuring Entity as Engineer for the Contract implementation; or
- g) Would be providing goods, works, or non-consulting services resulting from or directly related to consulting services for the preparation or implementation of the contract specified in this Tender Document or
- h) Has a close business or family relationship with a professional staff of the Procuring Entity who:
  - i) are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract, and/or the Tender evaluation process of such contract; or
  - ii) would be involved in the implementation or supervision of such Contract unless the conflict stemming from such relationship has been resolved in a manner acceptable to the Procuring Entity throughout the tendering process and execution of the Contract.

3.4 A tenderer shall not be involved in corrupt, coercive, obstructive, collusive or fraudulent practice. A tenderer that is proven to have been involved any of these practices shall be automatically disqualified.

3.5 A Tenderer (either individually or as a JV member) shall not participate in more than one Tender, except for permitted alternative tenders. This includes participation as a subcontractor in other Tenders. Such participation shall result in the disqualification of all Tenders in which the firm is involved. A firm that is not a tenderer or a JV member may participate as a subcontractor in more than one tender. Members of a joint venture may not also make an individual tender, be a subcontractor in a separate tender or be part of another joint venture for the purposes of the same Tender.

3.6 A Tenderer may have the nationality of any country, subject to the restrictions pursuant to ITT 4.8. A Tenderer shall be deemed to have the nationality of a country if the Tenderer is constituted, incorporated or registered in and operates in conformity with the provisions of the laws of that country, as evidenced by its articles of incorporation (or equivalent documents of constitution or association) and its registration documents, as the case may be. This criterion also shall apply to the determination of the nationality of proposed subcontractors or sub-consultants for any part of the Contract including related Services.

3.7 Tenderer that has been debarred from participating in public procurement shall be ineligible to tender or be awarded a contract. The list of debarred firms and individuals is available from the website of PPRA [www.ppra.go.ke](http://www.ppra.go.ke).

3.8 Tenderers that are state-owned enterprises or institutions may be eligible to compete and be awarded a Contract(s) only if they are accredited by PPRA to be (i) a legal public entity of the state Government and/or public administration, (ii) financially autonomous and not receiving any significant subsidies or budget support from any public entity or Government, and (iii) operating under commercial law and vested with legal rights and liabilities similar to any commercial enterprise to enable it compete with firms in the private sector on an equal basis.

3.9 A Firms and individuals may be ineligible if their countries of origin (a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country, or (b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods or contracting of works or services from that country, or any payments to any country, person, or entity in that country. A tenderer shall provide such documentary evidence of eligibility satisfactory to the Procuring Entity, as the Procuring Entity shall reasonably request.

3.10 Foreign tenderers are required to source at least forty (40%) percent of their contract inputs (in supplies, subcontracts and labor) from national suppliers and contractors. To this end, a foreign tenderer shall provide in its tender documentary evidence that this requirement is met. Foreign tenderers not meeting this criterion will be automatically disqualified. Information required to enable the Procuring Entity determine if this condition is met shall be provided in for this purpose is be provided in “*SECTION III - EVALUATION AND QUALIFICATION CRITERIA, Item 9*”.

3.11 Pursuant to the eligibility requirements of ITT 4.10, a tender is considered a foreign tenderer, if the tenderer is not registered in Kenya or if the tenderer is registered in Kenya and has less than 51 percent ownership by Kenyan

Citizens. JVs are considered as foreign tenderers if the individual member firms are not registered in Kenya or if are registered in Kenya and have less than 51 percent ownership by Kenyan citizens. The JV shall not subcontract to foreign firms more than 10 percent of the contract price, excluding provisional sums.

- 3.12 The National Construction Authority Act of Kenya requires that all local and foreign contractors be registered with the National Construction Authority and be issued with a Registration Certificate before they can undertake any construction works in Kenya. Registration shall not be a condition for tender, but it shall be a condition of contract award and signature. A selected tenderer shall be given opportunity to register before such award and signature of contract. Application for registration with National Construction Authority may be accessed from the website [www.nca.go.ke](http://www.nca.go.ke).
- 3.13 The Competition Act of Kenya requires that firms wishing to tender as Joint Venture undertakings which may prevent, distort or lessen competition in provision of services are prohibited unless they are exempt in accordance with the provisions of Section 25 of the Competition Act, 2010. JVs will be required to seek for exemption from the Competition Authority. Exemption shall not be a condition for tender, but it shall be a condition of contract award and signature. A JV tenderer shall be given opportunity to seek such exemption as a condition of award and signature of contract. Application for exemption from the Competition Authority of Kenya may be accessed from the website [www.cak.go.ke](http://www.cak.go.ke)
- 3.14 A Kenyan tenderer shall provide evidence of having fulfilled his/her tax obligations by producing a valid tax clearance certificate or tax exemption certificate issued by the Kenya Revenue Authority.

#### **4. Eligible Goods, Equipment, and Services**

- 4.1 Goods, equipment and services to be supplied under the Contract may have their origin in any country that is not eligible under ITT 3.9. At the Procuring Entity's request, Tenderers may be required to provide evidence of the origin of Goods, equipment and services.
- 4.2 Any goods, works and production processes with characteristics that have been declared by the relevant national environmental protection agency or by other competent authority as harmful to human beings and to the environment shall not be eligible for procurement.

#### **5. Tenderer's Responsibilities**

- 5.1 The tenderer shall bear all costs associated with the preparation and submission of his/her tender, and the Procuring Entity will in no case be responsible or liable for those costs.
- 5.2 The tenderer, at the tenderer's own responsibility and risk, is encouraged to visit and examine the Site of the Works and its surroundings, and obtain all information that may be necessary for preparing the tender and entering into a contract for construction of the Works. The costs of visiting the Site shall be at the tenderer's own expense.
- 5.3 The Tenderer and any of its personnel or agents will be granted permission by the Procuring Entity to enter upon its premises and lands for the purpose of such visit. The Tenderer shall indemnify the Procuring Entity against all liability arising from death or personal injury, loss of or damage to property, and any other losses and expenses incurred as a result of the inspection.
- 5.4 The tenderer shall provide in the Form of Tender and Qualification Information, a preliminary description of the proposed work method and schedule, including charts, as necessary or required.

#### **B. Contents of Tender Documents**

#### **6. Sections of Tender Document**

- 6.1 The tender document consists of Parts 1, 2, and 3, which includes all the sections specified below, and which should be read in conjunction with any Addenda issued in accordance with ITT 8.

## **PART 1 Tendering Procedures**

- i) Section I - Instructions to Tenderers (ITT)
- ii) Section II - Tender Data Sheet (TDS)
- iii) Section III - Evaluation and Qualification Criteria
- iv) Section IV - Tendering Forms

## **PART 2 Works Requirements**

- i) Section V - Drawings
- ii) Section VI - Specifications
- iii) Section VII - Bills of Quantities

## **PART 3 Conditions of Contract and Contract Forms**

- i) Section VIII - General Conditions of Contract (GCC)
- ii) Section IX - Special Conditions of Contract (SC)
- iii) Section X - Contract Forms

6.2 The Invitation to Tender Document (ITT) issued by the Procuring Entity is not part of the Contract documents.

6.3 Unless obtained directly from the Procuring Entity, the Procuring Entity is not responsible for the completeness of the Tender document, responses to requests for clarification, the minutes of the pre-Tender meeting (if any), or Addenda to the Tender document in accordance with ITT 8. In case of any contradiction, documents obtained directly from the Procuring Entity shall prevail.

The Tenderer is expected to examine all instructions, forms, terms, and specifications in the Tender Document and to furnish with its Tender all information and documentation as is required by the Tender document.

## **7. Site Visit**

7.1 The Tenderer, at the Tenderer's own responsibility and risk, is encouraged to visit and examine and inspect the Site of the Required Services and its surroundings and obtain all information that may be necessary for preparing the Tender and entering into a contract for the Services. The costs of visiting the Site shall be at the Tenderer's own expense.

## **8. Pre-Tender Meeting**

8.1 The Procuring Entity shall specify in the **TDS** if a pre-tender meeting will be held, when and where. The Procuring Entity shall also specify in the **TDS** if a pre-arranged pretender site visit will be held and when. The Tenderer's designated representative is invited to attend a pre-arranged pretender visit of the site of the works. The purpose of the meeting will be to clarify issues and to answer questions on any matter that may be raised at that stage.

8.2 The Tenderer is requested to submit any questions in writing, to reach the Procuring Entity not later than the period specified in the **TDS** before the meeting.

8.3 Minutes of the pre-Tender meeting and the pre-arranged pretender site visit of the site of the works, if applicable, including the text of the questions asked by Tenderers and the responses given, together with any responses prepared after the meeting, will be transmitted promptly to all Tenderers who have acquired the Tender Documents in accordance with ITT 6.3. Minutes shall not identify the source of the questions asked.

8.4 The Procuring Entity shall also promptly publish anonym zed (*no names*) Minutes of the pre-Tender meeting and the pre-arranged pretender visit of the site of the works at the web page identified in the **TDS**. Any modification to the Tender Documents that may become necessary as a result of the pre-tender meeting and the pre-arranged pretender site visit, shall be made by the Procuring Entity exclusively through the issue of an Addendum pursuant to ITT 8 and not through the minutes of the pre-Tender meeting. Nonattendance at the pre-Tender meeting will not be a cause for disqualification of a Tenderer.

## **9. Clarification and amendments of Tender Documents**

9.1 A Tenderer requiring any clarification of the Tender Document shall contact the Procuring Entity in writing at the Procuring Entity's address specified in the **TDS** or raise its enquiries during the pre-Tender meeting and the pre-

arranged pretender visit of the site of the works if provided for in accordance with ITT 8.4. The Procuring Entity will respond in writing to any request for clarification, provided that such request is received no later than the period specified in the **TDS** prior to the deadline for submission of tenders. The Procuring Entity shall forward copies of its response to all tenderers who have acquired the Tender Documents in accordance with ITT 6.3, including a description of the inquiry but without identifying its source. If specified in the **TDS**, the Procuring Entity shall also promptly publish its response at the web page identified in the **TDS**. Should the clarification result in changes to the essential elements of the Tender Documents, the Procuring Entity shall amend the Tender Documents appropriately following the procedure under ITT 8.4.

## **10. Amendment of Tendering Document**

- 10.1 At any time prior to the deadline for submission of Tenders, the Procuring Entity may amend the Tendering document by issuing addenda.
- 10.2 Any addendum issued shall be part of the tendering document and shall be communicated in writing to all who have obtained the tendering document from the Procuring Entity in accordance with ITT 6.3. The Procuring Entity shall also promptly publish the addendum on the Procuring Entity's web page in accordance with ITT 8.4.
- 10.3 To give prospective Tenderers reasonable time in which to take an addendum into account in preparing their Tenders, the Procuring Entity shall extend, as necessary, the deadline for submission of Tenders, in accordance with ITT 25.2 below.

## **C. Preparation of Tenders**

### **11. Cost of Tendering**

- 11.1 The Tenderer shall bear all costs associated with the preparation and submission of its Tender, and the Procuring Entity shall not be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

### **12. Language of Tender**

- 12.1 The Tender, as well as all correspondence and documents relating to the tender exchanged by the tenderer and the Procuring Entity, shall be written in the English Language. Supporting documents and printed literature that are part of the Tender may be in another language provided they are accompanied by an accurate and notarized translation of the relevant passages into the English Language, in which case, for purposes of interpretation of the Tender, such translation shall govern.

### **13. Documents Comprising the Tender**

- 13.1 The Tender shall comprise the following:
- a) Form of Tender prepared in accordance with ITT 14;
  - b) Schedules including priced Bill of Quantities, completed in accordance with ITT 14 and ITT 16;
  - c) Tender Security or Tender-Securing Declaration, in accordance with ITT 21.1;
  - d) Alternative Tender, if permissible, in accordance with ITT 15;
  - e) Authorization: written confirmation authorizing the signatory of the Tender to commit the Tenderer, in accordance with ITT 22.3;
  - f) Qualifications: documentary evidence in accordance with ITT 19 establishing the Tenderer's qualifications to perform the Contract if its Tender is accepted;
  - g) Conformity: a technical proposal in accordance with ITT 18;
  - h) Any other document required in the **TDS**.
- 13.2 In addition to the requirements under ITT 11.1, Tenders submitted by a JV shall include a copy of the Joint Venture Agreement entered into by all members. Alternatively, a letter of intent to execute a Joint Venture Agreement in the event of a successful Tender shall be signed by all members and submitted with the Tender,

together with a copy of the proposed Agreement. The Tenderer shall chronologically serialize pages of all tender documents submitted.

13.3 The Tenderer shall furnish in the Form of Tender information on commissions and gratuities, if any, paid or to be paid to agents or any other party relating to this Tender.

#### **14. Form of Tender and Schedules**

14.1 The Form of Tender and Schedules, including the Bill of Quantities, shall be prepared using the relevant forms furnished in Section IV, Tendering Forms. The forms must be completed without any alterations to the text, and no substitutes shall be accepted except as provided under ITT 20.3. All blank spaces shall be filled in with the information requested.

#### **15. Alternative Tenders**

15.1 Unless otherwise specified in the **TDS**, alternative Tenders shall not be considered.

15.2 When alternative times for completion are explicitly invited, a statement to that effect will be included in the **TDS**, and the method of evaluating different alternative times for completion will be described in Section III, Evaluation and Qualification Criteria.

15.3 Except as provided under ITT 13.4 below, Tenderers wishing to offer technical alternatives to the requirements of the Tender Documents must first price the Procuring Entity's design as described in the Tender Documents and shall further provide all information necessary for a complete evaluation of the alternative by the Procuring Entity, including drawings, design calculations, technical specifications, breakdown of prices, and proposed construction methodology and other relevant details. Only the technical alternatives, if any, of the Tenderer with the Winning Tender conforming to the basic technical requirements shall be considered by the Procuring Entity. When specified in the **TDS**, Tenderers are permitted to submit alternative technical solutions for specified parts of the Works, and such parts will be identified in the **TDS**, as will the method for their evaluating, and described in Section VII, Works' Requirements.

#### **16. Tender Prices and Discounts**

16.1 The prices and discounts (including any price reduction) quoted by the Tenderer in the Form of Tender and in the Bill of Quantities shall conform to the requirements specified below.

16.2 The Tenderer shall fill in rates and prices for all items of the Works described in the Bill of Quantities. Items against which no rate or price is entered by the Tenderer shall be deemed covered by the rates for other items in the Bill of Quantities and will not be paid for separately by the Procuring Entity. An item not listed in the priced Bill of Quantities shall be assumed to be not included in the Tender, and provided that the Tender is determined substantially responsive notwithstanding this omission, the average price of the item quoted by substantially responsive Tenderers will be added to the Tender price and the equivalent total cost of the Tender so determined will be used for price comparison.

16.3 The price to be quoted in the Form of Tender, in accordance with ITT 14.1, shall be the total price of the Tender, including any discounts offered.

16.4 The Tenderer shall quote any discounts and the methodology for their application in the Form of Tender, in accordance with ITT 14.1.

16.5 It will be specified in the **TDS** if the rates and prices quoted by the Tenderer are or are not subject to adjustment during the performance of the Contract in accordance with the provisions of the Conditions of Contract, except in cases where the contract is subject to fluctuations and adjustments, not fixed price. In such a case, the Tenderer shall furnish the indices and weightings for the price adjustment formulae in the Schedule of Adjustment Data and the Procuring Entity may require the Tenderer to justify its proposed indices and weightings.

16.6 Where tenders are being invited for individual lots (contracts) or for any combination of lots (packages), tenderers wishing to offer discounts for the award of more than one Contract shall specify in their Tender the price reductions applicable to each package, or alternatively, to individual Contracts within the package. Discounts shall be submitted in accordance with ITT 16.4, provided the Tenders for all lots (contracts) are opened at the same time.

16.7 All duties, taxes, and other levies payable by the Contractor under the Contract, or for any other cause, as of the date 30 days prior to the deadline for submission of Tenders, shall be included in the rates and prices and the total Tender Price submitted by the Tenderer.

## **17. Currencies of Tender and Payment**

17.1 Tenderers shall quote entirely in Kenya Shillings. The unit rates and the prices shall be quoted by the Tenderer in the Bill of Quantities, entirely in Kenya shillings. A Tenderer expecting to incur expenditures in other currencies for inputs to the Works supplied from outside Kenya shall device own ways of getting foreign currency to meet those expenditures.

## **18. Documents Comprising the Technical Proposal**

18.1 The Tenderer shall furnish a technical proposal including a statement of work methods, equipment, personnel, schedule and any other information as stipulated in Section IV, Tender Forms, in sufficient detail to demonstrate the adequacy of the Tenderer's proposal to meet the work's requirements and the completion time.

## **19. Documents Establishing the Eligibility and Qualifications of the Tenderer**

19.1 Tenderers shall complete the Form of Tender, included in Section IV, Tender Forms, to establish Tenderer's eligibility in accordance with ITT 4.

19.2 In accordance with Section III, Evaluation and Qualification Criteria, to establish its qualifications to perform the Contract the Tenderer shall provide the information requested in the corresponding information sheets included in Section IV, Tender Forms.

19.3 A margin of preference will not be allowed. Preference and reservations will be allowed, individually or in joint ventures. Applying for eligibility for Preference and reservations shall supply all information required to satisfy the criteria for eligibility specified in accordance with ITT 33.1.

19.4 Tenderers shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a contractor or group of contractors qualifies for a margin of preference. Further the information will enable the Procuring Entity identify any actual or potential conflict of interest in relation to the procurement and/or contract management processes, or a possibility of collusion between tenderers, and thereby help to prevent any corrupt influence in relation to the procurement process or contract management.

19.5 The purpose of the information described in ITT 19.4 above overrides any claims to confidentiality which a tenderer may have. There can be no circumstances in which it would be justified for a tenderer to keep information relating to its ownership and control confidential where it is tendering to undertake public sector work and receive public sector funds. Thus, confidentiality will not be accepted by the Procuring Entity as a justification for a Tenderer's failure to disclose, or failure to provide required information on its ownership and control.

19.6 The Tenderer shall provide further documentary proof, information or authorizations that the Procuring Entity may request in relation to ownership and control which information on any changes to the information which was provided by the tenderer under ITT 6.3. The obligations to require this information shall continue for the duration of the procurement process and contract performance and after completion of the contract, if any change to the information previously provided may reveal a conflict of interest in relation to the award or management of the contract.

19.7 All information provided by the tenderer pursuant to these requirements must be complete, current and accurate as at the date of provision to the Procuring Entity. In submitting the information required pursuant to these requirements, the Tenderer shall warrant that the information submitted is complete, current and accurate as at the date of submission to the Procuring Entity.

19.8 If a tenderer fails to submit the information required by these requirements, its tender will be rejected. Similarly, if the Procuring Entity is unable, after taking reasonable steps, to verify to a reasonable degree the information submitted by a tenderer pursuant to these requirements, then the tender will be rejected.

19.9 If information submitted by a tenderer pursuant to these requirements, or obtained by the Procuring Entity (whether through its own enquiries, through notification by the public or otherwise), shows any conflict of

interest which could materially and improperly benefit the tenderer in relation to the procurement or contract management process, then:

- i) if the procurement process is still ongoing, the tenderer will be disqualified from the procurement process,
- ii) if the contract has been awarded to that tenderer, the contract award will be set aside,
- iii) the tenderer will be referred to the relevant law enforcement authorities for investigation of whether the tenderer or any other persons have committed any criminal offence.

19.10 If a tenderer submits information pursuant to these requirements that is incomplete, inaccurate or out-of-date, or attempts to obstruct the verification process, then the consequences ITT 6.7 will ensue unless the tenderer can show to the reasonable satisfaction of the Procuring Entity that any such act was not material, or was due to genuine error which was not attributable to the intentional act, negligence or recklessness of the tenderer.

## 20. Period of Validity of Tenders

20.1 Tenders shall remain valid for the Tender Validity period specified in the **TDS**. The Tender Validity period starts from the date fixed for the Tender submission deadline (as prescribed by the Procuring Entity in accordance with ITT 24). A Tender valid for a shorter period shall be rejected by the Procuring Entity as non-responsive.

20.2 In exceptional circumstances, prior to the expiration of the Tender validity period, the Procuring Entity may request Tenderers to extend the period of validity of their Tenders. The request and the responses shall be made in writing. If a Tender Security is requested in accordance with ITT 21.1, it shall also be extended for thirty (30) days beyond the deadline of the extended validity period. A Tenderer may refuse the request without forfeiting its Tender security. A Tenderer granting the request shall not be required or permitted to modify its Tender, except as provided in ITT 20.3.

20.3 If the award is delayed by a period exceeding the number of days to be specified in the **TDS** days beyond the expiry of the initial tender validity period, the Contract price shall be determined as follows:

- a) in the case of **fixed price** contracts, the Contract price shall be the tender price adjusted by the factor specified in the **TDS**;
- b) in the case of **adjustable price** contracts, no adjustment shall be made; or in any case, tender evaluation shall be based on the tender price without taking into consideration the applicable correction from those indicated above.

## 21. Tender Security

21.1 The Tenderer shall furnish as part of its Tender, either a Tender-Securing Declaration or a Tender Security as specified in the **TDS**, in original form and, in the case of a Tender Security, in the amount and currency specified in the **TDS**. A Tender-Securing Declaration shall use the form included in Section IV, Tender Forms.

21.2 If a Tender Security is specified pursuant to ITT 19.1, the Tender Security shall be a demand guarantee in any of the following forms at the Tenderer's option:

- a) an unconditional Bank Guarantee issued by reputable commercial bank); or
- b) an irrevocable letter of credit;
- c) a Banker's cheque issued by a reputable commercial bank; or
- d) another security specified **in the TDS**,

21.3 If an unconditional bank guarantee is issued by a bank located outside Kenya, the issuing bank shall have a correspondent bank located in Kenya to make it enforceable. The Tender Security shall be valid for thirty (30) days beyond the original validity period of the Tender, or beyond any period of extension if requested under ITT 20.2.

21.4 If a Tender Security or Tender-Securing Declaration is specified pursuant to ITT 19.1, any Tender not accompanied by a substantially responsive Tender Security or Tender-Securing Declaration shall be rejected by the Procuring Entity as non-responsive.

21.5 If a Tender Security is specified pursuant to ITT 21.1, the Tender Security of unsuccessful Tenderers shall be returned as promptly as possible upon the successful Tenderer's signing the Contract and furnishing the Performance Security and any other documents required in the **TDS**. The Procuring Entity shall also promptly return the tender security to the tenderers where the procurement proceedings are terminated, all tenders were

determined nonresponsive or a bidder declines to extend tender validity period.

21.6 The Tender Security of the successful Tenderer shall be returned as promptly as possible once the successful Tenderer has signed the Contract and furnished the required Performance Security, and any other documents required in the **TDS**.

21.7 The Tender Security may be forfeited or the Tender-Securing Declaration executed:

- e) if a Tenderer withdraws its Tender during the period of Tender validity specified by the Tenderer on the Form of Tender, or any extension thereto provided by the Tenderer; or
- f) if the successful Tenderer fails to:
  - i) sign the Contract in accordance with ITT 50; or
  - ii) furnish a Performance Security and if required in the **TDS**, and any other documents required in the **TDS**.

21.8 Where tender securing declaration is executed, the Procuring Entity shall recommend to the PPRA that PPRA debars the Tenderer from participating in public procurement as provided in the law.

21.9 The Tender Security or the Tender-Securing Declaration of a JV shall be in the name of the JV that submits the Tender. If the JV has not been legally constituted into a legally enforceable JV at the time of tendering, the Tender Security or the Tender-Securing Declaration shall be in the names of all future members as named in the letter of intent referred to in ITT 4.1 and ITT 11.2.

21.10 A tenderer shall not issue a tender security to guarantee itself.

## **22. Format and Signing of Tender**

22.1 The Tenderer shall prepare one original of the documents comprising the Tender as described in ITT 13 and clearly mark it "ORIGINAL." Alternative Tenders, if permitted in accordance with ITT 15, shall be clearly marked "ALTERNATIVE." In addition, the Tenderer shall submit copies of the Tender, in the number specified in the **TDS** and clearly mark them "COPY." In the event of any discrepancy between the original and the copies, the original shall prevail.

22.2 Tenderers shall mark as "CONFIDENTIAL" all information in their Tenders which is confidential to their business. This may include proprietary information, trade secrets, or commercial or financially sensitive information.

22.3 The original and all copies of the Tender shall be typed or written in indelible ink and shall be signed by a person duly authorized to sign on behalf of the Tenderer. This authorization shall consist of a written confirmation as specified in the **TDS** and shall be attached to the Tender. The name and position held by each person signing the authorization must be typed or printed below the signature. All pages of the Tender where entries or amendments have been made shall be signed or initialed by the person signing the Tender.

22.4 In case the Tenderer is a JV, the Tender shall be signed by an authorized representative of the JV on behalf of the JV, and to be legally binding on all the members as evidenced by a power of attorney signed by their legally authorized representatives.

22.5 Any inter-lineation, erasures, or overwriting shall be valid only if they are signed or initialed by the person signing the Tender.

## **D. Submission and Opening of Tenders**

### **23. Sealing and Marking of Tenders**

23.1 Depending on the sizes or quantities or weight of the tender documents, a tenderer may use an envelope, package or container. The Tenderer shall deliver the Tender in a single sealed envelope, or in a single sealed package, or in a single sealed container bearing the name and Reference number of the Tender, addressed to the Procuring Entity and a warning not to open before the time and date for Tender opening date. Within the single envelope, package or container, the Tenderer shall place the following separate, sealed envelopes:

- a) in an envelope or package or container marked "ORIGINAL", all documents comprising the Tender, as described in ITT 11; and
- b) in an envelope or package or container marked "COPIES", all required copies of the Tender; and

- c) if alternative Tenders are permitted in accordance with ITT 15, and if relevant:
  - i) in an envelope or package or container marked “ORIGINAL –ALTERNATIVE TENDER”, the alternative Tender; and
  - ii) in the envelope or package or container marked “COPIES- ALTERNATIVE TENDER”, all required copies of the alternative Tender.

The inner envelopes or packages or containers shall:

- a) bear the name and address of the Procuring Entity.
- b) bear the name and address of the Tenderer; and
- c) bear the name and Reference number of the Tender.

23.2 If an envelope or package or container is not sealed and marked as required, the *Procuring Entity* will assume no responsibility for the misplacement or premature opening of the Tender. Tenders that are misplaced or opened prematurely will not be accepted.

## **24. Deadline for Submission of Tenders**

24.1 Tenders must be received by the Procuring Entity at the address specified in the **TDS** and no later than the date and time also specified in the **TDS**. When so specified in the **TDS**, Tenderers shall have the option of submitting their Tenders electronically. Tenderers submitting Tenders electronically shall follow the electronic Tender submission procedures specified in the **TDS**.

24.2 The Procuring Entity may, at its discretion, extend the deadline for the submission of Tenders by amending the Tender Documents in accordance with ITT 8, in which case all rights and obligations of the Procuring Entity and Tenderers previously subject to the deadline shall thereafter be subject to the deadline as extended.

## **25. Late Tenders**

25.1 The Procuring Entity shall not consider any Tender that arrives after the deadline for submission of tenders, in accordance with ITT 24. Any Tender received by the Procuring Entity after the deadline for submission of Tenders shall be declared late, rejected, and returned unopened to the Tenderer.

## **26. Withdrawal, Substitution, and Modification of Tenders**

26.1 A Tenderer may withdraw, substitute, or modify its Tender after it has been submitted by sending a written notice, duly signed by an authorized representative, and shall include a copy of the authorization in accordance with ITT 22.3, (except that withdrawal notices do not require copies). The corresponding substitution or modification of the Tender must accompany the respective written notice. All notices must be:

- a) prepared and submitted in accordance with ITT 22 and ITT 23 (except that withdrawals notices do not require copies), and in addition, the respective envelopes shall be clearly marked “WITHDRAWAL,” “SUBSTITUTION,” “MODIFICATION;” and
- b) received by the Procuring Entity prior to the deadline prescribed for submission of Tenders, in accordance with ITT 24.

26.2 Tenders requested to be withdrawn in accordance with ITT 26.1 shall be returned unopened to the Tenderers.

26.3 No Tender may be withdrawn, substituted, or modified in the interval between the deadline for submission of Tenders and the expiration of the period of Tender validity specified by the Tenderer on the Form of Tender or any extension thereof.

## **27. Tender Opening**

27.1 Except in the cases specified in ITT 23 and ITT 26.2, the Procuring Entity shall publicly open and read out all Tenders received by the deadline, at the date, time and place specified in the **TDS**, in the presence of Tenderers' designated representatives who chooses to attend. Any specific electronic Tender opening procedures required if electronic Tendering is permitted in accordance with ITT 24.1, shall be as specified in the **TDS**.

27.2 First, envelopes marked “WITHDRAWAL” shall be opened and read out and the envelopes with the corresponding Tender shall not be opened, but returned to the Tenderer. No Tender withdrawal shall be permitted unless the corresponding withdrawal notice contains a valid authorization to request the withdrawal and is read out at Tender opening.

- 27.3 Next, envelopes marked “SUBSTITUTION” shall be opened and read out and exchanged with the corresponding Tender being substituted, and the substituted Tender shall not be opened, but returned to the Tenderer. No Tender substitution shall be permitted unless the corresponding substitution notice contains a valid authorization to request the substitution and is read out at Tender opening.
- 27.4 Next, envelopes marked “MODIFICATION” shall be opened and read out with the corresponding Tender. No Tender modification shall be permitted unless the corresponding modification notice contains a valid authorization to request the modification and is read out at Tender opening.
- 27.5 Next, all remaining envelopes shall be opened one at a time, reading out: the name of the Tenderer and whether there is a modification; the total Tender Price, per lot (contract) if applicable, including any discounts and alternative Tenders; the presence or absence of a Tender Security or Tender-Securing Declaration, if required; and any other details as the Procuring Entity may consider appropriate.
- 27.6 Only Tenders, alternative Tenders and discounts that are opened and read out at Tender opening shall be considered further for evaluation. The Form of Tender and pages of the Bills of Quantities are to be initialed by the members of the tender opening committee attending the opening. The number of representatives of the Procuring Entity to sign shall be specified in the **TDS**.
- 27.7 At the Tender Opening, the Procuring Entity shall neither discuss the merits of any Tender nor reject any Tender (except for late Tenders, in accordance with ITT 25.1).
- 27.8 The Procuring **Entity shall prepare minutes of the Tender Opening that shall include, as a minimum:**
- a) the name of the Tenderer and whether there is a withdrawal, substitution, or modification;
  - b) the Tender Price, per lot (contract) if applicable, including any discounts;
  - c) any alternative Tenders;
  - d) the presence or absence of a Tender Security, if one was required.
  - e) number of pages of each tender document submitted.
- 27.9 The Tenderers' representatives who are present shall be requested to sign the minutes. The omission of a Tenderer's signature on the minutes shall not invalidate the contents and effect of the minutes. A copy of the tender opening register shall be distributed to all Tenderers upon request.

## **E. Evaluation and Comparison of Tenders**

### **28. Confidentiality**

- 28.1 Information relating to the evaluation of Tenders and recommendation of contract award shall not be disclosed to Tenderers or any other persons not officially concerned with the Tender process until information on Intention to Award the Contract is transmitted to all Tenderers in accordance with ITT 46.
- 28.2 Any effort by a Tenderer to influence the Procuring Entity in the evaluation of the Tenders or Contract award decisions may result in the rejection of its tender.
- 28.3 Notwithstanding ITT 28.2, from the time of tender opening to the time of contract award, if a tenderer wishes to contact the Procuring Entity on any **matter related to the tendering process, it shall do so in writing**.

### **29. Clarification of Tenders**

- 29.1 To assist in the examination, evaluation, and comparison of the tenders, and qualification of the tenderers, the Procuring Entity may, at its discretion, ask any tenderer for a clarification of its tender, given a reasonable time for a response. Any clarification submitted by a tenderer that is not in response to a request by the Procuring Entity shall not be considered. The Procuring Entity's request for clarification and the response shall be in writing. No change, including any voluntary increase or decrease, in the prices or substance of the tender shall be sought, offered, or permitted, except to confirm the correction of arithmetic errors discovered by the Procuring Entity in the evaluation of the tenders, in accordance with ITT 33.
- 29.2 If a tenderer does not provide clarifications of its tender by the date and time set in the Procuring Entity's request for clarification, its Tender may be rejected.

### **30. Deviations, Reservations, and Omissions**

30.1 During the evaluation of tenders, the following definitions apply:

- a) "Deviation" is a departure from the requirements specified in the tender document;
- b) "Reservation" is the setting of limiting conditions or withholding from complete acceptance of the requirements specified in the tender document; and
- c) "Omission" is the failure to submit part or all of the information or documentation required in the Tender document.

### **31. Determination of Responsiveness**

31.1 The Procuring Entity's determination of a Tender's responsiveness is to be based on the contents of the tender itself, as defined in ITT 13.

31.2 A substantially responsive Tender is one that meets the requirements of the Tender document without material deviation, **reservation, or omission. A material deviation, reservation, or omission is one that, if accepted, would:**

- a) affect in any substantial way the scope, quality, or performance of the Works specified in the Contract; or
- b) limit in any substantial way, inconsistent with the tender document, the Procuring Entity's rights or the tenderer's obligations under the proposed contract; or
- c) if rectified, would unfairly affect the competitive position of other tenderers presenting substantially responsive tenders.

31.3 The Procuring Entity shall examine the technical aspects of the tender submitted in accordance with ITT 18, to confirm that all requirements of Section VII, Works' Requirements have been met without any material deviation, reservation or omission.

31.4 If a tender is not substantially responsive to the requirements of the tender document, it shall be rejected by the Procuring Entity and may not subsequently be made responsive by correction of the material deviation, reservation, or omission.

### **32. Non-material Non-conformities**

32.1 Provided that a tender is substantially responsive, the Procuring Entity may waive any non-conformities in the tender.

32.2 Provided that a Tender is substantially responsive, the Procuring Entity may request that the tenderer submit the necessary information or documentation, within a reasonable period, to rectify nonmaterial non-conformities in the tender related to documentation requirements. Requesting information or documentation on such non-conformities shall not be related to any aspect of the price of the tender. Failure of the tenderer to comply with the request may result in the rejection of its tender.

32.3 Provided that a tender is substantially responsive, the Procuring Entity shall rectify quantifiable nonmaterial non-conformities related to the Tender Price. To this effect, the Tender Price shall be adjusted, for comparison purposes only, to reflect the price of a missing or non-conforming item or component in the manner specified in the **TDS**.

### **33. Arithmetical Errors**

33.1 The tender sum as submitted and read out during the tender opening shall be absolute and final and shall not be the subject of correction, adjustment or amendment in any way by any person or entity.

33.2 Provided that the Tender is substantially responsive, the Procuring Entity shall handle errors on the following basis:

- a) Any error detected if considered a major deviation that affects the substance of the tender, shall lead to disqualification of the tender as non-responsive.
- b) Any errors in the submitted tender arising from a miscalculation of unit price, quantity, and subtotal and total bid price shall be considered as a major deviation that affects the substance of the tender and shall lead to disqualification of the tender as non-responsive. and
- c) if there is a discrepancy between words and figures, the amount in words shall prevail

33.3 Tenderers shall be notified of any error detected in their bid during the notification of a ward.

### **34. Currency provisions**

34.1 Tenders will be priced in Kenya Shillings only. Tenderers quoting in currencies other than in Kenya shillings will be determined non-responsive and rejected.

### **35. Margin of Preference and Reservations**

35.1 No margin of preference shall be allowed on contracts for small works.

35.2 Where it is intended to reserve the contract to specific groups under Small and Medium Enterprises, or enterprise of women, youth and/or persons living with disability, who are appropriately registered as such by the authority to be specified in the **TDS**, a procuring entity shall ensure that the invitation to tender specifically indicates that only businesses/firms belonging to those specified groups are the only ones eligible to tender. Otherwise if no so stated, the invitation will be open to all tenderers.

### **36. Nominated Subcontractors**

36.1 Unless otherwise stated in the **TDS**, the Procuring Entity does not intend to execute any specific elements of the Works by subcontractors selected in advance by the Procuring Entity.

36.2 Tenderers may propose subcontracting up to the percentage of total value of contracts or the volume of works as specified in the **TDS**. Subcontractors proposed by the Tenderer shall be fully qualified for their parts of the Works.

36.3 The subcontractor's qualifications shall not be used by the Tenderer to qualify for the Works unless their specialized parts of the Works were previously designated by the Procuring Entity in the **TDS** as can be met by subcontractors referred to hereafter as 'Specialized Subcontractors', in which case, the qualifications of the Specialized Subcontractors proposed by the Tenderer may be added to the qualifications of the Tenderer.

### **37. Evaluation of Tenders**

37.1 The Procuring Entity shall use the criteria and methodologies listed in this ITT and Section III, Evaluation and Qualification Criteria. No other evaluation criteria or methodologies shall be permitted. By applying the criteria and methodologies the Procuring Entity shall determine the Best Evaluated Tender in accordance with ITT 40.

37.2 To evaluate a Tender, the Procuring Entity shall consider the following:

- a) price adjustment due to discounts offered in accordance with ITT 16;
- b) converting the amount resulting from applying (a) and (b) above, if relevant, to a single currency in accordance with ITT 39;
- c) price adjustment due to quantifiable non-material non-conformities in accordance with ITT 30.3; and
- d) any additional evaluation factors specified **in the TDS** and Section III, Evaluation and Qualification Criteria.

37.3 The estimated effect of the price adjustment provisions of the Conditions of Contract, applied over the period of execution of the Contract, shall not be considered in Tender evaluation.

37.4 In the case of multiple contracts or lots, Tenderers shall be allowed to tender for one or more lots and the methodology to determine the lowest evaluated cost of the lot (contract) combinations, including any discounts offered in the **Form of Tender, is specified in Section III, Evaluation and Qualification Criteria.**

### **38. Comparison of Tenders**

38.1 The Procuring Entity shall compare the evaluated costs of all substantially responsive Tenders established in accordance with ITT 38.2 to determine the Tender that has the lowest evaluated cost.

### **39. Abnormally Low Tenders**

39.1 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer in regards to the Tenderer's ability to perform the Contract for the offered Tender Price or that genuine competition between Tenderers is compromised.

39.2 In the event of identification of a potentially Abnormally Low Tender, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in relation to the subject

matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tender document.

39.3 After evaluation of the price analyses, in the event that the Procuring Entity determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the offered Tender Price, the Procuring Entity shall reject the Tender.

#### **40. Abnormally High Tenders**

40.1 An abnormally high price is one where the tender price, in combination with other constituent elements of the Tender, appears unreasonably too high to the extent that the Procuring Entity is concerned that it (the Procuring Entity) may not be getting value for money or it may be paying too high a price for the contract compared with market prices or that genuine competition between Tenderers is compromised.

40.2 In case of an abnormally high tender price, the Procuring Entity shall make a survey of the market prices, check if the estimated cost of the contract is correct and review the Tender Documents to check if the specifications, scope of work and conditions of contract are contributory to the abnormally high tenders. The Procuring Entity may also seek written clarification from the tenderer on the reason for the high tender price. The Procuring Entity shall proceed as follows:

- i) If the tender price is abnormally high based on wrong estimated cost of the contract, the Procuring Entity may accept or not accept the tender depending on the Procuring Entity's budget considerations.
- ii) If specifications, scope of work and/or conditions of contract are contributory to the abnormally high tender prices, the Procuring Entity shall reject all tenders and may retender for the contract based on revised estimates, specifications, scope of work and conditions of contract, as the case may be.

40.3 If the Procuring Entity determines that the Tender Price is abnormally too high because genuine competition between tenderers is compromised (*often due to collusion, corruption or other manipulations*), the Procuring Entity shall reject all Tenders and shall institute or cause competent Government Agencies to institute an investigation on the cause of the compromise, before retendering.

#### **41. Unbalanced and/or Front-Loaded Tenders**

41.1 If in the Procuring Entity's opinion, the Tender that is evaluated as the lowest evaluated price is seriously unbalanced and/or front loaded, the Procuring Entity may require the Tenderer to provide written clarifications. Clarifications may include detailed price analyses to demonstrate the consistency of the tender prices with the scope of works, proposed methodology, schedule and any other requirements of the Tender document.

41.2 After the evaluation of the information and detailed price analyses presented by the Tenderer, the Procuring Entity may as appropriate:

- a) accept the Tender; or
- b) require that the total amount of the Performance Security be increased at the expense of the Tenderer to a level not exceeding a 30% of the Contract Price; or
- c) agree on a payment mode that eliminates the inherent risk of the Procuring Entity paying too much for undelivered works; or
- d) reject the Tender,

#### **42. Qualifications of the Tenderer**

42.1 The Procuring Entity shall determine to its satisfaction whether the eligible Tenderer that is selected as having submitted the lowest evaluated cost and substantially responsive Tender, meets the qualifying criteria specified in Section III, Evaluation and Qualification Criteria.

42.2 The determination shall be based upon an examination of the documentary evidence of the Tenderer's qualifications submitted by the Tenderer, pursuant to ITT 19. The determination shall not take into consideration the qualifications of other firms such as the Tenderer's subsidiaries, parent entities, affiliates, subcontractors (other than Specialized Subcontractors if permitted in the Tender document), or any other firm(s) different from the Tenderer.

42.3 An affirmative determination shall be a prerequisite for award of the Contract to the Tenderer. A negative determination shall result in disqualification of the Tender, in which event the Procuring Entity shall proceed to the Tenderer who offers a substantially responsive Tender with the next lowest evaluated price to make a

similar determination of that Tenderer's qualifications to perform satisfactorily.

42.4 An Abnormally Low Tender is one where the Tender price, in combination with other elements of the Tender, appears so low that it raises material concerns as to the capability of the Tenderer in regards to the Tenderer's ability to perform the Contract for the offered Tender Price.

42.5 In the event of identification of a potentially Abnormally Low Tender, the Procuring Entity shall seek written clarifications from the Tenderer, including detailed price analyses of its Tender price in relation to the subject matter of the contract, scope, proposed methodology, schedule, allocation of risks and responsibilities and any other requirements of the Tender document.

42.6 After evaluation of the price analyses, if the Procuring Entity determines that the Tenderer has failed to demonstrate its capability to perform the Contract for the offered Tender Price, the Procuring Entity shall reject the Tender.

#### **43. Best Evaluated Tender**

43.1 Having compared the evaluated prices of Tenders, the Procuring Entity shall determine the Best Evaluated Tender. The Best Evaluated Tender is the Tender of the Tenderer that meets the Qualification Criteria and whose Tender has been determined to be:

- a) Most responsive to the Tender document; and
- b) the lowest evaluated price.

#### **44. Procuring Entity's Right to Accept Any Tender, and to Reject Any or All Tenders.**

44.1 The Procuring Entity reserves the right to accept or reject any Tender and to annul the Tender process and reject all Tenders at any time prior to Contract Award, without thereby incurring any liability to Tenderers. In case of annulment, all Tenderers shall be notified with reasons and all Tenders submitted and specifically, Tender securities, shall be promptly returned to the Tenderers.

### **F. Award of Contract**

#### **45. Award Criteria**

45.1 The Procuring Entity shall award the Contract to the successful tenderer whose tender has been determined to be the Lowest Evaluated Tender.

#### **46. Notice of Intention to enter into a Contract**

46.1 Upon award of the contract and Prior to the expiry of the Tender Validity Period the Procuring Entity shall issue a Notification of Intention to Enter into a Contract / Notification of award to all tenderers which shall contain, at a minimum, the following information:

- a) the name and address of the Tenderer submitting the successful tender;
- b) the Contract price of the successful tender;
- c) a statement of the reason(s) the tender of the unsuccessful tenderer to whom the letter is addressed was unsuccessful, unless the price information in (c) above already reveals the reason;
- d) the expiry date of the Standstill Period; and
- e) instructions on how to request a debriefing and/or submit a complaint during the standstill period;

#### **47. Standstill Period**

47.1 The Contract shall not be signed earlier than the expiry of a Standstill Period of 14 days to allow any dissatisfied tender to launch a complaint. Where only one Tender is submitted, the Standstill Period shall not apply.

47.2 Where a Standstill Period applies, it shall commence when the Procuring Entity has transmitted to each Tenderer the Notification of Intention to Enter **into a Contract with the successful Tenderer.**

#### **48. Debriefing by the Procuring Entity**

48.1 On receipt of the Procuring Entity's Notification of Intention to Enter into a Contract referred to in ITT 46, an unsuccessful tenderer may make a written request to the Procuring Entity for a debriefing on specific issues or concerns regarding their tender. The Procuring Entity shall provide the debriefing within five days of receipt of the request.

48.2 Debriefings of unsuccessful Tenderers may be done in writing or verbally. The Tenderer shall bear its own costs of attending **such a debriefing meeting**.

#### **49. Letter of Award**

49.1 Prior to the expiry of the Tender Validity Period and upon expiry of the Standstill Period specified in ITT 42.1, upon addressing a complaint that has been filed within the Standstill Period, the Procuring Entity shall transmit the Letter of Award to the successful Tenderer. The letter of award shall request the successful tenderer to furnish the Performance Security within 21 days of the date of the letter.

#### **50. Signing of Contract**

50.1 Upon the expiry of the fourteen days of the Notification of Intention to enter into contract and upon the parties meeting their respective statutory requirements, the Procuring Entity shall send the successful Tenderer the Contract Agreement.

50.2 Within fourteen (14) days of receipt of the Contract Agreement, the successful Tenderer shall sign, date, and return it to the Procuring Entity.

50.3 The written contract shall be entered into within the period specified in the notification of award and before expiry of the tender validity period

#### **51. Appointment of Adjudicator**

51.1 The Procuring Entity proposes the person named in the **TDS** to be appointed as Adjudicator under the Contract, at the hourly fee specified in the **TDS**, plus reimbursable expenses. If the Tenderer disagrees with this proposal, the Tenderer should so state in his Tender. If, in the Letter of Acceptance, the Procuring Entity does not agree on the appointment of the Adjudicator, the Procuring Entity will request the Appointing Authority designated in the Special Conditions of Contract (SCC) pursuant to Clause 23.1 of the General Conditions of Contract (GCC), to appoint the Adjudicator.

#### **52. Performance Security**

52.1 Within twenty-one (21) days of the receipt of the Letter of Acceptance from the Procuring Entity, the successful Tenderer shall furnish the Performance Security and, any other documents required in the **TDS**, in accordance with the General Conditions of Contract, subject to ITT 40.2 (b), using the Performance Security and other Forms included in Section X, Contract Forms, or another form acceptable to the Procuring Entity. A foreign institution providing a bank guarantee shall have a correspondent financial institution located in Kenya, unless the Procuring Entity has agreed in writing that a correspondent bank is not required.

52.2 Failure of the successful Tenderer to submit the above-mentioned Performance Security and other documents required in the **TDS**, or sign the Contract shall constitute sufficient grounds for the annulment of the award and forfeiture of the Tender Security. In that event the Procuring Entity may award the Contract to the Tenderer offering the next Best Evaluated Tender.

52.3 Performance security shall not be required for contracts estimated to cost less than Kenya shillings five million shillings.

#### **53. Publication of Procurement Contract**

53.1 Within fourteen days after signing the contract, the Procuring Entity shall publish the awarded contract at its notice boards and websites; and on the Website of the Authority. At the minimum, the notice shall contain the following information:

- a) name and address of the Procuring Entity;
- b) name and reference number of the contract being awarded, a summary of its scope and the selection method used;
- c) the name of the successful Tenderer, the final total contract price, the contract duration.

- d) dates of signature, commencement and completion of contract;
- e) names of all Tenderers that submitted Tenders, and their Tender prices as read out at Tender opening.

**54. Procurement Related Complaints and Administrative Review**

54.1 The procedures for making Procurement-related Complaints are as specified in the TDS.

54.2 A request for administrative review shall be made in the form provided under contract forms.

**Section II - Tender Data Sheet (TDS)**

The following specific data shall complement, supplement, or amend the provisions in the Instructions to Tenderers (ITT). Whenever there is a conflict, the provisions herein shall prevail over those in ITT.

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS			
	<b>A. General</b>			
ITT 1.1	Name of Project is <b>CONSTRUCTION OF AMBOSELI IRRIGATION PROJECT</b>			
	The reference number of the Contract is <b>MWSI/SDI/ONT/ 020/ 2024-2025</b>			
	The project (contract) comprising this tender is: -			
	<b>TENDER NUMBER</b>	<b>TENDER DESCRIPTION</b>	<b>CONSTITUENCY</b>	<b>COUNTY</b>
	MWSI/SDI/ONT/ 020/ 2024-2025	Construction of Amboseli Irrigation Project	Kajiado South	Kajiado
ITT 2.3	The Information made available on competing firms is as follows: N/A			
ITT 2.4	The firms that provided consulting services for the contract being tendered for are: N/A			
ITT 3.1	Maximum number of members in the Joint Venture (JV) shall be: <b>2 (TWO)</b>			
	<b>B. Contents of Tender Document</b>			
8.1	(A) Pre-Tender conference [ <i>shall not</i> ] take place at the following date, time and place: N/A Date: Time: Place: (B) A pre-arranged pretender visit of the site of the works [ <i>shall</i> ] take place at the following date, time and place: Date: <b>28<sup>th</sup> April 2025</b> Time: <b>11.00 a.m</b> Place: <b>AMBOSELI IRRIGATION PROJECT IN KAJIADO SOUTH CONSTITUENCY</b>			
ITT 8.2	The Tenderer will submit any questions in writing, to reach the Procuring Entity not later than: 3 days to tender opening			
ITT 8.4	The Procuring Entity’s website where Minutes of the pre-Tender meeting and the pre-arranged pretender site visit will be published is <b>www.water.go.ke</b>			

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
ITT 9.1	<p>For Clarification of Tender purposes, for obtaining further information and for purchasing tender documents, the Procuring Entity's address is:  <b>Ministry of Water, Sanitation and Irrigation</b>  <b>Principal Secretary, State Department for Irrigation</b>  <b>P.O. BOX 49720-00100 Nairobi, MAJI HOUSE, NGONG ROAD</b>  <b>Email: ps@irrigationkenya.go.ke or procurement@irrigationkenya.go.ke</b>  to reach the Procuring Entity not later than <b>3 days</b> to opening of tenders.</p> <p>(ii) The Procuring Entity shall publish its response at the website  <b>www.water.go.ke</b></p>
<b>C. Preparation of Tenders</b>	
ITP 13.1 (h)	<p>The Tenderer shall submit the following additional documents in its Tender:</p> <ol style="list-style-type: none"> <li>1. The Tender is signed and by the person with power of attorney, without material deviation, reservation, or omission.</li> <li>2. There is a letter granting power of attorney to sign the contract, duly certified by a Commissioner of Oaths.</li> <li>3. Copy of Certificate of Incorporation/Business Registration name under the Companies Act or Partnership Deed duly Certified by a Commissioner of Oaths.</li> <li>4. Copy of a valid Tax Compliance Certificate from Kenya Revenue Authority (KRA) as at the time of tender opening/closing.</li> <li>5. Tender Security as stipulated in tender notice.</li> <li>6. The tender is valid for the required number of days, 150 days.</li> <li>7. Valid current annual NCA practicing license (Water works) for either category 5 or above.</li> <li>8. Valid single business permit.</li> <li>9. A current copy of Form CR12 for limited companies issued by the Registrar of Companies that indicates the ownership of the company (not older than 12 months, as at the time of the tender Closing). Form CR12 shall be duly certified by a Commissioner of Oaths. This should be provided with Identification documents of all directors listed on the CR12 (ID or Passport).</li> <li>10. Evidence of physical location of office by providing evidence of premises ownership / lease, and utility bills Certified by a Commissioner of Oaths.</li> <li>11. All the pages of bid document must be tape bound.</li> <li>12. All the pages of bid document must be chronologically serialized</li> <li>13. Must fill the form of tender and the price schedule in the format provided in the tender document – Including letter head.</li> <li>14. Certificate of Independent Tender determination- duly filled and signed</li> <li>15. Self-Declaration That the Person/Tenderer Is Not Debarred in The Matter of the Public Procurement and Asset Disposal Act 2015 -duly filled and signed.</li> <li>16. Self-Declaration That the Tenderer Will Not Engage in Any Corrupt or Fraudulent Practice- duly filled and signed.</li> <li>17. Declaration and Commitment to the Code of Ethics- duly filled and signed.</li> </ol>

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	18. Tenderer's Eligibility Confidential Business questionnaire filled and signed. 19. Pre tender site visit certificate. <b>Note:</b> All documents certified by a commissioner of oaths, <b>must be</b> original copies duly stamped and signed with the date of certification stipulated.
ITT 15.1	Alternative Tenders [ <i>"shall not be"</i> ] _____ considered. <i>[If alternatives shall be considered, the methodology shall be defined in Section III, Evaluation and Qualification Criteria.]</i>
ITT 15.2	Alternative times for completion [ <i>"shall not be"</i> ] _____ permitted. <i>[If alternative times for completion are permitted, the evaluation method will be as specified in Section III, Evaluation and Qualification Criteria.]</i>
ITT 15.4	Alternative technical solutions shall be permitted for the following parts of the Works: ____ N/A _____ /
ITT 16.5	The prices quoted by the Tenderer shall be: <b>fixed</b>
ITT 20.1	The Tender validity period shall be 150 days.
ITT 20.3 (a)	(a) The delayed to exceeding _____ number of days.  (b) The Tender price shall be adjusted by the following percentages of the tender price: N/A  (i) By _____% of the local currency portion of the Contract price adjusted to reflect local inflation during the period of extension, <i>and</i>  (ii) By _____% the foreign currency portion of the Contract price adjusted to reflect the international inflation during the period of extension.
ITT 21.1	The amount of Tender Security shall be <b>2% of the tender sum</b> in form of Bank Guarantee or insurance guarantee from insurance companies approved by PPRA. Tender Securing Declaration for <b>youth, women and persons with disability should be filled</b>
ITT 21.2 (d)	The other Tender Security shall be _____
ITT 21.5	On the Performance Security, other documents required shall be _____ _____
ITT 22.1	In addition to the original of the Tender, the number of copies is: _____ [ <i>insert number of copies</i> ]
ITT 22.3	The written confirmation of authorization to sign on behalf of the Tenderer shall consist of: _____ <i>[insert the name and description of the documentation required to demonstrate the authority of the signatory to sign the Tender]</i>
<b>D. Submission and Opening of Tenders</b>	
ITT 24.1	(A) For <u>Tender submission purposes</u> only, the Procuring Entity's address is:  Principal Secretary, State Department for Irrigation Ministry of Water, Sanitation and Irrigation P.O. Box 49720-00100 Nairobi, Tender Box on Ground Floor Maji House or Room 316 (Third Floor) Maji House

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	(5) Tenders <b>shall not submit</b> tenders electronically.
ITT 27.1	<p>The Tender opening shall take place at the time and the address for Opening of Tenders provided below:</p> <p>Principal Secretary, State Department for Irrigation  Ministry of Water, Sanitation and Irrigation  P.O. Box 49720-00100 Nairobi,  Maji House, 4<sup>th</sup> Floor Boardroom, Ngong Road  On 2<sup>nd</sup> May, 2025 at 11 00 A.M. EAT</p>
ITT 27.1	If Tenderers are allowed to submit Tenders electronically, they shall follow the electronic tender submission procedures <b>specified below</b> :N/A
ITT 27.6	The number of representatives of the Procuring Entity to sign is: <b>as appointed by the accounting officer.</b>
<b>E. Evaluation, and Comparison of Tenders</b>	
ITT 32.3	The adjustment shall be based on the _____N/A_____ [ <i>insert “average” or “highest”</i> ] price of the item or component as quoted in other substantially responsive Tenders. If the price of the item or component cannot be derived from the price of other substantially responsive Tenders, the Procuring Entity shall use its best estimate.
ITT 35.2	The invitation to tender is extended to the following groups that qualify for Reservations: OPEN
ITT 36.1	At this time, the Procuring Entity <b>does not intend</b> to execute certain specific parts of the Works by subcontractors selected in advance.
ITT 36.2	Contractor’s may propose subcontracting: Maximum percentage of subcontracting permitted is: <i>N/A % of the total contract amount.</i> Tenderers planning to subcontract more than 10% of total volume of work shall specify, in the Form of Tender, the activity (ies) or parts of the Works to be subcontracted along with complete details of the subcontractors and their qualification and experience.
ITT 36.3	<p>[Indicate N/A if not applicable]</p> <p>The parts of the Works for which the Procuring Entity permits Tenderers to propose Specialized Subcontractors are designated as follows:</p> <p>_____N/A</p> <p>_____</p> <p>_____</p> <p>For the above-designated parts of the Works that may require Specialized Subcontractors, the relevant qualifications of the proposed Specialized Subcontractors will be added to the qualifications of the Tenderer for the purpose of evaluation.</p>
ITT 37.2 (d)	Additional requirements apply. These are detailed in the evaluation criteria in Section III, Evaluation and Qualification Criteria.
ITT 51.1	The person named to be appointed as Adjudicator is _____ of _____ ( <i>pride tel. no. full postal and email addresses</i> ) at an hourly fee of Shs. _____ per day.
ITT 52.2	Other documents required are _____
ITT 54.1	The procedures for making a Procurement-related Complaints are detailed in the “Regulations” available from the PPRA Website <a href="http://www.ppra.go.ke">www.ppra.go.ke</a> or email <a href="mailto:complaints@ppra.go.ke">complaints@ppra.go.ke</a> . If a Tenderer wishes to make a Procurement-related Complaint, the Tenderer should submit its complaint following these procedures,

ITT Reference	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
	<p data-bbox="421 129 1331 192">in writing (by the quickest means available, that is either by hand delivery or email to:</p> <p data-bbox="421 230 946 427">For the attention: Principal Secretary, State Department for Irrigation, Ministry of Water, Sanitation and Irrigation, P.O. Box 49720-00100, Nairobi. Email. ps@irrigationkenya@go.ke</p> <p data-bbox="421 434 1278 497">In summary, a Procurement-related Complaint may challenge any of the following:</p> <p data-bbox="421 535 935 566">(i) the terms of the Tender Documents; and</p> <p data-bbox="421 602 1094 633">(ii) the Procuring Entity’s decision to award the contract.</p>

## **SECTION III - EVALUATION AND QUALIFICATION CRITERIA**

### **10 GENERAL PROVISIONS**

- 11** This section contains the criteria that the Employer shall use to evaluate tender and qualify tenderers. No other factors, methods or criteria shall be used other than specified in this tender document. The Tenderer shall provide all the information requested in the forms included in Section IV, Tendering Forms. The Procuring Entity shall use **the Standard Tender Evaluation Document for Goods and Works** for evaluating Tenders.
- 12** Wherever a Tenderer is required to state a monetary amount, Tenderers should indicate the Kenya Shilling equivalent using the rate of exchange determined as follows:
- a) For construction turnover or financial data required for each year - Exchange rate prevailing on the last day of the respective calendar year (in which the amounts for that year is to be converted) was originally established.
  - b) Value of single contract - Exchange rate prevailing on the date of the contract signature.
  - (a) Exchange rates shall be taken from the publicly available source identified in the ITT 14.3. Any error in determining the exchange rates in the Tender may be corrected by the Procuring Entity.

### **13 EVALUATION AND CONTRACT AWARD CRITERIA**

The Procuring Entity shall use the criteria and methodologies listed in this Section to evaluate tenders and arrive at the Lowest Evaluated Tender. The tender that(i) meets the qualification criteria, (ii) has been determined to be substantially responsive to the Tender Documents, and (iii) is determined to have the Lowest Evaluated Tender price shall be selected for award of contract.

### **2.0 PRELIMINARY AND TECHNICAL EXAMINATION FOR DETERMINATION OF RESPONSIVENESS**

The Procuring Entity will start by examining all tenders to ensure they meet in all respects the eligibility criteria and other mandatory requirements in the ITT, and that the tender is complete in all aspects in meeting the requirements provided for in the preliminary evaluation criteria outlined below. The Standard Tender Evaluation Report Document for Goods and Works for evaluating Tenders provides very clear guide on how to deal with review of these requirements. Tenders that do not pass the Preliminary Examination will be considered non- responsive and will not be considered further.

#### **PRELIMINARY EVALUATION CRITERIA:**

<b>MR NO.</b>	<b>MANDATORY REQUIREMENT</b>	<b>REQUIREMENT</b>
MR 1	The Tender is signed and by the person with power of attorney, without material deviation, reservation, or omission.	Must Meet
MR 2	There is a letter granting power of attorney to sign the contract, duly certified by a Commissioner of Oaths	Must Meet
MR 3	Copy of Certificate of Incorporation/Business Registration name under the Companies Act or Partnership Deed duly Certified by a Commissioner of Oaths.	Must Meet
MR 4	Copy of a valid Tax Compliance Certificate from Kenya Revenue Authority (KRA) as at the time of tender opening/closing.	Must Meet
MR 5	Tender Security as stipulated in tender notice.	Must Meet
MR 6	The tender is valid for the required number of days, 150	Must Meet

	days.	
MR 7	Valid current annual NCA practicing license (Water works) for either category 5 or above.	Must Meet
MR 8	Valid single business permit.	Must Meet
MR 9	A current copy of Form CR12 for limited companies issued by the Registrar of Companies that indicates the ownership of the company (not older than 12 months, as at the time of the tender Closing). Form CR12 shall be duly certified by a Commissioner of Oaths. This should be provided with Identification documents of all directors listed on the CR12 (ID or Passport).	Must Meet
MR 10	Evidence of physical location of office by providing evidence of premises ownership / lease, and utility bills Certified by a Commissioner of Oaths.	Must Meet
MR 11	All the pages of bid document must be tape bound.	Must Meet
MR 12	All the pages of bid document must be chronologically serialized.	Must Meet
MR 13	Must fill the form of tender and the price schedule in the format provided in the tender document – Including letter head.	Must Meet
MR 14	Certificate of Independent Tender determination- duly filled and signed	Must Meet
MR 15	Self-Declaration That the Person/Tenderer Is Not Debarred in The Matter of the Public Procurement and Asset Disposal Act 2015 -duly filled and signed.	Must Meet
MR 16	Self-Declaration That the Tenderer Will Not Engage in Any Corrupt or Fraudulent Practice- duly filled and signed.	Must Meet
MR 17	Declaration and Commitment to the Code of Ethics- duly filled and signed.	Must Meet
MR 18	Tenderer's Eligibility Confidential Business questionnaire filled and signed.	Must Meet
MR 19	Pre tender site visit Certificate	Must Meet

## TECHNICAL EVALUATION CRITERIA

CONSTRUCTION OF AMBOSELI IRRIGATION PROJECT		TENDER NO. MWSI/SDI/ONT/020/2024-2025			
CONSTITUENCY: KAJIADO SOUTH		COUNTY: KAJIADO			
KEY:	R - Responsive    NR - Non-Responsive				
S/NO.	TECHNICAL EVALUATION: REQUIREMENTS			MAX SCORE	
1	<b>RELEVANT EXPERIENCE</b>			<b>25</b>	
	a) Experience as prime contractor, joint venture member, or sub-contractor in the construction of at least three projects of similar nature and complexity equivalent to the works in the last five years of value as follows:				
	Equal or over 150million				
	Equal or over 50million and less than 150million				
	Equal or over 30million and less than 50million			<b>15</b>	
2	<b>EQUIPMENTS:</b>			<b>22</b>	
	The contractor should provide the following list of equipment.				
	<b>Owned – 2 Marks</b>				
	<b>Leased – 1 Mark</b>				
					<b>QTY</b>
	a) Bulldozer				<b>1 No.</b>
	b) Excavator				<b>1 No.</b>
c) Tippers 7 Ton or higher			<b>2 No.</b>		
d) Pick-ups			<b>2 No.</b>		
2	e) Roller			<b>1 No.</b>	
	f) Back Hoe Loader			<b>1 No.</b>	

CONSTRUCTION OF AMBOSELI IRRIGATION PROJECT		TENDER NO. MWSI/SDI/ONT/020/2024-2025	
CONSTITUENCY: KAJIADO SOUTH		COUNTY: KAJIADO	
KEY:	R - Responsive NR - Non-Responsive		
S/NO.	TECHNICAL EVALUATION: REQUIREMENTS		MAX SCORE
	g) 10,000L min. Water Bowser	1 No.	
	h) Concrete Mixer	1 No.	
	i) Poker Vibrator	1 No.	
	Proof of ownership must be provided i.e., certified copy of Logbooks/Lease Agreements, Photographs showing Reg No.		
3	<b>Key Personnel</b>		
	<b>Personnel</b>	<b>Qualification</b>	
	a) Site Agent	Bachelor's degree in Agricultural /Soil &Water/Biosystems/Environmental & biosystems Engineering or equivalent. <b>(Attach Certified qualification Certificate, Resume (CV) with Practical experience and Certified Registration Certificate by EBK)</b>	<b>8</b>
		<b>Relevant Experience</b> ≥3 years	<b>3</b>
		<b>Relevant Experience</b> <3 years	<b>1</b>
	b) Surveyor	Bachelor's Degree in in Survey, Geospatial Engineering or equivalent <b>(Attach Certified qualification Certificate, Resume (CV) with Practical experience and Certified Registration Certificate by Institution of Surveyors of Kenya)</b>	<b>5</b>
		<b>Relevant Experience</b> ≥4 years	<b>3</b>
		<b>Relevant Experience</b> <4 years	<b>1</b>
	c) Foreman	Diploma in Civil/Water/Agricultural engineering or equivalent.	<b>2</b>
		<b>Relevant Experience</b> ≥3 years	<b>3</b>
		<b>Relevant Experience</b> <3 years	<b>1</b>
	d) Project Manager	Bachelor degree from recognized University.	<b>4</b>
	<b>Relevant Experience</b> ≥5 years	<b>3</b>	
	<b>Relevant Experience</b> <5 years	<b>1</b>	
	<b>Financial Capacity</b>	Audited Accounts – Financial capability of the firm based on information	<b>6</b>

CONSTRUCTION OF AMBOSELI IRRIGATION PROJECT		TENDER NO. MWSI/SDI/ONT/020/2024-2025	
CONSTITUENCY: KAJIADO SOUTH		COUNTY: KAJIADO	
KEY:	R - Responsive    NR - Non-Responsive		
S/NO.	TECHNICAL EVALUATION: REQUIREMENTS		MAX SCORE
4		provided in the last 3 years <b>(2021,2022 and 2023)</b> audited accounts.	
		Line of credit of over 100 million	<b>3</b>
		Minimum average annual construction turnover calculated as total certified payments received for contracts in progress and/or completed within the last 3 years <b>(2021,2022 and 2023)</b> , divided by 3 years is over KES. 150 Million	<b>2</b>
		Proposed program (Work methodology and cash schedule)	<b>6</b>
	<b>Total</b>		<b>100</b>
	KEY:  Responsive – R  Non-Responsive - NR		

**NOTE: Bidders will be required to attain a MINIMUM SCORE of 70% to proceed to the next stage of financial evaluation.**

**QUALIFICATION FORM SUMMARY**

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Item No.</b>	<b>Qualification Subject</b>	<b>Qualification Requirement</b>	<b>Document To be Completed by Tenderer</b>	<b>For Procuring Entity's Use (Qualification met or Not Met)</b>
1	Nationality	Nationality in accordance with ITT 3.6	Forms ELI – 1.1 and 1.2, with attachments	
2	Tax Obligations for Kenyan Tenderers	Has produced a current tax clearance certificate or tax exemption certificate issued by the the Kenya Revenue Authority in accordance with ITT 3.14.	Form of Tender	
3	Conflict of Interest	No conflicts of interest in accordance with ITT 3.3	Form of Tender	
4	PPRA Eligibility	Not having been declared ineligible by the PPRA as described in ITT 3.8	Form of Tender	
5	State- owned Enterprise	Meets conditions of ITT 3.7	Forms ELI – 1.1 and 1.2, with attachments	
6	Goods, equipment and services to be supplied under the contract	To have their origin in any country that is not determined ineligible under ITT 4.1	Forms ELI – 1.1 and 1.2, with attachments	
7	History of Non-Performing Contracts	Non-performance of a contract did not occur as a result of contractor default since 1 <sup>st</sup> January [2024/].	Form CON-2	
8	Suspension Based on Execution of Tender/Proposal Securing Declaration by the Procuring Entity	Not under suspension based on-execution of a Tender/Proposal Securing Declaration pursuant to ITT 19.9	Form of Tender	
9	Pending Litigation	Tender's financial position and prospective long-term profitability still sound according to criteria established in 3.1 and assuming that all pending litigation will NOT be resolved against the Tenderer.	Form CON – 2	
10	Litigation History	No consistent history of court/arbitral award decisions against the Tenderer since 1 <sup>st</sup> January [2022]	Form CON – 2	
11	Financial Capabilities	(i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow requirements estimated as Kenya Shillings [100M] equivalent for the subject contract(s) net of the Tenderer's other commitments.  (ii) The Tenderers shall also demonstrate, to the satisfaction	Form FIN – 3.1, with attachments	

1	2	3	4	5
Item No.	Qualification Subject	Qualification Requirement	Document To be Completed by Tenderer	For Procuring Entity's Use (Qualification met or Not Met)
		<p>of the Procuring Entity, that it has adequate sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.</p> <p>(iii) The audited balance sheets or, if not required by the laws of the Tenderer's country, other financial statements acceptable to the Procuring Entity, for the last [3 (three) 2021,2022,2023] years shall be submitted and must demonstrate the current soundness of the Tenderer's financial position and indicate its prospective long-term profitability.</p>		
12	Average Annual Construction Turnover	Minimum average annual construction turnover of Kenya Shillings [150M], equivalent calculated as total certified payments received for contracts in progress and/or completed within the last [3] years, divided by [3] years	Form FIN – 3.2	
13	General Construction Experience	Experience under construction contracts in the role of prime contractor, JV member, sub-contractor, or management contractor for at least the last [5] years, starting 1 <sup>st</sup> January [insert year].	Form EXP – 4.1	
	Specific Construction & Contract Management Experience	<p>A minimum number of [3 ] similar contracts specified below that have been satisfactorily and substantially completed as a prime contractor, joint venture member, management contractor or sub-contractor between 1st January [insert year] and tender submission deadline i.e. .... (number) contracts, each of minimum value Kenya shillings..... equivalent.</p> <p><i>[In case the Works are to be tender as individual contracts under multiple contract procedure, the minimum number of contracts required for purposes of evaluating qualification shall be selected from the options mentioned in ITT 35.4]</i></p> <p>The similarity of the contracts shall be based on the following: <i>[Based on Section VII, Scope of Works, specify the minimum key requirements in terms of physical size, complexity, construction method, technology and/or other characteristics including part of the requirements that may be met by specialized subcontractors, if permitted in accordance with ITT 34.3]</i></p>	Form EXP 4.2(a)	

**30 TENDER EVALUATION (ITT 35)**

Price evaluation: in addition to the criteria listed in ITT 35.2 (a) – (d) the following criteria shall apply: N/A

- (i) Alternative Completion Times, if permitted under ITT13.2, will be evaluated as follows:  
.....
- (ii) Alternative Technical Solutions for specified parts of the Works, if permitted under ITT 13.4, will be evaluated as follows:.....
- (iii) Other Criteria; if permitted under ITT 35.2(j):  
.....

**40 MULTIPLE CONTRACTS**

**41** Multiple contracts will be permitted in accordance with ITT 35.4. Tenderers are evaluated on basis of Lots and a lowest evaluated tenderer identified for each Lot. The Procuring Entity will select one Option of the two Options listed below for award of Contracts. N/A

**OPTION 1**

- (i) If a tenderer wins only one Lot, the tenderer will be awarded a contract for that Lot, provided the tenderer meets the Eligibility and Qualification Criteria for that
  
- (ii) If a tenderer wins more than one Lot, the tender will be awarded a contract for all won Lots, provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the won Lots. The tenderer will be awarded only the combinations for which the tenderer qualifies and the others will be considered for award to second lowest the tenderers.

## **OPTION2**

The Procuring Entity will consider all possible combinations of won Lots [contract(s)] and determine the combination with the lowest evaluated price. Tenders will then be awarded to the Tenderer or Tenderers in the combination provided the tenderer meets the aggregate Eligibility and Qualification Criteria for all the won Lots.

### **5.0 ALTERNATIVE TENDERS (ITT 13.1) NOT APPLICABLE**

#### **Alternative Tenders (ITT 13.1)**

*An alternative if permitted under ITT 3.1, will be evaluated as follows:*

The Procuring Entity shall consider Tenders offered for alternatives as specified in Part 2 - Works requirements. Only the technical alternatives, if any, of the Tenderer with the Best Evaluated Tender conforming to the basic technical requirements shall be considered by the Procuring Entity.

### **60 MARGIN OF PREFERENCE**

**61** If the TDS so specifies, the Procuring Entity will grant a margin of preference of fifteen percent (15%) to be loaded on evaluated prices of the foreign tenderers, where the percentage of share holding of Kenyan citizens is less than fifty- one percent (51%).

**62** Contractors shall be asked to provide, as part of the data for qualification, such information, including details of ownership, as shall be required to determine whether, according to the classification established by the Procuring Entity, a particular contractor or group of contractors qualifies for a margin of preference.

**63** After Tenders have been received and reviewed by the Procuring Entity, responsive Tenders shall be assessed to ascertain their percentage of shareholding of Kenyan citizens. Responsive tenders shall be classified into the following groups:

- i) *Group A:* tenders offered by Kenyan Contractors and other Tenderers where Kenyan citizens hold shares of over fifty one percent (51%).
- ii) *Group B:* tenders offered by foreign Contractors and other Tenderers where Kenyan citizens hold shares of less than fifty one percent (51%).

**64** All evaluated tenders in each group shall, as a first evaluation step, be compared to determine the lowest tender, and the lowest evaluated tender in each group shall be further compared with each other. If, as a result of this comparison, a tender from Group A is the lowest, it shall be selected for the award of contract. If a tender from Group B is the lowest, an amount equal to the percentage indicated in Item 6.1 of the respective tender price, including unconditional discounts and excluding provisional sums and the cost of day works, if any, shall be added to the evaluated price offered in each tender from Group B. All tenders shall then be compared using new prices with added prices to Group B and the lowest evaluated tender from Group A. If the tender from Group A is still the lowest tender, it shall be selected for award. If not, the lowest evaluated tender from Group B based on the first evaluation price shall be selected.

### **7. Post qualification and Contract ward (ITT 39), more specifically,**

- a) In case the tender was subject to post-qualification, the contract shall be awarded to the lowest evaluated tenderer, subject to confirmation of pre-qualification data, if so required.
- b) In case the tender was not subject to post-qualification, the tender that has been determined to be the lowest evaluated tenderer shall be considered for contract award, subject to meeting each of the following conditions.
  - i) The Tenderer shall demonstrate that it has access to, or has available, liquid assets, unencumbered real assets, lines of credit, and other financial means (independent of any contractual advance payment) sufficient to meet the construction cash flow of Kenya Shillings \_\_\_\_\_
  - ii) Minimum average annual construction turnover of Kenya Shillings \_\_\_\_\_ *[insert amount]*, equivalent calculated as total certified payments received for contracts in progress and/or completed within the last \_\_\_\_\_ *[insert of year]* years.

- iii) At least \_\_\_\_\_ (*insert number*) of contract(s) of a similar nature executed within Kenya, or the East African Community or a broad, that have been satisfactorily and substantially completed as a prime contractor, or joint venture member or sub-contractor each of minimum value Kenya shillings \_\_\_\_\_ equivalent.
- iv) Contractor's Representative and Key Personnel, which are specified as \_\_\_\_\_
- v) Contractors key equipment listed on the table "Contractor's Equipment" below and more specifically listed as [*specify requirements for each lot as applicable*] \_\_\_\_\_
- iv) Other conditions depending on their seriousness.

a) **History of non-performing contracts:**

Tenderer and each member of JV in case the Tenderer is a JV, shall demonstrate that Non-performance of a contract did not occur because of the default of the Tenderer, or the member of a JV in the last \_\_\_\_\_ (*specify years*). The required information shall be furnished in the appropriate form.

b) **Pending Litigation**

Financial position and prospective long-term profit ability of the Single Tenderer, and in the case the Tenderer is a JV, of each member of the JV, shall remain sound according to criteria established with respect to Financial Capability under Paragraph (i) above if all pending litigation will be resolved against the Tenderer. Tenderer shall provide information on pending litigations in the appropriate form.

c) **Litigation History**

There shall be no consistent history of court/arbitral award decisions against the Tenderer, in the last \_\_\_\_\_ (*specify years*). All parties to the contract shall furnish the information in the appropriate form about any litigation or arbitration resulting from contracts completed or on going under its execution over the years specified. A consistent history of awards against the Tenderer or any member of a JV may result in rejection of the tender.



## SECTION IV - TENDERING FORMS

### QUALIFICATION FORMS

#### 1. FORMEQU: EQUIPMENT

The Tenderer shall provide adequate information to demonstrate clearly that it has the capability to meet the requirements for the key equipment listed in Section III, Evaluation and Qualification Criteria. A separate Form shall be prepared for each item of equipment listed, or for alternative equipment proposed by the Tenderer.

Item of equipment		
Equipment information	Name of manufacturer	Model and power rating
	Capacity	Year of manufacture
Current status	Current location	
	Details of current commitments	
Source	Indicate source of the equipment <input type="checkbox"/> Owned <input type="checkbox"/> Rented <input type="checkbox"/> Leased <input type="checkbox"/> Specially manufactured	

Omit the following information for equipment owned by the Tenderer.

Owner	Name of owner	
	Address of owner	
	Telephone	Contact name and title
	Fax	Telex
Agreements	Details of rental / lease / manufacture agreements specific to the project	

## 2 FORM PER -1

### Contractor's Representative and Key Personnel Schedule

Tenderers should provide the names and details of the suitably qualified Contractor's Representative and Key Personnel to perform the Contract. The data on their experience should be supplied using the Form PER-2 below for each candidate.

### Contractor' Representative and Key Personnel

1.	<b>Title of position: Contractor's Representative</b>	
	<b>Name of candidate:</b>	
	<b>Duration of appointment:</b>	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	<b>Time commitment: for this position:</b>	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	<b>Expected time schedule for this position:</b>	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
2.	<b>Title of position: [ _____ ]</b>	
	<b>Name of candidate:</b>	
	<b>Duration of appointment:</b>	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	<b>Time commitment: for this position:</b>	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	<b>Expected time schedule for this position:</b>	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
3.	<b>Title of position: [ _____ ]</b>	
	<b>Name of candidate:</b>	
	<b>Duration of appointment:</b>	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	<b>Time commitment: for this position:</b>	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	<b>Expected time schedule for this position:</b>	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
4.	<b>Title of position: [ _____ ]</b>	
	<b>Name of candidate:</b>	
	<b>Duration of appointment:</b>	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	<b>Time commitment: for this position:</b>	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	<b>Expected time schedule for this position:</b>	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>
5.	<b>Title of position: [insert title]</b>	
	<b>Name of candidate</b>	
	<b>Duration of appointment:</b>	<i>[insert the whole period (start and end dates) for which this position will be engaged]</i>
	<b>Time commitment: for this position:</b>	<i>[insert the number of days/week/months/ that has been scheduled for this position]</i>
	<b>Expected time schedule for this position:</b>	<i>[insert the expected time schedule for this position (e.g. attach high level Gantt chart)]</i>

### 3. FORM PER-2:

Resume and Declaration - Contractor's Representative and Key Personnel.

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

<b>Name of Tenderer</b>
-------------------------

Position [#1]: <i>[title of position from Form PER-1]</i>	
Personnel information	Name: _____ Date of birth: _____
	Address: _____ E-mail: _____
	Professional qualifications: _____
	Academic qualifications: _____
	Language proficiency: <i>[language and levels of speaking, reading and writing skills]</i>
Details	Address of Procuring Entity: _____
	Telephone: _____ Contact (manager / personnel officer): _____
	Fax: _____
	Job title: _____ Years with present Procuring Entity: _____

Summarize professional experience in reverse chronological order. Indicate particular technical and managerial experience relevant to the project.

<b>Project</b>	<b>Role</b>	<b>Duration of involvement</b>	<b>Relevant experience</b>
<i>[main project details]</i>	<i>[role and responsibilities on the project]</i>	<i>[time in role]</i>	<i>[describe the experience relevant to this position]</i>

**Declaration**

I, the undersigned [*insert either "Contractor's Representative" or "Key Personnel" as applicable*], certify that to the best of my knowledge and belief, the information contained in this Form PER-2 correctly describes myself, my qualifications and my experience.

I confirm that I am available as certified in the following table and throughout the expected time schedule for this position as provided in the Tender:

<b>Commitment</b>	<b>Details</b>
Commitment to duration of contract:	<i>[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]</i>
Time commitment:	<i>[insert period (start and end dates) for which this Contractor's Representative or Key Personnel is available to work on this contract]</i>

I understand that any misrepresentation or omission in this Form may:

- a) be taken into consideration during Tender evaluation;
- b) result in my disqualification from participating in the Tender;
- c) result in my dismissal from the contract.

Name of Contractor's Representative or Key Personnel: [*insert name*]

Signature: \_\_\_\_\_

Date: (day month year): \_\_\_\_\_ Countersignature

of authorized representative of the Tenderer:

Signature: \_\_\_\_\_ Date: (day month

year): \_\_\_\_\_

#### 4 TENDERER'S QUALIFICATION WITHOUT PRE-QUALIFICATION

To establish its qualifications to perform the contract in accordance with Section III, Evaluation and Qualification Criteria the Tenderer shall provide the information requested in the corresponding Information Sheets included hereunder.

##### 4.1 FORM ELI -1.1

###### Tenderer Information Form

Date: \_\_\_\_\_

ITT No. and title: \_\_\_\_\_

Tenderer's name
In case of Joint Venture (JV), name of each member:
Tenderer's actual or intended country of registration: <i>[indicate country of Constitution]</i>
Tenderer's actual or intended year of incorporation:
Tenderer's legal address [in country of registration]:
Tenderer's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity named above, in accordance with ITT 3.6 <input type="checkbox"/> In case of JV, letter of intent to form JV or JV agreement, in accordance with ITT 3.5 <input type="checkbox"/> In case of state-owned enterprise or institution, in accordance with ITT 3.8, documents establishing: <ul style="list-style-type: none"><li>• Legal and financial autonomy</li><li>• Operation under commercial law</li><li>• Establishing that the Tenderer is not under the supervision of the Procuring Entity</li></ul>
2. Included are the organizational chart and a list of Board of Directors.

## 4.2 FORM ELI -1.2

### **Tenderer's JV Information Form (to be completed for each member of Tenderer's JV)**

Date: \_\_\_\_\_

ITT No. and title: \_\_\_\_\_

Tenderer's JV name:
JV member's name:
JV member's country of registration:
JV member's year of constitution:
JV member's legal address in country of constitution:
JV member's authorized representative information Name: _____ Address: _____ Telephone/Fax numbers: _____ E-mail address: _____
1. Attached are copies of original documents of <input type="checkbox"/> Articles of Incorporation (or equivalent documents of constitution or association), and/or registration documents of the legal entity named above, in accordance with ITT 3.6. <input type="checkbox"/> In case of a state-owned enterprise or institution, documents establishing legal and financial autonomy, operation in accordance with commercial law, and that they are not under the supervision of the Procuring Entity, in accordance with ITT 3.8.
2. Included are the organizational chart and a list of Board of Directors.

### 4.3 FORM CON – 2

#### Historical Contract Non-Performance, Pending Litigation and Litigation History

Tenderer's Name: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 JV Member's Name \_\_\_\_\_  
 ITT No. and title: \_\_\_\_\_

Non-Performed Contracts in accordance with Section III, Evaluation and Qualification Criteria			
<input type="checkbox"/> Contract non-performance did not occur since 1 <sup>st</sup> January [insert year] specified in Section III, Evaluation and Qualification Criteria, Sub-Factor 2.1.			
<input type="checkbox"/> Contract(s) not performed since 1 <sup>st</sup> January [insert year] specified in Section III, Evaluation and Qualification Criteria, requirement 2.1			
Year	Non- performed portion of contract	Contract Identification	Total Contract Amount (current value, currency, exchange rate and Kenya Shilling equivalent)
[insert year]	[insert amount and percentage]	Contract Identification: [indicate complete contract name/ number, and any other identification] Name of Procuring Entity: [insert full name] Address of Procuring Entity: [insert street/city/country] Reason(s) for nonperformance: [indicate main reason(s)]	[insert amount]
Pending Litigation, in accordance with Section III, Evaluation and Qualification Criteria			
<input type="checkbox"/> No pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3.			
<input type="checkbox"/> Pending litigation in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.3 as indicated below.			

Year of dispute	Amount in dispute (currency)	Contract Identification	Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)
		Contract Identification: _____ Name of Procuring Entity: _____ Address of Procuring Entity: _____ Matter in dispute: _____ Party who initiated the dispute: _____ Status of dispute: _____	
		Contract Identification: Name of Procuring Entity: Address of Procuring Entity: Matter in dispute: Party who initiated the dispute: Status of dispute:	
Litigation History in accordance with Section III, Evaluation and Qualification Criteria			
<input type="checkbox"/> No Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4.			
<input type="checkbox"/> Litigation History in accordance with Section III, Evaluation and Qualification Criteria, Sub-Factor 2.4 as indicated below.			

<b>Year of award</b>	<b>Outcome as percentage of Net Worth</b>	<b>Contract Identification</b>	<b>Total Contract Amount (currency), Kenya Shilling Equivalent (exchange rate)</b>
<i>[insert year]</i>	<i>[insert percentage]</i>	Contract Identification: <i>[indicate complete contract name, number, and any other identification]</i> Name of Procuring Entity: <i>[insert full name]</i> Address of Procuring Entity: <i>[insert street/city/country]</i> Matter in dispute: <i>[indicate main issues in dispute]</i> Party who initiated the dispute: <i>[indicate "Procuring Entity" or "Contractor"]</i> Reason(s) for Litigation and award decision <i>[indicate main reason(s)]</i>	<i>[insert amount]</i>

#### **4.4 FORM FIN – 3.1:**

##### **Financial Situation and Performance**

Tenderer's Name: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 JV Member's Name \_\_\_\_\_  
 ITT No. and title: \_\_\_\_\_

##### **4.4.1. Financial Data**

<b>Type of Financial information in _____ (currency)</b>	<b>Historic information for previous _____ years, _____ (amount in currency, currency, exchange rate*, USD equivalent)</b>				
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
<b>Statement of Financial Position (Information from Balance Sheet)</b>					
Total Assets (TA)					
Total Liabilities (TL)					
Total Equity/Net Worth (NW)					
Current Assets (CA)					
Current Liabilities (CL)					
Working Capital (WC)					
<b>Information from Income Statement</b>					
Total Revenue (TR)					

Type of Financial information in _____ (currency)	Historic information for previous _____ years,				
	(amount in currency, currency, exchange rate*, USD equivalent)				
	Year 1	Year 2	Year 3	Year 4	Year 5
Profits Before Taxes (PBT)					
Cash Flow Information					
Cash Flow from Operating Activities					

\*Refer to ITT 15 for the exchange rate

#### 4.4.2 Sources of Finance

Specify sources of finance to meet the cash flow requirements on works currently in progress and for future contract commitments.

No.	Source of finance	Amount (Kenya Shilling equivalent)
1		
2		
3		

#### 4.4.3 Financial documents

The Tenderer and its parties shall provide copies of financial statements for \_\_\_\_\_ years pursuant Section III, Evaluation and Qualifications Criteria, Sub-factor 3.1. The financial statements shall:

- (a) reflect the financial situation of the Tenderer or in case of JV member, and not an affiliated entity (such as parent company or group member).
- (b) be independently audited or certified in accordance with local legislation.
- (c) be complete, including all notes to the financial statements.
- (d) correspond to accounting periods already completed and audited.

Attached are copies of financial statements<sup>1</sup> for the \_\_\_\_\_ years required above; and complying with the requirements

<sup>1</sup> If the most recent set of financial statements is for a period earlier than 12 months from the date of Tender, the reason for this should be justified.

#### 4.5 FORM FIN – 3.2:

##### Average Annual Construction Turnover

Tenderer's Name: \_\_\_\_\_

Date: \_\_\_\_\_

JV Member's Name \_\_\_\_\_

ITT No. and title: \_\_\_\_\_

Annual turnover data (construction only)			
Year	Amount Currency	Exchange rate	Kenya Shilling equivalent
<i>[indicate year]</i>	<i>[insert amount and indicate currency]</i>		
Average Annual Construction Turnover *			

\* See Section III, Evaluation and Qualification Criteria, Sub-Factor 3.2.

#### 4.6 FORM FIN – 3.3:

##### Financial Resources

Specify proposed sources of financing, such as liquid assets, unencumbered real assets, lines of credit, and other financial means, net of current commitments, available to meet the total construction cash flow demands of the subject contract or contracts as specified in Section III, Evaluation and Qualification Criteria

Financial Resources		
No.	Source of financing	Amount (Kenya Shilling equivalent)
1		
2		
3		

#### 4.7 FORM FIN – 3.4:

##### Current Contract Commitments / Works in Progress

Tenderers and each member to a JV should provide information on their current commitments on all contracts that have been awarded, or for which a letter of intent or acceptance has been received, or for contracts approaching completion, but for which an unqualified, full completion certificate has yet to be issued.

##### Current Contract Commitments

	Name of Contract	Procuring Entity's Contact Address, Tel,	Value of Outstanding Work [Current Kenya Shilling /month Equivalent]	Estimated Completion Date	Average Monthly Invoicing Over Last Six Months [Kenya Shilling /month]
1					
2					
3					
4					
5					

**4.8 FORM EXP - 4.1**

**General Construction Experience**

Tenderer's Name: \_\_\_\_\_

Date: \_\_\_\_\_

JV Member's Name \_\_\_\_\_

ITT No. and title: \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_ pages

Starting Year	Ending Year	Contract Identification	Role of Tenderer
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address: _____	
		Contract name: _____ Brief Description of the Works performed by the Tenderer: _____ Amount of contract: _____ Name of Procuring Entity: _____ Address: _____	

**4.9 FORM EXP - 4.2(a)****Specific Construction and Contract Management Experience**

Tenderer's Name: \_\_\_\_\_

Date: \_\_\_\_\_

JV Member's Name \_\_\_\_\_

ITT No. and title: \_\_\_\_\_

<b>Similar Contract No.</b>	<b>Information</b>			
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount	<b>Kenya Shilling</b>			
If member in a JV or sub-contractor, specify participation in total Contract amount				
Procuring Entity's Name:				
Address:				
Telephone/fax number				
E-mail:				

**4.10 FORM EXP - 4.2 (a) (cont.)****Specific Construction and Contract Management Experience (cont.)**

<b>Similar Contract No.</b>	<b>Information</b>
Description of the similarity in accordance with Sub-Factor 4.2(a) of Section III:	
1. Amount	
2. Physical size of required works items	
3. Complexity	
4. Methods/Technology	
5. Construction rate for key activities	
6. Other Characteristics	

**4.11 FORM EXP - 4.2(b)**

**Construction Experience in Key Activities**

Tenderer's Name: \_\_\_\_\_

Date: \_\_\_\_\_

Tenderer's JV Member Name: \_\_\_\_\_

Sub-contractor's Name<sup>2</sup> (as per ITT 34): \_\_\_\_\_

ITT No. and title: \_\_\_\_\_

All Sub-contractors for key activities must complete the information in this form as per ITT 34 and Section III, Evaluation and Qualification Criteria, Sub-Factor 4.2.

1. Key Activity No One: \_

<b>Information</b>				
Contract Identification				
Award date				
Completion date				
Role in Contract	Prime Contractor <input type="checkbox"/>	Member in JV <input type="checkbox"/>	Management Contractor <input type="checkbox"/>	Sub-contractor <input type="checkbox"/>
Total Contract Amount			<b>Kenya Shilling</b>	
Quantity (Volume, number or rate of production, as applicable) performed under the contract per year or part of the year	Total quantity in the contract (i)	Percentage participation (ii)		Actual Quantity Performed (i x (ii))
Year 1				
Year 2				
Year 3				
Year 4				
Procuring Entity's Name:				
Address: Telephone/fax number E-mail:				

<sup>2</sup> If applicable

	<b>Information</b>
Description of the key activities in accordance with Sub-Factor 4.2(b) of Section III:	

- 2. Activity No. Two
- 3. ....

**OTHER FORMS**

**5. FORM OF TENDER**

**(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)**

***INSTRUCTIONS TO TENDERERS***

- i) *All italicized text is to help the Tenderer in preparing this form.*
- ii) *The Tenderer must prepare this Form of Tender on stationery with its letterhead clearly showing the Tenderer's complete name and business address. Tenderers are reminded that this is a mandatory requirement.*
- iii) *Tenderer must complete and sign CERTIFICATE OF INDEPENDENT TENDER DETERMINATION and the SELF DECLARATION FORMS OF THE TENDERER as listed under (s) below.*

**Date of this Tender submission:**.....[insert date (as day, month and year) of Tender submission] **Tender**

**Name**                      **and**                      **Identification:**.....[insert                      identification] **Alternative**

**No.:**.....[insert identification No if this is a Tender for an alternative]

To: ..... [Insert complete name of Procuring Entity]

Dear Sirs,

- 1. In accordance with the Conditions of Contract, Specifications, Drawings and Bills of Quantities for the execution of the above named Works, we, the undersigned offer to construct and complete the Works and remedy any defects therein for the sum of Kenya Shillings [[Amount in figures]\_\_\_\_\_ Kenya Shillings [amount in words]\_\_\_\_\_.

The above amount includes foreign currency amount (s) of [state figure or a percentage and currency] [figures]\_\_\_\_\_ [words]\_\_\_\_\_.

The percentage or amount quoted above does not include provisional sums, and only allows not more than two foreign currencies.

- 2. We undertake, if our tender is accepted, to commence the Works as soon as is reasonably possible after the receipt of the Project Manager's notice to commence, and to complete the whole of the Works comprised in the Contract within the time stated in the Special Conditions of Contract.
- 3. We agree to adhere by this tender until \_\_\_\_\_ [Insert date], and it shall remain binding upon us and may be accepted at any time before that date.
- 4. Unless and until a formal Agreement is prepared and executed this tender together with your written acceptance thereof, shall constitute a binding Contract between us. We further understand that you are not bound to accept the lowest or any tender you may receive.
- 5. We, the undersigned, further declare that:
  - i) No reservations: We have examined and have no reservations to the tender document, including Addenda issued in accordance with ITT 28;
  - ii) Eligibility: We meet the eligibility requirements and have no conflict of interest in accordance with ITT 3 and 4;
  - iii) Tender-Securing Declaration: We have not been suspended nor declared ineligible by the Procuring Entity based on execution of a Tender-Securing or Proposal-Securing Declaration in the Procuring Entity's Country in accordance with ITT 19.8;
  - iv) Conformity: We offer to execute in conformity with the tendering documents and in accordance with the implementation and completion specified in the construction schedule, the following Works: [insert a brief description of the Works];

- v) Tender Price: The total price of our Tender, excluding any discounts offered in item 1 above is: *[Insert one of the options below as appropriate]*
- vi) Option 1, in case of one lot: Total price is: *[insert the total price of the Tender in words and figures, indicating the various amounts and the respective currencies]; Or*
- Option 2, in case of multiple lots:
- a) Total price of each lot *[insert the total price of each lot in words and figures, indicating the various amounts and the respective currencies]; and*
- b) Total price of all lots (sum of all lots) *[insert the total price of all lots in words and figures, indicating the various amounts and the respective currencies];*
- vii) Discounts: The discounts offered and the methodology for their application are:
- viii) The discounts offered are: *[Specify in detail each discount offered.]*
- ix) The exact method of calculations to determine the net price after application of discounts is shown below: *[Specify in detail the method that shall be used to apply the discounts];*
- x) Tender Validity Period: Our Tender shall be valid for the period specified in TDS 18.1 (as amended, if applicable) from the date fixed for the Tender submission deadline specified in TDS 22.1 (as amended, if applicable), and it shall remain binding upon us and may be accepted at any time before the expiration of that period;
- xi) Performance Security: If our Tender is accepted, we commit to obtain a Performance Security in accordance with the Tendering document;
- xii) One Tender Per Tender: We are not submitting any other Tender(s) as an individual Tender, and we are not participating in any other Tender(s) as a Joint Venture member or as a subcontractor, and meet the requirements of ITT 3.4, other than alternative Tenders submitted in accordance with ITT 13.3;
- xiii) Suspension and Debarment: We, along with any of our subcontractors, suppliers, Project Manager, manufacturers, or service providers for any part of the contract, are not subject to, and not controlled by any entity or individual that is subject to, a temporary suspension or a debarment imposed by the Public Procurement Regulatory Authority or any other entity of the Government of Kenya, or any international organization.
- xiv) State-owned enterprise or institution: *[select the appropriate option and delete the other]* *[We are not a state-owned enterprise or institution] / [We are a state-owned enterprise or institution but meet the requirements of ITT 3.8];*
- xv) Commissions, gratuities, fees: We have paid, or will pay the following commissions, gratuities, or fees with respect to the tender process or execution of the Contract: *[insert complete name of each Recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity].*

Name of Recipient	Address	Reason	Amount

*(If none has been paid or is to be paid, indicate "none.")*

- xvi) Binding Contract: We understand that this Tender, together with your written acceptance thereof included in your Letter of Acceptance, shall constitute a binding contract between us, until a formal contract is prepared and executed;
- xvii) Not Bound to Accept: We understand that you are not bound to accept the lowest evaluated cost Tender, the Most Advantageous Tender or any other Tender that you may receive;
- xviii) Fraud and Corruption: We hereby certify that we have taken steps to ensure that no person acting for us or on our behalf engages in any type of Fraud and Corruption;

- xix) **Collusive practices:** We hereby certify and confirm that the tender is genuine, non-collusive and made with the intention of accepting the contract if awarded. To this effect we have signed the “Certificate of Independent Tender Determination” attached below.
- xx) We undertake to adhere by the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal, copy available from \_\_\_\_\_ (*specify website*) during the procurement process and the execution of any resulting contract.
- xxi) **Beneficial Ownership Information:** We commit to provide to the procuring entity the Beneficial Ownership Information in conformity with the Beneficial Ownership Disclosure Form upon receipt of notification of intention to enter into a contract in the event we are the successful tenderer in this subject procurement proceeding.
- xxii) We, the Tenderer, have duly completed, signed and stamped the following Forms as part of our Tender:
- a) Tenderer's Eligibility; Confidential Business Questionnaire – to establish we are not in any conflict to interest.
  - b) Certificate of Independent Tender Determination – to declare that we completed the tender without colluding with other tenderers.
  - c) Self-Declaration of the Tenderer – to declare that we will, if awarded a contract, not engage in any form of fraud and corruption.
  - d) Declaration and commitment to the Code of Ethics for Persons Participating in Public Procurement and Asset Disposal

Further, we confirm that we have read and understood the full content and scope of fraud and corruption as informed in “**Appendix 1- Fraud and Corruption**” attached to the Form of Tender.

**Name of the Tenderer:** \*[insert complete name of person signing the Tender]

**Name of the person duly authorized to sign the Tender on behalf of the Tenderer:** \*\*[insert complete name of person duly authorized to sign the Tender]

**Title of the person signing the Tender:** [insert complete title of the person signing the Tender]

**Signature of the person named above:** [insert signature of person whose name and capacity are shown above] **Date signed** [insert date of signing] day of [insert month], [insert year]

Date signed \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

**Notes**

\* In the case of the Tender submitted by joint venture specify the name of the Joint Venture as Tenderer

\*\* Person signing the Tender shall have the power of attorney given by the Tenderer to be attached with the Tender.

**A. TENDERER’S ELIGIBILITY- CONFIDENTIAL BUSINESS QUESTIONNAIRE**

**Instruction to Tenderer**

Tender is instructed to complete the particulars required in this Form, *one form for each entity if Tender is a JV*. Tenderer is further reminded that it is an offence to give false information on this Form.

**(a) Tenderer's details**

	<b>ITEM</b>	<b>DESCRIPTION</b>
1	Name of the Procuring Entity	
2	Reference Number of the Tender	
3	Date and Time of Tender Opening	
4	Name of the Tenderer	
5	Full Address and Contact Details of the Tenderer.	1. Country 2. City 3. Location 4. Building 5. Floor 6. Postal Address 7. Name and email of contact person.
6	Current Trade License Registration Number and Expiring date	
7	Name, country and full address ( <i>postal and physical addresses, email, and telephone number</i> ) of Registering Body/Agency	
8	Description of Nature of Business	
9	Maximum value of business which the Tenderer handles.	
10	State if Tenders Company is listed in stock exchange, give name and full address ( <i>postal and physical addresses, email, and telephone number</i> ) of state which stock exchange	

**General and Specific Details**

b) **Sole Proprietor**, provide the following details.

Name in full \_\_\_\_\_ Age \_\_\_\_\_ Nationality \_\_\_\_\_  
 \_\_\_\_\_ Country of Origin \_\_\_\_\_ Citizenship \_\_\_\_\_  
 \_\_\_\_\_

c) **Partnership**, provide the following details.

	Names of Partners	Nationality	Citizenship	% Shares owned
1				
2				
3				

d) **Registered Company**, provide the following details.

i) Private or public Company \_\_\_\_\_

ii) State the nominal and issued capital of the Company \_\_\_\_\_

Nominal Kenya Shillings (Equivalent)..... Issued

Kenya Shillings (Equivalent).....

iii) Give details of Directors as follows.

	Names of Director	Nationality	Citizenship	% Shares owned
1				
2				
3				

(e) **DISCLOSURE OF INTEREST- Interest of the Firm in the Procuring Entity.**

i) Are there any person/persons in ..... (Name of Procuring Entity) who has/have an interest or relationship in this firm? Yes/No.....

If yes, provide details as follows.

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

ii) **Conflict of interest disclosure**

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
1	Tenderer is directly or indirectly controls, is controlled by or is under common control with another tenderer.		
2	Tenderer receives or has received any direct or indirect subsidy from another tenderer.		
3	Tenderer has the same legal representative as another tenderer		
4	Tender has a relationship with another tenderer, directly or through common third parties, that puts it in a position to influence the tender of another tenderer, or influence the decisions of the Procuring Entity regarding this tendering process.		

	Type of Conflict	Disclosure YES OR NO	If YES provide details of the relationship with Tenderer
5	Any of the Tenderer's affiliates participated as a consultant in the preparation of the design or technical specifications of the works that are the subject of the tender.		
6	Tenderer would be providing goods, works, non-consulting services or consulting services during implementation of the contract specified in this Tender Document.		
7	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who are directly or indirectly involved in the preparation of the Tender document or specifications of the Contract, and/or the Tender evaluation process of such contract.		
8	Tenderer has a close business or family relationship with a professional staff of the Procuring Entity who would be involved in the implementation or supervision of the such Contract.		
9	Has the conflict stemming from such relationship stated in item 7 and 8 above been resolved in a manner acceptable to the Procuring Entity throughout the tendering process and execution of the Contract.		

**f) Certification**

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

Full Name \_\_\_\_\_ Title or

Designation \_\_\_\_\_

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

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

**B. CERTIFICATE OF INDEPENDENT TENDER DETERMINATION**

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

I certify, on behalf of \_\_\_\_\_ [Name of Tenderer] that:

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

Name \_\_\_\_\_ Title\_\_ Date \_\_\_\_\_

*[Name, title and signature of authorized agent of Tenderer and Date].*

**C. SELF - DECLARATION FORMS**

**FORM SD1**

**SELF DECLARATION THAT THE PERSON/TENDERER IS NOT DEBARRED IN THE MATTER OF THE PUBLIC PROCUREMENT AND ASSET DISPOSAL ACT 2015.**

I, ....., of Post Office Box ..... being a resident of ..... in the Republic of ..... do hereby make a statement as follows: -

1. THAT I am the Company Secretary/ Chief Executive/Managing Director/Principal Officer/Director of ..... (*insert name of the Company*) who is a Bidder in respect of Tender No. .... for ..... (*insert tender title/description*) for ..... (*insert name of the Procuring entity*) and duly authorized and competent to make this statement.
2. THAT the aforesaid Bidder, its Directors and subcontractors have not been debarred from participating in procurement proceeding under Part IV of the Act.
3. THAT what is deponed to herein above is true to the best of my knowledge, information and belief.

..... (Signature) ..... (Date) ..... (Title)

Bidder Official Stamp

**FORM SD2**

**SELF DECLARATION THAT THE PERSON/TENDERER WILL NOT ENGAGE IN ANY CORRUPT OR FRAUDULENT PRACTICE**

I, ..... of P. O. Box ..... being a resident of ..... in the Republic of ..... do hereby make a statement as follows: -

1. THAT I am the Chief Executive/Managing Director/Principal Officer/Director of ..... (*insert name of the Company*) who is a Bidder in respect of Tender No. .... for ..... (*insert tender title/description*) for ..... (*insert name of the Procuring entity*) and duly authorized and competent to make this statement.
  
2. THAT the aforesaid Bidder, its servants and/or agents /subcontractors will not engage in any corrupt or fraudulent practice and has not been requested to pay any inducement to any member of the Board, Management, Staff and/or employees and/or agents of ..... (*insert name of the Procuring entity*) which is the procuring entity.
  
3. THAT the aforesaid Bidder, its servants and/or agents /subcontractors have not offered any inducement to any member of the Board, Management, Staff and/or employees and/or agents of ..... (name of the procuring entity)
  
4. THAT the aforesaid Bidder will not engage /has not engaged in any corrosive practice with other bidders participating in the subject tender
  
5. THAT what is deponed to herein above is true to the best of my knowledge information and belief.

.....  
(Title)

.....  
(Signature)

.....  
(Date)

Bidder's Official Stamp

**DECLARATION AND COMMITMENT TO THE CODE OF ETHICS**

I ..... (person) on behalf of (*Name of the Business/ Company/Firm*) ..... declare that I have read and fully understood the contents of the Public Procurement & Asset Disposal Act, 2015, Regulations and the Code of Ethics for persons participating in Public Procurement and Asset Disposal and my responsibilities under the Code.

I do hereby commit to abide by the provisions of the Code of Ethics for persons participating in Public Procurement and Asset Disposal.

Name of Authorized signatory..... Sign.....

Position.....

Office address..... Telephone.....

E-mail.....

Name of the Firm/Company.....

Date..... (Company Seal/ Rubber

Stamp where applicable)

Witness

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

Date.....

## D. APPENDIX 1- FRAUD AND CORRUPTION

*(Appendix 1 shall not be modified)*

### 1. Purpose

2. The Government of Kenya's Anti-Corruption and Economic Crime laws and their sanction's policies and procedures, Public Procurement and Asset Disposal Act (*no. 33 of 2015*) and its Regulation, and any other Kenya's Acts or Regulations related to Fraud and Corruption, and similar offences, shall apply with respect to Public Procurement Processes and Contracts that are governed by the laws of Kenya.

### 3. Requirements

The Government of Kenya requires that all parties including Procuring Entities, Tenderers, (applicants/proposers), Consultants, Contractors and Suppliers; any Sub-contractors, Sub-consultants, Service providers or Suppliers; any Agents (whether declared or not); and any of their Personnel, involved and engaged in procurement under Kenya's Laws and Regulation, observe the highest standard of ethics during the procurement process, selection and contract execution of all contracts, and refrain from Fraud and Corruption and fully comply with Kenya's laws and Regulations as per paragraphs 1.1 above.

Kenya's public procurement and asset disposal act (*no. 33 of 2015*) under Section 66 describes rules to be followed and actions to be taken in dealing with Corrupt, Coercive, Obstructive, Collusive or Fraudulent practices, and Conflicts of Interest in procurement including consequences for offences committed. A few of the provisions noted below highlight Kenya's policy of no tolerance for such practices and behavior: -

- 1) a person to whom this Act applies shall not be involved in any corrupt, coercive, obstructive, collusive or fraudulent practice; or conflicts of interest in any procurement or asset disposal proceeding;
- 2) A person referred to under subsection (1) who contravenes the provisions of that sub-section commits an offence;
- 3) Without limiting the generality of the subsection (1) and (2), the person shall be: -
  - a) disqualified from entering into a contract for a procurement or asset disposal proceeding; or
  - b) if a contract has already been entered into with the person, the contract shall be voidable;
- 4) The voiding of a contract by the procuring entity under subsection (7) does not limit any legal remedy the procuring entity may have;
- 5) An employee or agent of the procuring entity or a member of the Board or committee of the procuring entity who has a conflict of interest with respect to a procurement: -
  - a) shall not take part in the procurement proceedings;
  - b) shall not, after a procurement contract has been entered into, take part in any decision relating to the procurement or contract; and
- c) shall not be a subcontractor for the bidder to whom was awarded contract, or a member of the group of bidders to whom the contract was awarded, but the subcontractor appointed shall meet all the requirements of this Act.
- 6) An employee, agent or member described in subsection (1) who refrains from doing anything prohibited under that subsection, but for that subsection, would have been within his or her duties shall disclose the conflict of interest to the procuring entity;
- 7) If a person contravenes subsection (1) with respect to a conflict of interest described in subsection (5)(a) and the contract is awarded to the person or his relative or to another person in whom one of them had a direct or indirect pecuniary interest, the contract shall be terminated and all costs incurred by the public entity shall be made good by the awarding officer. Etc.

In compliance with Kenya's laws, regulations and policies mentioned above, the Procuring Entity:

- a) Defines broadly, for the purposes of the above provisions, the terms set forth below as follows:
  - i) "corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
  - ii) "fraudulent practice" is any act or omission, including misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain financial or other benefit or to avoid an obligation;

- iii) “collusive practice” is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
  - iv) “coercive practice” is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
  - v) “obstructive practice” is:
    - deliberately destroying, falsifying, altering, or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede investigation by Public Procurement Regulatory Authority (PPRA) or any other appropriate authority appointed by Government of Kenya into allegations of a corrupt, fraudulent, coercive, or collusive practice; and/or threatening, harassing, or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or
    - acts intended to materially impede the exercise of the PPRA's or the appointed authority's inspection and audit rights provided for under paragraph 2.3 e. below.
- b) Defines more specifically, in accordance with the above procurement Act provisions set forth for fraudulent and collusive practices as follows:
- "fraudulent practice" includes a misrepresentation of fact in order to influence a procurement or disposal process or the exercise of a contract to the detriment of the procuring entity or the tenderer or the contractor, and includes collusive practices amongst tenderers prior to or after tender submission designed to establish tender prices at artificial non-competitive levels and to deprive the procuring entity of the benefits of free and open competition.
- c) Rejects a proposal for award<sup>1</sup> of a contract if PPRA determines that the firm or individual recommended for award, any of its personnel, or its agents, or its sub-consultants, sub-contractors, service providers, suppliers and/ or their employees, has, directly or indirectly, engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices in competing for the contract in question;
  - d) Pursuant to the Kenya's above stated Acts and Regulations, may sanction or recommend to appropriate authority (ies) for sanctioning and debarment of a firm or individual, as applicable under the Acts and Regulations;
  - e) Requires that a clause be included in Tender documents and Request for Proposal documents requiring (i) Tenderers (applicants/proposers), Consultants, Contractors, and Suppliers, and their Sub-contractors, Sub-consultants, Service providers, Suppliers, Agents personnel, permit the PPRA or any other appropriate authority appointed by Government of Kenya to inspect<sup>2</sup> all accounts, records and other documents relating to the procurement process, selection and/or contract execution, and to have them audited by auditors appointed by the PPRA or any other appropriate authority appointed by Government of Kenya; and
  - f) Pursuant to Section 62 of the above Act, requires Applicants/Tenderers to submit along with their Applications/Tenders/Proposals a “Self-Declaration Form” as included in the procurement document declaring that they and all parties involved in the procurement process and contract execution have not engaged/will not engage in any corrupt or fraudulent practices.

---

<sup>1</sup> For the avoidance of doubt, a party's ineligibility to be awarded a contract shall include, without limitation, (i) applying for pre-qualification, expressing interest in a consultancy, and tendering, either directly or as a nominated sub-contractor, nominated consultant, nominated manufacturer or supplier, or nominated service provider, in respect of such contract, and (ii) entering into an addendum or amendment introducing a material modification to any existing contract.

<sup>2</sup> Inspections in this context usually are investigative (i.e., forensic) in nature. They involve fact-finding activities undertaken by the Investigating Authority or persons appointed by the Procuring Entity to address specific matters related to investigations/audits, such as evaluating the veracity of an allegation of possible Fraud and Corruption, through the appropriate mechanisms. Such activity includes but is not limited to: accessing and examining a firm's or individual's financial records and information, and making copies thereof as relevant; accessing and examining any other documents, data and information (whether in hard copy or electronic format) deemed relevant for the investigation/audit, and making copies thereof as relevant; interviewing staff and other relevant individuals; performing physical inspections and site visits; and obtaining third party verification of information.

**FORM OF TENDER SECURITY-[Option 1–Demand Bank Guarantee]**

**Beneficiary:** \_\_\_\_\_

**Request for Tenders No:**

\_\_\_\_\_

**Date:** \_\_\_\_\_

**TENDER GUARANTEE No.:** \_\_\_\_\_

**Guarantor:** \_\_\_\_\_

1. We have been informed that \_\_\_\_\_ (here inafter called "the Applicant") has submitted or will submit to the Beneficiary its Tender (here inafter called" the Tender") for the execution of \_\_\_\_\_ under Request for Tenders No. \_\_\_\_\_ ("the ITT").
2. Furthermore, we understand that, according to the Beneficiary's conditions, Tenders must be supported by a Tender guarantee.
3. At the request of the Applicant, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ (\_\_\_\_\_) upon receipt by us of the Beneficiary's complying demand, supported by the Beneficiary's statement, whether in the demand itself or a separate signed document accompanying or identifying the demand, stating that either the Applicant:
  - (a) has withdrawn its Tender during the period of Tender validity set forth in the Applicant's Letter of Tender ("the Tender Validity Period"), or any extension thereto provided by the Applicant; or
  - b) having been notified of the acceptance of its Tender by the Beneficiary during the Tender Validity Period or any extension there to provided by the Applicant, (i) has failed to execute the contract agreement, or (ii) has failed to furnish the Performance.
4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) thirty days after the end of the Tender Validity Period.
5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

\_\_\_\_\_  
*[signature(s)]*

*Note: All italicized text is for use in preparing this form and shall be deleted from the final product.*

**FORMAT OF TENDER SECURITY [Option 2–Insurance Guarantee]**

**TENDER GUARANTEE No.:** \_\_\_\_\_

1. Whereas ..... [*Name of the tenderer*] (hereinafter called “the tenderer”) has submitted its tender dated ..... [*Date of submission of tender*] for the ..... [*Name and/or description of the tender*] (hereinafter called “the Tender”) for the execution of \_\_\_\_\_ under Request for Tenders No. \_\_\_\_\_ (“the ITT”).
2. KNOW ALL PEOPLE by these presents that WE ..... of ..... [**Name of Insurance Company**] having our registered office at ..... (hereinafter called “the Guarantor”), are bound unto ..... [*Name of Procuring Entity*] (hereinafter called “the Procuring Entity”) in the sum of ..... (Currency and guarantee amount) for which payment well and truly to be made to the said Procuring Entity, the Guarantor binds itself, its successors and assigns, jointly and severally, firmly by these presents.

Sealed with the Common Seal of the said Guarantor this \_\_\_ day of \_\_\_\_\_ 20 \_\_.

3. NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Applicant:
  - a) has withdrawn its Tender during the period of Tender validity set forth in the Principal's Letter of Tender (“the Tender Validity Period”), or any extension thereto provided by the Principal; or
  - b) having been notified of the acceptance of its Tender by the Procuring Entity during the Tender Validity Period or any extension thereto provided by the Principal; (i) failed to execute the Contract agreement; or (ii) has failed to furnish the Performance Security, in accordance with the Instructions to tenderers (“ITT”) of the Procuring Entity's Tendering document.

then the guarantee undertakes to immediately pay to the Procuring Entity up to the above amount upon receipt of the Procuring Entity's first written demand, without the Procuring Entity having to substantiate its demand, provided that in its demand the Procuring Entity shall state that the demand arises from the occurrence of any of the above events, specifying which event(s) has occurred.

4. This guarantee will expire: (a) if the Applicant is the successful Tenderer, upon our receipt of copies of the contract agreement signed by the Applicant and the Performance Security and, or (b) if the Applicant is not the successful Tenderer, upon the earlier of (i) our receipt of a copy of the Beneficiary's notification to the Applicant of the results of the Tendering process; or (ii) twenty-eight days after the end of the Tender Validity Period.
5. Consequently, any demand for payment under this guarantee must be received by us at the office indicated above on or before that date.

\_\_\_\_\_  
*[Date]*  
\_\_\_\_\_  
*[Witness]*

\_\_\_\_\_  
*[Signature of the Guarantor]*  
\_\_\_\_\_  
*[Seal]*

***Note: All italicized text is for use in preparing this form and shall be deleted from the final product.***

**TENDER-SECURING DECLARATION FORM**

*[The Bidder shall complete this Form in accordance with the instructions indicated]*

Date:.....*[insert date (as day, month and year) of Tender Submission]*

Tender No.:.....*[insert number of tendering process]*

To:..... *[insert complete name of Purchaser]* I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Tender-Securing Declaration.
2. I/We accept that I/we will automatically be suspended from being eligible for tendering in any contract with the Purchaser for the period of time of *[insert number of months or years]* starting on *[insert date]*, if we are in breach of our obligation(s) under the bid conditions, because we – (a) have withdrawn our tender during the period of tender validity specified by us in the Tendering Data Sheet; or (b) having been notified of the acceptance of our Bid by the Purchaser during the period of bid validity, (i) fail or refuse to execute the Contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the instructions to tenders.
3. I/We understand that this Tender Securing Declaration shall expire if we are not the successful Tenderer(s), upon the earlier of:
  - a) our receipt of a copy of your notification of the name of the successful Tenderer; or
  - b) thirty days after the expiration of our Tender.
4. I/We understand that if I am/we are/in a Joint Venture, the Tender Securing Declaration must be in the name of the Joint Venture that submits the bid, and the Joint Venture has not been legally constituted at the time of bidding, the Tender Securing Declaration shall be in the names of all future partners as named in the letter of intent.

Signed:..... Capacity / title (director

or partner or sole proprietor, etc.) ..... Name:

..... Duly authorized to sign the bid

for and on behalf of: *[insert complete name of Tenderer]*

Dated on ..... day of ..... *[Insert date of signing]* Seal or stamp

## Appendix to Tender

### Schedule of Currency requirements

Summary of currencies of the Tender for \_\_\_\_\_ *[insert name of Section of the Works]*

<i>Name of currency</i>	<i>Amounts payable</i>
Local currency: _____	
Foreign currency #1: _____	
Foreign currency #2: _____	
Foreign currency #3: _____	
Provisional sums expressed in local currency _____	[To be entered by the Procuring Entity]

---

## **PART II - WORKS REQUIREMENTS**

---

## **SECTION VII – DRAWINGS**

Additional drawings will be provided after award of tender but before commencement of works by the project manager as a separate booklet

## **SECTION VI – SPECIFICATIONS**

### **1. GENERAL SPECIFICATIONS**

#### **1.1 Introduction**

These specifications cover the construction of the works as shown on the drawings and listed in the Bills of Quantities and shall be read in conjunction with the Contract Documents as listed in Volume I, Instructions to Tenderers.

All references given are intended solely for the convenience of those using the above documents and shall in no way exclude the application of the other clauses in the documents which may, in the opinion of the Engineer have any bearing on the point in question.

##### **1.1.1 Location**

The site for the proposed Construction of Amboseli Irrigation Water Project: Kajiado South Constituency, Kajiado County.

##### **1.1.2 Scope of Works**

Works consist of Preliminary and General Items, Site Clearance, excavation of reservoir and Earthworks, auxiliary structures (Sill, Riprap, and Gabions), Draw-off system, community watering point, cattle trough, ablution block, fencing and environmental protection.

#### **1.2 Extent of Contracts**

The works specified under this contract shall include all general works preparatory to the construction of the works and materials and work of any kind necessary for the due and satisfactory construction, completion and maintenance of the works to the intent and meaning of the Drawings and this specifications and further Drawings and instructions that may be issued by the Engineer from time to time whether specifically mentioned or not into the clauses of this specification.

#### **1.3 Precedence of Contract Documents**

Should the provisions of any clauses of any or all of the Contract Documents to be shown to be mutually at variance or exclusive, the following order of precedence shall be applied in order to establish which of the said provisions mutually at variance or exclusive, shall be deemed to be true and correct intent of the contract entered into by Employer, and the Contractor shall forthwith be absolved from any liability under the provisions not so proved to be the true and correct intent of the contract, provided that in the execution of the contract the Contractor has, or shall have complied with such true and correct intent.

(i) The Provision of the Standard or Special Specifications shall take precedence over those of the General Conditions of Contract.

(ii) Provision of the Special Specifications shall take precedence over the Standard Specifications unless otherwise indicated.

(iii) Details shown or noted on the Contract drawings shall take precedence over the requirements of both the Standard and the Special Specifications.

(v) Within the Standard Specifications, the provisions of any section particular to the provisions at variance shall take precedence over the General Section, and within any section clauses particular to the provisions at variance shall take precedence over those not so particular. The foregoing order of precedence shall apply also to sections and clauses of the Special Specifications.

(vi) Where there is conflict in units of measurement quoted in Standard Specifications and units quoted in Bills of Quantities the units in latter will apply.

Notwithstanding any fore-written provisions, should the application of the foregoing order of precedence fail to resolve any variance or mutual exclusions as to the true and correct intent of the contract to the satisfaction of the Engineer, the Engineer may exercise the right to arbitrarily give a ruling as to the true and correct intention of the contract, and the Contractor shall have the right to claim additional payment for any additional expenses incurred by him as a consequence of such variance or exclusion and arbitrary ruling.

#### **1.4 Standards**

In the specifications, Bills of Quantities, and Drawing reference has been made to relevant British Standard Specifications and Codes of Practice- to which the materials and workmanship should comply with. However, the materials and workmanship complying with equivalent Kenya Bureau of Standards (KEBS) or International Standards Organization (I.S.O) standard for that particular material or workmanship will also be acceptable. Mixture of different Standards in one trade will not be allowed. For instance, if pipes are to be provided to KEBS Standard, then all the pipes in the works are to be of KEBS Standard.

Where the dimension in one standard does not completely correspond to the dimension of the other standard which is being used for construction of works, ruling of the Engineer will be sought and any decision given by the Engineer will be final and binding upon the Contractor.

#### **1.5 Quality of Materials and Workmanship**

The materials and workmanship shall be of the best of their respective kinds and shall be to the approval of the Engineer. In reading these Specifications, the words "to the approval of the Engineer" shall be deemed to be included in the description of all materials incorporated in the works, whether manufactured or natural, and in the description of all operations for the due execution of the works.

No materials of any description shall be used without prior approval by the Engineer and any condemned as unfit for use in the works shall be removed immediately from the site, and without recompense to, the Contractor. All works or parts thereof shall be in accordance with the latest edition of either Kenya Bureau of Standards (KEBS) Specification or British Standard (B.S) Specifications and British Codes of Practices (C.P) as published by British Standard Institution.

All materials shall be of approved manufacture and origin and the best quality of their respective kind, equal to sample and delivered on to the site a sufficient period before they are required to be used in the works to enable the Engineer to take such samples as he may require for testing or approval, and the Contractor shall furnish any information

required by the Engineer as to the quality, weight, strength, description, etc. of the materials. No materials of any description shall be used without prior approval by the Engineer and any condemned as unfit for use in the works shall be removed immediately from the site by, and without recompense to, the Contractor.

### **1.11 Trade Names**

Trade Names and Catalogue References are given solely as the guide to the quality and alternative manufacturers of the materials or goods of equivalent quality will be accepted at the discretion of the Engineer.

### **1.7 Samples**

The samples of all materials shall be deposited with the Engineer and approved prior to ordering or delivery to site. The Engineer reserves his right to test any sample to destruction and retain samples until the end of the maintenance period. No payment will be made for samples and the Contractor must in the rates of prices allow for costs of samples. All materials delivered to site shall be equal or better in all respects than the samples delivered to the Engineer.

All sampling of materials on the site must be done by or in the presence of the Engineer. All other samples will be deemed not to be valid under the contract.

All material delivered to the site or intended for the works not equal or better than the samples approved by the Engineer shall be removed and replaced at the Contractor's expense.

### **1.8 Testing**

As provided in Clause 311 of the Conditions of Contract and in accordance with the Specification quoted for any material used on works of this contract, tests may be called upon by the Engineer to be carried out at the place of manufacture or on the site. The Contractor may assume that the tests will be required on soils, workmanship, and materials whether natural or manufactured to verify their compliance with the specifications. Samples of all such materials and manufactured articles together with all necessary labour, materials, plant and apparatus for sampling and for carrying out of the tests shall be supplied by the Contractor at his own expense.

### **1.9 Programme for the Execution of Works**

(i) In accordance with Clause 14 of the Conditions of Contract, the Contractor upon receiving Engineer's order to commence shall within 7 days draw up a working programme setting out order in which the works are to be carried out with appropriate dates thereof together with delivery dates for materials. The Contractor shall together with his work programme supply an expenditure chart showing monthly anticipated expenditure.

(ii) The programme shall be deemed to have taken into account normal variations in climatic conditions to provide for completion of the works in the order and within the times specified therein

(iii) The order in which it is proposed to execute the permanent works shall be subject to adjustment and approval by the Engineer, and Contractor's price shall be held to include for any reasonable and necessary adjustment required by the Engineer during the course of the

works.

(iv) The Contractor shall carry out the contract in accordance with the programme agreed with the Engineer, but he shall in no manner be relieved by the Engineer's approval of the programme of his obligations to complete the works in the prescribed order and by the prescribed completion date and he shall from time to time review his progress and make such amendments to his rate or executions of the works as may be necessary to fulfil these obligations.

(v) Once the proposed programme is approved by the Engineer, the Contractor shall not depart from the programme without the written consent of the Engineer. In the event of unforeseen difficulties or disturbances arising, which forces the Contractor to depart from the approved programme of works, he shall advise the Engineer in writing about such occurrences without delay and submit proposals for any necessary remedial measures, for which he shall obtain the Engineer's approval before putting such measures into effect.

(vi) The Contractor shall furnish the Engineer with a monthly statement of all works done on the contract and of all materials on site.

### **1.10 Substantial (Practical) Completion**

Substantial or Practical Completion of Works is to be understood as a state of completion, which leaves out only minor outstanding items that can be readily completed within a period of less than 1 month without interfering with the normal operation of the works.

The works will not be considered as substantially or practically completed without the works being capable of being used by the Employer in accordance with the purpose of the works. This means amongst other things and where relevant, that all final tests have been carried out, the pumping stations and treatment plant are fully operational to the required capacity, all storage tanks filled up, operation manuals provided, and clearance of the site upon completion of the works has been carried out, all to the satisfaction of the Engineer.

The Contractor shall allow for a period of one month for the completion by others of as built drawings before the works are handed over to the Employer.

### **1.11 Nominated Sub-Contractors and Nominated Supplies**

The Contractor shall be responsible for Nominated Sub-Contractor in responsibility to ensure that each Sub-Contractor commences and completes the work in a manner so as to conform with the working programme, as specified above.

It is also the responsibility of the Contractor to ensure a satisfactory progress of the works and to ensure that the works are completed to a standard satisfactory to the Engineer.

The Contractor shall accept liability for and bear the cost of General and Specific Attendance on Nominated Sub-Contractors which shall be deemed to include for:-

(i) Allowing the use of standing scaffolding, providing special scaffolding, maintenance and alteration of all scaffolding, retention of all scaffolding until such time as all relevant Sub-Contractor's works are complete and removal of all scaffolding on completion.

(ii) Providing equipment and labour for unloading and hoisting Sub -Contractor's materials.

(iii) Providing space for office accommodation, and for storage of plant and materials; allowing use of sanitary accommodation; the supply of all necessary water, power, lighting and watching and clearing away all rubbish.

Carting away for and making good after the work of Sub-Contractors as may be required will be measured and valued separately in the Bills of Quantities.

Before placing any orders with nominated Sub-Contractors or nominated Suppliers, the Contractor should enter into an agreement with the nominated Sub- Contractor/nominated Suppliers to ensure that the Conditions and delivery of materials to site comply with the conditions of contract and the working programme.

Particular clause should be inserted in the agreement with the nominated Suppliers ensuring the validity of the rates for the supply of materials as per the delivery schedule. Nominated Suppliers who are unable to meet the delivery schedule will not be given allowance for any increases in prices incurred after the delivery time agreed in the delivery schedule.

### **1.12 Entry upon Land, Working Site and Adjoining Lands**

The Employer shall provide land, right of ways and way leaves for work specified in the contract.

If nothing else is mentioned, the Contractor will be allotted for execution of the works only the actual area as necessary for the extent of the construction.

The Contractor shall give notice to the Engineer at least 14 days before he wishes to enter onto the land required to carry out the Contract.

The Contractor shall not enter onto any land or commence any operations until such time as he receives formal confirmation from the Engineer that all necessary compensation formalities have been completed and that permission has been obtained from the landowner to enter the land and commence operations. Should the Contractor enter onto any land or commence operations without first obtaining this confirmation, he shall be liable in whole or in part, at the sole discretion of the Engineer, for all additional costs and/or legal charges which might arise, therefore.

The Contractor shall on his own accord obtain rights of admission, and Right of using all other areas which are necessary for storing and manufacturing, or for setting up site offices and Resident Engineer's office or whatsoever will be necessary. No separate payment will be made to the Contractor on account of these items and the Contractor must make due allowance for them in his rates.

The Contractor shall take care to prevent injury, damage and trespass on lands, fences and other properties near and adjacent to the works and must in this connection make all necessary arrangements with adjoining landowners, or into the case of Government Property with officers appointed for this purpose, and ensure the Workmen's observance of all Government rules and Ordinances regarding game protection and other matters and provide, maintain and clear away on completion of the Works, all temporary fencing which may be required for execution of the works.

Before completion of the works, the Contractor must make good or compensate any such injury, damage or trespass on Lands, fences and other properties which have no otherwise been provided for in the Contract.

### **1.13 Preservation of Survey Beacons**

Ordinance Survey Beacons, Benchmarks, etc., or around the site of the works shall not be disturbed unless permission has been obtained by the Engineer from the Survey of Kenya.

In the event of unauthorized disturbance of such beacons, benchmarks etc., in the course of the works being carried out, the Contractor shall be responsible for reporting same to the Engineer and the Survey of Kenya, and for payment of any fees due to said Survey of Kenya for replacement of such disturbed beacons, benchmarks, etc. The Contractor shall not replace such disturbed beacons benchmarks, etc. on his own accord.

### **1.14 Land for Camp Site**

The Employer shall make available free of charge to the Contractor all land under or through which the works other than Temporary Works are to be executed or carried out all as indicated in the Drawings or as detailed in the Specifications. Such land shall exclude land for Resident Engineer's offices and land required by the Contractor for his own camps, offices, houses, temporary works or any other purpose.

### **1.15 Existing Services**

Drains, pipes, cables and similar services encountered in the course of the Works shall be protected from damage by the Contractor at his own cost to safeguard a continued uninterrupted use to the satisfaction of the owners thereof, and the Contractor shall not store materials or otherwise occupy any part of the site in the manner likely to hinder the operation of such services.

The Contractor shall on the Engineer's direction arrange for the construction of permanent or temporary diversions of the said drains etc., together with their reinstatement in liaison with the respective Departments, Bodies, Corporations or Authorities. The cost of such works or diversions including reinstatement shall be charged against the appropriate provision sum provided into the Bills of Quantities. The Contractor shall be at liberty, subject to the approval of the works, bear the cost of reinstatement of addition diversion. No services may be tampered with by the Contractor and all works in connection with any kind of services shall be carried out by their respective owners.

It is the responsibility of the contractor to inform the Engineer immediately if any existing service is exposed.

#### **1.111 Damage to Services**

The Contractor shall be held liable for all damage and interference to mains and pipes, to electric cables or lines of any kind either above or below ground caused by him or his Sub-contractors in execution of the Works, whether such services are located on the Contractor's Drawings or not. The contractor must make good or report to the appropriate authorities the same without delay and do any further work considered by the Engineer or owner. The Contractor shall provide for these contingencies in the rates inserted in the Bills of Quantities.

### **1.17 Temporary Roads and Traffic Control**

The contractor shall provide and maintain all temporary roads, bridges and other work required for the construction of the Work including access to quarries, borrow- pits, accommodation etc.

### **1.18 Road Closure**

Where a road used by the Contractor for delivery of any materials used in the works is closed under Section 71 of the Traffic Ordinance Act 19112 or amendments thereto, the contractor shall obey such closure order and use alternative roads.

### **1.19 Road and Railway Crossing and Traffic Control**

Whether the pipeline is crossing the classified roads and railway line, the Contractor will contact the relevant authorities in advance and obtain necessary permission to dig across the road and railway line in accordance with the requirement of the authorities concerned and shall pay any royalties connected with this work, and the Contractor will provide temporary detour road together with any warning signs necessary. There will be no separate payment for this and cost of all expenses connected with road and railway crossing for which no separate items have been included in the Bills of Quantities.

### **1.20 Protection from Water**

Unless otherwise mentioned, Contractor shall keep the whole of the Works free from water and allow in his rates for all dams, coffer, dams pumping, piling, shoring, temporary drains, slumps, etc., necessary for this purpose and shall make good at his own cost all damage caused thereby.

### **1.21 Weather Conditions**

The Contractor shall be deemed to take into account all possible weather conditions when preparing his tender and he shall not be entitled for extra payment by the reason of the occurrence or effect of high winds, excessive rainfall, temperature or any other meteorological phenomena.

### **1.22 Protection from Weather**

All materials shall be stored on site in a manner approved by the Engineer and the Contractor shall carefully protect from the weather all works and materials which may be affected thereby.

No separate payment will be made for this and Contractor will allow in his rate for this.

### **1.23 Explosive and Blasting**

At works requiring the use of explosives, the Contractor shall employ men experienced in blasting, and these men must be in possession of a current blasting certificate. The purchase, transport, storage, and use of explosive shall be carried out in accordance with the most recent Explosives Ordinance and Rules issued by the Government and the Contractor shall allow in his rates for excavation and quarrying for all expenses incurred in meeting these requirements, including the provision of suitable stores. Blasting operations shall be carried out with as little interference as possible to traffic or persons and the rates shall include for all flagging, watching barricade and clearance of debris.

In all cases previous permission from the Engineer must be obtained before commencing any blasting operation.

If, in the opinion of the Engineer, blasting would be dangerous to persons or property, or it is carried out in a reckless manner, the Engineer can prohibit any further use of explosives.

#### **1.24 Liaison with Police, etc.**

The Contractor shall keep himself in close contact with the Police, Labour Officers and other officials in the areas concerned regarding their requirements in the control of workmen, passage through townships, or other matters and shall provide all assistance and/or facilities which may be required by such officials in execution of their duties in connection with the works. Any instruction given by the traffic police concerning fencing off of trenches or other excavations must be followed explicitly.

#### **1.25 Provision of Water**

The Contractor shall provide water for use in the Works. He shall supply all hydrants, hose, vessels and appliances necessary for the distribution there-of and shall provide pumps, tanks, carts, vessels and appliances, transport and labour when and where-ever it is necessary for water to be carted for use at the works. All water used in connection with the works shall if possible be obtained from a public water supply and the Contractor shall make all necessary arrangements and pay all the charges for connection to main and for water used.

#### **1.211 Temporary Lighting**

The Contractor shall provide all artificial lighting and power for use on the works, including all sub-contractors and specialists requirements and including all temporary connections, wiring, fittings, etc., and clear away on completion. The contractor shall pay all fees and charges and obtain all permits in connections there with.

#### **1.27 Sanitation**

The medical Officer of health or other Sanitary Authority shall be informed when Works are contemplated and when works are about to commence.

The site shall be kept in a clean and proper sanitary condition. No nuisance shall be committed on or around work, and latrines for the workmen and staff shall provide in accordance with the requirements of the medical officer or Sanitary Authorities. The Contractor shall be responsible for the sanitary discipline of his labour.

The Engineer's representative has the right to order, who in the opinion of the Engineer's representative does not have satisfactory sanitary discipline, off the site with immediate effect. The Contractor shall make sure that his personnel working on the site are medically fit, and he shall bear the cost of any medical test required to determine that his personnel are free from infectious diseases.

The Contractor shall follow the safety rules set down by the Factories Inspectorate, Ministry of Labour.

#### **1.28 Medical Facilities**

Contractors' attention is drawn to Legal Notice No. 79 of 22nd September 1978 by which it is mandatory that every Contractor employing more than twenty people should appoint (in writing) a safety supervisor. A safety supervisor advise the management on all matters regarding safety, hygiene and welfare of the people affected by the

Contractor's undertaking on the site. The safety officer may in addition carry out other duties. The contractor shall provide adequate first-aid equipment on the site and ensure that at least two of his site staff are completely trained in first aid.

### 1.29 Signboards

The Contractor shall erect signboards as shown on the drawing in prominent positions adjacent to the works to the satisfaction of the Engineer. The location of the signboards shall be specified by the Resident Engineer.

### 1.30 Setting Out and Survey Equipment

The Contractor must before commencing any construction works, make sure that levels shown on the drawings correspond with levels found on the site.

Should any discrepancy be discovered between the level shown on the drawings and those found on the site, which may affect the level and dimensions of any part of the works, the Contractor shall notify the Engineer, who, if necessary, will issue drawings showing the amended level and dimensions.

The Contractor shall allow for in his rates, the cost of the necessary qualified and experienced staff to set out the works and during the continuance of the Contract for the sole use of the Engineer, provide approved new and accurate instruments together with all other requisites, all necessary chainmen and other attendance and transport required for setting out and checking the works or purpose in connection therewith.

The major requirements are as minimum but not limited to the following:

<b>Description</b>	<b>No</b>
(a) 2 m ranging rods	11
(b) Modern Universal Theodolite and Tripod	1
(c) Automatic level and Tripod	1
(d) 4 level staff with leveling bubble	2
(e) 100 m steel tape	2
(f) 50 m steel tape	2
(g) 3 m pocket tapes	3

The contractor shall clear the site and set out the Works well in advance to enable the Engineer to inspect and approve the setting out prior to commencement of the Works. The Contractor shall amend at his own cost any error due to inaccurate setting out.

Any checking or approval by the Engineer of the setting out, bench marks, plans or schedule will not relieve the Contractor of his responsibilities under the Contract. The Contractor shall provide plan showing the position of his site offices, storage, sheds, accommodation, Engineer's Representatives office etc., to the permanent works for the approval of the Engineer before commencing erection of his camp.

### 1.31 Backfilling of Holes and trenches

The Contractor shall immediately upon approval of any work at his own expense and to the satisfaction of the Engineer backfill all holes trenching and temporary quarries which have been made (except permanent borrow pits), level all moulds or heaps of earth that may have been raised or made and clear away all rubbish caused by the execution of the work. The Contractor shall bear and pay all costs charges damages and expenses of any kind whatsoever which may occur by reason of holes and trenches connected with the works or materials, tools or plant being left or placed in improper situation.

### **1.32 Inspection of Works**

No part of the works shall be built in or covered over until it has been inspected and approved by the Engineer and the Contractor must give due notice in writing to the Engineer's representative when any part of the works are ready for inspection.

### **1.33 Cleaning Up of Site**

Before final acceptance upon the completion of the Works, the Contractor shall, at his own expense, remove and dispose of all rubbish and remove all equipment, surplus materials camp and buildings, which the contractor has provided, and temporary works ordered by the Engineer and shall leave the Site absolutely clear thereof and in good order and condition to the entire satisfaction of the Engineer.

### **1.34 Testing of Water-Retaining Structure**

All water-retaining structures shall on completion be tested for water tightness in the following manner. The structure shall be filled with potable water in stage and held at each stage for such time as the Engineer may require. Should any dampness or leakage occur at any stage, the water shall be drained off and the defects made good. The procedure shall be continued and finally the structure shall after a period allowed for absorption remain full for seven days. Within those seven days, the level of the surface of the water should be recorded and measurements made at intervals of 24 hours. The total leak must not exceed 0.3% of the total volume of water in the tested structure.

If the structure does not satisfy the Condition of the test, and the daily drop in water level is decreasing, the period of test may be extended for a further 7 days, and if the specified limit is then not exceeded, the structure may be considered as satisfactory.

Should any dampness or leakage or other defects occur they shall be made good and the structure re-tested until the water tightness is approved by the Engineer. Faces of submerged structures may not be covered before testing.

The Contractor shall allow in his rates for all expenses and shall provide water and all necessary labour and materials for testing the structures.

### **1.35 Testing of Roofs**

Where structures are used for storage of potable water adequate precautions should be taken to ensure that the roof is watertight in order to give protection against a potential source of pollution.

The roof should be tested by lagooning the concrete slab to a minimum depth of 75 mm for a period of 3 days; the roof slab should be regarded as satisfactory if no damp patches occur

on the soffit. The roof screed should be completed immediately after testing.

All water, labour and materials for the test are to be provided by the contractor who shall allow this in his rates.

### **1.311 Cleaning and Sterilizing Water-Retaining Structures**

The interior of all potable water-retaining structures shall be thoroughly cleaned and washed after the water tightness test has been approved by the Engineer in order to remove all contamination.

The structure shall then be filled to overflow level with clean water containing 50 parts per million of chlorine and left for a period of at least 24 hours. The chlorinated water shall then be drained away and the structure refilled with clean water from which samples shall be taken for bacteriological examination and for tests of residual chlorine. If any of the results of the tests are unsatisfactory when compared with those of the control sample of the water supply, the sterilizing process shall be repeated until the results of the tests are satisfactory.

The costs of the initial sampling, analysis and preparing on the bacteriological quality of the water shall be borne by the employer, but should the initial report be unsatisfactory, the costs of any subsequent sampling analysis and preparing reports shall be borne by the Contractor.

The Contractor shall allow for - in his rates providing water, all labour, materials, chemicals and other things necessary for cleaning and sterilizing the water-retaining structures.

### **1.37 Contractor's Superintendence**

The Contractor shall give or provide all necessary superintendence during the execution of the works and as long thereafter as the Engineer may consider necessary for the proper fulfilling of the Contractor's obligations under the Contract. The Contractor or his competent and authorized Agent or representative approved in writing by the Engineer (which approval may at any time be withdrawn) is to be constantly on the works and shall give his while time to the superintendence of the same. If such approval shall be withdrawn by the Engineer, the Contractor shall after receiving written notice or such withdrawal, remove the Agent from the Site within the time stated in the notice and shall replace him by another Agent approved by the Engineer.

### **1.38 Transport of Workmen**

The Contractor shall include in his rates for all transport of staff and workmen to and from and in connection with the various parts of the works, and all costs incurred in recruiting and transporting labour to the site, where such labour is from outlying areas and costs of returning labour on termination of the contract.

### **1.39 Normal Working Hours**

The contractor shall inform the Engineer in writing, at the time of submitting the work programme, the normal working hours. The Contractor shall respect all Public Holidays. Where the Contractor wishes to work outside these hours, he shall request the Engineer in

writing at least 24 hours in advance for consideration.

#### **1.40 Transport, Travelling and Leave**

In his rates, the contractor shall allow for and be responsible for all charges which may arise out of the transport to the site of materials, plant or equipment from any source, all applicable customs duties, all licences or other costs whatsoever together with all handling, packing and insurances. The prices shall also include all charges arising out of the provision of transport to the site of staff and labour from any source and shall include all costs in respect of fares, insurances, customs, medical or other fees, subsistence, leave and all other matters.

#### **1.41 Compliance with Statutes and Local Regulations**

In addition to requirements of Clause 211 of the Conditions of Contract, the Contractor shall be responsible for acquainting himself with all current valid Statute Ordinance or By-Laws or Regulations provided in the Bills of Quantities. This applies to training Levy and other similar taxes for which no claims on the part of the Contractor other than the one inserted in the Bills of Quantities will be allowed.

#### **1.42 Accommodation for Workmen**

The Contractor shall provide and maintain suitable shelters and mess facilities for his workmen and supervisory staff. The facilities shall be of sufficient size and to a standard considered satisfactory by the Engineer. The Contractor shall throughout the contract provide an adequate supply of potable water for the workmen.

#### **1.43 Storage Space and Sheds**

Suitable temporary stores and workshop shall be erected and later removed on completion of the works. All building shall be adequate for protection of the equipment or materials to be kept there-in and shall be constructed and located to the satisfaction of the Engineer

#### **1.44 Office for the Contractor**

The Contractor shall erect a temporary office near the works on the site to be kept open at all hours during which the work is in progress.

Any notice to be given to or served upon the Contractor shall be deemed and taken to be effectively given or served upon by the delivery there-of at such office on the Site.

#### **1.45 Office for the Engineer's Representative**

The contractor shall if required by special specification rent and maintain offices, laboratories, survey and laboratory equipment and furniture for the Engineer and his staff.

#### **1.411 Housing for the Engineers Staff**

The employer shall provide housing for Engineers Staff

#### **1.47 Maintenance of the Resident Engineer's Staff Houses, Offices, Furniture and Equipment**

For the entire duration of the contract the Contractor will: -

if) For rented houses, ensure that the landlord attends to any maintenance problems

regularly. The furniture shall be maintained by the Contractor.

ii) Keep all buildings provided by him, for the use of the Resident Engineer and his Staff, in well maintained, clean and fully habitable condition, and shall maintain all access roads, car parks, footpaths, fences, gates, drains, potable water supplies, gas, electricity and waterborne sewage disposal system in good stage of repair, all to the satisfaction of the Engineer.

iii) The Contractor shall also provide an adequate refuse collection for all houses and offices provided by him.

iv) The Contractor shall maintain all furniture and equipment provided by him in reasonable state of repair and usable condition and shall replace promptly any item which becomes unserviceable or is lost.

v) The Contractor shall provide day and night watchmen for the Resident Engineer's staff houses whether rented or constructed by him.

The Contractor shall insert his rate against lump sum item included in Bills of Quantities for the maintenance of offices, houses equipment and furniture.

Payment for the maintenance of resident Engineer's staff houses, offices furniture and equipment will be spread over in equal monthly instalments, spread over from the time houses or offices as appropriate are taken over by the Engineer until the end of the Contract. (In the event, no interim certificate is issued in any month then the installment shall be added to subsequent certificate).

#### **1.48 Attendance upon Resident Engineer and Resident Engineer 's Staff**

For duration of the Contract.

i) The Contractor shall provide all assistance including labourers, chainmen, clerks and junior staff as and when required by the resident Engineer for checking, setting out surveying measuring or for testing of work. The Contractor shall also provide a full-time typist in Resident Engineer's office.

ii) The Contractor shall provide all tools and protective clothing, wooden pegs, iron pins and pickets, water cement and aggregate for concreting, transport for labourers and materials as may be required by the resident Engineer and his staff for checking, settling out, surveying, measuring or testing or the work.

An item has been included in Bills of Quantities for the above, which shall include all expenses including housing etc. which are due to the manpower. No further payment will be made for attendance upon the Engineer and Contractor shall include other costs elsewhere in his rates.

Payment for the attendance will be spread over in equal monthly instalments over the contract period. (In event, no interim certificate is issued in any month, then the instalment shall be added to the subsequent certificate).

#### **1.49 Insurance**

All buildings, furniture and equipment provided by the Contractor for the Engineer's representative shall be insured by the Contractor against loss or damage by accident, fire,

theft and other risks ordinarily insured against for the duration of the contract. The theft shall include personal belongings of the tenants in the Resident Engineer's staff houses.

### **1.50 Transport for Engineer's Representative**

The Employer shall provide transport for the Engineer's Representative.

The Contractor shall as stated in the Bills of Quantities provide maintenance, fuel and lubricants and must keep the vehicle clean and in a good roadworthy condition throughout the contract.

All maintenance shall be carried out at the prescribed intervals by an approval dealer. In the event of service and repair with a duration of more than one day, the Contractor shall provide suitable replacement vehicle to the approval of the Engineer. The costs of the above shall upon presentation of receipts be paid against the Provisional sums entered in the Bill of Quantities.

### **1.51 Removal of Camps**

On the completion of the contract, the contractor shall, if so requested take down and remove all structures connected with his camp and shall take up all pipes, drains and culverts, backfill trenches, fill up all latrine pits, soak ways and other sewage disposal excavations and shall restore the site as far as practicable to its origin condition and leave it neat and tidy to the satisfaction of the Engineer.

### **1.52 Site Meetings**

Site meetings will normally be held monthly but will be called for wherever the progress of works so require or when demanded by the Engineer.

The Contractor shall at all meetings be represented by a responsible representative other than the site Agent, who has the powers to commit the Contractor in all matters concerning the Contract.

In the event, no responsible representative of the Contractor is present at the meetings, any decision taken by the Engineer at the meeting will be binding upon the Contractor.

## **TECHNICAL SPECIFICATIONS**

### **1. SITE CLEARANCE**

#### **1.1 Clearance of Trees, Bushes, Scrub, etc.**

The contractor shall unless otherwise directed cut down all trees remove bushes, plantations, crops and other vegetable growth and grub up all roots, take down all huts, buildings, wall fence and any other obstruction and handle and transport salvaged usable materials, to a site approved by the Engineer. All salvaged and usable materials are the property of the respective owners. The clearing and demolition here-in described shall be carried out to a width of the minimum excavation plus 1.50 m on either side.

With exception of the salvaged material fore-mentioned, the Contractor shall destroy or otherwise remove the whole of the rubbish from the site to an approved tip or number of tips provided by him.

Trees shall be cut down to as near the ground level as possible and the rate entered in the Bill of Quantities shall include for cutting down, removing branches and foliage, cutting into suitable lengths, grubbing up stumps and roots, stacking up, burning or disposing off as directed.

Before commencing any site clearance, general clearance, clearance of pipelines etc., the contractor shall inform the Engineer's Representative of his intention. The Engineer's Representative will by visiting the section of works concerned, determine the extent of the clearance expressly required.

Payment for clearance will be authorized on the basis of what is expressly required and at the discretion of the Engineer's Representative.

### **1.2 Damage to Land, etc.**

Except where necessary for the proper execution of the Works, the Contractor shall not interfere with any fence, hedge, trees, land or crop forming the boundary of the site, or elsewhere. In the event of any interference, the Contractor shall make good any damage to such fence, hedges, trees, land or crop to the satisfaction of the Engineer and the owner thereof.

Where the work is to be executed in private land, the Employer will be responsible for negotiating and obtaining rights of way and the serving of all notices as may be required upon the owners and/or occupiers of the land and it shall be the obligation of the Contractor to keep the Employer and the Engineer fully informed concerning the rate of progress and of his intention to enter and begin work with any way leave as provided for under the Conditions of Contract and required by this Specification.

### **1.3 Clearing the Site on Completion**

On completion of the Work, the Contractor shall clear the Site of all plant, building, spoils, dumps, rubbish, etc. and leave the Site to the satisfaction of the Employer.

Borrow pits and temporary quarries shall be made good and covered with vegetable soil. Dumps for waste materials shall be covered with at least 0.5 m of soil of which at least a 0.1m layer in top shall be vegetable soil

## **2. EARTHWORKS SPECIFICATIONS**

### **2. GENERAL**

#### **2.1 Method Statements**

At least seven (7) days prior to the commencement of any open excavation at any section of the Works, the Contractor shall submit for the Employer's Representative's (Engineer's) approval, a statement of the excavation methods and procedures he intends to adopt on that section.

The statement shall include a description of the following, together with any other items which the Contractor considers relevant:

Sequence of operations; - A detailed programme of events and any consequent change in the

overall programme of the Works.

Excavation protection and support, including drainage and temporary works; -  
Disposal or re-use of materials, including quantities and locations.

The methods adopted shall provide for the safe and efficient execution of the excavation work in such a way as to conform to the programme for completion of the Works and so that they do not interfere with other operations in progress of the Contractor or others.

The Employer's Representative's (Engineer's) approval of the Contractor's method of excavation shall not relieve the Contractor of any of his responsibilities or obligations under the Contract.

In the event the Contractor's methods do not provide results which satisfy requirements stated in the Specification, the Contractor will be obliged to change them and to use techniques and procedures either agreed between the engineer and the Contractor or as indicated by the Engineer. Such changes will not warrant any extra payment to the Contractor.

## **2.2 Location and Shape of Excavation**

The Contractor shall locate the excavations for structures and all other work as shown on the drawings and in accordance with the benchmarks provided to him by the Engineer. The Contractor shall be responsible for correct location, and all extra work caused by his negligence in this matter will be at his expense and shall be corrected at the Engineer's request.

If local survey points or bench marks have been removed or are insufficient, the setting-out shall be related back to other established survey points or bench marks. Excavation shall be to the lines, grades and dimensions shown on the drawings or as established by the Engineer. During the progress of any open excavation work, it may be found necessary or desirable to vary the slopes or the dimensions of the excavations from those shown on the drawings or established by the Engineer. Such adjustment or trimming of the final excavated surface is considered to be a separate operation as defined hereafter.

Any and all over-excavation performed by the Contractor for any purpose or reason, except as may be directed by the Engineer, shall be at the expense of the Contractor. All such over-excavation shall be backfilled with approved material from excavations or concrete as directed by the Engineer, and the cost of furnishing and placing this backfill or concrete shall be at the expense of the Contractor.

The Engineer may direct alternative measures of backfilling, and the cost of such measures shall be at the expense of the Contractor.

Any other excavation performed at the option of the Contractor to secure access to the required work, for disposal of material excavated, or for any other purpose, shall be at the expense of the Contractor.

## **2.3 Measurement of Excavated Volumes**

The Contractor shall submit to the Engineer for approval the proposed surveying method for the measurement of excavated volumes not less than seven (7) days before commencing any such work. The proposed method shall take one of the following forms:

**a) Contour Line Method**

Maps defining the ground surface before the commencement of excavation works shall be prepared. Immediately after a change of type of work or classification of material and after completion of any excavation, the Contractor shall take survey measurements to define the dimensions and elevations of the corresponding excavated surface. Measurements shall be taken with a tacheometer with a minimum density of points of one per 20m<sup>2</sup>. From these measurements, sets of contour lines shall be prepared for each successive surface, e.g. original ground, rock final and excavated surfaces, and all sets shall be presented on a single plan. From this plan, the measurement of excavated volumes shall be calculated by an analytical method and checked by means of a planimeter.

**b) Average Section Method**

Profiles shall be taken by the Contractor of the ground surface before commencement of excavation, immediately after a change of type of work or classification of material and after completion of any excavation. Measurements shall be taken by means of a tacheometer or leveling instrument in order that vertical sections may be prepared at intervals of 3.0m or as directed by the Engineer. The volumes of excavated material shall be calculated between adjoining sections by considering the average area of the two sections over the intermediate distance. In the case of a curvilinear area, the profiles shall be measured radially. Volumes of excavated material shall be calculated for the cross-sectional area of each profile. The distance over which this area shall be considered is the length of the arc, passing through the centre of gravity of the section, subtended by the angle between the radial sections. Measurements, which are to be the basis of quantities for payment, shall be taken in the presence of the Engineer.

The Contractor shall give notice of his intention to take such measurements not less than twenty-four (24) hours beforehand.

**2.4 Classification of Excavated Materials**

Separate measurements shall be made for bulk and trench excavation classified either as "common excavation" or "rock excavation". At the commencement of any excavation operations at each location of each section of the Works, the Contractor shall establish and agree with the Engineer the separate classification and their limits.

Subsequent modifications to these limits may be made during the progress of the Works in accordance with actual conditions as encountered, but such modifications will only be agreed when the materials are exposed.

Whenever an agreement is not possible on the classification of the material exposed in a certain area, a ripping test, in the form described below, shall be performed by the Contractor at his own expense at the area considered, in the presence of the Engineer.

The ripping test shall comprise:

- (a) a survey, on a 1.0 m grid, to establish cross-sections over a test area of not less than 10 x 4 m within the area to be classified;
- (b) provision of a Caterpillar Model D8K tractor or equivalent machine, equipped with a single straight ripper tooth 110 m penetration, hydraulically operated and approved by the manufacturer for use with the D8K;

(c) Ripping of test area with two passes per meter of width, with the full load applied to ripper tooth;

(d) After ripping, removal of ripped material by loading machine of approved type; (e)

Re-survey of the cross-sections and calculation of the volume and equivalent depth of excavation.

Common excavation for the purposes of measurement and payment shall be defined as:

(a) All materials excavated without prior visual inspection and classification by the Engineer;

(b) All material that gives an equivalent depth of excavation equal to or more than 0.25 meters in the ripping test;

(c) All non-rippable boulders, or detached pieces of solid rock, embedded in common excavation material, but each having a volume of less than one cubic meter or a weight of less than two tonnes.

Rock excavation for the purposes of measurement and payment shall be defined as: (a)

All material so classified by visual inspection and agreed with the Engineer.

(b) All material that gives an equivalent depth of excavation less than 0.25 meters in the ripping test.

(c) All non-rippable boulders, or detached pieces of solid rock embedded in common excavation, each having a volume of more than one cubic meter or a weight of more than two tonnes.

## **2.5 Dewatering**

The Contractor shall be responsible for the protection of all sections of the Works from effects of surface water run-off and ground water.

Such protection shall include pipes, channels, embankments and pumping arrangements to keep the Works free from any water which may damage the finished quality or impede progress or inspection during construction.

Where local streams or natural drainage channels intersect the Site of the Works, these streams and channels shall be diverted outside the limits of the Works, at the expense of the Contractor.

The Contractor shall be responsible for the design of all such temporary dewatering works, and shall on request, provide the Engineer with drawings, calculations, explanatory reports and any other evidence that their performance will be adequate for their purpose.

Where some part of the Permanent Works can be adopted for such dewatering, the Engineer will instruct the Contractor on any limitations he requires with respect to their temporary use for dewatering during the construction of the Works.

### 3. TYPES OF EXCAVATION

#### 3.1 General Clearing

General clearing comprises the removal and disposal of all trees, shrubs, buildings, fences and similar matter from the areas shown on the drawings or as directed by the Engineer.

The areas to be cleared shall include the foundation areas to all parts of the Works.

The limits of general clearing shall extend 5m beyond the toe of the toe of the fills and the limits of excavation, except where otherwise directed or indicated on the drawings.

Timber may be retained and used on Site by the Contractor. Unsuitable material shall be removed directly to an approved disposal area.

#### 3.2 Stripping

Stripping shall consist of the removal from the surface and disposal of all humus, stumps, roots, brush, rubbish, other vegetation matter, and perishable and undesirable materials generally to a depth of 0.5m or as otherwise directed by the Engineer.

Stripping work shall include the transportation and disposal of stripped material.

The limits of stripping shall extend at least 3 m beyond the toe of fills and limits of excavation, except where otherwise directed or shown on the drawings.

#### 3.3 Bulk Excavation

Bulk excavation comprises the open cut excavation to be performed to lines, grades and dimensions shown on drawings or as directed by the Engineer.

The method adopted shall be suitable for the types of material encountered, to provide for the work to progress in an orderly manner and to restrict over-excavation to a minimum.

Within 3 m of the levels shown on the drawings, the Engineer may direct the excavation in successive stages until a suitable foundation or surface, as determined by the Engineer, is reached.

The Contractor shall not be entitled to any additional payment above the unit prices for the excavation by reason of such successive stages in the excavation procedure. Each successive stage shall include sufficient cleaning to enable the Engineer to inspect the foundation in order to direct further excavation if required.

Loose excavated materials shall be removed from the excavation as the work proceeds and shall be transported to the disposal area or stockpile as directed.

For the final preparation of slopes and foundations, the Engineer may direct that the last 20 cm of the excavation, whether in common material or rock excavation, shall be excavated without the use of explosives or ripping, and such excavation methods will not be considered for separate payment, since they shall be deemed to have been already included in the unit prices for excavation work.

For the Emergency Spillway, excavation shall be carried out by such methods that shall not in any way disturb the condition of the adjacent existing spillway and dam.

### **3.4 Trench Excavation**

Trench excavations shall be defined as those whose final width is less than 2 meters, or greater than 2 meters when depth is greater than width.

Excavation for trenches (including pits, footings, etc.) shall be performed by the use of hand tools and approved mechanical equipment in such a manner as to prevent shattering of the sides and bottom of the excavation. At the option of the Contractor, and with the approval of the Engineer, blasting may be carried out in accordance with Sub-section 3 hereafter. All planking, strutting and supports necessary to retain the sides of the excavation shall be provided, erected and maintained in a safe condition by the Contractor.

### **3.5 Slope Adjustment and Trimming**

If, during the progress or after completion of bulk or trench excavations in common material, the Engineer instructs the Contractor to modify or extend the slopes or dimensions of the excavation by a horizontal width of less than 5 m, such modifications or extensions will be considered as separate excavation operations defined as "slope adjustment" or "trimming".

Modifications or extensions of more than 5 m will be considered and paid for as bulk excavation. - Slope adjustment shall apply where the modification or extension involves the adjustment of the limits of the bulk excavation by additional excavation of a horizontal width of more than 1 m up to 5 m. - Trimming shall apply where the adjustment to the bulk excavation limits is required by a thickness of additional excavation of less than 1m.

### **3.11 Seams and Cavities**

The assumed lines of excavation shown on the drawings shall not be interpreted as indicating accurately the final or actual excavation lines.

There may be depressions, fissures, faults, seams and bands of soft disintegrating material running in various directions in the materials to be excavated and in the foundations, slopes and other areas.

Where defects occur they shall be made safe by supports or corrected by local excavation below the general surface of excavation to the lines, depths and dimensions directed by the Engineer.

## **4. DISPOSAL AND STOCKPILING AREAS**

The Contractor shall maintain appropriate disposal areas in the locations shown on the drawings, or as otherwise approved, for materials unsuitable for fill or aggregate production, surplus material from excavation and other approved waste.

All debris, bush, roots and other combustible material shall be burned or buried. All non-combustible waste shall be buried. Disposal by burying shall be done in such a manner that the material disposed of is buried with a minimum cover of 50 cm of excavation spoil or stripped material. The Contractor shall at no time leave a fire unattended and shall be responsible for any fire damage resulting from his operations.

Should the Contractor wish to form spoil dumps for his own convenience, other than those

described, he shall obtain the Engineer's approval before any dumping is started.

Where excavated materials are suitable and are required for use in subsequent work, the Engineer may direct that these are separately stockpiled and will designate the location for such stockpiles within the disposal areas or in separate locations adjacent to the sites of the Works.

Adequate road access to the disposal and stockpile areas shall be established and maintained by the Contractor. Disposal and stockpile areas shall be cleared in accordance with Sub-section 2.1, and drainage channels shall be formed to remove surface water.

The tipping of materials in disposal or stockpile areas shall be controlled to provide a uniform and progressive use of the area and tipped material shall be spread and graded to form layers of not more than 1 m thickness.

On completion of the Works, the disposal and stockpile areas shall be left in a tidy and safe condition to the satisfaction of the Engineer.

## **5. BACKFILL**

The Contractor shall supply, place and compact backfill or selected material in trenches and around concrete structures as shown on the drawings or as directed by the Engineer.

No backfilling shall commence until the foundation and Permanent Works have been inspected and approved by the Engineer.

Backfill shall be placed and compacted in successive layers not exceeding 25 cm in thickness. Compaction of cohesive soils shall continue until the dry density of the material reaches a value of 90% of the AASHTO maximum dry density, as determined in accordance with BS 1377.

The compaction of granular soils shall continue until the dry density of the material reaches a value of not less than 80% of the relative density as determined in accordance with Test 12 of U.S. Bureau of Reclamation Earth Manual (Section Edition, 1974).

In the event of any damage to any structure as a result of the placing or compaction of backfill, the Contractor shall repair the structure at his own expense, to the satisfaction of the Engineer.

## **6. RIP-RAP**

The rock for riprap shall be of compact, firmly bound, uniformly grain texture and absolutely weather-resistant and shall not have cracks, holes, laminations or detrimental materials.

The materials shall be sound, un-weathered and with a low water absorption capacity in order to avoid cracking, bursting and decomposition as a result of exposure to rain, flowing water, abrasion and other elements. The rock shall mainly consist of large pieces of rock such that when placed and compacted, the height should not exceed 300mm and smaller pieces to secure the boulders against sliding and to form a mechanically interlocked uniform surface protection against the action of flowing

water, waves, heavy rainfall, washouts, etc., and to provide stability to the fill structure.

The rock blocks shall be of natural irregular shape and of the size as specified here under. Thin-sliced blocks shall not be accepted. Any blocks covered by impurities shall be cleaned thoroughly before being used.

Unless it is indicated otherwise, the Contractor shall submit rock samples to be used in the slopes to the approval of the Engineer. Furthermore, he shall send the samples at his own cost to the place assigned by the Engineer for the performance of all required tests and at least 110 days before the beginning of the riprap placement.

Unless otherwise specified in the Bill of Quantities and Rates, the following grading shall apply for riprap:

-The largest individual block shall not exceed 500 mm all directions. -The smallest individual block shall not be less than 150 mm all directions.

### **Placing of Rip-Rap**

The rock blocks in rip-rap shall be dumped and graded in a manner to ensure that the larger blocks are uniformly distributed and the smaller rock blocks serve to fill the interstices between the larger rocks in a manner that will result in compact uniform layers of rip-rap of the specified thickness.

No pockets of small rocks or clusters of large blocks will be permitted.

## **7. EMBANKMENT SPECIFICATIONS**

### **7.1 GENERAL**

The embankment works shall be executed generally in accordance with the drawings and this Specification or as the Engineer may direct.

The Engineer reserves the right to modify, during the progress of the Works, any other features as he may consider necessary for the proper performance of the Works.

### **7.2 FOUNDATION PREPARATION**

#### **7.2.1 General**

The foundation for the embankments shall be excavated generally in accordance with the requirements of Section 3 - Excavation.

All overhanging rock shall be detached by barring or wedging and all loose or semi-detached blocks shall be removed from foundation surfaces.

Preparation of foundations shall include adequate drainage and dewatering systems to obtain sufficiently dry working conditions.

The placing of fill to form the embankments may proceed only with the approval of the Engineer, based on the conditions of the foundations determined by inspection after completion of all foundation preparation works.

The Contractor shall be responsible for maintaining foundation surfaces in the

approved condition until they have been covered by fill material.

Where erodible material is exposed in the foundations, specially selected and graded stone shall be placed over the area as directed by the Engineer to provide inverse filler.

### **7.2.2 Placing**

The thickness of compacted layers shall not exceed 25 cm; optimum placing thickness shall be determined by trial embankments, to the approval of the Engineer.

Material which is too dry shall be spread in a layer, sprinkled with water and remixed with equipment approved by the Engineer. On the other hand, material brought to Site which is too moist shall be removed and taken away, or, subject to specific approval by the Engineer and provided such material has not already been compacted, it may be left to dry out to the required moisture content level prior to being compacted.

Emplacement of materials shall be carried out using all means necessary to obtain maximum homogeneity in each zone of the embankment; lenses, pockets, bands and layers of material markedly different from that surrounding it shall not be allowed.

Where an emplacement surface is too moist, it shall be left to dry out sufficiently, to the Engineer's approval, prior to emplacement of the next layer.

Where, in the opinion of the Engineer, a surface is too dry or too smooth, it shall be appropriately moistened and harrowed prior to emplacement of the next layer.

Emplacement operations shall be suspended in the event of threat or actual occurrence of rain. In the latter instance, work shall not be resumed until all excess moisture in the soil has evaporated. Where moisture levels are too high, the Engineer may require removal of emplaced material to an appropriate depth.

Whereas placing core materials during the rainy season is not envisaged in the construction program approved by the Engineer, the Contractor may

Placing of concrete materials during the rainy season, provided however that any extra cost arising there from as may be necessary to meet the requirements of the Specification shall be borne exclusively by the Contractor.

Emplacement surfaces shall always be flat and slightly inclined to upstream and downstream, in order to avoid the possibility of stagnant water collecting (even in small pockets).

Prior to any suspension of work, emplacement surfaces shall be leveled and rolled to eliminate subsequent stagnation of water; upon resumption of laying operations, they shall be re-set and harrowed.

### **7.2.3 Compaction**

Compaction of materials shall be carried out in layers, using suitable plant, machinery and equipment.

In general, the use of vibrating rollers shall be preferred.

In the event that excessively smooth surfaces are obtained from the use of rubber-tyred

rollers, the Engineer may require harrowing of the lower layer prior to emplacement of the upper layer.

Based on trial embankment results, the Engineer shall be entitled to reject the type of plant, machinery and equipment proposed by the Contractor if specified results cannot be obtained by the use of same and, at particular locations or zones, establish moisture content, number of passes, and speed and time of vibration, even if these vary from those applied to trial embankment.

All parts of the embankment which rests on or are in contact with steep or irregular lateral surfaces, or zones of difficult contact, or areas where compaction equipment is difficult to access, as well as those parts of the embankment in contact with concrete structures or measurement and control equipment built into the embankment, shall be compacted in layers of not more than 15 cm, suitable means, such that their degree of compaction shall not be lower than that of other embankment zones. The thickness of the Embankment material layer shall have a tolerance of  $\pm 15$  cm at any specified level.

## **8. FINE FILTERS**

### **8.1 General**

Materials to be utilized for the construction of fine filters shall have the following characteristics:

$$C_u = D_{110}/D_{10} < 12 \quad D_{max} < 20\text{mm}$$

not more than 5% of the material shall be finer than 0.074 mm (200 mesh); the granulometric curve shall be comprised within the zone defined by grading G and H of Table A; the grading curve shall be continuous; Permeability  $K > 5 \times 10^{-3}$  cm/sec; In-situ dry density: 90%  $\pm$  3% of maximum density Obtainable by the Standard AASHTO test.

Filter material may be obtained from crushing rock on Site, or, preferably, washed, sieved, natural sand from the nearby Areas where they are available; if mixed, particular attention shall be given to obtaining uniformity. Utmost care shall be taken to avoid mixing of materials along their limiting planes and any filter material contaminated by other material shall be removed in its entirety. The Contractor shall propose and test a method of placement, which avoids any penetration of adjacent materials. If each penetration exceeds the permitted maximum of 10 cm, the Engineer shall require the use of appropriate separators, which shall be removed after emplacement but before compaction of the material.

No. 100 grading tests, 10 Standard AASHTO, 10 permeability and 10 transmissibility tests shall be carried out by the Contractor for the purpose of determining suitability of quarries or borrow pits, mixes, coarse and fine filters and for control purposes.

## **10. CONCRETE WORKS**

**10.1** All materials and workmanship for concrete shall comply with BS 8110 and BS 8007 where applicable.

## **10.2 Materials and Tests.**

### **10.2.1 Cement**

Cement shall be ordinary Portland cement complying with BS 12. The cement shall be delivered in properly sealed, unbroken bags.

Rapid hardening Portland cement complying with BS 12 may be used with the approval of the Engineer.

Quantities in excess of one ton shall be stored in a water-proof shed with a raised floor. The cement shall be used in the order in which it has been received.

Quantities of less than one tonne for early use may be stored on a raised floor and covered by water-proof tarpaulin.

Any cement damaged by water or proving defective shall be removed from the site immediately.

### **10.2.2. Aggregates for Concrete**

The aggregates shall comply in all respects with the requirements of BS 882.

The aggregates shall be free from dust, decomposed material, clay, earthy matter, and foreign substances or friable, thin or laminated material. The fine aggregate shall be of approved river sand.

Coarse and fine aggregates shall be stored on the sites in separate heaps so that no possibility of any intermixing of the two shall occur. Any materials, which have become intermixed, shall be removed by the Contractor forthwith.

A sample of all aggregates shall be delivered to the site for the approval of the Engineer, and it shall remain on the site until all concrete work is finished.

Should the Engineer so require, the Contractor shall furnish a certificate from an approved testing laboratory in connection with each source of fine and coarse aggregate showing that materials comply with the specification. All such testing shall be carried out at the Contractor's expenses.

### **10.2.3 Water**

All water to be used for concrete, motor and curing shall be of good drinkable quality, free from humus acid, chemicals, salts or other matters that in any way whatsoever may be harmful to the concrete either by diminishing the strength or causing a discoloration of the concrete.

Generally, water from public mains shall be used, but if this is not possible, the contractor shall obtain water from other sources approved by the Engineer. The Contractor may be requested to provide test analysis according to BS 3148 from an approved laboratory.

### **10.2.4 Admixture**

Admixture of any kind of accelerating the setting of cement, plasticisers, water

proofers, etc. shall not be used except by written permission of the Engineer. The Contractor must request supply all details of any admixture.

### 10.2.5 Concrete Mixture

Concrete shall be "Designed Mixes" for reinforced concrete and "Nominal Mixes for mass Concrete" to BS 8110 and used as shown on the drawings and in the Bills of Quantities. The concrete mixes, maximum aggregate sizes, maximum water/cement ratio and minimum cement content shall be in accordance with the following table.

Concrete Grade	Maximum size of Coarse Aggregate	Minimum Cement Content kg/m <sup>3</sup>	Maximum Water/Cement Ratio
10	40	210	0.5
15	40	250	0.5
20	20	350	0.5
25	14	390	0.5

### 10.2.11 Trial Mixes

The actual concrete mixes shall be determined prior to starting of concrete works according to BS 8110.

For each grade of concrete three separate batches shall be made using the actual aggregates

The workability of each of the trial batches should be determined and two times three cubes made from each batch for test at 7 days and 28 days.

The average strength of the nine cubes shall exceed the following values

Concrete grade	Minimum average of 9 cubes	Minimum average of 9 cubes
	At 7 days	at 28 days
20	21 N/mm <sup>2</sup>	31.5N/mm <sup>2</sup>
25	24.5N/mm <sup>2</sup>	311.5 N/mm <sup>2</sup>

For the trial mixes the mix proportions shall be specified under clause 11.3 of BS 8110.

### **10.2.7. Testing of concrete shall comply with BS 8110**

All test cubes shall be manufactured, cured and tested as detailed in BS 1881.

The Contractor shall provide at his own expense all the necessary labour, equipment, moulds, transport, etc., required for manufacture of the test cubes. All test cubes requested by the Engineer shall be tested by Ministry of Works, Materials Branch, and the contractor shall allow in his rates for concrete for all costs in relation with the test cubes.

Should the Contractor require independent tests, he shall make them at his own expense, and the results of such tests shall not be valid unless test cubes are manufactured in the presence of the Engineer and tested by an approved agency and to the requirements in all details of the BS mentioned above.

Sufficient moulds and equipment shall be provided to enable a minimum of six test cubes to be prepared on each day when concrete is being mixed or such other number as the Engineer may direct. The Contractor shall be responsible for delivery of the test cubes to the Ministry of Works, materials Branch, or other approved testing laboratory.

The precise location of the concrete, which the test cubes represent and the time of Placing shall be noted on the drawings or elsewhere.

Where the concrete in the work is compacted by mechanical vibration, the test cubes shall be compacted by mechanical vibration, and where the concrete in the work is compacted by hand, the test cubes shall also be compacted by hand as specified in BS 1881.

The Engineer may in the Laboratory make test cubes for any purpose from site materials, and the contractor shall supply such materials as required free of charge.

The test cubes shall be stored at the site of construction at a place free from vibration under damp sacks for 24 hours after which time they shall be removed from their moulds, marked and buried in damp sand or under water until the time for delivery to the testing laboratory.

The cubes shall then be placed in damp sand or another suitable damp material and sent to the testing laboratory, where they shall be similarly stored until the date of test. Test cubes shall be kept on the site for as long as practicable but for at least three- fourths of the period before testing, except for tests at ages less than seven days.

### **10.28 Standards for Acceptance of Cube Tests.**

The results of all cubes shall be accepted by the contractor and Engineer as true results of the crushing strength of the cubes. The cube strength shall be calculated from the maximum load sustained by the cube at failure.

The appropriate strength required may be considered to be satisfied if the requirements in BS5328: Part 4, clause 3.111, are fulfilled.

If the tests fail to give the required strength, further testing of the concrete shall be carried out. If these tests fail to prove the strength of the concrete used, the contractor shall at his own expense remove and replace all such concrete as directed by the Employer.

### **10.2.9 Slump Tests**

Concrete consistency shall be determined by a test carried out in accordance with BS

1881 and at the Contractor's expense. Unless otherwise specified by the Engineer, the following are the slumps for the particular class of work.

	Compaction by vibrator	Compaction by hand
Reinforced concrete		30 to 110mm
Mass concrete	0 to 30 mm	30 to 80mm

Concrete having a slump test value exceeding the values here-in specified may be rejected by the Engineer.

#### **10.2.10 Steel Reinforcement**

Steel for reinforced concrete shall be store under cover clear of ground and shall comply with BS 4449, BS 44111 and BS 4483

All steel reinforcement shall be supplied by and approved manufacturer, and the Contractor may be required to obtain a manufacturer's test certificate in respect of steel reinforcement supplied. In the absence of such a test certificate, the Contractor may be required to submit samples to be tested at the Contractors expense in such a manner as the Engineer may determine.

#### **10.3 Precast Concrete Units**

Precast concrete shall be cast in properly made strong moulds true to the shape required. For work described "Finished Fair" the moulds shall be lined with a hardboard, sheet metal or other approved material.

The Concrete shall be thoroughly tamped in the moulds and shall not be removed from then until 7 days after placing the concrete, but the sides may be removed after 3 days, provided the moulds are such that the sides are easily removable without damaging the concrete.

The precast work shall be cast under sheds and shall remain under same for 7 days in the moulds and further 7 days after removal from the moulds. During the whole of this period the concrete shall be shielded by sacking or other approved materials kept wet. It shall then be removed from the sheds and stacked in the open for at least 7 days to season.

All precast work shall be cast in lengths convenient for handling unless otherwise described.

Prices are to include for handling reinforcement, hoisting, fixing and bedding in cement mortar, and for finishing exposed surface fair where described.

#### **10.4 Workmanship**

#### **10.4.1. Inspection of Reinforcement and Formwork**

No concreting shall commence until the reinforcement and formwork have been inspected and approved by the Engineer, Reinforcement in walls and columns shall be inspected and approved before being enclosed in the formwork. Before concreting any part of the Work, the Contractor shall give at least 24 hours' notice in writing to the Engineer and obtain his approval.

#### **10.4.2 Mixing of Concrete**

Concrete for grade 20 and grade 25 shall be mixed by weight batching only, unless approval has been obtained from the Engineer for the concrete materials to be mixed by volume. Concrete for grade 10 and 15 can be mixed by volume.

The weight of coarse and fine aggregates in each batch shall be so computed that each batch contains one or more full 50 kg bags of cement.

All concrete is to be mechanically mixed in a batch mixer of an approved type. The dry materials for concrete shall be mixed in the mixer until a uniform colour is obtained after which the gauged quantity of water shall be gradually added. After all the water has been added, the mixer shall continue to mix for a period of not less than two minutes.

The mixers shall be equipped with an adjustable device capable of supplying a predetermined amount of water.

On the completion of each mixed batch of concrete, the mixer drum shall be completely emptied before a fresh batch is placed therein. On the cessation of work, the mixer and all handling plant shall be washed out and shall always be left clean and free from hardened concrete.

Any mix considered to be unsatisfactory by the Engineer for any reason, will be discharged to waste at the Contractor's expense, as and where directed by the Engineer, well clear of all mixed and placing operations in such a manner as to avoid the risk of defective concrete being incorporated in the Works.

The mixer shall be maintained in a first class condition throughout the Contract and any mixer or plant, which is faulty in any respect, shall not be used. The drums of all mixers shall revolve at the speed recommended by the makers. A mixer which has been out of use for more than 20 minutes shall be thoroughly cleaned out before any fresh concrete is mixed.

The Contractor shall always have one spare mixer ready on the site to avoid interruption in the mixing and casting of concrete.

#### **10.4.3 Transport and Placing of Concrete**

Concrete shall be transported in a manner which will avoid a segregation of the constituent material, and placing in the forms shall be completed before the concrete has taken its initial set. In no case shall concrete be placed in the Works more than 30 minutes after mixing.

Concrete shall not be dropped through a height greater than 1.2m. Chutes may be used if they are constantly kept free from coatings of hardened concrete or other obstructions. Pumping of concrete through delivery pipes may be used, but only with the prior approval of the Engineer.

Concrete of any unit or section of the work shall be carried out in one continuous operation, and no interruption of the concreting will be allowed without the approval of the Engineer

The concrete shall be paced in layers as directed by the Engineer over the whole area to be concreted and the second layer shall not be commenced until the first is completed. Sloping beds will not be allowed when placing concrete. Should any accidental segregation occur, the affected area shall be thoroughly turned over by hand until a homogeneous mix has been obtained.

When concreting walls and columns, the mix proportions of the first 250mm depth of concrete placed in contact with the horizontal joint should be adjusted by reducing the amount of coarse aggregate.

#### **10.4.4 Compaction**

After the concrete has been placed in a position it shall be compacted by vibration with a rigid poker type with internal vibrator approved by the Engineer. The Concrete shall be worked well up against the form, joints and around the reinforcement and be free from voids and other imperfections. Under no circumstances shall the concrete be shifted or transported inside the form with vibrator.

The Contractor shall always have one spare vibrator ready on the site to avoid interruption in the mixing, casting and vibrating of concrete.

In the case of reinforced concrete, a competent steel fixer shall be in constant attendance during the placing of concrete to adjust and correct the position of the reinforcement, if so required, immediately before the concrete is placed. In no case shall the vibrators be attached to or be allowed to come into contact with the reinforcement.

Each freshly placed layer of concrete must be thoroughly compacted and worked into the preceding one but care shall be taken that no damage is done to previous work that has already set. Excessive compaction of concrete shall be avoided.

The upper surface of slabs shall be compacted by an approved external vibrator.

#### **10.4.5 Placing of Concrete under Water**

Concrete shall only be placed under water with the prior approval of the Engineer who shall likewise approve the method to be used and the precautions necessary to prevent loss of material. In no circumstances shall concrete be dropped or placed in water in a loss condition or be placed in flowing water. In all cases the cement content shall be increased by 25 per cent for each class of concrete at the Contractor's Expense.

#### **10.4.6 Placing of Concrete on Earth Surfaces**

Earth surfaces on which concrete is to be placed shall be clean, firm and free from standing or flowing water. After the excavation has been completed to the approved lines levels will be inspected by the engineer.

#### **10.4.7 Construction and Expansion Joints**

The position and arrangement of construction and expansion joints shall be as shown on

the drawings. Where additional joints are requested, the positions must be approved by the Engineer.

All construction joints shall be rebated to form a key with subsequent work. Concreting of any unit or section of the work shall be carried out in one continuous operation up to construction joints and no interruption of the concreting will be allowed without approval.

Where shown on the drawings construction and expansion joints shall be provided with water bars of P.V.C. or other approved material. The widths and shapes of the water bars shall be as specified on the drawings and all joints shall be sued. The trade mark of the water bars shall be approved by the Engineer before commencement of work, and fixing and jointing of water bars shall be approved by the Engineer before commencement of work, and fixing and jointing of water bars shall be approved by the Engineer before casting.

The fusing of water bars shall be performed in a way so as to secure that the two bars joined over the entire width. The fused joint shall be able to withstand tension and shall be intact after 10 consecutive bending. The Engineer may request that the fusing is carried out by specialists.

Where shown on the drawings, joints shall be provided with a joint sealing compound. The sealing compound shall be a two-component polysulphide rubber sealing compound complying with BS 4254, and the trade mark shall be approved by the Engineer. The compound shall be placed in a chase made by a fillet strip in the formwork. The concrete shall be dry and suitable primer shall be applied to the joint before applying the sealant. The procedure for the workmanship shall be approved by the Engineer before commencement of work, but the contractor shall have the full responsibility for the water tightness of the joints.

It should be noted that the lower part of the concrete walls shall be cast together with the floor slab and no joint directly on the slab will be permitted.

Before depositing fresh concrete against concrete which has already set, the face of the latter shall be roughened to expose the coarse aggregate, all cement latency removed whilst the concrete is still green and the surface thoroughly wetted with water and cleared of foreign matter. Cement mortar grout mixed in the proportion of one part of cement to two parts of sand shall be spread to a thickness of 5 mm over the face of the set concrete before the fresh concrete is deposited.

#### **10.4.8 Curing and Protection of Concrete**

Curing shall begin as soon as the surface of the concrete has hardened sufficiently. All exposed concrete surfaces shall be cured for a period of seven days by covering them with a layer of sand, hessian canvas or other approved materials kept damp. Concrete shall be protected from sun, wind, heavy rains and flowing water for at least three days after placing.

#### **10.4.9 Finishes of Horizontal Surfaces**

The shuttering for exposed concrete faces shall be so constructed that the latter shall be true to line and surface. The concrete shall be consolidated as specified against the shuttering to keep the face of the work free from honeycombing and other blemishes.

After removal of the shuttering, no concrete surfaces shall be treated in any way until they have been inspected by the Engineer.

If upon removal of the shuttering, the line or surface of the work is, in the opinion of the Engineer, unsightly and not in accordance with the requirements of the Contract, the Contractor shall at his own expense cut out and make good such portions of the work as the Engineer directs.

Rendering over defective surfaces shall not be permitted. Areas of honeycombing shall with the approval of the Engineer be made good immediately upon removal of the shuttering, and isolated superficial air and water holes shall be filled. Care shall be taken not to leave mortar or cement on parts of the surface which have been cast smooth and without pores.

Unless otherwise instructed, the face of exposed concrete placed against shuttering shall after removal of the shuttering be rubbed down with a carborundum stone or in other approved manner to remove fins and other irregularities and washed perfectly clean.

Concealed concrete faces shall be left as from the shuttering, except that surfaces with honeycombing shall be made good.

#### **10.4.11 Accuracy of Finish**

The arrangement of all formworks shall be made in such a way that all dimensions shall comply as exactly as possible with those given on the drawings. The following tolerances shall be respected:

Foundations	50mm
Position of columns and Walls	5mm
Thickness of walls	5mm
Lateral dimensions of columns	5mm
Level of slabs,	5mm
Slab thickness	5mm
Lateral dimension of beams	5mm
Plumb of columns and walls	3 mm in each
Window and door opening sizes 5 mm	5mm

Surfaces and edges must not show any noticeable warping. On a length of less than 10 m the deviation may be 10 mm at the most.

The Contractor shall be responsible for the cost of all corrective measures required by the Engineer to rectify work which is not constructed within the tolerance set out above.

#### **10.4.12 Construction of Formwork.**

All formworks shall be substantially and rigidly constructed of timber or steel or pre- cast concrete or other approved material and shall be true to the shape, line, level and dimensions shown on the Drawings.

Timber shall be well seasoned, free from loose knots and or Formwork of exposed concrete faces be planned to thickness. Faces in contact with concrete shall be free from adhering grout, projecting nails, splits, or other defects that will make the concrete

surface. Formwork for foundations and other concealed work may be undresses or rough timber.

All joints shall be sufficiently tight to prevent leakage of cement grout and to avoid the formation of fins or other blemishes, and all faulty joints shall be caulked.

All formworks shall be thoroughly cleaned and coated with an approved type of oil before it is fixed in position. Immediately before concreting the formwork shall be watered thoroughly and washed out to remove sawdust, shav or other rubbish. Where the appearance of the concrete face is important, the position and direction of the joints shall be as directed.

Fillet strips shall be fixed in the formwork to form a chamber 20 mm by 20 mm on all external corners of the concrete.

Openings for inspection of the inside of the formwork for walls, beams and similar work and for the escape of wash water shall be formed in such a way that they can be conveniently closed before starting to place the concrete.

Connections between formwork elements shall be constructed to allow for easy removal of the formwork, and shall be either nailed, screwed, bolted, clamped, braced or otherwise fixed securing a sufficient strength to retain the correct shape and line during compaction of the concrete.

Bracing members placed in the formwork to keep two sides of formwork in exact position shall be approved by the Engineer. Holes in the concrete after bracing arrangement shall be made good by plugging with approved material.

Top Formwork shall be provided to concrete faces where the slope exceeds 1 vertical to 2½ horizontal. Such formwork shall be counterweighed or otherwise anchored against floating.

The formwork shall be so designed that the formwork for soffits of slabs and for sides of beams, columns and walls may be removed first leaving the formwork for the soffits of beams and their supports in position. Wedging or other suitable ways of adjustment shall be provided to allow accurate adjustments of the formwork and to allow a gradual removal of the same without jarring the concrete.

On demand the Contractor shall provide such drawings and calculations as necessary for determination of the structural strength of the formwork. The Engineer's approval of such drawings and calculations will not relieve the Contractor of his responsibilities under the Contract.

Formwork shall be erected true to line and braced and strutted to prevent deformation under the weight and pressure of the wet concrete, soffits shall be erected with an upward camber as shown on the Drawings or as directed by the Engineer or of 2 mm for each 1 m of horizontal span.

Re-propping of beams will not be approved except when props are reinstated to relieve the beams of loads in excess of the design load. Vertical props shall be supported on folding wedges on sole-plates, or other measures shall be taken whereby the props can be gently lowered vertically when commencing to remove the formwork.

If, in the opinion of the Engineer, the formwork is faulty, inadequate or does not comply with the specifications, then the Contractor shall at his own cost modify the formwork until it meets the approval of the Engineer.

#### **10.4.13 Mould Oil**

All faces of formwork that will come in contact with wet concrete shall be treated with approved mould oil or other coating to prevent adherence to the concrete. Such coatings shall be insoluble in water, non-staining, nor injurious to the concrete, shall not become flaky and shall not be removable by rain or wash-water. Liquids that retard the setting of cement shall only be applied to the shuttering when approved. Mould oils and similar coatings shall be kept free from contact with the reinforcement.

#### **10.4.14 Holes for Pipes, Cast-in Items etc.,**

##### **General**

The Contractor shall be responsible for the co-ordination with the SubContractors for the setting out and fixing of all pipes and holes, pockets and chases for pipes. Sleeves provided by the sub-contractors are to be accurately set out and cast in and cutting away in completed concrete work is to be minimized.

Details of all holes etc. required in a structural work for services must be submitted to the Engineer who will assess the necessity for extra trimming reinforcement.

No openings, holes, chases, etc., are to be formed in concrete without the approval of the Engineer and details of fixtures or fixings to be cast in must be approved.

#### **10.4.15 Pipes through Water Retaining Walls**

Pipes passing through water retaining walls and floors shall, wherever possible, be built into the structure in-situ. Shuttering shall be formed closely to the outside of the pipe, and concrete shall be placed and compacted thoroughly round the pipe.

Pipes, bolts or other steel items cast into the concrete in water retaining structures must not be leaking.

The pipe shall be set and the hole filled up as soon as possible. Immediately before filling, the hole shall be continuously soaked so as to saturate the concrete, and the surface coated with a stiff mix of 1:1 sand grout. Shutters shall be fixed true to the faces of the wall, and a stiff mix of concrete packed in until the hole is completely filled, particular care to be taken to ensure that the spaces beneath the invert of the pipe and beneath the slopping soffit of the hole are completely filled. Shuttering shall be stripped as soon as possible, and the filling rubbed smooth. The filling and the surrounding concrete shall be kept wet for 7 days after filling.

#### **10.4.111 Removal of Formwork**

Formwork shall be left in position until the concrete has attained sufficient strength to be self-supporting. The Contractor shall be responsible for the safe removal of the formwork without shock or vibration – which would damage the concrete.

Any work showing sign of damage through premature removal of formwork or through premature loading shall be entirely reconstructed at the Contractor's expense. The Engineer

may delay the time of removal of formwork if necessary. Subject to the above, the minimum period for removal of formwork shall generally be as follows:

Slabs	Soffits (props left under	7 days
) “ “	Props	21 days
Beams	Sides	3 days
“ “	Soffits	21 days
Walls and Columns	s (unloaded)	2day

When formwork is removed after 3 days, it will be necessary to ensure that the exposed surfaces of the concrete are kept thoroughly wet for the period of curing.

#### 10.4.17 Reinforcement

All bending, cutting and fixing to comply with BS 8110 and BS 441111. Normally Bending schedules are incorporated into the Contract Drawings, but the Contractor shall satisfy himself about their accuracy and about their complete coverage of the work involved. Any omission, inaccuracy or other errors observed by the Contractor shall be reported to the Engineer before commencement of the work.

In case of errors in Bending Schedules, no extra payment will be approved, provided the reinforcement is shown correctly on the Contract Drawings.

The number, size, shape and position of all the reinforcement shall, unless otherwise directed or permitted by the Engineer, be strictly in accordance with the drawings.

Bars shall be of the shown lengths, and lapping, except where indicated on the Drawings is not permitted unless approved by the Engineer.

Spacing between bars shall not differ more than 5 mm from the required spacing. Any inaccuracy in the total length of a bar as cut shall be compensated for in the end hooks or other approved parts of the bar.

The internal radius of a bend shall neither be less than allowed by BS 441111 nor less the radius given in the Bending Schedule. The steel reinforcement shall be assembled and fixed in the form of a rigid case. To prevent displacement before or during concreting the bars shall be secured one to the other with approved binding wire at each intersection. In slabs and walls binding at every second intersection is sufficient.

Concrete cover blocks (mix 1:3) shall unless otherwise directed be used between the reinforcement, the bottoms and sides of the forms to ensure the specified concrete cover to the bars. Variations of cover shall be kept within plus/minus 3 mm from the specified cover.

The minimum clear horizontal distance between adjacent bars shall be of 25 mm or the diameter of the bars whichever is the biggest, and 25 mm vertically. Space bars shall be inserted at such intervals that the bars so not perceptibly sag. Projecting bars shall be adequately protected against displacement both during and after

concreting.

At the time of fixing and when concrete is being placed, all reinforcement shall be free from oil, painting, grease, dust and scale or any other coating which would destroy and bond with the concrete. The Contractor must obtain the Engineer's approval of the reinforcement when places, before any concreting is commenced.

## **11.0 MASONRY AND BLOCK-WORK**

### **11.1 General**

All masonry work shall be constructed from building stone or approved concrete blockwork For walls facing and other exposed works the stone shall, unless otherwise specified, be medium chisel-dressed.

### **11.2 Workmanship**

All masonry work is to be constructed in compliance with BS 5.

The Contractor shall provide and use proper setting-out rods for all work.

Stones and blocks shall be well soaked before use and the tops of walls shall be kept wet as the work proceeds. The stones and blocks shall be properly bonded so that no vertical joint in a course is within 115mm of a joint in the previous course. Alternate courses of walling at angles and intersections shall be carried out through the full thickness of the adjoining walls. All perpend, reveals and other angles of the walling shall be built strictly true and square.

The stones and blocks shall be bedded, jointed and pointed in mortar (1:3) with beds and joints 9mm thick flushed up and grouted solid as the work proceeds.

### **11.2 Cement**

Cement used for making mortar shall be as described in the Engineering specifications for "Materials".

### **11.3 Lime**

The lime for making mortar shall be obtained from an approved source and shall comply with BS 890 Class A for non-hydraulic lime. The lime to be run to putty in an approved lined pit or container. The water to be first run into the pit or container and the lime to be added until it is completely submerged, stirred vigorously until all lumps are disintegrated and shall be kept constantly covered with water and regularly stirred for at least four weeks. The resulting milk-lime then to be run through a fine sieve and run into a pit or other container and kept clean and moist for not less than two weeks before being used in the works.

### **11.3 Sand**

Sand used for making mortar shall be clean well graded siliceous sand of good sharp hard quality equal to samples which shall be deposited with and approved by the Engineer. It shall be free from lumps of stone, earth, loam, dust, salt, organic matter and other deleterious substances, passed through a fine sieve and washed with clean water if so

directed by the Engineer.

#### **11.4 Water**

Shall be as described in "Concrete Work"

#### **11.5 Concrete Blocks**

Concrete blocks shall comply with the requirements of BS 2028, 1384 except where amended or extended by the following clause. Blocks shall have square arises and corners. For fairfaced work damage to arises and corners shall not exceed the removal of 11 mm of the blocks depth or thickness.

Concrete blocks shall have a minimum crushing strength of 3.5 N/mm<sup>2</sup> except when below the damp course level or in contact with soil when they shall have a minimum crushing strength of 7 N/mm<sup>2</sup>, unless noted otherwise on drawings. Hollow concrete blocks shall not be used below the damp course level or in contact with soil.

Concrete blocks used for external walls shall be Class 'A' and for internal load bearing walls they shall be at least Class 'B'. Class 'C' blocks shall only be used for non-load bearing partitions.

No precast blocks shall be incorporated into the works unless approved by the Engineer.

The delivery of present blocks from which samples tested do not comply with this specification shall be deemed defective. Any work constructed with blocks from which samples tested do not comply with this specification shall be deemed to be defective.

From every 1,000 precast concrete blocks delivered to site ten blocks samples shall be provided for testing. The precast block samples shall be selected in accordance with BS 2028, 13114. Samples of precast concrete blocks for testing shall be tested for the following properties in accordance with the methods given in BS 2028, 13114 and the test results shall comply with the requirements of BS 2018, 13114 except where amended by this specification: -

(a) Drying shrinkage (b) Compressive strength or transverse breaking load (as applicable)  
(c) Wetting expansion \* (d) Density (e) Dimensional Tolerance (f) Cavity size

\*Test only applicable for concrete blocks made with clinker aggregate.

Blocks shall also be tested to determine the suction rate. The test shall consist of weighing the block, placing in a tray of water that only 3 mm of the block side is immersed for a period of sixty seconds +/- 2 seconds; quickly wiping off excess water and reweighing. The suction rate is the increase in weight due to water absorbed and shall not exceed 2kg/m<sup>2</sup>/minute. Blocks which have a suction rate exceeding 2kg/m<sup>2</sup>/minute may be used if the Contractor uses an approved water reactive additive in the mortar or can show that the blocks are wetted such that the blocks will have a suction rate not exceeding 2kg/m<sup>2</sup>/minute for a period of 24 hours from being laid and provided the blocks comply with all other requirements.

Concrete blocks shall be stacked on prepared dry areas free of clinker, ashes and sulphate bearing strata. Blocks of different strengths shall be stacked separately and clearly marked to differentiate the strengths.

Blocks shall not be used for a minimum of 7 days after manufacturing and shall not be loaded for at least 14 days after laying. For the first 7 days after manufacture, blocks shall be cured by maintaining in a damp condition, e.g. covering with polythene sheeting after wetting blocks.

## 11.11 Stone

All stone shall comply with the requirements of CP 121.202 for masonry and rubble walls respectively except where amended or extended by the following clauses. Unless otherwise noted, all masonry walls shall be coursed squared rubble walling with mortar joints.

The size of stones for rubble walling shall be such that the length of stone does not exceed three times its height. For coursed squared rubble walls blocks shall not exceed 300 mm in height and shall be not less than 150 mm in height.

Where snecked rubble walls are specified, the snecks shall not be less than 100 mm square on the exposed face.

Stone for masonry shall have a minimum compressive strength of 10 N/mm<sup>2</sup>. (Stone shall not be required to be tested to failure). The density of stone for masonry shall be not less than 2300 kg/m<sup>3</sup>. The drying shrinkage of stone shall not exceed 0.05% Samples of stone provided for testing shall be tested for the following in accordance with the methods given in BS 2028, 13114 and the test results shall comply with the requirements of this specification.

(a) Compressive strength (b) Density (c) Drying shrinkage

The colour and texture of stone shall be uniform and consistent. Prior to delivering any stone to site, the Contractor shall supply the Engineer with a sample of stone in order that he may approve the colour and texture. The Contractor shall ensure that sufficient suitable stone is available for the whole of the project prior to ordering the stone.

Where cast stone including stone described as artificial stone, reconstructed stone, etc., is specified the stone shall comply with the requirements of BS 1217. Masonry shall be of stone, having no irregular faces and only the back face if not visible shall be left as from the saw.

Prior to ordering dry stone the Contractor shall demonstrate that the stone is durable. This may be done by supplying details of buildings constructed with stone from the same quarry and which has been exposed to the same environmental condition for at least ten years.

The maximum projection from the face of stone for rubble walls shall be 20 mm beyond the specified face of the wall.

The Contractor shall provide six samples of stone measuring 150 mm x 150 mm for testing prior to delivering any stone to site. As work proceeds the Contractor shall provide six samples 150 x 150 x 150 mm for testing from every 300 m<sup>2</sup> of work.

All stone shall be stacked on prepared dry areas free of clinker, ashes and sulphate bearing strata.

## 11.7 Wall Reinforcement

100mm Thick walls and where described other walls and partitions shall be reinforced with a 25 mm wide strip of No. 20 S.W.G. hoop iron built into alternate horizontal joints in the wall centre. The reinforcement shall be lapped and hooked at running joints, angles and intersections and carried at least 115 mm into abutting walls at junctions.

### 5.8 Cement Mortar

Mortar described as cement mortar 1:4 shall be composed of 1 cubic metre (1498 Kgs.) of Portland cement and 4 cubic metres of sand. Other mixes such as 1:3, 1:5 etc. shall be similarly construed.

## 11.9 Mixing of Mortar

The constituent materials shall be measured separately when dry in specially prepared gauge boxes of sizes to give the proportions specified without consolidation of the contents by ramming and shaking. The mortar shall be mixed in an approved power driven mixer for not less than two minutes per batch and using the minimum quantity of water necessary to obtain a working consistency. The mixer shall be used as close as practicable to the works and mortar shall be used within 30 minutes of mixing. No partially or wholly set mortar will be allowed to be used or re-mixed.

### 11.10 General Construction

- (a) **Setting out** The Contractor shall provide proper setting out rods and set out all work on same for course, openings, heights etc., and shall build the walls, piers etc., to the widths, depths and heights indicated on the Drawings and as directed by the Engineer.
- (b) **Building in Wood Frames** Openings for doors, ventilators etc., are to be set out and left unbuilt until the wooden frames have been fixed in position.
- (c) **Building Metal Windows and Doors** Openings for metal frames are to be wide enough for the frames to fit without being forced into position. Build the lugs into the joints of the walling and fill in the space between the walling and frame with cement mortar well tamped into the channel of the frames and point all round externally. All frames must be set plum and level and free from twist.
- (d) **Walls to Receive Plaster & Similar Finishes** All faces of walls to be plastered etc., to have all projections dressed off and joints raked out as key.

### 11.11 Building Walling

(a) **Laying and Jointing** All blocks shall be well wetted before being laid and the top of walling where left off shall be well wetted before commencing building. Walls to be kept wet three days after building. All walls throughout the works shall be carried up evenly in 200 mm courses except where courses of less depth are required to bring walling up to level of floors, windows and the like and where otherwise described, no part being allowed to be carried up more than one metre higher at one time than any other part and in such cases the joining shall be made in long steps so as to prevent cracks arising and all walls shall be levelled round at each stage. Not more than 3 metre height of wall shall be laid in any one day.

(b) **Bonding** the blocks shall be properly bonded together and in such manner that no vertical joint in any one course shall be within 115 mm of a similar joint in the courses immediately above or below. All walling of 300 mm thickness or less shall be built in single thickness of blocks. Walling exceeding 300 mm in thickness shall be built with thorough bonders not more than 1070 mm apart in each course as directed by the Engineer.

Alternate courses of walling at all angles and intersections shall be carried through the full thickness of the adjoining wall. All perpends, reveals and other angles of the walling shall be built strictly true and square.

(c) **Tolerances** All courses of walls shall be level with a maximum deviation of +/- 3 mm in any one metre length and a maximum overall deviation of 10 mm for lengths of wall exceeding 3 metres. Walls shall be plumb with a maximum deviation of +/- 3 mm in any metre height of wall with a maximum deviation of +/- 10 mm in the total height of the wall or any storey.

All corners of walls which are shown as being at right angles shall be square with a maximum deviation of 3 in 1000. All walls shall be straight with a maximum deviation of

+/- 3 mm in any one metre length and a maximum overall deviation of 10 mm in any length exceeding 3 metres. All bed and vertical joints shall be an average of 10 mm thick with a maximum deviation of +/- 3 mm of blockwork, and stone rubble walls. Joints for stone masonry walls shall be 11 mm +/- 1 mm thick.

**(d) Curing**

All walls shall be maintained in a damp condition for at least 24 hours after laying. Walls under construction shall be dampened by applying water with a brush and no hosing directly on to the wall shall be permitted. When work ceases on any section of wall polythene or hessian shall be draped over the wall, for at least 24 hours. If hessian is used, it shall be maintained continuously wet.

**(e) Backfilling**

Earth backfilling against walls shall be carried out such that the level of the backfill is always equal on each side of the wall.

When a wall has filling material on one side only to a fill width of more than three times the wall thickness, the wall shall be continuously supported during backfilling. Backfilling shall not be carried out until at least seven days have elapsed since the laying of the blocks or stone.

**11.12 Reinforced Walls**

Steel reinforcing bars in walls shall be carefully placed and spacers used to ensure that a minimum of 20 mm cover is given to the reinforcement unless otherwise specified. Horizontal reinforcement in mortar joints shall be laid such that the reinforcement is not in contact with the blocks or stone.

**11.13 Wall Ties**

Wall ties shall be provided to connect walls to steel or concrete columns and beams to connect two unbounded leaves of wall.

Wall ties shall be provided at 450 mm centres both vertically and 900 mm centres horizontally and shall be staggered when used to connect two leaves of unbonded wall. Wall ties shall be embedded into each material by a minimum of 50 mm.

**11.14 Fair Face**

All concrete and hollow clay blockwork described as finished with a fair face is to be built to a true and even face with the joints finished as specified hereinafter.

**11.15 Pointing**

The pointing of walls shall be carried out as the work proceeds wherever possible. When coloured mortar is specified for pointing only the pointing shall be carried out after work has been completed.

Existing walls shall be prepared for pointing by raking out all loose friable material to a minimum depth of 15 mm to form a square recess. The joints shall then be wetted and new mortar shall be forced into the joints and finished as directed.

**11.16 Holes, Cutting and Chasing**

(a) All putlog holes shall be not less than one course deep and carefully filled with a block cut to fit size of opening with beds and joints filled with mortar well tamped in after scaffolding is removed, and if in faced walls to match facing.

(b) Where the walling is cut, holed or chased for conduits, pipes and the like all such cuttings etc., shall be filled in solid with cement mortar (1:4) prior to the application of finishes.

## **12.0 FINISHINGS**

### **12.1 Samples**

The Contractor shall prepare at his own cost sample areas of the paving, plastering and rendering as directed until the quality, texture and finish required is obtained and approved by the Engineer after which all work executed shall conform with the respective approved samples.

### **12.2 Finished thicknesses**

The thicknesses of floor finishes quoted in this section of the specification shall be the minimum requirements.

The finished floor surface will equally have a constant level and any adjustment needed to achieve this effect with the varying floor materials is to be made in the screeds beneath the same.

Slabs bearing on the ground may be cast to varying levels, and be of constant thickness with varying formation levels, or have varying thicknesses at the option of the Contractor. This stipulation in no way relieves the Contractor of the requirements of the specification for structural work.

### **12.3 Materials generally**

All materials shall be of high quality, obtained from manufacturers to be approved by the Engineer.

Cement, sand and water shall be as described under Concrete Work and Blockwork.

### **12.4 Bonding**

Bonding compounds, etc., for use in applying plaster and similar finishes direct to surfaces without the use of backings or screeds are only to be used if approved by the Engineer and are to be used strictly in accordance with the manufacturer's printed instructions.

### **12.5 Chases, openings and holes**

All chases, holes and the like which were not formed in the concrete or walling shall be cut, and all service pipes shall be fixed and all holes and chases filled with mortar before paving and plaster work commenced. In no circumstances will the Contractor be permitted to cut chases, holes and the like in finished paving or plasterwork.

### **12.6 In situ finishing**

#### **12.6.1 General**

The term plastering refers to the operation internally and rendering to the same operation externally but for ease of reference the term plastering has generally been used in this specification to describe both operations.

### **12.6.2 Mixes**

The methods of measuring and mixing plaster shall be as laid down under Concrete Work and the proportions and minimum thickness of finished plaster shall be in accordance with drawing or bill of quantities. The following: -

To obtain greater plasticity a small quantity of lime may be added to the mixes for external plastering at the Engineer's discretion but in any case, this is not to exceed 1/4-part lime to 1 part cement.

Regarding the lime mortars gauged with cement, the addition just before use of the cement to small quantities of the lime/sand mix shall preferably take place in a mechanical mixer and mixing shall continue for such time as will ensure uniform distribution of materials and uniform colour and consistency.

It is important to note that the quantity of water used should be carefully controlled.

Plaster may be mixed either in a mechanical mixing machine or by hand.

Hand mixed plaster shall first be mixed in the dry state being turned over at least three times.

The required amount of water should then be added, and the mix again turned over three times or until such time as the mass is uniform in colour and homogeneous.

The plaster shall be completely used within thirty minutes of mixing and hardened plaster shall not be remixed but removed from the site.

### **12.6.3 Preparation of surfaces for plaster etc.**

Irregularities in the surfaces to be plastered or rendered shall be filled with mortar, without lime, twenty four hours before plastering is commenced. Joints in blockwork, etc., are to be well raked out before plastering to form a good key. Smooth concrete surfaces to be plastered shall be treated with an approved proprietary bonding agent or hacked to provide an adequate key for the plaster.

All surfaces to be plastered or rendered shall be clean and free from dust, loose mortar and all traces of salts.

All surfaces shall be thoroughly sprayed with water and all free water allowed to disappear before plaster is applied.

As far as practical, plastering shall not commence until all mechanical and electrical services, conduits, pipes and fixtures have been installed.

Before plastering commences all junctions between differing materials shall be reinforced.

This shall apply where walls join columns and beams, particularly where flush, and similar situations where cracks are likely to develop and as directed by the Engineer. The reinforcement shall consist of a strip of galvanized wire mesh

'Expamet' or equal approved 15 cm wide which shall be plugged, nailed or stapled as required at intervals not exceeding 45 mm at both edges. The surfaces to which such mesh shall be applied shall be painted with one coat bituminous paint prior to fixing the mesh.

### **12.6.4 Application of plaster and render**

After preparation of the surfaces a key coat of cement slurry shall be applied to the wetted surface to be plastered. When this coat is dry the plaster coat shall be applied, by means of a trowel, between screeds laid, ruled and plumbed as necessary. This coat which shall be to the required thickness shall be allowed to dry and then cured as described. Surfaces are to be finished with wood or steel float to a smooth flat surface free from all marks.

All plastering and rendering shall be executed in a neat workmanlike manner. All faces except circular work shall be true and flat and angles shall be straight and level or plumb.

Plastering shall be neatly made good around pipes or fittings. Angles shall be rounded to 11 mm radius.

All tools, implements, vessels and surfaces shall be at all times kept scrupulously clean and strict precautions shall be taken to prevent the plaster or other materials from being contaminated by pieces of partially set material which would tend to retard or accelerate the setting time.

#### **12.6.5 Curing of plaster**

Each coat of plaster is to be maintained in a moist condition for at least three days after it has developed enough strength not to be damaged by water.

#### **12.6.6 Curing of plaster**

Each coat of plaster is to be maintained in a moist condition for at least three days after it has developed enough strength not to be damaged by water.

#### **12.6.7 Angle beads**

Where required by the Engineer, salient external angles of plastered walls shall be protected with galvanized mild steel angle beads complying with BS 12411 Fig. 7 Profile C3.

They shall be securely plugged, nailed or stapled as required at intervals not exceeding 450 mm at both edges.

#### **12.6.8 Plaster stops**

Where shown on details, plasterwork shall be stopped against "Expamet" galvanized steel plaster stop, reference 5115 which shall be securely nailed to walls in the positions indicated on the drawings.

#### **12.6.9 Cement and sand screeds**

Cement screed shall consist of cement and sand mix 1:2 laid in panels and finished with a steel trowel if not otherwise specified.

Where specified as waterproof "Puddlo" or similar waterproofing compounds shall be added to the cement paving or screed strictly in accordance with the Manufacturer's instructions.

Where practicable, screed is to be laid while the concrete is still green. When this is not practicable, the concrete is to be well washed and brushed perfectly clean with a steel wire brush, to remove laitance and to give a roughened face as a key and then kept wet for at least seven days before the screed is laid. On the day of laying the surface it be only damp with all surplus water removed and has to be painted with cement and sand mix 1:1 grout immediately before commencing laying of the screed. The grout is to be applied continuously in front of the screed, and not in large areas that will dry out before the screed is applied.

Screed shall be protected during the first stage of hardening from the harmful effects of sunshine, drying winds, rain or water. In exposed positions, the screed shall be covered with a well wetted layer of sawdust, hessian or other approved material, and this layer shall

be damp for at least seven days, during which period no traffic is to be allowed over the screed.

Screeds shall be mixed and formed as described.

### **13. PIPEWORK General**

All pipes, couplings, gaskets, lubricants seals, coupling machinery etc; necessary for the proper construction of the pipe work as detailed in the Bill of Quantities and drawings shall be supplied by the contractor.

The contractor shall be responsible for ensuring that the pipes, couplings and other fittings laid or installed on each section of the work are of the standard and pressure classifications specified as appropriate to the circumstances and are manufactured of the specified materials.

The Engineer reserves his right to refuse any material that in his opinion is inferior. The Engineer has the right to test any material upon delivery and materials found defective shall be replaced forthwith by the contractor.

If the contractor procures materials of different specifications in respect of flanges and threads etc, he shall at his own cost provide all adaptors and other fittings necessary to make connections to the satisfaction of the Engineer.

All materials shall be marked as specified in the relevant current British or ISO standards for easy identification.

#### **13.1 Handling and Storing of Pipes and Fittings**

The method of transportation, handling and storing of pipes and fittings shall be in accordance with the manufacturer's recommendations.

Pipes valves and other fittings shall be handled, moved, lifted or lowered with the least possible impact. Handling equipment shall be of approved type. In slinging pipes, only flat slings shall be used and the use of chain slings hooks or other devices working on scissors or grab principles shall not be permitted. Pipes shall be slung from two or more points as the Engineer may direct and the slinging, lifting and lowering shall be in the hands of a competent and experienced man.

Pipes storage shall be supported clear of the ground on approved supports adequately braced to prevent rolling. They shall not be stacked more than four tiers high without the approval of the Engineer. Materials of different classifications shall be stored separately. All pipes and associated materials shall at all times be protected from sun and dirt to the satisfaction of the Engineer.

No valves shall be lifted by the spindle. Valves and other fittings shall not be stacked more than one tier high without the permission of the Engineer and they shall not be stored in a dirty place or condition.

Shortly before laying or fixing any valve, pipes or fitting the contractor shall in the presence of the Engineer or his representative carefully examine each valve, pipe and fitting to ascertain damage or defect occasioned to the valves, pipes and fittings during loading, unloading, handling, storage and transportation. All damage and all defects revealed by this examination shall be repaired and remedied by the contractor.

### **13.2 Laying and Jointing of Pipes**

All laying and jointing of pipes except jointing of PVC and polythene pipes shall be in conformity with BS 13700 and BS 8010.

The bottom of the trench or surface of the bed shall be finished to a smooth even surface at the correct level to permit the barrel of the pipe to rest on the surface throughout its whole length between joint and sling holes. If considered necessary by the Engineer, fine-screened material shall be placed and consolidated in the trench bottom to provide such a bed. In general, the preparation of the trench bottom and bed shall be completed for a length of one pipe in advance of the pipe-laying.

The bottom of the trench and pipe bed shall be inspected by the Engineer, and only when passed as satisfactory shall pipe-laying commence.

Each pipe shall be laid accurately to line, level and gradient so that, except where otherwise directed, the finished pipeline shall be in a straight line both in horizontal and vertical plans. The levels and gradients shown on the drawings shall be rigidly adhered to unless otherwise ordered by the Engineer.

Notwithstanding any flexibility provided in pipe joints, pipes must be securely positioned to prevent movement during and after the making of a joint. On screw and socket joints, threads shall be coated with an approved tape to ensure water tightness. The contractor shall take care that all pipes and couplings are clean and free of foreign matter before subsequent sections are joined.

The contractor shall obtain from the manufacturer or other approved supplier the necessary tackle required for the proper joining of the pipes. The contractor shall make himself and his employers acquainted with and comply with instructions issued by the manufacturers of the various types of proprietary joints and couplings for incorporation on the works. The contractor shall be responsible for obtaining copies of such instructions.

No person shall be employed on the jointing of pipes that is not thoroughly experienced and skilled in the work in hand.

Pipes shall not be cut without the permission of the Engineer. The cut shall be made with an approved mechanical pipe cutter and the edges of the cut shall be clean, true and square. Threading of steel pipes shall be done with an approved device.

Subject to the permission of the Engineer, pipes shall be covered over with approved fill material upon successful completion of laying and jointing. Joints shall be left exposed until completion of the test. The fill for surrounding and cushioning shall consist of uniformly readily compatible material free from tree roots, vegetable matter, building rubbish and excluding clay lumps retained on 75 mm sieve and stone retained on a 25 mm sieve.

The materials for bedding shall, where ordered, consist of suitable selected materials obtained from the excavations or from approved borrow pits and transported to the location where they are required. Upon successful completion of the pressure test the pipeline shall be back-filled as specified.

The contractor shall provide concrete indicator posts at every place where the change in class of pipe occurs with engraved marking on the post indicating class of pipe and direction.

The rate for pipework shall include for supplying, storing, handling, laying and jointing of pipes and is measured in linear metres. The rates shall also include leveling the trench bottom, compacting the foundation, and embedding the pipe together with the materials used for bedding all to the satisfaction of the Engineer.

### **13.3 Valves and Fittings**

Unless otherwise directed all valves and other fittings and specials shall be individually supported, and their weight shall not be borne by the pipeline joints or couplings etc. All supports for valves and fittings shall be of concrete grade 20.

Air valves shall be installed at high points in the pipeline as shown on the drawings.

Before the valves are installed all the air nozzles shall be probed to see that they are clear.

No air valves shall be stored before erection in the open in sunlight, or upside down to expose the balls and air cavities.

Scour valves shall be installed at low points in the pipelines as shown on the drawings. The contractor shall be in agreement with the Engineer on the exact position of scour valves in particular situations. Scour valves shall, where possible, be discharged in the direction of natural drainage and at such a distance from the works as to preclude erosional effects.

Unless otherwise directed the controlling valve for a scour shall be installed not more than 1.5m from the main pipeline.

Ends of all scours shall be protected from intrusion of animals and other foreign matter by suitable screening securely fixed to the pipe end.

Valve penstocks and other fittings shall be securely fixed and where required extension spindles and headstocks shall be properly aligned and fixed in a vertical position unless otherwise directed.

Before each valve is put into service all gears bearings and spindles shall be oiled with approved oil as recommended by the valve manufacturers. All valves, fittings specials shall be fixed with proper sealing tape, gaskets, washers etc as necessary to the satisfaction of the Engineer. The valves shall be with non-rising spindle and shall if not otherwise stated be supplied with hand wheels.

The rates in the Bill of Quantities shall cover for the supply, storing, handling, installation and jointing, together with all bolts, washers, gaskets and lubricants, painting of all fittings with 2 coats of approved oil paints etc.

### **13.4 Flanges**

Where flanged joints are used flanges shall be in accordance with the requirements of BS 4504: Part 1 or BS 4772. Where crewed joints are used, thread shall comply with BS 21.

The minimum pressure rating shall be for a working pressure of 1.0 N/mm<sup>2</sup> (approximately 100 metres head) corresponding to NP 10 flanges. The hydraulic test pressure shall not exceed 1.13 N/mm<sup>2</sup>. Flanges in pipelines with higher-pressure rating shall be for the ratings specified in the Bill of Quantities.

Bolts nuts and washers shall comply with the requirements of BS 4190 and BS 4320. Gaskets shall fulfill the requirements of BS 2494 and shall have a minimum thickness of 2mm. The names of manufacturers and specifications of the products offered shall be provided at the

time of tender.

### **13.5 Ductile Iron**

Ductile iron pipes and fittings shall comply with BS 4772 or ISO 2531. The pressure rating of the pipes shall be for a minimum working pressure of 2.5 N/mm<sup>2</sup>. Care should be taken when testing, not to exceed the permissible test pressure for the fittings installed.

Joints shall be either “Viking Johnson” or flanged joints as specified in the drawings and the bill of quantities.

Before any other joint is used, written approval of the Engineer must be obtained. Pipes and fittings shall be coated inside and outside with a hot material complying with the requirements of BS 41134 or with cold applied material complying with BS 34113 type II material.

### **13.6 Grey Iron or Cast-Iron**

Grey iron or cast-iron pipes and fittings shall comply with BS 41322 or ISO/R13. The pressure rating of the pipes shall be for a minimum working pressure of 1.0 N/mm<sup>2</sup> (approximately 100 metres head) and a hydraulic test pressure of 1.13N/mm<sup>2</sup>.

Joints, internal and external coatings to be as specified in clause 505, Ductile Iron.

### **13.7 Steel**

Steel pipes and fittings shall comply with BS 534, BS 1387 or BS 361. Pipes complying with BS 1387 shall be of "Medium" or "Heavy" classes as specified in the Bills of Quantities and Drawings.

### **13.8 Unplasticized Polyvinyl Chloride Pipes**

All uPVC pipes and fittings shall comply with KS ISO 1452-2:2009,

Pipes indicated with a pressure class shall conform to the following minimum working pressures:

PN 6 – 0.6 N/mm<sup>2</sup>

PN 8 – 0.8 N/mm<sup>2</sup>

PN 10 – 1.0 N/mm<sup>2</sup>

PN 12.5 – 1.25 N/mm<sup>2</sup>

PN 16 – 1.60 N/mm<sup>2</sup>

All fittings shall be of pressure class “PN 113” and be manufactured of cast iron, PVC or steel. Joints to be plain sockets for gluing with solvent cement for nominal sizes equal to or smaller than – 50mm and mechanical joints (Rubber ring) for nominal sizes equal to or bigger than – 90 mm.

For both types of joints, the manufacturer’s jointing instructions must be strictly adhered to. PVC pipes and fittings shall be stored under cover, which fully protects the material from sunlight.

### **13.9 Precast Concrete**

Precast concrete pipes and fittings shall comply with BS 5513: Part 2.

Minimum crushing test loads shall be as specified in Table 2, standard pipes. The laying and jointing of the pipes shall comply with BS 8301.

The contractor shall adopt such measure as may be approved by the Engineer to ensure that every newly laid pipe is concentric with previously laid pipes with which it joins.

Unless otherwise approved by the Engineer pipes shall be laid in an upstream direction and the socket ends shall point upstream.

### **13.10 Protection of Pipes**

The concrete used for bedding, haunching and surrounding the pipes shall be concrete "Grade 10" unless otherwise ordered by the engineer. The concrete protection shall have total dimensions not less than given below:

- (i) Bedding concrete shall have a width of at least 300mm bigger than the external diameter of the pipe and shall support at least the bottom quarter of the pipe circumference. It shall have a minimum depth of 150 mm measured under the pipe throughout.
- (ii) Bedding and hunching shall comprise a concrete bed with a minimum width of 300 mm more than the external diameter of the pipe and a minimum thickness of 150 mm below the pipe, and haunching with a minimum thickness of 150 mm on both sides of the pipe. The top of the hunching is to be flush with the top of the pipe.
- (iii) Surrounding concrete shall comprise a concrete be as described above together with 150 mm concrete on both sides and on top of the pipe, giving a pipe protection of at least 150 mm concrete everywhere around the pipe.

Concreting bedding, haunching or surround shall not be done until the pipes have been jointed, inspected and tested.

PVC pipes shall be protected with polythene or roofing felt wrapping before concreting.

### **13.11 Testing of Pressure Mains**

Pressure pipelines (together with all fittings and valves incorporated in the mains) shall, before being covered, be tested with water as specified in BS 13700.

At least two days' notice must be given in writing to the Engineer before pressure testing is commenced.

### **13.12 Water Pressure Test**

The water test pressure to be applied will be 1.5 times the nominal working pressure for the class of pipe being tested. The Engineer, however, reserves the right to alter this figure.

Main work shall be filled and tested in sections of convenient length which must not exceed 500 metres where pipes are laid with steep gradients and the length of pipes tested at any time shall be as directed by the Engineer.

The ends of pipes under test shall be closed by means of caps or blank flanges provided by the contractor. Gate valves must not be used for this purpose. All scoured valves and air valves shall be replaced by blank flanges before commencement of the test.

After laying, jointing and anchoring, the main should be slowly and carefully charged with water so that all air is expelled, allowed to stand full for several days and then tested under pressure. The test pressure shall be applied by means of a manually- operated test pump connected to the main and to two parallel installed pressure gauges calibrated at an approved testing laboratory. The test pressure shall be maintained for 24 hours, and if there is any leakage or any other defects, the contractor should rectify as directed by the Engineer at his own cost. Water drained from the pipes shall be discharged in a way that does not affect the stability of the works or adjacent structures. The contractor shall provide all necessary equipment, water and labour to test the pipes to the approval of the Engineer.

The contractor shall allow for all expenses in connection with testing in the Bill of Quantities for the appropriate item.

### **13.13 Cleaning and Sterilization of Water Supply Pipes**

The contractor shall before handing over and during the maintenance period clean pipeline, chambers and manholes for all dirt and rubbish.

All pipes shall be thoroughly cleaned and washed out to remove all contamination, and all water from these operations shall be removed and drained away. Sterilization should be carried out in accordance with BS 13700.

Following the satisfactory cleaning the contractor shall with the use of a portable dosage system or by some other approved method introduce a solution of a sterilizing chemical containing chlorine into the pipeline. The solution shall be introduced at a very slow rate and shall be of such strength as to give a chlorine concentration of not less than 50 parts per million throughout the length of the pipelines. The whole system shall then remain charged for 24 hours, after which a test shall be made for residual chlorine. If no residual chlorine is found, the sterilization process will have to be carried out again, until a satisfactory result is obtained.

Finally, the pipes shall be thoroughly flushed out and recharged with supply water. On completion of the sterilization process the pipes shall be left full of water.

The contractor shall in his rates for pipeline sterilization include for all costs of labour, transport, materials, equipment, chemicals and water necessary for the satisfactory completion of the cleansing and sterilization operations.

### **13.14 Auxiliary Works**

#### **(a) Valve Chamber**

Unless otherwise directed or detailed all valves, meters and other mechanical fittings shall be housed in chambers with lockable covers. Valve work shall be so placed in chambers as to facilitate operation, meter reading etc. through the cover opening. Chambers are

measured in numbers and shall be priced as lump sum items covering all composite work to completion as specified on the drawings or as instructed by the Engineer inclusive of excavations in excess of trench excavation, concrete supports for valves and backfilling around the chambers.

(b) Thrust Blocks and Anchors

The contractor shall provide thrust blocks at all bends, tees and whenever else instructed by the Engineer or indicated in the drawing.

Enlargements shall be excavated in the sides and bottom of the trench to accommodate anchorages and thrust blocks.

Concrete thrust and anchor blocks shall be formed in accordance with the typical sections shown on the drawings or as directed by the Engineer. Additional excavation shall be made after the bends etc. Have been jointed and the concrete shall be placed immediately after the completion of the excavation.

The concrete used for thrust and anchor blocks shall be grade 15 and shall after placing be kept in view for not less than six hours. No pressure shall be applied in any section of mains until the concrete has cured at least three days.

All PVC material shall be wrapped with two layers of bituminous felt for the entire length in contact with concrete. Thrust blocks are measured in numbers and shall be priced as lump sum items covering all necessary works and materials together with excavation, backfilling and formwork.

(c) Road Crossings

When the contractor encounters a road where a “Road Crossing” is indicated on the drawings or where to his opinion, such a crossing is required, he shall immediately inform the Engineer. On the receipt of the above information, the Engineer will issue appropriate instructions. The contractor shall include in his rates any royalty/fees to be paid to the Ministry of Transport and Communication or Local authorities.

(d) Painting

Painting and other protection of the external and internal pipe surfaces shall be in accordance with manufacturer’s recommendations. Painting on all other works especially in buildings will be as specified in the Bill of Quantities or as directed by the Engineer.

(e) Indicator Posts

Indicator posts should be erected on the pipeline as per the Engineer’s instructions.

All indicator posts for sluice valves, air valves, change in directions for pipeline, change in class of pipes, washouts etc should be painted with blue gloss paint (2 coats). The engraved letters to be painted white

## **SECTION VII- BILLS OF QUANTITIES**

### **1. Objectives**

The objectives of the Bill of Quantities are:

- a) to provide sufficient information on the quantities of Works to be performed to enable tenders to be prepared efficiently and accurately; and
- b) when a Contract has been entered into, to provide a priced Bill of Quantities for use in the periodic valuation of Works executed.

In order to attain these objectives, Works should be itemized in the Bill of Quantities in sufficient detail to distinguish between the different classes of Works, or between Works of the same nature carried out in different locations or in other circumstances which may give rise to different considerations of cost.

Consistent with these requirements, the layout and contents of the Bill of Quantities should be as simple and brief as possible.

### **2. Day work Schedule**

A Day work Schedule should be included only if the probability of unforeseen work, outside the items included in the Bill of Quantities, is high.

To facilitate checking by the Procuring Entity of the realism of rates quoted by the Tenderers, the Day work Schedule should normally comprise the following:

- a) A list of the various classes of labor, materials, and Constructional Plant for which basic day work rates or prices are to be inserted by the Tenderer, together with a statement of the conditions under which the Contractor shall be paid for work executed on a day work basis.
- b) Nominal quantities for each item of day work, to be priced by each Tenderer at day work rates as Tender.
- c) The rate to be entered by the Tenderer against each basic day work item should include the Contractor's profit, overheads, supervision, and other charges.

### **3. Provisional Sums**

A general provision for physical contingencies (quantity overruns) may be made by including a provisional sum in the Summary Bill of Quantities.

Similarly, a contingency allowance for possible price increases should be provided as a provisional sum in the Summary priced Bill of Quantities.

The inclusion of such provisional sums often facilitates budgetary approval by avoiding the need to request periodic supplementary approvals as the future need arises.

Where such provisional sums or contingency allowances are used, the Special Conditions of Contract should state the manner in which they shall be used, and under whose authority (usually the Project Manager's). The estimated cost of specialized work to be carried out, or of special goods to be supplied, by other contractors should be indicated in the relevant part of the Bill of Quantities as a particular provisional sum with an appropriate brief description.

A separate procurement procedure is normally carried out by the Procuring Entity to select such specialized contractors.

To provide an element of competition among the Tenderers in respect of any facilities, amenities, attendance, etc., to be provided by the successful Tenderer as prime Contractor for the use and convenience of the specialist contractors, each related provisional sum should be followed by an item in the Bill of Quantities inviting the Tenderer to quote a sum for such amenities, facilities, attendance, etc.

These Notes for Preparing a Bill of Quantities are intended only as information for the Procuring Entity or the person drafting the tendering document.

They should not be included in the final tendering document.

**4. The Bills of Quantities**

The Bills of Quantities should be divided generally into the following sections:

- a) Preambles
- b) Preliminary items
- c) Work Items
- c) Day work Schedule;and
- d) Provisional items
- e) Summary.

**5. The Summary to the Bills of Quantities** will take this form or some other form but including these items.

<b>SUMMARY ITEMS</b>	<i>Page</i>	<i>Amount</i>
Bill No. 1: Preliminary and General Items		
Bill No. 2: Pump House		
Bill No 3: Rising Main		
Bill No. 4: Storage Reservoir		
Bill No. 5: Conveyance		
Bill No. 6: Reticulation Tanks		
Bill No. 7: Last Mile		
Bill No. 8: Day works		
<b>Sub-total of Bills No 1-8</b>		
Contingencies 10%		
<b>TOTAL TENDER PRICE</b> Carried forward to Form of Tender		

**Statement of Compliance**

- a) I confirm compliance of all clauses of the General Conditions, General Specifications and Particular Specifications in this tender.
- b) I confirm I have not made and will not make any payment to any person, who can be perceived as an inducement to win this tender.

Signed: .....*for and on behalf of the Tenderer*

Date: .....

Official Rubber Stamp: .....

**CONSTRUCTION OF AMBOSELI IRRIGATION WATER PROJECT**

**SUMMARY SHEET**

<b>BILL No.</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
1	Preliminaries and Generals	
2	Pump House	
3	Rising Main	
4	Storage Reservoir	
5	Conveyance	
6	Reticulation Tanks	
7	Last Mile	
8	Day works	
	Sub-Total	
	Contingencies 10%	
	<b>GRAND SUMMARY</b>	

**Bill No. 1: PRELIMINARIES AND GENERALS**

ITEM	DESCRIPTION	UNIT	QTY	RATE (KES)	AMOUNT (KES)
<b>1.1</b>	<b>Contractor's Camp</b>				
1.1.1	Provide for establishment, mobilization and demobilization of the Contractor's camp together with all the required equipment	LS	1		
<b>1.2</b>	<b>Resident Engineer's Office</b>				-
1.2.1	Cost of renting REs office space for the first 4 months	Months	24	30,000.00	720,000.00
1.2.2	Furniture and Equipment for the Engineer's Office and in accordance with Specifications and as directed by the Engineer	P.C Sum	1	500,000.00	500,000.00
1.2.3	Allow PC Sum for operation and maintenance of the office in accordance with the Specifications.	Month	15	35,000.00	525,000.00
	Allow PC sum for purchase of Canon EOS R3 Full frame Mirrorless Camera, with Dual pixel CMOS AF, 30 fps burst shooting, weather-resistant body, autofocus and backside illuminated sensor. Rate to also include purchase of Canon EF 24-105 mm f/4L IS ii USM Lens with an Aperture range of f/4 to f/22, one super UD element, three aspherical elements, optical image stabilization, optical image stabilizer and weather-sealed construction	P.C Sum	1		
1.2.4	Provide for payment of miscellaneous accounts for Stationery, office consumables etc as directed by the engineer (Prov. Sum)	Month	15	50,000.00	750,000.00
1.2.5	Allow for Attendance	%	20%		
<b>1.3</b>	<b>Concrete Strength Tests</b>				
1.3.1	Concrete Strength tests (six cubes / test) in accordance with the Specifications.	Lump Sum	20		
<b>1.5</b>	<b>Supervision by the Engineer</b>				
1.5.1	Allow a provisional sum for supervision of the project for 24 months	PC Sum	24	200,000.00	4,800,000.00
1.5.2	Allow a Provisional cost to be used for backstopping by the Project Manager	PC Sum	1	1,000,000.00	1,000,000.00
1.5.3	Contractor's mark-up for profit and overheads in respect to Items 1.5.1 & 1.5.2	-	20%		
<b>1.6</b>	<b>Survey Equipment and Chainmen</b>				
1.6.1	Allow for Confirmatory survey and Design Review if required, and as directed by the Resident Engineer.	PC Sum	1	1,500,000.00	1,500,000.00
					-
<b>1.7</b>	<b>Signboards</b>				-

1.7.1	Provision, erection and maintenance of project signboards in accordance with the Specifications.	No.	3		
1.7.2	Allow a provisional sum to be spent in whole or part, for HIV/AIDS prevention activities and campaigns to be spent as directed by the Engineer	PC Sum	1	200,000.00	200,000.00
<b>1.8</b>	<b>Resident Engineer's Staff and Vehicles</b>				
1.8.5	1 No. Drivers for Resident Engineer's vehicles	Months	24	35,000.00	840,000.00
1.8.6	Provisional sum for Capacity Building of staff of the Resident Engineer in the duration of the Contract including payment for professional license.	Provisional Sum	1	1,000,000.00	1,000,000.00
1.8.7	Allow for provisional sum for IWUA formation and capacity building for the Amboseli Irrigation Project Members and Officials	Provisional Sum	1	2,000,000.00	2,000,000.00
1.8.8	Contractor's mark-up for profit and overheads in respect to Items 1.8.1 - 1.8.7	%	20%		
<b>1.9</b>	<b>Access Road to Reservoir site</b>				
1.9.1	Allow for construction of access road to the reservoir site during construction	PC sum	1		
<b>1.10</b>	<b>Marker Posts</b>				
1.10.1	Excavate for include for supply and fixing of indicator posts for water main route, road crossings, change of direction, air valves, washouts, and valve chambers.	Nr	200		
<b>1.11</b>	<b>Testing and commissioning of the works</b>				
1.11.1	Operate completed project for 15 days prior to handing over including all costs.	Days	15		
1.11.2	Allow for provision of Operation and Maintenance Manuals (O&M) in accordance with Clause 139 - General and Particular Specifications of bidding document volume II	Item	LS		
<b>1.12</b>	<b>ESIA &amp; Hydro-geological studies</b>				
1.12.1	Allow provisional sum for hydro-geological study at the proposed intake site before commencement of construction	Provisional Sum	1	500,000.00	500,000.00
1.12.2	Allow provisional sum for ESIA study for the entire project location and surrounding.	Provisional Sum	1	800,000.00	800,000.00
<b>1.13</b>	<b>Other Works, Obligations</b>				

1.13.1	The Contractor shall describe in detail hereunder other works, obligations and things which may be referred to in the Specifications or which he may consider have been omitted from the Bills of Quantities and for which he desires to enter a separate charge (the charge to be carried direct to the amount column). FULL DESCRIPTION OF ITEM(S) OF WORK OR ANY OTHER ISSUE SHOULD BE MADE. If no separate charge is made hereunder, the rates in the Bills of Quantities will be held as covering all expenses for all such works	Lump Sum	1		
	<b>TOTAL CARRIED OVER TO GRAND SUMMARY</b>				

**Bill No. 2.0: PUMP HOUSE & 100 CUM SUMP**

ITEM	DESCRIPTION	UNIT	QUANTITY	RATE (KShs)	AMOUNT (KShs)
<b>2.1</b>	<b>DEMOLITION AND SITE CLEARANCE</b>				
2.1.1	Clear site of small bushes and grub roots of small trees and cart away	m <sup>2</sup>	50		
<b>2.2</b>	<b>EARTHWORKS</b>				
	GENERAL EXCAVATION				
2.2.1	Excavate 200mm top soil and dispose	m <sup>2</sup>	30		
2.2.2	Excavate in class III material max. depth 0.5 - 1 m for disposal	m <sup>3</sup>	50		
2.2.3	Extra over-excavation, depth 2 -5m for re-use	m <sup>3</sup>	25		
<b>2.3</b>	<b>FILLING AND COMPACTION</b>				
2.3.1	Hardcore Using excavated Class I material.	m <sup>3</sup>	6		
2.3.2	50mm stone dust blinding	m <sup>2</sup>	130		
<b>2.4</b>	<b>IN-SITU CONCRETE</b>				
	DESIGNED MIX FOR ORDINARY STRUCTURAL				
	CONCRETE FOR CLASS B EXPOSURE USING				
	ORDINARY PORTLAND CEMENT				

	Provide Concrete Grade: 15				
2.4.1	20 mm aggregate	m <sup>3</sup>	6		
	Provide Concrete Grade: 25				
2.4.2	20 mm aggregate	m <sup>3</sup>	18		
<b>2.4</b>	<b>MASS CONCRETE</b>				
	Blinding				
2.4.1	Thickness 50 - 100 mm	m <sup>3</sup>	15		
<b>2.5</b>	<b>REINFORCED CONCRETE</b>				
	Bases, footing, ground slabs				
2.5.1	Thickness: 150 - 300 mm	m <sup>3</sup>	65		
	Beams				
2.5.2	X Sectional area 0.03 - 0.1m <sup>2</sup>	m <sup>3</sup>	18		
	Pump plinth				
2.5.3	Thickness: 150 - 300 mm	m <sup>3</sup>	15		
	Stairs				
2.5.4	Thickness: 150 - 300 mm	m <sup>3</sup>	3		
<b>2.6</b>	<b>CONCRETE ANCILLARIES</b>				
	FORMWORK: FAIRFINISH				
2.6.1	Fair finish to vertical sides of ring beam	m <sup>2</sup>	25		
<b>2.7</b>	<b>REINFORCEMENT</b>				
	High yield steel bars to SSRN 126 or 127				
2.7.1	Diameter: 6 mm	kg	50		
2.7.2	Diameter: 8 mm	kg	120		
2.7.3	Diameter: 10 mm	kg	85		
2.7.4	Diameter: 12 mm	kg	100		

	Diameter: 16 mm		-		
2.7.5	Wire weld fabric BS Ref. A142	m2	100		
<b>2.8</b>	<b>TIMBER</b>				
2.8.1	Fittings and fastenings				
2.8.2	Bolts	Pcs	150		
2.8.3	Roofing		-		
2.8.4	Roofing timber cypress 100x50	m	180		
2.8.5	Ditto cypress 150x75	m	28		
2.8.6	Ditto cypress 100x75	m	18		
2.8.7	Ditto cypress 175x75	m	100		
2.8.9	Ditto cypress 125x75	m	80		
2.8.10	300x25 Fascia Board	m	110		
2.8.11	100x100 wall plate	m	3		
	Cladding		-		
2.8.12	24-gauge GCI sheeting	m2	175		
2.8.13	Ridge cap	m	40		
<b>2.9</b>	<b>BRICKWORK, BLOCKWORK &amp; MASONRY</b>		-		
	Lightweight concrete blockwork		-		
	Solid concrete blocks bedded and jointed in cement and sand (1:4) mortar		-		
2.9.1	Vertical walls: Thickness 150 - 250mm for superstructure	m <sup>2</sup>	230		
	Blockwork ancillaries		-		
2.9.2	Joint reinforcement using 50 x 6mm hoop iron ties 300mm long in every other course	m	250		
2.9.3	Damp proof course.	m	100		

	Damp proof membrane		-		
2.9.4	Single layer of 500-gauge polythene sheeting laid on blinded hardcore with 150mm side laps to receive concrete	m <sup>2</sup>	130		
	Anti-Termite treatment		-		
2.9.5	Treat surface of hardcore with approved anti termite solution applied strictly in accordance with the manufacturer's instructions	m <sup>2</sup>	130		
<b>2.10</b>	<b>PAINTING</b>		-		
2.10.1	2 coats of emulsion paint on wooden doors and windows	m <sup>2</sup>	60		
<b>2.11</b>	<b>WATERPROOFING</b>		-		
	DAMP PROOFING		-		
2.11.1	1000-gauge polythene in dpm on blinded surfaces	m <sup>2</sup>	125		
	Rendering with proprietary mix mortar		-		
2.11.2	Internal 20mm mortar rendering, cement/sand 1:4	m <sup>2</sup>	190		
	Painted soft white" to Ks 10 B 15 or similar		-		
<b>2.12</b>	<b>SPRAYED OR BRUSHED WATER PROOFING USING '(stated)</b>		-		
2.12.1	External spray of tyrolean colored soft white to Ks 10 B 15 or similar	m <sup>2</sup>	220		
<b>2.13</b>	<b>MISCELLANEOUS WORK</b>		-		
	<b>Drainage to structures above ground</b>		-		
2.13.1	Gutters inclusive of all the fittings	m	50		
2.13.2	Downpipes inclusive of all the fittings	m	30		
	<b>Windows</b>		-		
2.13.3	HD 2FS window as specified in the drawing	nr	2		

2.13.4	HD 4FS window as specified in the drawing	nr	3		
	<b>Doors</b>		-		
2.13.5	Wood flush, external 1500mm wide	nr	2		
2.13.6	Flush door Single leaf, standard, 800mm wide	nr	2		
	<b>Other</b>		-		
2.13.7	100mm dia. vent pipes 200mm long	nr	3		
2.13.8	Precast concrete grill work of approved type	m <sup>2</sup>	15		
	<b>Substructure Walling</b>		-		
2.13.9	Supply, lay and join with sand cement mortar 230 mm thick stone masonry wall in strip foundation	m <sup>2</sup>	120		
<b>2.14</b>	<b>CEILING</b>		-		
2.14.1	Supply and install 12mm thick approved Chipboard ceiling in sheets size 2400 x 1200mm fixed to and including 50 x 50mm sawn cypress Grade 2 battens at 600mm centres in both directions complete with jointing material, including painting	m <sup>2</sup>	100		
	<b>Additional Items</b>		-		
2.14.2	50mm stone dust blinding	m <sup>2</sup>	8		
2.14.3	Reinforcement -Diameter: 16 mm	kg	275		
2.14.4	Provide for supply and installation of all electrical fittings in the house as directed by the Project Manager. Include for complete wiring, installation of consumer meters, power sockets, lighting systems and connection to existing grid as directed.	Sum	2		
2.14.5	Finishing of top surfaces 40mm screed, cement: sand 1:3 fall smooth trowel finish	m <sup>2</sup>	100		
<b>2.15</b>	<b>PUMPS AND SOLAR SYSTEM</b>				
<b>2.15.1</b>	<b>Sump Construction</b>				

	Provide for construction of a 100 m <sup>3</sup> Sump. Cost includes Shuttering, Placement, and vibration of 20/25 reinforced concrete including water proofing, access cover. Provide for plumbing and electrical connections as directed by the Engineer.				
2.1.1	Allow for setting out water sump	Item			
2.1.2	Excavate wet sand and soil to reduce levels, n.e. 1.5 m	m <sup>3</sup>	152		
2.1.3					
	Ditto 1.50m to 3.0 m	m <sup>3</sup>	150		
2.1.4	Ditto e.o excavations in hard rock including making good	m <sup>3</sup>	15		
2.1.5	Keep all excavations free of water by either bailing, pumping or other means including during excavation and construction	item	1		
2.1.6	Allow for planking and strutting	sm	186		
2.1.7	Back-fill and ram as directed external sides of wall	Cm	217		
2.1.8	Load and cart away surplus excavated materials from site as directed by Project Manager	Cm	100		
2.	Commercial galvanized wires mesh size 60x80mm, mesh wire size 2.5mm Dia and salvadge wire 3.2mm dia. (Gauge 11) as approved by the supervising project engineer)				
2.2.1	Supply, Handle and Fix gabion boxes 2m x 1m x 1m 60mm x 2.2.1 80mm mesh gabion boxes (Devki Gauge 11) complete with hardcore of approved quality	No	32		
2.3	Reinforcement bars (rate to include binding wires)				
	Provide handle, cut, bend, and fix the following reinforcement bars as stated in the bending schedule or as directed by the engineer (Rate to include binding wires)				
2.3.1	12mm diameter bars in ring and cross beams	1 Kgs	360		

2.3.2	10mm diameter bars as stir ups, walling and roof slab	1 Kgs	1330		
2.3.3	B.R.0 mesh reinforcement A.142 (nett-allow for laps) to floor	Sm	65		
2.4	Concrete work: Use rapid hardening cement				
2.4.1	Construct rectangular, vibrated concrete class 25 ring beam and cross beams as footing.	cm	4		
2.4.2	e.o 150mm thick bed for thickening underside sizes 400mm x 300 mm on average including hand packing hard core of approved quality to a slope all sides and all necessary formwork (concrete 1:3:6)	LM	31		
2.4.3	Construct reinforced concrete column (pillar) at the centre of the sump floor as per the provided drawing	item	1		
2.4.4	Construct water sump walling and roof slab with beams of vibrated and reinforced concrete, and stair case as specified class 25 (1:1.5:3)	m <sup>3</sup>	35		
2.4.5	Sawn timber formwork for rc walling	SM	125		
2.4.6	Allow for cost of formwork for roof slab, sides and soffits	SM	65		
2.4.7	Extra over ditto for boxing hole size 600 x 800mm in roof slab	No	2		
2.4.8	Construct and install reinforced concrete manhole cover 600mm x 600 mm of the roof slab reinforced concrete class 25 as directed. Use D10mm c/c 150mm for main both main and distribution bars	No.	2		
2.5	Miscellaneous works				
2.5.1	600mm x 800mm precast concrete manhole cover	No.	2		
2.5.2	1500mm x 300mm internal stainless-steel ladder anchored in wall or as shall be directed	No.	2		

2.5.3	200mm Dia casing anchored in roof of intake box as shall be required for draw pipes	No.	2		
2.6	Infiltration galleries				
2.6.1	Excavation/Backfilling				
2.6.1.1	Excavate in wet sand for infiltration pipe upto a depth of 500mm in sand	Cm	459		
2.6.1.2	Excavate in wet sand for infiltration pipe upto a depth of 500-1500mm	Cm	918		
2.6.1.3	Return sand and cover galleries completely, spread surplus sand in the river bed	Item	1		
2.6.1.4	Keep all excavations free of water by either bailing, pumping or other means	L/sum	1		
2.6.1.5	DN 315mm PN12.5 HDPE for collection/delivery pipe laid to slope and anchored on river floor	M	20		
2.6.1.6	DN160mm HDPE PN12.5 perforated as shall be directed by the Engineer, laid to slope and anchored on river	M	72		
2.6.1.7	Supply and install Geotextile Bidim AS membrane on the collector galleries (2 laps on pipe)	SM	390		
2.7	Provide the following fittings and fix as required				
2.7.1	315mm Hdpe end caps and adaptors	No.	1		
2.7.2	160mm HDPE end caps and adaptors	No.	20		
2.7.3	Supply and install 12" x 12" HDPE equal Tee (Pressure)	No.	3		
2.7.4	Supply and install 12" x 10" reducing socket HDPE	No.	3		
2.7.5	Supply and install 10" x 6" reducing coupling HDPE	No.	3		
2.7.6	Supply and install 12" HDPE reducing socket	No.	1		

2.7.7	Supply and install 12" HDPE elbow	No.	1		
2.7.8	3" GI Class B pipe (6 M length)	No.	4		
2.7.9	Double socket HDPE 6"	No.	30		
2.7.10	Cable Ties (packet of 100pcs @ 0.5M long)	Packets	11		
2.7.11	Aluminium Cable (5mm thickness)	M	55		
2.7.12	Anchors 1m wide x 1m long x 0.5 m high reinforced with heavy duty Mesh Wire	CM	9		
2.8	Back Wash Assembly				
2.8.1	Flanged 6" x 4" GI Tee	No.	1		
2.8.2	4" Sluice Valve (AVK)	No.	1		
2.8.3	Flanged elbow GI 4"	No.	6		
2.8.4	GI pipes 4" Class B	No.	5		
2.8.5	Steel Flanges 100mm	No.	10		
2.8.6	Galvanized Bolts M24 x 110mm	No.	130		
2.8.7	Rubber gasket (3mm) for flanges	M	2		
2.9	Dewatering				
2.9.1	Provide dewatering during construction works	Item	1		
2.9.2	Test pumping to establish actual yield after sump construction	Item	1		
<b>2.10</b>	<b>Cantilever at Sump</b>				
<b>2.10.1</b>	Diameter: 8 mm	kg	647		
<b>2.10.2</b>	Diameter: 10 mm	kg	2,256		
<b>2.10.3</b>	Diameter: 12 mm	kg	3,731		
<b>2.10.4</b>	Diameter: 16 mm	kg	4,861		
<b>2.10.5</b>	Designed mix; Grade C25; 20mm aggregate	CM	356.73		
<b>2.10.6</b>	Designed mix; Grade C20; 20mm aggregate	CM	656.73		

<b>2.11</b>	<b>SOLAR POWERED PUMP &amp; ACCESSORIES</b>				
	Supply and install a submersible Solar Pump complete with motor and the couplings with a discharge of 50m <sup>3</sup> /hr and a head of 70m complete with all accessories inclusive of suction system required for its smooth operation. Rate to include the provision, installation and testing of pump set control panel, wiring, fittings and accessories as well as connecting the pumps delivery pipe to the pipeline				
2.11.1	Supply, deliver to site and install Grundfos Submersible Pump SP 46-10 c/w 15kw 3PH motor or its approved equivalent	No.	1		
2.11.2	Supply, delivery of Monocrystalline Photo Voltaic Solar Modules connected on Panels 330W,12Vdc	No.	69		
2.11.3	Supply and install matching PV Disconnect	No.	1		
2.11.4	Solar pump control unit to be able to power the motar as approved by the Engineer	No.	1		
2.11.5	4mm <sup>2</sup> 4-core flat submersible drop cable	m	10		
2.11.6	4mm <sup>2</sup> 4-core underground cable	m	40		
2.11.7	Splicing kit	No.	1		
2.11.8	Cooling Sleeve	No.	1		
2.11.9	Earth rod complete with clamp and earth cable	m	120		

### Bill No. 3.0: RISING MAINS

ITEM	DESCRIPTION	UNIT	QTY	RATE (KShs)	AMOUNT (KShs)
<b>3.1</b>	<b>SITE CLEARANCE</b>				
3.1.1	General clearance along wayleave. (The Contractor's rate for this item will be deemed to include for clearance of any extra land that he may consider necessary for execution of his work and reinstatement of hedges and fences etc. removed during construction). Rate to include carting away	m <sup>2</sup>	16,800		

	disposal.				
<b>3.2</b>	<b>EXCAVATION AND BACKFILLING</b>				
	Rates for excavation and backfilling in trench shall include for trimming trench bottom and for providing selected bedding and surround materials from the excavations in accordance with the specifications				
3.2.1	Excavation and Backfilling in normal soil for Dia 300 mm to a depth n.e 1.5 m	m <sup>3</sup>	1872		
3.2.2	Excavation and Backfilling in softrock for Dia 300 mm to a depth n.e 1.5 m	m <sup>3</sup>	1872		
3.2.3	Excavation and Backfilling in normal soil for Dia 300 mm to a depth n.e 1.5 m	m <sup>3</sup>	2340		
<b>3.3</b>	<b>PIPEWORK- PIPES</b>				
	Provide, lay, joint and test the following flexible spigot and socket pipe and fittings with rubber ring joints. Rates to include for all jointly materials, cutting wastage.				
	Note: The following have been used on the drawings to specify pipe diameters/types/classes. Pipe dimensions/working pressures shall conform to KS-06-149 Part 2:2000.				
	<b>Class                      Working Pressure (m)</b>				
	PN6                                      60				
	PN8                                      80				
	PN10                                    100				
	PN12.5                                125				
	<b>STEEL/GI PIPE PIECE</b>				
3.3.1	300 mm Dia	m	1600		
	<b>HDPE PIPES CLASS PN12.5</b>				
3.3.2	315 mm Dia	m	4400		
	<b>HORIZONTAL BENDS</b>				

	GI / STEEL				
3.3.3	Dia 300 mm 11.25° Horizontal bends	No.	6		
3.3.4	Dia 300 mm 22.5° Horizontal bends	No.	14		
3.3.5	Dia 300 mm 45° Horizontal bends	No.	6		
	VERTICAL BENDS				
	GI / STEEL				
3.3.6	Dia 300 mm 22.5° Horizontal bends	No.	4		
	HDPE				
3.3.7	Dia 300 mm HDPE flanged adapter	No.	4		
<b>3.4</b>	<b>WASHOUTS</b>				
3.4.1	Excavate for, provide all materials and construct complete washout chambers including 'Masonry and Concrete wing wall on washout outlets with stone pitched base and all specified requirements to the engineers satisfaction. Internal dimensions 2000 x 2000 x 1500 mm. Rates to include for all thrust blocks, pipe supports, inspection covers, etc as detailed in the drawings.	No.	2		
	Provide, handle, install and test the following steel and upvc pipes and fittings, valves and specials. Rates shall include for completing all pipe joints as per specifications / drawings.				
	2 No. Washout Fittings at Chainages 0+135m, 1+900m				
3.4.2	300 mm dia VJ coupling	No.	16		
3.4.3	300 mm dia single flanged steel pipe 0.5 m long	No.	16		
3.4.4	300 mm x 80 mm dia Level invert scour tee with flanged branch	No.	8		
3.4.5	80 mm dia all flanged sluice valve	No.	8		

3.4.6	80 mm dia single flanged steel pipe 0.5 m long	No.	8		
3.4.7	80/90 mm dia stepped coupling	No.	8		
3.4.8	90 mm dia uPVC drainage pipe outlet 6 m long	m	48		
3.4.9	80 mm dia straight pipe with a flap valve 0.5 m long	No.	8		
<b>3.5</b>	<b>AIR VALVES</b>				
3.5.1	Excavate for, provide all materials and construct complete Air valve chambers Internal dimensions 2000 x 2000 x 1500 mm. Rates to include for inspection covers, etc as detailed in the drawings.	No.	1		
	Provide, handle, install and test the following steel and upvc pipes and fittings, valves and specials. Rates shall include for completing all pipe joints as per specifications / drawings.				
	1 No. Double Air Valve (DAV) fittings at Chainages 0+950 m	No	1		
3.5.2	300 mm dia VJ coupling	No.	8		
3.5.3	300 mm dia single flanged steel pipe 0.5 m long	No.	8		
3.5.4	300 mm x 80 mm dia all flanged tee	No.	4		
3.5.5	80 mm dia all flanged sluice valve	No.	4		
3.5.6	80 mm dia double flanged steel pipe 0.4 m long	No.	4		
<b>3.6</b>	<b>STORAGE TANK INLET</b>				
3.6.1	300 mm dia 90 degree bend double flanged	No.	8		
3.6.2	300 mm dia double flanged steel spigot, 4000mm long	No.	4		
3.6.3	300 mm dia double flanged steel spigot, 600mm long	No.	4		

<b>3.7</b>	<b>ROAD CROSSINGS</b>				
3.7.1	Provide all materials for the construction of the Concrete Encasement for the Road Crossings. The Rates include all Excavation and Backfilling works.	No.	2		
<b>SUB TOTAL CARRIED OVER TO GRAND SUMMARY</b>					

**Bill No. 3.0: RISING MAIN**

ITEM	DESCRIPTION	UNIT	QUANTITY	RATE (KShs)	AMOUNT (KShs)
<b>3.1</b>	<b>SITE CLEARANCE</b>				
3.1.1	General clearance along wayleave. (The Contractor's rate for this item will be deemed to include for clearance of any extra land that he may consider necessary for execution of his work and reinstatement of hedges and fences etc. removed during construction).Rate to include carting away to disposal.	m <sup>2</sup>	2472		
<b>3.2</b>	<b>EXCAVATION AND BACKFILLING</b>				
	Rates for excavation and backfilling in trench shall include for trimming trench bottom and for providing selected bedding and surround materials from the excavations in accordance with the specifications				
3.2.1	Excavation and Backfilling in normal soil for Dia 90 mm to a depth n.e 1.5 m	m <sup>3</sup>	392.4		
3.2.2	Excavation and Backfilling in hardrock for Dia 90 mm to a depth n.e 1.5 m	m <sup>3</sup>	1280		
<b>3.3</b>	<b>PIPEWORK- PIPES</b>				
	Provide, lay, joint and test the following flexible spigot and socket pipe and fittings with rubber ring joints. Rates to include for all jointly materials, cutting wastage.				
	Note: The following have been used on the drawings to specify pipe diameters/types/classes. Pipe dimensions/working pressures shall conform to KS-06-149 Part 2:2000.				

	<b>Class</b>	<b>Working Pressure (m)</b>			
	PN6	60			
	PN8	80			
	PN10	100			
	PN12.5	125			
	<b>STEEL/GI PIPE PIECE</b>				
3.3.1	75 mm dia		m	1200	
	<b>HDPE PIPES CLASS PN 10</b>				
3.3.2	90 mm dia		m	436	
	<b>HORIZONTAL BENDS</b>				
	<b>GI / STEEL</b>				
3.3.3	Dia 90 mm 11.25° Horizontal bends		No.	6	
3.3.4	Dia 90 mm 22.5° Horizontal bends		No.	14	
3.3.5	Dia 90 mm 45° Horizontal bends		No.	6	
	<b>VERTICAL BENDS</b>				
	<b>GI / STEEL</b>				
3.3.6	Dia 90 mm 22.5° Horizontal bends		No.	4	
	<b>HDPE</b>				
3.3.7	Dia 90 mm HDPE flanged adapter		No.	4	
<b>3.4</b>	<b>STORAGE TANK INLET</b>				
3.4.1	90 mm dia 90 degree bend double flanged		No.	8	
3.4.2	90 mm dia double flanged steel spigot, 4000mm long		No.	4	
3.4.3	90 mm dia double flanged steel spigot, 600mm long		No.	4	
	<b>SUB TOTAL CARRIED OVER TO GRAND SUMMARY</b>				

**BILL 4.0: STORAGE RESERVOIR**

<b>1000m<sup>3</sup> RC Water Tank</b>					
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
<b>4.1</b>	<b>GENERAL ITEMS</b>				
4.1.1	Allow for cleansing of Reservoir in accordance with specifications	Item	L.S		200,000.00
4.1.2	Allow for pressure testing, and system flushing of Pipework in accordance with specifications	Item	L.S		100,000.00
4.1.3	Allow a P.C. Sum of Kshs.30,000 for ground investigation below the final surface	Item	P.C		
4.1.4	Allow % for profit, administration, attendance upon overheads etc. (% to be as per Appendix to Form of Bid)	%	20%		
<b>4.2</b>	<b>EARTHWORKS</b>				
4.2.1	-Ditto- but maximum depth 2.0 m to 3.0 m	m <sup>3</sup>	370		
4.2.2	-Ditto- but maximum depth 3.0 m to 4.0 m	m <sup>3</sup>	770		
4.2.3	-Ditto- but maximum depth exceeding 4.0 m	m <sup>3</sup>	197		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
4.2.4	Transport approved excavated material from site and use as fill and compact in 200 mm layers as specified on site as and where directed by the Engineer. Compaction tests to be done and rates to include for this	m <sup>3</sup>	500		
4.2.5	Provide approved hardcore material and compact in layers of 200 mm, blinded with final material 25 mm thick	m <sup>3</sup>	109		

4.2.6	Extra over Items 2.1 to 2.3 for excavation in rock Class 'A', blasting not permitted (Provisional)	m <sup>3</sup>	120		
4.2.7	-Ditto- for excavation in rock Class 'B', blasting not permitted (Provisional)	m <sup>3</sup>	85		
4.2.8	-Ditto- for excavation in rock Class 'C', blasting not permitted (Provisional)	m <sup>3</sup>	75		
<b>4.3</b>	<b>CLASS F: IN SITU CONCRETE</b>				
	Provision of Concrete				
	Provide materials and mix concrete to the specified class; cement to BS 12				
4.3.1	Designed mix; Grade C15; 20mm aggregate	m <sup>3</sup>	34		
4.3.2	Designed mix; Grade C25; 20mm aggregate	m <sup>3</sup>	410		
	<b><u>Placing of Concrete</u></b>				
	Place, vibrate and cure concrete in the following elements of the structure as per details on drawings				
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
	<b><u>Mass Concrete; Class 15/20</u></b>				
4.3.3	Blinding under base slab; thickness 75mm	m <sup>2</sup>	440		
	<b><u>Reinforced Concrete; Class 25/20</u></b>				
	Bases, Footings, Pipe Caps, and Ground Slabs; >150 Thickness <300mm				

4.3.4	External wall base including key and splay	m <sup>3</sup>	110		
4.3.5	Base slab laid to slopes	m <sup>3</sup>	110		
4.3.6	Bases to columns	m <sup>3</sup>	8		
4.3.7	Bases to internal baffle walls	m <sup>3</sup>	40		
4.3.8	Base to overflow chamber	m <sup>3</sup>	1		
	<b><u>Suspended Slabs; Thickness &gt;150 &lt;300 mm</u></b>				
4.3.9	Top slab including all upstands	m <sup>3</sup>	88		
	<b><u>Walls; Thickness &gt;150 &lt;300mm</u></b>				
4.3.10	Main external walls	m <sup>3</sup>	65		
4.3.11	Baffle walls	m <sup>3</sup>	9		
4.3.12	Walls - washout sump	m <sup>3</sup>	2		
4.3.13	Walls - overflow chamber	m <sup>3</sup>	2		
	<b><u>Walls; Thickness &gt;300 &lt;500mm</u></b>				
4.3.14	Main external walls	m <sup>3</sup>	87		
	Columns; Cross-Sectional Area >0.03 <0.1m <sup>2</sup>				
4.3.15	Columns excluding top flared heads	m <sup>3</sup>	4		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
	Other Concrete Forms				
4.3.16	Top flared heads of columns	m <sup>3</sup>	4		
<b>4.4</b>	<b><u>CLASS G: CONCRETE ANCILLARIES</u></b>	-	-		
	Dimensions as per details on Specific Structural Drawings				
	Formwork: Rough Finish; Plane Vertical				

4.4.1	External sides of base slab; width >0.2 <0.4m	m <sup>2</sup>	33		
4.4.2	Both sides of key; width >0.4 <1.22m	m <sup>2</sup>	150		
4.4.3	External sides of washout sumps: width exceeding 1.22m	m <sup>2</sup>	5		
	Formwork: Fair Finish; Plane Horizontal				
4.4.4	Soffit of overflow chambers; width >0.4 <1.22m	m <sup>2</sup>	5		
4.4.5	Soffit of suspended slab; width exceeding 1.22m	m <sup>2</sup>	312		
-	<b><u>Formwork: Fair Finish; Plane Sloping</u></b>	-	-		
	(Provisional Items - Only if no-recoverable formwork is required)				
4.4.6	Splay in wall at overflow chamber; width >0.1 <0.2m	m	20		
4.4.7	Splay out base slab; width >0.2 <0.4m	m <sup>2</sup>	105		
4.4.8	Splay in wall; width >0.2 <0.4m	m <sup>2</sup>	6		
4.4.9	Splay at column heads; width >0.4 <1.22m	m <sup>2</sup>	18		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
	Formwork: Fair Finish; Plane Vertical				
4.4.10	Internal sides of washout sumps; width >0.4 <1.22m	m <sup>2</sup>	21		
4.4.11	Inner sides of access manholes; width >0.4 <1.22m	m <sup>2</sup>	4		
4.4.12	Both sides of overflow chamber; width exceeding 1.22m	m <sup>2</sup>	44		
4.4.13	Outer side of access manholes upstands 300mm high; width exceeding 1.22m	m <sup>2</sup>	4		
4.4.14	Inner side of roof upstands 300mm high; width exceeding 1.22m	m <sup>2</sup>	18		

4.4.15	Outer side of roof upstands 300mm high; width exceeding 1.22m	m <sup>2</sup>	32		
	Walls				
4.4.16	External side	m <sup>2</sup>	295		
4.4.17	Internal side; wall thickness 500mm	m <sup>2</sup>	280		
4.4.18	Internal side; wall thickness 300mm	m <sup>2</sup>	120		
4.4.19	Both sides of baffle walls	m <sup>2</sup>	83		
	Formwork: Fair Finish; For Voids				
4.4.20	Large void depth n.e. 0.5m; 150mm dia. void for overflow	Nr	2		
-	<b><u>Formwork: Fair Finish; Concrete Components of Constant Cross-section</u></b>	-	-		
	Columns				
4.4.21	Sides of columns; 400mm x 400mm - 9 No. columns	m	144		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
	Other Members				
4.4.22	Sides of column bases; 1500mm x 1500mm - 94 No. bases	m	48		
4.4.23	50mm x 50mm rebates for manhole covers	m	10		
4.4.24	-Ditto but for overflow chamber cover	m	2		
4.4.25	12mm dia. half round fillet for drip mould round soffit of roof slab overhang	m	55		
4.4.26	Fillet to form 25mm x 25mm chamfer for all roof slab upstands & manhole upstands	m	127		
4.4.27	Boxing out 1400mm x 1150mm holes in concrete wall of tank for inlet	Nr	1		

4.4.28	-Ditto - but size 1000mm x 350mm for overflow	Nr	1		
4.4.29	Boxing out 250mm dia. hole in concrete wall of sump in tank & making good after installation of pipework	Nr	1		
4.4.30	-Ditto - but size 400mm dia. hole in base of overflow chamber	Nr	1		
4.4.31	-Ditto - but size 1020mm x 1020mm hole in roof slab of tank	Nr	4		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
	Reinforcement; Deformed High Yield Steel Bars to BS4449				
	Rate to include for cutting, bending, supporting, trying and securing reinforcement				
4.4.32	Normal size 8mm	t	1		
4.4.33	Normal size 10mm	t	7		
4.4.34	Normal size 12mm	t	22		
4.4.35	Normal size 16mm	t	32		
4.4.36	Normal size 20mm	t	16		
4.4.37	Steel fabric to BS4483: A252 square mesh; nominal mass 3 - 4 kg/m <sup>2</sup>	m <sup>2</sup>	380		
	Construction Joints				
	Provide and install the following waterstops in construction joints including all surface treatment, formwork, forming of rebate and sealing of rebate with polysulphide sealant, all as per drawings and specification				
4.4.38	Open surface with filler; average width n.e. 0.5m	m <sup>2</sup>	117		
4.4.39	Formed surface with filler; average width n.e. 0.5m	m <sup>2</sup>	53		

4.4.4	Plastic horizontal waterstops; rear guard type, width 200mm	m	77		
4.4.41	Plastic vertical waterstops, width 200mm	m	110		
4.4.42	Sealed 20mm x 20mm rebates with polysuphide joint sealant	m	220		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
	Miscellaneous Work (Including Provision and Laying)				
4.4.43	500 gauge polythene sheeting on blinding below base slab	m <sup>2</sup>	440		
4.4.44	Average 150mm thick layer of pumice on roof slab	m <sup>2</sup>	330		
<b>4.5</b>	<b>CLASS H: PRECAST CONCRETE</b>				
	Precast concrete Class 25/20 finished fair on all surfaces and reinforced with one layer steel mesh fabric reinforcement BRC No. A141. Provide and fix:				
4.5.1	75mm thick cover slab size 1325mm long x 750mm wide including 2nr mild steel key holes cast with slab constructed as per details	No	5		
<b>4.6</b>	<b>CLASS J: PIPEWORK - FITTINGS AND VALVES</b>				
	Supply, Transport to Site & Store in Secure Place Including Jointing Material, Bolts, Gaskets, Packing, Jointing Glues, etc., As Applicable				
	All Diameters are Nominal				
	Approved Lined Ferrous Pipes & Fittings to NP 16				
	Outlet (Delivery) Ferrous Pipes, Fittings & Valves				

4.6.1	250mm dia. special flanged bellmouth 200mm long (Mark 1)	No	1		
4.6.2	250mm dia. 90° double flanged bend with puddle flange 200mm from one end (Mark 2)	No	1		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
4.6.3	250mm dia. flanged spigot pipe, length 8300mm, with puddle flange at 3530mm from flanged end (Mark 3)	No	1		
4.6.4	250mm dia. couplings (Mark 4)	No	2		
4.6.5	250mm dia. flanged spigot pipe, length 1200mm with puddle flange at 775mm from spigot end (Mark 5)	No	1		
4.6.6	250mm x 250mm x 200mm dia. all flanged tee (Mark 6)	No	1		
4.6.7	250mm dia. all flanged gate valve to BS 5163 hand operated, Euro 20 Series, Type 23 or approved equivalent (Mark 7)	No	1		
4.6.8	250mm dia. flange adaptor (Mark 8)	No	1		
4.6.9	250-mm dia. plain ended pipe, length 1200mm with puddle flange at 445mm from one end (Mark 9)	No	1		
4.6.10	200mm dia. all flanged gate valve, Euro 20 Series, Type 23 or approved equivalent (Mark 10)	No	1		
4.6.11	200mm dia. flange adaptor (Mark 11)	No	1		
4.6.12	200mm dia. plain ended pipe, length 1200mm with puddle flange at 605mm from one end (Mark 12)	No	1		
4.6.13	200mm dia. couplings (Mark 13)	No	1		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>

	<b>Sub-Total Carried from the previous page</b>				
	Overflow Ferrous Pipe Fittings				
4.6.14	400mm dia. flanged spigot pipe 1600mm length, with puddle flange at 100mm from spigot end (Mark A)	No	1		
4.6.15	400mm dia. 45° double flanged bend (Mark B)	No	1		
4.6.16	400mm dia. flanged spigot pipe 4000mm long, with spigot end bevelled. (Mark C)	No	1		
	Washout Ferrous Pipe Fittings				
4.6.17	250mm dia. plain ended pipe, length 7000mm with puddle flange at 120mm from one end (cut to suit on site) (Mark D)	No	1		
4.6.18	250mm dia. couplings (Mark E)	No	1		
4.6.19	250mm dia. flanged spigot pipe, length 1200mm with puddle flange at 430mm from flanged end (Mark F)	No	1		
4.6.20	250mm dia. all flanged gate valve (Mark G)	No	1		
4.6.21	250mm dia. flange adaptor (Mark H)	No	1		
4.6.22	250mm dia. plain ended 90° bend (Mark I)	No	1		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs.</b>	<b>Amount Kshs.</b>
	<b>Sub-Total Carried from the previous page</b>				
	Transport From Site Store, Install, Test & Commission. Include for Excavation & Backfilling of Pipe Trenches Where Applicable.				
	Approved Lined Ferrous Pipes & Fittings to NP 16				
	Outlet (Delivery) Ferrous Pipes, Fittings & Valves				

4.6.23	250mm dia. special flanged bellmouth 200mm long (Mark 1)	No	1		
4.6.24	250mm dia. 90° double flanged bend with puddle flange 200mm from one end (Mark 2)	No	1		
4.6.25	250mm dia. flanged spigot pipe, length 8300mm, with puddle flange at 3530mm from flanged end (Mark 3)	No	1		
4.6.26	250mm dia. couplings (Mark 4)	No	2		
4.6.27	250mm dia. flanged spigot pipe, length 1200mm with puddle flange at 775mm from spigot end (Mark 5)	No	1		
4.6.28	250mm x 250mm x 200mm dia. all flanged tee (Mark 6)	No	1		
4.6.29	250mm dia. all flanged gate valve to BS 5163 hand operated, Euro 20 Series, Type 23 or approved equivalent (Mark 7)	No	1		
4.6.3	250mm dia. flange adaptor (Mark 8)	No	1		
4.6.31	250-mm dia. plain ended pipe, length 1200mm with puddle flange at 445mm from one end (Mark 9)	No	1		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
4.6.32	200mm dia. all flanged gate valve, Euro 20 Series, Type 23 or approved equivalent (Mark 10)	No	1		
4.6.33	200mm dia. flange adaptor (Mark 11)	No	1		
4.6.34	200mm dia. plain ended pipe, length 1200mm with puddle flange at 605mm from one end (Mark 12)	No	1		
4.6.35	200mm dia. couplings (Mark 13)	No	1		
	Overflow Ferrous Pipe Fittings				

4.6.36	400mm dia. flanged spigot pipe 1600mm length, with puddle flange at 100mm from spigot end (Mark A)	No	1		
4.6.37	400mm dia. 45° double flanged bend (Mark B)	No	1		
4.6.38	400mm dia. flanged spigot pipe 4000mm long, with spigot end bevelled. (Mark C)	No	1		
	Washout Ferrous Pipe Fittings				
4.6.39	250mm dia. plain ended pipe, length 7000mm with puddle flange at 120mm from one end (cut to suit on site) (Mark D)	No	1		
4.6.40	250mm dia. couplings (Mark E)	No	1		
4.6.41	250mm dia. flanged spigot pipe, length 1200mm with puddle flange at 430mm from flanged end (Mark F)	No	1		
4.6.42	250mm dia. all flanged gate valve (Mark G)	No	1		
4.6.43	250mm dia. flange adaptor (Mark H)	No	1		
4.6.44	250mm dia. plain ended 90° bend (Mark I)	No	1		
	<b>Sub-Total Carried to the next page</b>				
<b>Item No.</b>	<b>Description</b>	<b>Unit</b>	<b>Quantity</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
	<b>Sub-Total Carried from the previous page</b>				
<b>4.7</b>	<b>Provide and place:</b>				
4.7.1	Mass Concrete Class 15/20 surround to washout pipe diameter 250mm	m	6		
4.7.2	-Ditto - but outlet pipe, diameter 250mm	m	7		
4.7.2a	Extra over Items 2.1 to 2.3 for excavation in rock Class 'A', blasting not permitted (Provisional)	m <sup>3</sup>	1		

4.7.2b	-Ditto- for excavation in rock Class 'B', blasting not permitted (Provisional)	m <sup>3</sup>	1		
4.7.2c	-Ditto- for excavation in rock Class 'C', blasting not permitted (Provisional)	m <sup>3</sup>	1		
	Concrete Class 20/20 in Stools and Thrust Blocks				
4.7.3	Nominal bore 250 - 600mm; volume n.e. 0.1m <sup>3</sup>	No	2		
<b>4.8</b>	<b>CLASS N: MISCELLANEOUS METALW ORK</b>				
	Rate to include supply and fixing, inclusive of foundations where applicable				
4.8.1	Lockable mild steel checkered plate covers for access manholes as per detail.	No	4		
<b>4.9</b>	<b>CLASS X: MISCELLANEOUS WORK</b>				
4.9.1	Provide and fix vent pipes as shown on the drawings	No	10		
4.9.2	Provide & lay 300mm wide x 12mm thick rubberoid layer between wall & roof slab.	m	110		
	<b>BILL TOTAL CARRIED TO GRAND SUMMARY SHEET</b>				

**BILL 5.0 DAYWORKS**

ITEM	DESCRIPTION	UNIT	QTY	RATE (KES)	AMOUNT (KES)
5.0	<b>THE WHOLE OF THIS BILL IS PROVISIONAL</b>				

	<b>LABOUR</b>				
	The rates should include for all costs, such as insurance, traveling time, overtime, accommodation, use of small tools of trade, supervision, overheads and profit. Only-time engaged upon work will be paid for:				
5.1	Unskilled labour	Hrs	200		
5.2	Semi-skilled labour	Hrs	150		
5.3	Skilled Labour	Hrs	120		
	<b>PLANT</b>				
	The rates should be included for all operational and maintenance costs, fuel, oil, operators, turn boys, Supervision, overhead and profits. Only the time employed on work will be paid for and the rates should include the idle, traveling and overtime.				
5.4	Compressor CP with 2 jacks	Hrs	30		
5.5	Concrete vibrator (petrol or diesel)	Hrs	40		
5.6	Concrete mixer , 1m <sup>3</sup>	Hrs	30		
5.7	Tipper 7 tones	Hrs	60		
5.8	Portable water pump 5hp 50mm inclusive of hoses, couplings, valves and strainer)	Hrs	50		
	<b>MATERIALS</b>				
5.9	Ordinary Portland cement	ton	1.5		
5.10	Mild steel/High yield steel	ton	1.5		
5.11	Fine aggregate for concrete	m <sup>3</sup>	1.5		
5.12	Coarse Aggregate for concrete max. size 19mm	m <sup>3</sup>	20		
5.13	Use of Shuttering timber	m <sup>2</sup>	300		
	<b>TOTAL CARRIED OVER TO GRAND SUMMARY</b>				

**BILL 5: CONVEYANCE**

<b>Bill No. 5.0: CONVEYANCE</b>					
<b>ITEM</b>	<b>DESCRIPTION</b>	<b>UNIT</b>	<b>QUANTITY</b>	<b>RATE (KShs)</b>	<b>AMOUNT (KShs)</b>
<b>5.1</b>	<b>SITE CLEARANCE</b>				
5.1.1	General clearance along wayleave. (The Contractor's rate for this item will be deemed to include for clearance of any extra land that he may consider necessary for execution of his work and reinstatement of hedges and fences etc. removed during construction).Rate to include carting away to disposal.	m <sup>2</sup>	3000		
<b>5.2</b>	<b>EXCAVATION AND BACKFILLING</b>				
	Rates for excavation and backfilling in trench shall include for trimming trench bottom and for providing selected bedding and surround materials from the excavations in accordance with the specifications				
5.2.1	Excavation and Backfilling in normal soil for Dia 160 mm to a depth n.e 1.5 m	m <sup>3</sup>	18000		
5.2.2	Excavation and Backfilling in softrock for Dia 160 mm to a depth n.e 1.5 m	m <sup>3</sup>	2400		
5.2.3	Excavation and Backfilling in rock for Dia 160 mm to a depth n.e 1.5 m	m <sup>3</sup>	200		
<b>5.3</b>	<b>PIPEWORK- PIPES</b>				
	Provide, lay, joint and test the following flexible spigot and socket pipe and fittings with rubber ring joints. Rates to include for all jointly materials, cutting wastage.				
	Note: The following have been used on the drawings to specify pipe diameters/types/classes. Pipe dimensions/working pressures shall conform to KS-06-149 Part 2:2000.				
	<b>Class</b>	<b>Working Pressure (m)</b>			
	PN6	60			
	PN8	80			
	PN10	100			
	PN12.5	125			

	STEEL/GI PIPE PIECE				
5.3.1	150 mm dia	m	200		
	HDPE PIPES CLASS PN12.5				
5.3.2	160 mm dia	m	21600		
	HORIZONTAL BENDS				
	GI / STEEL				
5.3.3	Dia 150 mm 11.25° Horizontal bends	No.	6		
5.3.4	Dia 300 mm 22.5° Horizontal bends	No.	14		
<b>5.4</b>	<b>WASHOUTS</b>				
5.4.1	Excavate for, provide all materials and construct complete washout chambers including 'Masonry and Concrete wing wall on washout outlets with stone pitched base and all specified requirements to the engineers satisfaction. Internal dimensions 1400 x 1400 x 1000 mm. Rates to include for all thrust blocks , pipe supports, inspection covers, etc as detailed in the drawings.	No.	2		
	Provide, handle, install and test the following steel and upvc pipes and fittings, valves and specials. Rates shall include for completing all pipe joints as per specifications / drawings.				
	8 No. Washout Fittings at Chainages 0+135m, 1+900m				
5.4.2	150 mm dia VJ coupling	No.	16		
5.4.3	150 mm dia single flanged steel pipe 0.5 m long	No.	16		
5.4.4	150 mm x 80 mm dia Level invert scour tee with flanged branch	No.	8		
5.4.5	80 mm dia all flanged sluice valve	No.	8		
5.4.6	80 mm dia single flanged steel pipe 0.5 m long	No.	8		
5.4.7	80/90 mm dia stepped coupling	No.	8		
5.4.8	90 mm dia uPVC drainage pipe outlet 6 m long	m	48		

5.4.9	80 mm dia straight pipe with a flap valve 0.5 m long	No.	8		
<b>5.5</b>	<b>AIR VALVES</b>				
5.5.1	Excavate for, provide all materials and construct complete Air valve chambers Internal dimensions 1400 x 1400 x 1000 mm. Rates to include for inspection covers, etc as detailed in the drawings.	No.	8		
	Provide, handle, install and test the following steel and upvc pipes and fittings, valves and specials. Rates shall include for completing all pipe joints as per specifications / drawings.				
	8 No. Double Air Valve (DAV) fittings at Chainages m	No	8		
5.5.2	150 mm dia VJ coupling	No.	16		
5.5.3	150 mm dia single flanged steel pipe 0.5 m long	No.	16		
5.5.4	150 mm x 80 mm dia all flanged tee	No.	8		
5.5.5	80 mm dia all flanged sluice valve	No.	8		
5.5.6	80 mm dia double flanged steel pipe 0.4 m long	No.	8		
<b>5.6</b>	<b>ROAD CROSSINGS</b>				
5.6.1	Provide all materials for the construction of the Concrete Encasement for the Road Crossings. The Rates include all Excavation and Backfilling works.	No.	2		
	<b>SUB TOTAL CARRIED OVER TO GRAND SUMMARY</b>				

**BILL 6:**

<b>Bill 6</b>	<b>2 No. Masonry Tank 235 CUM</b>				
<b>Item No</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>

	<b>THE FOLLOWING WORKS IN GROUND MASONRY 235M<sup>3</sup> STORAGE TANK INCLUDING SUPPLY OF ALL MATERIALS AND NECESSARY WORKS FOR PLACING, ERECTING, COMPLETION, TESTING AND COMMISSIONING. ALL WORKS PROVISIONAL AND SUBJECT TO RE-MEASUREMENTS</b>				
<b>6.1</b>	<b>Site Clearance</b>				
6.1.1	Clear site of all bushes and shrubs and remove debris from site directed by the Engineer	m <sup>2</sup>	110		
<b>6.2</b>	<b>Excavation and Earthworks</b>				
6.2.1	Excavate pits for water tank not exceeding 1.5m deep store onsite and backfill with selected material and spread surplus onsite; including all necessary works for side protection and for keeping site free from water, mud and fallen material.	m <sup>3</sup>	60		
6.2.2	E.O Decomposed rock/ compacted murrum as defined in the specifications.	m <sup>3</sup>	5		
6.2.3	Extra over for excavations in rock as described and defined in the specifications	m <sup>3</sup>	50		
<b>6.3</b>	<b><u>Hardcore Filling</u></b>				
6.3.1	Lay and compact 200mm thick hand-packed hardcore laid in layers not exceeding 150mm thick	m <sup>2</sup>	90		
<b>6.4</b>	<b><u>Mass Concrete Grade 15/20 in:-</u></b>				
	<b><u>Vibrated Reinforced Concrete 25/20 as described in:-</u></b>				
6.4.1	200mm thick floor slab	m <sup>3</sup>	24		
6.4.2	200mm thick suspended roof slab	m <sup>3</sup>	24		
6.4.3	Allow for finishing in cement plaster (1:3) on roof slab laid in 2.5% fall	m <sup>2</sup>	90		
6.4.4	450mm x 200mm beams	m <sup>3</sup>	2		
6.4.5	diameter 300-mm columns	m <sup>3</sup>	1		
<b>6.5</b>	<b><u>Erect and strike sawn Formwork to:-</u></b>				
6.5.1	Edges of 200mm thick floor slab.	m	35		
6.5.2	Soffit of suspended slab	m <sup>2</sup>	90		

6.5.3	Edges of suspended roof slab 200mm thick.	m	35		
6.5.4	450 x 200mm beams	m <sup>2</sup>	22		
6.5.5	300-mm diameter column	m <sup>2</sup>	2		
6.5.6	Allow for forming 600x600mm opening for access manhole in 200mm thick slab	No.	2		-
<b>Item No</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
<b>6.6</b>	<b><u>Steel Reinforcement</u></b>				
	<b>Supply and fix reinforcement including bending hooks binding wire, cutting, spacers and supporting all in position as described</b>				
	<b>High tensile square twisted bars to B.S.4449</b>				
6.6.1	16mm diameter	Kg	559		
6.6.2	12mm diameter	Kg	1,650		
6.6.3	8mm diameter	Kg	650		
	<b>Natural Stone Walling jointed and pointed in Cement Sand Mortar (1:3) Reinforced every Course to engineer's details.</b>				
6.6.4	225mm thick	m <sup>2</sup>	90		
6.6.5	300mm thick	m <sup>2</sup>	30		
6.6.6	375 mm thick	m <sup>2</sup>	90		
<b>6.7</b>	<b><u>Plaster</u></b>				
6.7.1	25mm Thick cement and sand (1:2) plaster to internal wall surface with water proof cement at a ratio 1kg to 50kg cement.	m <sup>2</sup>	120		
6.7.2	20mm thick cement/ sand 1:3 plastering to external surface of walls.	m <sup>2</sup>	150		
<b>6.8</b>	<b><u>Screed</u></b>				

6.8.1	40mm thick cement and sand (1:3) screed to floor, smooth render laid to falls and brushed with water proof treatment as vandex, master seal, hyseal, or any other equally approved to manufacturers specification.	m <sup>2</sup>	90		
<b>6.90</b>	<b><u>Ladder</u></b>				
6.9.1	2000mm long x 800mm wide mild steel ladder stringers 2.0m x50mm x 10mm flat bar, rings 800 x 200mm x 20mm round bar at 300mm centres externally anchored to wall lugs: one coat red oxide primer: three coats gloss oil finish: all to Engineers' detail.	No	1		
<b>6.9.2</b>	<b>2000 long X 800mm width G.I ladder internally anchored to wall lugs: one coat red oxide primer: three coats gloss oil finish: all to Engineers' detail.</b>	<b>No.</b>	<b>1</b>		
<b>6.10.</b>	<b><u>Manhole covers</u></b>				
6.10.1	Supply and fix steel prefabricated lockable cover 600x600mm complete with frames, steel gauge 16 and as directed by the Engineer.	No.	2		
<b>Item No</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Rate Kshs</b>	<b>Amount Kshs</b>
<b>6.11</b>	<b><u>Pipework and fitting: Supply, fabricate, lay, test and fit all pipes and fittings including jointing materials (bolts, nuts, washers, gaskets, packings), cutting and threading as specified, galvanized mild steel pipes to BS 1387 Class B with flanged and drilled joints c/w bolts and nuts to BS 143 and 1256 of approved manufacturer with galvanized to BS 729.</u></b>				
<b>6.11.1</b>	<b>Scour Pipe</b>				
6.11.1.1	200x150mm dia flanged bellmouth	No.	2		
6.11.1.2	150mm dia 90° flanged GI bend	No.	2		
6.11.1.3	150mm flanged GI Pipe piece 3.5m long	No.	2		
6.11.1.4	150mm dia Cast Iron sluice valve	No.	1		
<b>6.11.2</b>	<b>Overflow</b>				
6.11.2.1	250mm dia 90o bend	No.	3		
6.11.2.2	250mm dia GS socket	No.	6		
6.11.2.3	250mm GS flanged 3m long pipe	No.	6		
6.11.2.4	250mm dia GS flanged adapter	No.	3		

<b>6.11.3</b>	<b>Air Vents 3 No.</b>				
6.11.3.1	75mm dia GI pipe piece 350mm long threaded	No.	6		
6.11.3.2	75mm elbow with mosquito gauze	No.	12		
6.11.3.3	75mm nipple	No.	12		
6.11.3.4	75mm equal Tee	No.	6		
6.11.3.5	25mm wide securing strip	m	1		
<b>6.11.4</b>	<b>Inlet Pipe</b>				
6.11.4.1	250x90° mm dia flanged GI bend	No.	2		
6.11.4.2	250mm dia GS flanged GI piece 500mm long	m	1		
6.11.4.3	250mm dia GI flanged pipe 3m long	No.	1		
6.11.4.4	250mm Cast Iron sluice valve	No.	1		
6.11.4.5	1200x1200mm Standard valve chamber	No.	2		
<b>6.11.5</b>	<b>Outlet</b>				
6.11.5.1	250mm dia GS pipe piece 3m long flanged	No.	1		
6.11.5.2	3000x250mm dia bellmouth	No.	1		
6.11.5.3	250mm diameter flanged cast iron sluice valve.	No.	1		
<b>6.12</b>	1200x1200mm Standard valve chamber	No.	2		
	<b>Multiply the total by 2 to allow for 2No. Tanks</b>				
				TOTAL	

## BILL 7: LAST MILE

Bill No. 7.0 - Disribution and Infield System and Livestock Watering Troughs					
ITEM	DESCRIPTION	UNIT	QUANTITY	RATE (KES)	AMOUNT (KES)
<b>7.1</b>	<b>Distribution System</b>				
<b>7.1.1</b>	<b>Excavation and Backfilling</b>				

	<i>Rates for excavation and backfilling in trench shall include for trimming trench bottom, providing bedding materials and surround and reinstatement of the site.</i>				
7.1.1.1	Excavation and backfilling in normal material pipeline for depth not exceeding 1.5 m	m <sup>3</sup>	4,500		
7.1.1.2	Excavation and backfilling in trench hard rock material for pipeline for depth not exceeding 1.5 m	m <sup>3</sup>	225		
<b>7.1.2</b>	<b>HDPE Pipe work</b>				
	<i>Provide, lay, joint and test the following HDPE pipe and fittings. Rates to include for all jointing materials, cutting, wastage and anchorage.</i>				
7.1.2.1	DN 75 mm HDPE pipes, PN 6	m	5000		
<b>7.1.3</b>	<b>Junction Chambers</b>				
7.1.3.1	Excavate for, provide all materials and construct complete valve chambers. Internal dimensions <b>600 x 600 x 1000 mm</b> . Rates to include for all thrust blocks , pipe supports, inspection covers, etc as detailed in the drawings.	No.	10		
	<i>Provide, handle, install and test the following steel (or GI)/HDPE pipes, fittings and valves in the pipeline junctions (Section valve chambers).</i>				
	<i>Rates shall include for completing all pipe joints as specified in the detailed drawins.</i>				
<b>7.1.4</b>	<b>10no. offtakes details to farms</b>				
7.1.4.1	75 x 25 mm dia saddle clamp	No.	10		
7.1.4.2	20 / 25 mm dia HDPE / GI adaptor	No.	30		
7.1.4.3	20 mm, 0.5m long threaded steel pipe	No.	20		
7.1.4.4	20 mm dia GI union	No.	10		
7.1.4.5	20 mm dia GI nipple	No.	10		
7.1.4.6	20 mm dia gate valve	No.	10		

	<b>ROAD CROSSINGS FOR PIPES</b>				
7.1.5	Provide for major road crossings as per drawings and in accordance with specifications. Rates to include for excavation and backfilling, culvert, concrete surround and all jointing materials and other fittings as per the specifications.	No	1		
	<b>RIVER CROSSINGS FOR PIPES</b>				
7.1.6	Provide for river crossings as per drawings and in accordance with specifications. Rates to include for excavation and backfilling, concrete support pillars and all jointing materials and other fittings as per the specifications.	No.	4		
<b>7.2</b>	<b>Infield System (10 No. Plots)</b>				
<b>7.2.1</b>	<b>Plot Hydrants (1 x 10)</b>				
7.2.1.1	25 mm dia HDPE/GI adaptor	No.	20		
7.2.1.2	25 mm dia GI elbow	No.	30		
7.2.1.3	25 mm dia GI straight threaded on both sides 1000 mm long	No.	20		
7.2.1.4	25 mm dia GI nipple	No.	50		
7.2.1.5	25 mm dia gate valve	No.	10		
7.2.1.6	25mm dia flow limiter	No	10		
7.2.1.7	25x 20 mm dia GI tee	No.	10		
7.2.1.8	20 mm dia plug	No.	10		
7.2.1.9	25mm dia GI union	No.	10		
<b>7.2.2</b>	<b>Field Hydrants (2 x 10)</b>				
7.2.2.1	25/20mm dia HDPE/GI adaptor	No.	60		
7.2.2.2	25x19mm dia GI tee	No.	20		
7.2.2.3	19mm dia GI riser (1m long)	No.	20		

7.2.2.4	19mm dia Equal tee	No.	20		
7.2.2.5	19mm dia GI piece (0.1m long)	No.	40		
7.2.2.6	19mm dia GI end caps	No.	40		
7.2.2.7	19mm dia HDPE end cap/plug or elbow	No.	20		
<b>7.2.3</b>	<b>Sprinkler System Arrangement (1 x 10)</b>				
7.2.3.1	25/20mm dia HDPE pipe (6.0 m long pieces)	m	360		
7.2.3.2	25/20mm dia HDPE/GI Adapter	No.	10		
7.2.3.3	20mm dia GI equal tee	No.	10		
7.2.3.4	1m high, 12/16mm dia GI/HDPE riser with support/tripod	No.	10		
7.2.3.5	Sprinklers as specified complete with valve sockets	No.	10		
7.2.3.6	20/25mm dia HDPE line coupler	No.	30		
7.2.3.7	12 mm dia GI end plug	No.	10		
7.2.3.8	20/25mm dia HDPE Tee	No.	10		
<b>7.2.4</b>	<b>In-field Supply Pipeline (Buried)</b>				
7.2.4.1	20-25mm dia x 31 m long HDPE pipe per plot	m	310		
7.2.4.2	20 mm dia plot inlet connecting HDPE pipe	m	780		
7.2.4.3	Dia 20/25 mm dia HDPE end cap	No.	10		
7.2.4.4	Excavation in normal soil to depth n.e 1m	m3	6550.0		
<b>7.2.5</b>	<b>PRV at Field Level</b>				

7.2.5.1	Allow for supply and installation of DN25 PRVs before hydrant, including all fittings	No.	3.0		
<b>7.3</b>	<b>Livestock watering Troughs</b>				
	Rates for excavation and backfilling in trench shall include for trimming trench bottom and providing selected bedding and surround material from the excavations, casting of concrete blinding and walling as directed by Resident Engineer.				
7.3.1	Excavate oversite to remove top soil average 300mm deep; wheel and deposit on site n.e. 100m away in permanent spoils heaps	SM	150		
7.3.2	Provide all materials and construct a standard cattle trough as per drawings. Include for pipework connections to draw-off and 1.5m rip-rap around the trough	No	2		
7.3.3	Provide all materials and construct a standard goat and sheep trough as per drawings. Include for pipework connections to draw-off and 1.5m rip-rap around the trough	No	2		

## BILL 8: DAYWORKS

ITEM	DESCRIPTION	UNIT	QTY	RATE (KES)	AMOUNT (KES)
8.0	<b>THE WHOLE OF THIS BILL IS PROVISIONAL</b>				
	<b>LABOUR</b>				
	The rates should include for all costs, such as insurance, traveling time, overtime, accommodation, use of small tools of trade, supervision, overheads and profit. Only time engaged upon work will be paid for:				
8.1	Unskilled labour	Hrs	150		
8.2	Semi-skilled labour	Hrs	100		
8.3	Skilled Labour	Hrs	80		
	<b>PLANT</b>				
	The rates should be included for all operational and maintenance costs, fuel, oil, operators, turn boys, Supervision, overhead and profits. Only the time employed on work will be paid for and the rates should include the idle, traveling and overtime.				

8.4	Compressor CP with 2 jacks	Hrs	40		
8.5	Concrete vibrator (petrol or diesel)	Hrs	50		
8.6	Concrete mixer , 1m <sup>3</sup>	Hrs	40		
8.7	Tipper 7 tones	Hrs	80		
8.8	Portable water pump 5hp 50mm inclusive of hoses, couplings, valves and strainer)	Hrs	32		
	<b>MATERIALS</b>				
8.9	Ordinary Portland cement	ton	1.5		
8.10	Mild steel/High yield steel	ton	1.5		
8.11	Fine aggregate for concrete	m <sup>3</sup>	15		
8.12	Coarse Aggregate for concrete max. size 19mm	m <sup>3</sup>	15		
8.13	Use of Shuttering timber	m <sup>2</sup>	100		
	<b>TOTAL CARRIED OVER TO GRAND SUMMARY</b>				

---

**PART III - THE CONDITIONS OF  
CONTRACT AND CONTRACT**

---

## SECTION VIII - GENERAL CONDITIONS OF CONTRACT (GCC)

### STATE DEPARTMENT FOR IRRIGATION

#### Construction of Amboseli irrigation Water Project, Kajiado County

[Engineer Name and Address]

#### General Conditions of Contract

---

These General Conditions of Contract (GCC), read in conjunction with the Special Conditions of Contract (SCC) and other documents listed therein, should be a complete document expressing fairly the rights and obligations of both parties.

These General Conditions of Contract have been developed on the basis of considerable international experience in the drafting and management of contracts, bearing in mind a trend in the construction industry towards simpler, more straightforward language.

The GCC can be used for both smaller admeasurement contracts and lump sum contracts.

#### General Conditions of Contract

##### A. General

##### 1. Definitions

1.1 Bold face type is used to identify defined terms.

- a) **The Accepted Contract Amount** means the amount accepted in the Letter of Acceptance for the execution and completion of the Works and the remedying of any defects.
- b) **The Activity Schedule** is a schedule of the activities comprising the construction, installation, testing, and commissioning of the Works in a lump sum contract. It includes a lump sum price for each activity, which is used for valuations and for assessing the effects of Variations and Compensation Events.
- c) **The Adjudicator** is the person appointed jointly by the Procuring Entity and the Contractor to resolve disputes in the first instance, as provided for in GCC 23.
- d) **Bill of Quantities** means the priced and completed Bill of Quantities forming part of the Bid.
- e) **Compensation Events** are those defined in GCC Clause 42 hereunder.
- f) **The Completion Date** is the date of completion of the Works as certified by the Project Manager, in accordance with GCC Sub-Clause 53.1.
- g) **The Contract** is the Contract between the Procuring Entity and the Contractor to execute, complete, and maintain the Works. It consists of the documents listed in GCC Sub-Clause 2.3 below.
- h) **The Contractor** is the party whose Bid to carry out the Works has been accepted by the Procuring Entity.
- i) **The Contractor's Bid** is the completed bidding document submitted by the Contractor to the Procuring Entity.
- j) **The Contract Price** is the Accepted Contract Amount stated in the Letter of Acceptance and thereafter as adjusted in accordance with the Contract.
- k) **Days** are calendar days; months are calendar months.
- l) **Day works** are varied work inputs subject to payment on a time basis for the Contractor's employees and Equipment, in addition to payments for associated Materials and Plant.
- m) **A Defect** is any part of the Works not completed in accordance with the Contract.
- n) **The Defects Liability Certificate** is the certificate issued by Project Manager upon correction of defects by the Contractor.
- o) **The Defects Liability Period** is the period **named in the SCC** pursuant to Sub-Clause 34.1 and calculated from the Completion Date.

- p) **Drawings** means the drawings of the Works, as included in the Contract, and any additional and modified drawings issued by (or on behalf of) the Procuring Entity in accordance with the Contract, include calculations and other information provided or approved by the Project Manager for the execution of the Contract.
- q) **The Procuring Entity** is the party who employs the Contractor to carry out the Works, **as specified in the SCC**, who is also the Procuring Entity.
- r) **Equipment** is the Contractor's machinery and vehicles brought temporarily to the Site to construct the Works.

- s) **“In writing” or “written”** means hand-written, type-written, printed or electronically made, and resulting in a permanent record;
- t) The Initial Contract Price is the Contract Price listed in the Procuring Entity's Letter of Acceptance.
- u) **The Intended Completion Date** is the date on which it is intended that the Contractor shall complete the Works. The Intended Completion Date is **specified in the SCC**. The Intended Completion Date may be revised only by the Project Manager by issuing an extension of time or an acceleration order.
- v) **Materials** are all supplies, including consumables, used by the Contractor for incorporation in the Works.
- w) **Plant** is any integral part of the Works that shall have a mechanical, electrical, chemical, or biological function.
- x) **The Project Manager** is the person **named in the SCC** (or any other competent person appointed by the Procuring Entity and notified to the Contractor, to act in replacement of the Project Manager) who is responsible for supervising the execution of the Works and administering the Contract.
- y) **SCC** means Special Conditions of Contract.
- z) **The Site** is the area of the works as **defined as such in the SCC**.
- aa) **Site Investigation Reports** are those that were included in the bidding document and are factual and interpretative reports about the surface and subsurface conditions at the Site.
- bb) **Specification** means the Specification of the Works included in the Contract and any modification or addition made or approved by the Project Manager.
- cc) **The Start Date** is **given in the SCC**. It is the latest date when the Contractor shall commence execution of the Works. It does not necessarily coincide with any of the Site Possession Dates.
- dd) **A Subcontractor** is a person or corporate body who has a Contract with the Contractor to carry out a part of the work in the Contract, which includes work on the Site.
- ee) **Temporary Works** are works designed, constructed, installed, and removed by the Contractor that are needed for construction or installation of the Works.
- ff) **A Variation** is an instruction given by the Project Manager which varies the Works.
- gg) **The Works** are what the Contract requires the Contractor to construct, install, and turn over to the Procuring Entity, **as defined in the SCC**.

## 2 Interpretation

- 21 In interpreting these GCC, words indicating one gender include all genders. Words indicating the singular also include the plural and words indicating the plural also include the singular. Headings have no significance. Words have their normal meaning under the language of the Contract unless specifically defined. The Project Manager shall provide instructions clarifying queries about these GCC.
- 22 If sectional completion is specified in the SCC, references in the GCC to the Works, the Completion Date, and the Intended Completion Date apply to any Section of the Works (other than references to the Completion Date and Intended Completion Date for the whole of the Works).
- 23 The documents forming the Contract shall be interpreted in the following order of priority:
  - a) Agreement,
  - b) Letter of Acceptance,
  - c) Contractor's Bid,
  - d) Special Conditions of Contract,
  - e) General Conditions of Contract, including Appendices,
  - f) Specifications,
  - g) Drawings,
  - h) Bill of Quantities<sup>6</sup>, and
  - i) any other document **listed in the SCC** as forming part of the Contract.

<sup>6</sup>In lump sum contracts, delete “Bill of Quantities” and replace with “Activity Schedule.”

### 3. Language and Law

- 3.1 The language of the Contract is English Language and the law governing the Contract are the Laws of Kenya.
- 3.2 Throughout the execution of the Contract, the Contractor shall comply with the import of goods and services prohibitions in the Procuring Entity's Country when
  - a) as a matter of law or official regulations, Kenya prohibits commercial relations with that country; or
  - b) by an act of compliance with a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations, Kenya prohibits any import of goods from that country or any payments to any country, person, or entity in that country.

### 4. Project Manager's Decisions

- 4.1 Except where otherwise specifically stated, the Project Manager shall decide contractual matters between the Procuring Entity and the Contractor in the role representing the Procuring Entity.

### 5. Delegation

- 5.1 Otherwise **specified in the SCC**, the Project Manager may delegate any of his duties and responsibilities to other people, except to the Adjudicator, after notifying the Contractor, and may revoke any delegation after notifying the Contractor.

### 6. Communications

- 6.1 Communications between parties that are referred to in the Conditions shall be effective only when in writing. A notice shall be effective only when it is delivered.

### 7. Subcontracting

- 7.1 The Contractor may subcontract with the approval of the Project Manager, but may not assign the Contract without the approval of the Procuring Entity in writing. Subcontracting shall not alter the Contractor's obligations.

### 8. Other Contractors

- 8.1 The Contractor shall cooperate and share the Site with other contractors, public authorities, utilities, and the Procuring Entity between the dates given in the Schedule of Other Contractors, as **referred to in the SCC**. The Contractor shall also provide facilities and services for them as described in the Schedule. The Procuring Entity may modify the Schedule of Other Contractors, and shall notify the Contractor of any such modification.

### 9. Personnel and Equipment

- 9.1 The Contractor shall employ the key personnel and use the equipment identified in its Bid, to carry out the Works or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of key personnel and equipment only if their relevant qualifications or characteristics are substantially equal to or better than those proposed in the Bid.
- 9.2 If the Project Manager asks the Contractor to remove a person who is a member of the Contractor's staff or work force, stating the reasons, the Contractor shall ensure that the person leaves the Site within seven days and has no further connection with the work in the Contract.
- 9.3 If the Procuring Entity, Project Manager or Contractor determines, that any employee of the Contractor be determined to have engaged in Fraud and Corruption during the execution of the Works, then that employee shall be removed in accordance with Clause 9.2 above.

### 10. Procuring Entity's and Contractor's Risks

- 10.1 The Procuring Entity carries the risks which this Contract states are Procuring Entity's risks, and the Contractor carries the risks which this Contract states are Contractor's risks.

## 11. Procuring Entity's Risks

11.1 From the Start Date until the Defects Liability Certificate has been issued, the following are Procuring Entity's risks:

- a) The risk of personal injury, death, or loss of or damage to property (excluding the Works, Plant, Materials, and Equipment), which are due to
  - i) use or occupation of the Site by the Works or for the purpose of the Works, which is the unavoidable result of the Works or
  - ii) negligence, breach of statutory duty, or interference with any legal right by the Procuring Entity or by any person employed by or contracted to him except the Contractor.
- b) The risk of damage to the Works, Plant, Materials, and Equipment to the extent that it is due to a fault of the Procuring Entity or in the Procuring Entity's design, or due to war or radioactive contamination directly affecting the country where the Works are to be executed.

11.2 From the Completion Date until the Defects Liability Certificate has been issued, the risk of loss of or damage to the Works, Plant, and Materials is a Procuring Entity's risk except loss or damage due to

- aa) a Defect which existed on the Completion Date,
- bb) an event occurring before the Completion Date, which was not itself a Procuring Entity's risk, or
- cc) the activities of the Contractor on the Site after the Completion Date.

## 12. Contractor's Risks

12.1 From the Starting Date until the Defects Liability Certificate has been issued, the risks of personal injury, death, and loss of or damage to property (including, without limitation, the Works, Plant, Materials, and Equipment) which are not Procuring Entity's risks are Contractor's risks.

## 13. Insurance

13.1 The Contractor shall provide, in the joint names of the Procuring Entity and the Contractor, insurance cover from the Start Date to the end of the Defects Liability Period, in the amounts and deductibles **stated in the SCC** for the following events which are due to the Contractor's risks:

- a) loss of or damage to the Works, Plant, and Materials;
- b) loss of or damage to Equipment;
- c) loss of or damage to property (except the Works, Plant, Materials, and Equipment) in connection with the Contract; and
- d) personal injury or death.

13.2 Policies and certificates for insurance shall be delivered by the Contractor to the Project Manager for the Project Manager's approval before the Start Date. All such insurance shall provide for compensation to be payable in the types and proportions of currencies required to rectify the loss or damage incurred.

13.3 If the Contractor does not provide any of the policies and certificates required, the Procuring Entity may effect the insurance which the Contractor should have provided and recover the premiums the Procuring Entity has paid from payments otherwise due to the Contractor or, if no payment is due, the payment of the premiums shall be a debt due.

13.4 Alterations to the terms of an insurance shall not be made without the approval of the Project Manager.

13.5 Both parties shall comply with any conditions of the insurance policies.

## 14. Site Data

14.1 The Contractor shall be deemed to have examined any Site Data **referred to in the SCC**, supplemented by any information available to the Contractor.

## 15. Contractor to Construct the Works

15.1 The Contractor shall construct and install the Works in accordance with the Specifications and Drawings.

## **16. The Works to Be Completed by the Intended Completion Date**

16.1 The Contractor may commence execution of the Works on the Start Date and shall carry out the Works in accordance with the Program submitted by the Contractor, as updated with the approval of the Project Manager, and complete them by the Intended Completion Date.

## **17. Approval by the Project Manager**

17.1 The Contractor shall submit Specifications and Drawings showing the proposed Temporary Works to the Project Manager, for his approval.

17.2 The Contractor shall be responsible for design of Temporary Works.

17.3 The Project Manager's approval shall not alter the Contractor's responsibility for design of the Temporary Works.

17.4 The Contractor shall obtain approval of third parties to the design of the Temporary Works, where required.

17.5 All Drawings prepared by the Contractor for the execution of the temporary or permanent Works, are subject to prior approval by the Project Manager before this use.

## **18. Safety**

18.1 The Contractor shall be responsible for the safety of all activities on the Site.

## **19. Discoveries**

19.1 Anything of historical or other interest or of significant value unexpectedly discovered on the Site shall be the property of the Procuring Entity. The Contractor shall notify the Project Manager of such discoveries and carry out the Project Manager's instructions for dealing with them.

## **20. Possession of the Site**

20.1 The Procuring Entity shall give possession of all parts of the Site to the Contractor. If possession of a part is not given by the date **stated in the SCC**, the Procuring Entity shall be deemed to have delayed the start of the relevant activities, and this shall be a Compensation Event.

## **21. Access to the Site**

21.1 The Contractor shall allow the Project Manager and any person authorized by the Project Manager access to the Site and to any place where work in connection with the Contract is being carried out or is intended to be carried out.

## **22. Instructions, Inspections and Audits**

22.1 The Contractor shall carry out all instructions of the Project Manager which comply with the applicable laws where the Site is located.

22.2 The Contractor shall keep, and shall make all reasonable efforts to cause its Subcontractors and sub-consultants to keep, accurate and systematic accounts and records in respect of the Works in such form and details as will clearly identify relevant time changes and costs.

22.3 The Contractor shall permit and shall cause its subcontractors and sub-consultants to permit, the Procuring Entity and/or persons appointed by the Public Procurement Regulatory Authority to inspect the Site and/or the accounts and records relating to the procurement process, selection and/or contract execution, and to have such accounts and records audited by auditors appointed by the Public Procurement Regulatory Authority. The Contractor's and its Subcontractors' and sub-consultants' attention is drawn to Sub-Clause 25.1 (Fraud and Corruption) which provides, inter alia, that acts intended to materially impede the exercise of the Public Procurement Regulatory Authority's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the Public Procurement Regulatory Authority's prevailing sanctions procedures).

## 23. Appointment of the Adjudicator

- 23.1 The Adjudicator shall be appointed jointly by the Procuring Entity and the Contractor, at the time of the Procuring Entity's issuance of the Letter of Acceptance. If, in the Letter of Acceptance, the Procuring Entity does not agree on the appointment of the Adjudicator, the Procuring Entity will request the Appointing Authority designated in the SCC, to appoint the Adjudicator within 14 days of receipt of such request.
- 23.2 Should the Adjudicator resign or die, or should the Procuring Entity and the Contractor agree that the Adjudicator is not functioning in accordance with the provisions of the Contract, a new Adjudicator shall be jointly appointed by the Procuring Entity and the Contractor. In case of disagreement between the Procuring Entity and the Contractor, within 30 days, the Adjudicator shall be designated by the Appointing Authority designated in the SCC at the request of either party, within 14 days of receipt of such request.

## 24. Settlement of Claims and Disputes

### 24.1 Contractor's Claims

- 24.1.1 If the Contractor considers itself to be entitled to any extension of the Time for Completion and/or any additional payment, under any Clause of these Conditions or otherwise in connection with the Contract, the Contractor shall give Notice to the Project Manager, describing the event or circumstance giving rise to the claim. The notice shall be given as soon as practicable, and not later than 30 days after the Contractor became aware, or should have become aware, of the event or circumstance.
- 24.1.2 If the Contractor fails to give notice of a claim within such period of 30 days, the Time for Completion shall not be extended, the Contractor shall not be entitled to additional payment, and the Procuring Entity shall be discharged from all liability in connection with the claim. Otherwise, the following provisions of this Sub- Clause shall apply.
- 24.1.3 The Contractor shall also submit any other notices which are required by the Contract, and supporting particulars for the claim, all as relevant to such event or circumstance.
- 24.1.4 The Contractor shall keep such contemporary records as may be necessary to substantiate any claim, either on the Site or at another location acceptable to the Project Manager. Without admitting the Procuring Entity's liability, the Project Manager may, after receiving any notice under this Sub-Clause, monitor the record- keeping and/or instruct the Contractor to keep further contemporary records. The Contractor shall permit the Project Manager to inspect all these records, and shall (if instructed) submit copies to the Project Manager.
- 24.1.5 Within 42 days after the Contractor became aware (or should have become aware) of the event or circumstance giving rise to the claim, or within such other period as may be proposed by the Contractor and approved by the Project Manager, the Contractor shall send to the Project Manager a fully detailed claim which includes full supporting particulars of the basis of the claim and of the extension of time and/or additional payment claimed. If the event or circumstance giving rise to the claim has a continuing effect:
- a) this fully detailed claim shall be considered as interim;
  - b) the Contractor shall send further interim claims at monthly intervals, giving the accumulated delay and/or amount claimed, and such further particulars as the Project Manager may reasonably require; and
  - c) the Contractor shall send a final claim within 30 days after the end of the effects resulting from the event or circumstance, or within such other period as may be proposed by the Contractor and approved by the Project Manager.
- 24.1.6 Within 42 days after receiving a Notice of a claim or any further particulars supporting a previous claim, or within such other period as may be proposed by the Project Manager and approved by the Contractor, the Project Manager shall respond with approval, or with disapproval and detailed comments. He may also request any necessary further particulars, but shall nevertheless give his response on the principles of the claim within the above defined time period.
- 24.1.7 Within the above defined period of 42 days, the Project Manager shall proceed in accordance with Sub-Clause
- 24.1.8 [Determinations] to agree or determine (i) the extension (if any) of the Time for Completion (before or after its expiry) in accordance with Sub-Clause 8.4 [Extension of Time for Completion], and/or (ii) the

additional payment (if any) to which the Contractor is entitled under the Contract.

24.1.9 Each Payment Certificate shall include such additional payment for any claim as has been reasonably substantiated as due under the relevant provision of the Contract. Unless and until the particulars supplied are sufficient to substantiate the whole of the claim, the Contractor shall only be entitled to payment for such part of the claim as he has been able to substantiate.

24.1.10 If the Project Manager does not respond within the timeframe defined in this Clause, either Party may consider that the claim is rejected by the Project Manager and any of the Parties may refer to Arbitration in accordance with Sub-Clause 24.4 [Arbitration].

24.1.11 The requirements of this Sub-Clause are in addition to those of any other Sub-Clause which may apply to a claim. If the Contractor fails to comply with this or another Sub-Clause in relation to any claim, any extension of time and/or additional payment shall take account of the extent (if any) to which the failure has prevented or prejudiced proper investigation of the claim, unless the claim is excluded under the second paragraph of this Sub-Clause 24.3.

## **242 Amicable Settlement**

24.2.1 Where a notice of a claim has been given, both Parties shall attempt to settle the dispute amicably before the commencement of arbitration. However, unless both Parties agree otherwise, the Party giving a notice of a claim in accordance with Sub-Clause 24.1 above should move to commence arbitration after the fifty-sixth day from the day on which a notice of a claim was given, even if no attempt at an amicable settlement has been made.

## **243 Matters that may be referred to arbitration**

24.3.1 Notwithstanding anything stated herein the following matters may be referred to arbitration before the practical completion of the Works or abandonment of the Works or termination of the Contract by either party:

- a) The appointment of a replacement Project Manager upon the said person ceasing to act.
- b) Whether or not the issue of an instruction by the Project Manager is empowered by these Conditions.
- c) Whether or not a certificate has been improperly withheld or is not in accordance with these Conditions.
- e) Any dispute arising in respect of war risks or war damage.
- f) All other matters shall only be referred to arbitration after the completion or alleged completion of the Works or termination or alleged termination of the Contract, unless the Procuring Entity and the Contractor agree otherwise in writing.

## **244 Arbitration**

24.4.1 Any claim or dispute between the Parties arising out of or in connection with the Contract not settled amicably in accordance with Sub-Clause 24.3 shall be finally settled by arbitration.

24.4.2 No arbitration proceedings shall be commenced on any claim or dispute where notice of a claim or dispute has not been given by the applying party within ninety days of the occurrence or discovery of the matter or issue giving rise to the dispute.

24.4.3 Notwithstanding the issue of a notice as stated above, the arbitration of such a claim or dispute shall not commence unless an attempt has in the first instance been made by the parties to settle such claim or dispute amicably with or without the assistance of third parties. Proof of such attempt shall be required.

24.4.4 The Arbitrator shall, without prejudice to the generality of his powers, have powers to direct such measurements, computations, tests or valuations as may in his opinion be desirable in order to determine the rights of the parties and assess and award any sums which ought to have been the subject of or included in any certificate.

24.4.5 The Arbitrator shall, without prejudice to the generality of his powers, have powers to open up, review and revise any certificate, opinion, decision, requirement or notice and to determine all matters in dispute which shall be submitted to him in the same manner as if no such certificate, opinion, decision requirement or notice had been given.

24.4.6 The arbitrators shall have full power to open up, review and revise any certificate, determination, instruction, opinion or valuation of the Project Manager, relevant to the dispute. Nothing shall disqualify representatives of the Parties and the Project Manager from being called as a witness and giving evidence before the arbitrators on any matter whatsoever relevant to the dispute.

24.4.7 Neither Party shall be limited in the proceedings before the arbitrators to the evidence, or to the reasons for dissatisfaction given in its Notice of Dissatisfaction.

24.4.8 Arbitration may be commenced prior to or after completion of the Works. The obligations of the Parties, and the Project Manager shall not be altered by reason of any arbitration being conducted during the progress of the Works.

24.4.9 The terms of the remuneration of each or all the members of Arbitration shall be mutually agreed upon by the

Parties when agreeing the terms of appointment. Each Party shall be responsible for paying one-half of this remuneration.

#### **245 Arbitration with National Contractors**

24.5.1 If the Contract is with national contractors, arbitration proceedings will be conducted in accordance with the Arbitration Laws of Kenya. In case of any claim or dispute, such claim or dispute shall be notified in writing by either party to the other with a request to submit it to arbitration and to concur in the appointment of an Arbitrator within thirty days of the notice. The dispute shall be referred to the arbitration and final decision of a person to be agreed between the parties. Failing agreement to concur in the appointment of an Arbitrator, the Arbitrator shall be appointed, on the request of the applying party, by the Chairman or Vice Chairman of any of the following professional institutions;

- i) Architectural Association of Kenya
- ii) Institute of Quantity Surveyors of Kenya
- iii) Association of Consulting Engineers of Kenya
- iv) Chartered Institute of Arbitrators (Kenya Branch)
- v) Institution of Engineers of Kenya

24.5.2 The institution written to first by the aggrieved party shall take precedence over all other institutions.

#### **246 Alternative Arbitration Proceedings**

24.6.1 Alternatively, the Parties may refer the matter to the Nairobi Centre for International Arbitration (NCIA) which offers a neutral venue for the conduct of national and international arbitration with commitment to providing institutional support to the arbitral process.

#### **247 Failure to Comply with Arbitrator's Decision**

24.7.1 The award of such Arbitrator shall be final and binding upon the parties.

24.7.2 In the event that a Party fails to comply with a final and binding Arbitrator's decision, then the other Party may, without prejudice to any other rights it may have, refer the matter to a competent court of law.

#### **248 Contract operations to continue**

24.8.1 Notwithstanding any reference to arbitration herein,

- a) the parties shall continue to perform their respective obligations under the Contract unless they otherwise agree; and
- b) the Procuring Entity shall pay the Contractor any monies due the Contractor.

### **25. Fraud and Corruption**

25.1 The Government requires compliance with the country's Anti-Corruption laws and its prevailing sanctions policies and procedures as set forth in the Constitution of Kenya and its Statutes.

25.2 The Procuring Entity requires the Contractor to disclose any commissions or fees that may have been paid or are to be paid to agents or any other party with respect to the bidding process or execution of the Contract. The information disclosed must include at least the name and address of the agent or other party, the amount and currency, and the purpose of the commission, gratuity or fee.

## **B. Time Control**

### **26. Program**

26.1 Within the time stated in the SCC, after the date of the Letter of Acceptance, the Contractor shall submit to the Project Manager for approval a Program showing the general methods, arrangements, order, and timing for all the activities in the Works. In the case of a lump sum contract, the activities in the Program shall be consistent with those in the Activity Schedule.

26.2 An update of the Program shall be a program showing the actual progress achieved on each activity and the effect of the progress achieved on the timing of the remaining work, including any changes to the sequence of the activities.

26.3 The Contractor shall submit to the Project Manager for approval an updated Program at intervals no longer than the period stated in the SCC. If the Contractor does not submit an updated Program within this period, the Project Manager may withhold the amount stated in the SCC from the next payment certificate and

continue to withhold this amount until the next payment after the date on which the overdue Program has been submitted. In the case of a lump sum contract, the Contractor shall provide an updated Activity Schedule within 14 days of being instructed to by the Project Manager.

264 The Project Manager's approval of the Program shall not alter the Contractor's obligations. The Contractor may revise the Program and submit it to the Project Manager again at any time. A revised Program shall show the effect of Variations and Compensation Events.

## **27. Extension of the Intended Completion Date**

27.1 The Project Manager shall extend the Intended Completion Date if a Compensation Event occurs or a Variation is issued which makes it impossible for Completion to be achieved by the Intended Completion Date without the Contractor taking steps to accelerate the remaining work, which would cause the Contractor to incur additional cost.

27.2 The Project Manager shall decide whether and by how much to extend the Intended Completion Date within 21 days of the Contractor asking the Project Manager for a decision upon the effect of a Compensation Event or Variation and submitting full supporting information. If the Contractor has failed to give early warning of a delay or has failed to cooperate in dealing with a delay, the delay by this failure shall not be considered in assessing the new Intended Completion Date.

## **28. Acceleration**

28.1 When the Procuring Entity wants the Contractor to finish before the Intended Completion Date, the Project Manager shall obtain priced proposals for achieving the necessary acceleration from the Contractor. If the Procuring Entity accepts these proposals, the Intended Completion Date shall be adjusted accordingly and confirmed by both the Procuring Entity and the Contractor.

28.2 If the Contractor's priced proposals for an acceleration are accepted by the Procuring Entity, they are incorporated in the Contract Price and treated as a Variation.

## **29. Delays Ordered by the Project Manager**

29.1 The Project Manager may instruct the Contractor to delay the start or progress of any activity within the Works.

## **30. Management Meetings**

30.1 Either the Project Manager or the Contractor may require the other to attend a management meeting. The business of a management meeting shall be to review the plans for remaining work and to deal with matters raised in accordance with the early warning procedure.

30.2 The Project Manager shall record the business of management meetings and provide copies of the record to those attending the meeting and to the Procuring Entity. The responsibility of the parties for actions to be taken shall be decided by the Project Manager either at the management meeting or after the management meeting and stated in writing to all who attended the meeting.

## **31. Early Warning**

31.1 The Contractor shall warn the Project Manager at the earliest opportunity of specific likely future events or circumstances that may adversely affect the quality of the work, increase the Contract Price, or delay the execution of the Works. The Project Manager may require the Contractor to provide an estimate of the expected effect of the future event or circumstance on the Contract Price and Completion Date. The estimate shall be provided by the Contractor as soon as reasonably possible.

31.2 The Contractor shall cooperate with the Project Manager in making and considering proposals for how the effect of such an event or circumstance can be avoided or reduced by anyone involved in the work and in carrying out any resulting instruction of the Project Manager.

## **C. Quality Control**

### **32. Identifying Defects**

32.1 The Project Manager shall check the Contractor's work and notify the Contractor of any Defects that are found. Such checking shall not affect the Contractor's responsibilities. The Project Manager may instruct the Contractor to search for a Defect and to uncover and test any work that the Project Manager considers may have a Defect.

### 33. Tests

- 33.1 If the Project Manager instructs the Contractor to carry out a test not specified in the Specification to check whether any work has a Defect and the test shows that it does, the Contractor shall pay for the test and any samples. If there is no Defect, the test shall be a Compensation Event.

### 34. Correction of Defects

- 34.1 The Project Manager shall give notice to the Contractor of any Defects before the end of the Defects Liability Period, which begins at Completion, and is defined in the SCC. The Defects Liability Period shall be extended for as long as Defects remain to be corrected.
- 34.2 Every time notice of a Defect is given, the Contractor shall correct the notified Defect within the length of time specified by the Project Manager's notice.

### 35. Uncorrected Defects

- 35.1 If the Contractor has not corrected a Defect within the time specified in the Project Manager's notice, the Project Manager shall assess the cost of having the Defect corrected, and the Contractor shall pay this amount.

## D. Cost Control

### 36. Contract Price<sup>7</sup>

- 36.1 The Bill of Quantities shall contain priced items for the Works to be performed by the Contractor. The Bill of Quantities is used to calculate the Contract Price. The Contractor will be paid for the quantity of the work accomplished at the rate in the Bill of Quantities for each item.

### 37. Changes in the Contract Price<sup>8</sup>

- 37.1 If the final quantity of the work done differs from the quantity in the Bill of Quantities for the particular item by more than 25 percent, provided the change exceeds 1 percent of the Initial Contract Price, the Project Manager shall adjust the rate to allow for the change. The Project Manager shall not adjust rates from changes in quantities if thereby the Initial Contract Price is exceeded by more than 15 percent, except with the prior approval of the Procuring Entity.
- 37.2 If requested by the Project Manager, the Contractor shall provide the Project Manager with a detailed cost breakdown of any rate in the Bill of Quantities.

### 38. Variations

- 38.1 All Variations shall be included in updated Programs<sup>9</sup> produced by the Contractor.
- 38.2 The Contractor shall provide the Project Manager with a quotation for carrying out the Variation when requested to do so by the Project Manager. The Project Manager shall assess the quotation, which shall be given within seven (7) days of the request or within any longer period stated by the Project Manager and before the Variation is ordered.
- 38.3 If the Contractor's quotation is unreasonable, the Project Manager may order the Variation and make a change to the Contract Price, which shall be based on the Project Manager's own forecast of the effects of the Variation on the Contractor's costs.
- 38.4 If the Project Manager decides that the urgency of varying the work would prevent a quotation being given and considered without delaying the work, no quotation shall be given and the Variation shall be treated as a Compensation Event.

---

<sup>7</sup>In lump sum contracts, replace GCC Sub-Clauses 36.1 as follows:

36.1 The Contractor shall provide updated Activity Schedules within 14 days of being instructed to by the Project Manager. The Activity Schedule shall contain the priced activities for the Works to be performed by the Contractor. The Activity Schedule is used to monitor and control the performance of activities on which basis the Contractor will be paid. If payment for materials on site shall be made separately, the Contractor shall show delivery of Materials to the Site separately on the Activity Schedule.

<sup>8</sup>In lump sum contracts, replace entire GCC Clause 37 with new GCC Sub-Clause 37.1, as follows:

The Activity Schedule shall be amended by the Contractor to accommodate changes of Program or method of working made at the Contractor's own discretion. Prices in the Activity Schedule shall not be altered when the Contractor makes such changes to the Activity Schedule.

<sup>9</sup>In lump sum contracts, add "and Activity Schedules" after "Programs." <sup>10</sup>In lump sum contracts, delete this paragraph.

- 385 The Contractor shall not be entitled to additional payment for costs that could have been avoided by giving early warning
- 386 If the work in the Variation corresponds to an item description in the Bill of Quantities and if, in the opinion of the Project Manager, the quantity of work above the limit stated in Sub-Clause 39.1 or the timing of its execution do not cause the cost per unit of quantity to change, the rate in the Bill of Quantities shall be used to calculate the value of the Variation. If the cost per unit of quantity changes, or if the nature or timing of the work in the Variation does not correspond with items in the Bill of Quantities, the quotation by the Contractor shall be in the form of new rates for the relevant items of work
- 387 Value Engineering: The Contractor may prepare, at its own cost, a value engineering proposal at any time during the performance of the contract. The value engineering proposal shall, at a minimum, include the following;
- a) the proposed change(s), and a description of the difference to the existing contract requirements;
  - b) a full cost/benefit analysis of the proposed change(s) including a description and estimate of costs (including life cycle costs) the Procuring Entity may incur in implementing the value engineering proposal; and
  - c) a description of any effect(s) of the change on performance/functionality.
- 388 The Procuring Entity may accept the value engineering proposal if the proposal demonstrates benefits that:
- a) accelerate the contract completion period; or
  - b) reduce the Contract Price or the life cycle costs to the Procuring Entity; or
  - c) improve the quality, efficiency, safety or sustainability of the Facilities; or
  - d) yield any other benefits to the Procuring Entity, without compromising the functionality of the Works.
- 389 If the value engineering proposal is approved by the Procuring Entity and results in:
- a) a reduction of the Contract Price; the amount to be paid to the Contractor shall be the **percentage specified in the SCC** of the reduction in the Contract Price; or
  - b) an increase in the Contract Price; but results in a reduction in life cycle costs due to any benefit described in (a) to (d) above, the amount to be paid to the Contractor shall be the full increase in the Contract Price.

### 39. Cash Flow Forecasts

- 39.1 When the Program<sup>11</sup>, is updated, the Contractor shall provide the Project Manager with an updated cash flow forecast. The cash flow forecast shall include different currencies, as defined in the Contract, converted as necessary using the Contract exchange rates.

### 40. Payment Certificates

- 40.1 The Contractor shall submit to the Project Manager monthly statements of the estimated value of the work executed less the cumulative amount certified previously.
- 40.2 The Project Manager shall check the Contractor's monthly statement and certify the amount to be paid to the Contractor.
- 40.3 The value of work executed shall be determined by the Project Manager.
- 40.4 The value of work executed shall comprise the value of the quantities of work in the Bill of Quantities that have been completed<sup>12</sup>.
- 40.5 The value of work executed shall include the valuation of Variations and Compensation Events.
- 40.6 The Project Manager may exclude any item certified in a previous certificate or reduce the proportion of any item previously certified in any certificate in the light of later information.
- 40.7 Where the contract price is different from the corrected tender price, in order to ensure the contractor is not paid less or more relative to the contract price (which would be the tender price), payment valuation certificates and variation orders on omissions and additions valued based on rates in the Bill of Quantities or schedule of rates in the Tender, will be adjusted by a plus or minus percentage. The percentage already worked out during tender evaluation is worked out as follows:  $(\text{corrected tender price} - \text{tender price}) / \text{tender price} \times 100$ .

## 41. Payments

- 41.1 Payments shall be adjusted for deductions for advance payments and retention. The Procuring Entity shall pay the Contractor the amounts certified by the Project Manager within 30 days of the date of each certificate. If the Procuring Entity makes a late payment, the Contractor shall be paid interest on the late payment in the next payment. Interest shall be calculated from the date by which the payment should have been made up to the date when the late payment is made at the prevailing rate of interest for commercial borrowing for each of the currencies in which payments are made.
- 41.2 If an amount certified is increased in a later certificate or as a result of an award by the Adjudicator or an Arbitrator, the Contractor shall be paid interest upon the delayed payment as set out in this clause. Interest shall be calculated from the date upon which the increased amount would have been certified in the absence of dispute.
- 41.3 Unless otherwise stated, all payments and deductions shall be paid or charged in the proportions of currencies comprising the Contract Price.
- 41.4 Items of the Works for which no rate or price has been entered in shall not be paid for by the Procuring Entity and shall be deemed covered by other rates and prices in the Contract.

## 42. Compensation Events

42.1 The following shall be Compensation Events:

- d) The Procuring Entity does not give access to a part of the Site by the Site Possession Date pursuant to GCC Sub-Clause 20.1.
- e) The Procuring Entity modifies the Schedule of Other Contractors in a way that affects the work of the Contractor under the Contract.
- f) The Project Manager orders a delay or does not issue Drawings, Specifications, or instructions required for execution of the Works on time.
- g) The Project Manager instructs the Contractor to uncover or to carry out additional tests upon work, which is then found to have no Defects.
- h) The Project Manager unreasonably does not approve a subcontract to be let.
- i) Ground conditions are substantially more adverse than could reasonably have been assumed before issuance of the Letter of Acceptance from the information issued to bidders (including the Site Investigation Reports), from information available publicly and from a visual inspection of the Site.
- j) The Project Manager gives an instruction for dealing with an unforeseen condition, caused by the Procuring Entity, or additional work required for safety or other reasons.
- k) Other contractors, public authorities, utilities, or the Procuring Entity does not work within the dates and other constraints stated in the Contract, and they cause delay or extra cost to the Contractor.
- l) The advance payment is delayed.
- m) The effects on the Contractor of any of the Procuring Entity's Risks.
- n) The Project Manager unreasonably delays issuing a Certificate of Completion.

42.2 If a Compensation Event would cause additional cost or would prevent the work being completed before the Intended Completion Date, the Contract Price shall be increased and/or the Intended Completion Date shall be extended. The Project Manager shall decide whether and by how much the Contract Price shall be increased and whether and by how much the Intended Completion Date shall be extended.

42.3 As soon as information demonstrating the effect of each Compensation Event upon the Contractor's forecast cost has been provided by the Contractor, it shall be assessed by the Project Manager, and the Contract Price shall be adjusted accordingly. If the Contractor's forecast is deemed unreasonable, the Project Manager shall adjust the Contract Price based on the Project Manager's own forecast. The Project Manager shall assume that the Contractor shall react competently and promptly to the event.

---

<sup>11</sup>In lump sum contracts, add "or Activity Schedule" after "Program."

<sup>12</sup>In lump sum contracts, replace this paragraph with the following: "The value of work executed shall comprise the value of completed activities in the Activity Schedule."

424 The Contractor shall not be entitled to compensation to the extent that the Procuring Entity's interests are adversely affected by the Contractor's not having given early warning or not having cooperated with the Project Manager.

#### 43. Tax

43.1 The Project Manager shall adjust the Contract Price if taxes, duties, and other levies are changed between the date 30 days before the submission of bids for the Contract and the date of the last Completion certificate. The adjustment shall be the change in the amount of tax payable by the Contractor, provided such changes are not already reflected in the Contract Price or are a result of GCC Clause 44.

#### 44. Currency of Payment

44.1 All payments under the contract shall be made in Kenya Shillings

#### 45. Price Adjustment

45.1 Prices shall be adjusted for fluctuations in the cost of inputs only if **provided for in the SCC**. If so provided, the amounts certified in each payment certificate, before deducting for Advance Payment, shall be adjusted by applying the respective price adjustment factor to the payment amounts due in each currency. A separate formula of the type specified below applies:

$$P = A + B I_m/I_o$$

where:

P is the adjustment factor for the

portion of the Contract Price payable.

A and B are coefficients<sup>13</sup> **specified in the SCC**, representing the non-adjustable and adjustable portions, respectively, of the Contract Price payable and  $I_m$  is the index prevailing at the end of the month being invoiced and  $I_o$  is the index prevailing 30 days before Bid opening for inputs payable.

45.2 If the value of the index is changed after it has been used in a calculation, the calculation shall be corrected and an adjustment made in the next payment certificate. The index value shall be deemed to take account of all changes in cost due to fluctuations in costs.

#### 46. Retention

46.1 The Procuring Entity shall retain from each payment due to the Contractor the proportion stated in the **SCC** until Completion of the whole of the Works.

46.2 Upon the issue of a Certificate of Completion of the Works by the Project Manager, in accordance with GCC 53.1, half the total amount retained shall be repaid to the Contractor and half when the Defects Liability Period has passed and the Project Manager has certified that all Defects notified by the Project Manager to the Contractor before the end of this period have been corrected. The Contractor may substitute retention money with an "on demand" Bank guarantee.

#### 47. Liquidated Damages

47.1 The Contractor shall pay liquidated damages to the Procuring Entity at the rate per day stated in the **SCC** for each day that the Completion Date is later than the Intended Completion Date. The total amount of liquidated damages shall not exceed the amount defined in the SCC. The Procuring Entity may deduct liquidated damages from payments due to the Contractor. Payment of liquidated damages shall not affect the Contractor's liabilities.

47.2 If the Intended Completion Date is extended after liquidated damages have been paid, the Project Manager shall correct any overpayment of liquidated damages by the Contractor by adjusting the next payment certificate. The Contractor shall be paid interest on the overpayment, calculated from the date of payment to the date of repayment, at the rates specified in GCC Sub-Clause 41.1.

#### 48. Bonus

48.1 The Contractor shall be paid a Bonus calculated at the rate per calendar day **stated in the SCC** for each day (less any days for which the Contractor is paid for acceleration) that the Completion is earlier than the Intended Completion Date. The Project Manager shall certify that the Works are complete, although they may not be due to be complete.

#### **49. Advance Payment**

- 49.1 The Procuring Entity shall make advance payment to the Contractor of the amounts stated in the SCC by the date stated in the SCC, against provision by the Contractor of an Unconditional Bank Guarantee in a form and by a bank acceptable to the Procuring Entity in amounts and currencies equal to the advance payment. The Guarantee shall remain effective until the advance payment has been repaid, but the amount of the Guarantee shall be progressively reduced by the amounts repaid by the Contractor. Interest shall not be charged on the advance payment.
- 49.2 The Contractor is to use the advance payment only to pay for Equipment, Plant, Materials, and mobilization expenses required specifically for execution of the Contract. The Contractor shall demonstrate that advance payment has been used in this way by supplying copies of invoices or other documents to the Project Manager.
- 49.3 The advance payment shall be repaid by deducting proportionate amounts from payments otherwise due to the Contractor, following the schedule of completed percentages of the Works on a payment basis. No account shall be taken of the advance payment or its repayment in assessing valuations of work done, Variations, price adjustments, Compensation Events, Bonuses, or Liquidated Damages.

#### **50. Securities**

- 50.1 The Performance Security shall be provided to the Procuring Entity no later than the date specified in the Letter of Acceptance and shall be issued in an amount **specified in the SCC**, by a bank or surety acceptable to the Procuring Entity, and denominated in the types and proportions of the currencies in which the Contract Price is payable. The Performance Security shall be valid until a date 28 day from the date of issue of the Certificate of Completion in the case of a Bank Guarantee, and until one year from the date of issue of the Completion Certificate in the case of a Performance Bond.

#### **51. Dayworks**

- 51.1 If applicable, the Dayworks rates in the Contractor's Bid shall be used only when the Project Manager has given written instructions in advance for additional work to be paid for in that way.
- 51.2 All work to be paid for as Dayworks shall be recorded by the Contractor on forms approved by the Project Manager. Each completed form shall be verified and signed by the Project Manager within two days of the work being done.
- 51.3 The Contractor shall be paid for Dayworks subject to obtaining signed Dayworks forms.

#### **52. Cost of Repairs**

- 52.1 Loss or damage to the Works or Materials to be incorporated in the Works between the Start Date and the end of the Defects Correction periods shall be remedied by the Contractor at the Contractor's cost if the loss or damage arises from the Contractor's acts or omissions.

### **E. Finishing the Contract**

#### **53. Completion**

- 53.1 The Contractor shall request the Project Manager to issue a Certificate of Completion of the Works, and the Project Manager shall do so upon deciding that the whole of the Works is completed.

#### **54. Taking Over**

- 54.1 The Procuring Entity shall take over the Site and the Works within seven days of the Project Manager's issuing a certificate of Completion.

#### **55. Final Account**

- 55.1 The Contractor shall supply the Project Manager with a detailed account of the total amount that the Contractor considers payable under the Contract before the end of the Defects Liability Period. The Project Manager shall issue a Defects Liability Certificate and certify any final payment that is due to the Contractor within 56 days of receiving the Contractor's account if it is correct and complete. If it is not, the Project Manager shall issue within 56 days a schedule that states the scope of the corrections or additions that are necessary. If the Final Account is still unsatisfactory after it has been resubmitted, the Project Manager shall decide on the amount payable to the Contractor and issue a payment certificate.

---

<sup>13</sup>The sum of the two coefficients A and B should be 1 (one) in the formula for each currency. Normally, both coefficients shall be the same in the formulae for all currencies, since coefficient A, for the non-adjustable portion of the payments, is a very approximate figure (usually 0.15) to take account of fixed-cost elements or other non-adjustable components. The sum of the adjustments for each currency are added to

## 56. Operating and Maintenance Manuals

- 56.1 If “as built” Drawings and/or operating and maintenance manuals are required, the Contractor shall supply them by the dates stated in the SCC.
- 56.2 If the Contractor does not supply the Drawings and/or manuals by the dates stated in the SCC pursuant to GCC Sub-Clause 56.1, or they do not receive the Project Manager's approval, the Project Manager shall withhold the amount **stated in the SCC** from payments due to the Contractor.

## 57. Termination

- 57.1 The Procuring Entity or the Contractor may terminate the Contract if the other party causes a fundamental breach of the Contract.
- 57.2 Fundamental breaches of Contract shall include, but shall not be limited to, the following:
- a) the Contractor stops work for 30 days when no stoppage of work is shown on the current Program and the stoppage has not been authorized by the Project Manager;
  - b) the Project Manager instructs the Contractor to delay the progress of the Works, and the instruction is not withdrawn within 30 days;
  - c) the Procuring Entity or the Contractor is made bankrupt or goes into liquidation other than for a reconstruction or amalgamation;
  - d) a payment certified by the Project Manager is not paid by the Procuring Entity to the Contractor within 84 days of the date of the Project Manager's certificate;
  - e) the Project Manager gives Notice that failure to correct a particular Defect is a fundamental breach of Contract and the Contractor fails to correct it within a reasonable period of time determined by the Project Manager;
  - f) the Contractor does not maintain a Security, which is required;
  - g) the Contractor has delayed the completion of the Works by the number of days for which the maximum amount of liquidated damages can be paid, as **defined in the SCC**; or
  - h) if the Contractor, in the judgment of the Procuring Entity has engaged in Fraud and Corruption, as defined in paragraph 2.2 a of the Appendix A to the GCC, in competing for or in executing the Contract, then the Procuring Entity may, after giving fourteen (14) days written notice to the Contractor, terminate the Contract and expel him from the Site.
- 57.3 Notwithstanding the above, the Procuring Entity may terminate the Contract for convenience.
- 57.4 If the Contract is terminated, the Contractor shall stop work immediately, make the Site safe and secure, and leave the Site as soon as reasonably possible.
- 57.5 When either party to the Contract gives notice of a breach of Contract to the Project Manager for a cause other than those listed under GCC Sub-Clause 56.2 above, the Project Manager shall decide whether the breach is fundamental or not.

## 58. Payment upon Termination

- 58.1 If the Contract is terminated because of a fundamental breach of Contract by the Contractor, the Project Manager shall issue a certificate for the value of the work done and Materials ordered less advance payments received up to the date of the issue of the certificate and less the percentage to apply to the value of the work not completed, as specified in the SCC. Additional Liquidated Damages shall not apply. If the total amount due to the Procuring Entity exceeds any payment due to the Contractor, the difference shall be a debt payable to the Procuring Entity.
- 58.2 If the Contract is terminated for the Procuring Entity's convenience or because of a fundamental breach of Contract by the Procuring Entity, the Project Manager shall issue a certificate for the value of the work done, Materials ordered, the reasonable cost of removal of Equipment, repatriation of the Contractor's personnel employed solely on the Works, and the Contractor's costs of protecting and securing the Works, and less advance payments received up to the date of the certificate.

## 59. Property

- 59.1 All Materials on the Site, Plant, Equipment, Temporary Works, and Works shall be deemed to be the

property of the Procuring Entity if the Contract is terminated because of the Contractor's default.

## **60. Release from Performance**

- 60.1 If the Contract is frustrated by the outbreak of war or by any other event entirely outside the control of either the Procuring Entity or the Contractor, the Project Manager shall certify that the Contract has been frustrated. The Contractor shall make the Site safe and stop work as quickly as possible after receiving this certificate and shall be paid for all work carried out before receiving it and for any work carried out afterwards to which a commitment was made.

## SECTION IX - SPECIAL CONDITIONS OF CONTRACT

Except where otherwise specified, all Special Conditions of Contract should be filled in by the Procuring Entity prior to issuance of the bidding document. Schedules and reports to be provided by the Procuring Entity should be annexed.

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
<b>A. General</b>	
<b>GCC 1.1 (q)</b>	The Procuring Entity is STATE DEPARTMENT FOR IRRIGATION
<b>GCC 1.1 (u)</b>	The Intended Completion Date for the whole of the Works shall : 24 MONTHS FROM THE DATE OF COMMENCEMENT
<b>GCC 1.1 (x)</b>	The Project Manager <b>Director Irrigation and Drainage</b>
<b>GCC 1.1 (z)</b>	The Site is located at and is defined in drawings No 1: AMBOSELI IRRIGATION WATER PROJECT
<b>GCC 1.1 (cc)</b>	The Start Date shall be <i>The Start Date shall be as prescribed in the commencement letter</i>
<b>GCC 1.1 (gg)</b>	The Works consist of <i>CONSTRUCTION OF AMBOSELI IRRIGATION WATER PROJECT</i>
<b>GCC 2.2</b>	Sectional Completions are: <i>[insert nature and dates, if appropriate]</i>
<b>GCC 5.1</b>	The Project manager <i>[may or may not]</i> delegate any of his duties and responsibilities.
<b>GCC 8.1</b>	Schedule of other contractors: N/A
<b>GCC 9.1</b>	<p><b>Key Personnel</b> GCC 9.1 is replaced with the following:</p> <p>9.1 Key Personnel are the Contractor’s personnel named in this GCC 9.1 of the Special Conditions of Contract. The Contractor shall employ the Key Personnel and use the equipment identified in its Bid, to carry out the Works or other personnel and equipment approved by the Project Manager. The Project Manager shall approve any proposed replacement of Key Personnel and equipment only if their relevant qualifications or characteristics are substantially equal to or better than those proposed in the Bid. <i>[insert the name/s of each Key Personnel agreed by the Procuring Entity prior to Contract signature.]</i></p>
<b>GCC 13.1</b>	<p>The minimum insurance amounts and deductibles shall be:</p> <ul style="list-style-type: none"> <li>(a) for loss or damage to the Works, Plant and Materials: <i>[insert amounts]</i>.</li> <li>(b) For loss or damage to Equipment: <i>[insert amounts]</i>.</li> <li>(c) for loss or damage to property (except the Works, Plant, Materials, and Equipment) in connection with Contract <i>[insert amounts]</i>.</li> <li>(d) for personal injury or death: <ul style="list-style-type: none"> <li>(i) of the Contractor’s employees: <i>[amount]</i>.</li> <li>(ii) of other people: <i>[amount]</i>.</li> </ul> </li> </ul>

<b>Number of GC Clause</b>	<b>Amendments of, and Supplements to, Clauses in the General Conditions of Contract</b>
<b>GCC 14.1</b>	Site Data are: <i>[list Site Data]</i>
<b>GCC 20.1</b>	The Site Possession Date(s) shall be: <b>within 7(seven) days after signing the contract</b>
<b>GCC 23.1 &amp; GCC 23.2</b>	Appointing Authority for the Adjudicator: <i>[insert name of Authority]</i> .
	Hourly rate and types of reimbursable expenses to be paid to the Adjudicator: <i>[insert hourly fees and reimbursable expenses]</i> .
<b>B. Time Control</b>	
<b>GCC 26.1</b>	The Contractor shall submit for approval a Program for the Works within <i>[number]</i> days from the date of the Letter of Acceptance.
<b>GCC 26.3</b>	The period between Program updates is <i>[insert number]</i> days.
	The amount to be withheld for late submission of an updated Program is <i>[insert amount]</i> .
<b>C. Quality Control</b>	
<b>GCC 34.1</b>	The Defects Liability Period is: <i>12 MONTHS</i>  <i>[The Defects Liability Period is usually limited to 12 months, but could be less in very simple cases]</i>
<b>D. Cost Control</b>	
<b>GCC 38.9</b>	If the value engineering proposal is approved by the Procuring Entity the amount to be paid to the Contractor shall be ___% <i>(insert appropriate percentage. The percentage is normally up to 50%)</i> of the reduction in the Contract Price.
<b>GCC 44.1</b>	The currency of the Procuring Entity's Country is: <i>KENYA SHILLINGS</i>
<b>GCC 45.1</b>	The Contract <i>[insert "is" or "is not"]</i> subject to price adjustment in accordance with GCC Clause 45, and the following information regarding coefficients <i>[specify "does" or "does not"]</i> apply.  <i>[Price adjustment is mandatory for contracts which provide for time of completion exceeding 18 months]</i>  The coefficients for adjustment of prices are:  (a) <i>[insert percentage]</i> percent nonadjustable element (coefficient A).  (b) <i>[insert percentage]</i> percent adjustable element (coefficient B).  (c) The Index I for shall be <i>[insert index]</i> .
<b>GCC 46.1</b>	The proportion of payments retained is: <i>10%</i>  <i>[The retention amount is usually close to 5 percent and in no case exceeds 10 percent.]</i>
<b>GCC 47.1</b>	The liquidated damages for the whole of the Works are <i>[insert percentage of the final Contract Price]</i> per day. The maximum amount of liquidated damages for the whole of the Works is <i>[insert percentage]</i> of the final Contract Price.  <i>[Usually liquidated damages are set between 0.05 percent and 0.10 percent per day, and the total amount is not to exceed between 5 percent and 10 percent of the Contract Price. If Sectional Completion and Damages per Section have been agreed, the latter should be specified here]</i>
<b>GCC 48.1</b>	The Bonus for the whole of the Works is <i>[insert percentage of final Contract Price]</i> per day. The maximum amount of Bonus for the whole of the Works is <i>[insert percentage]</i> of the final

Number of GC Clause	Amendments of, and Supplements to, Clauses in the General Conditions of Contract
	<p>Contract Price.</p> <p><i>[If early completion would provide benefits to the Procuring Entity, this clause should remain; otherwise delete. The Bonus is usually numerically equal to the liquidated damages.]</i></p>
<b>GCC 49.1</b>	The Advance Payments shall be: 20 % <i>The Advance Payment may be made (post mobilization</i>
<b>GCC 50.1</b>	<p>The Performance Security amount is :10%</p> <p>(a) Performance Security – Bank Guarantee: in the amount(s) of <i>[insert related figure(s)]</i> percent of the Accepted Contract Amount and in the same currency(ies) of the Accepted Contract Amount.</p> <p>(b) Performance Security – Performance Bond: in the amount(s) of <i>[insert related figure(s)]</i> percent of the Accepted Contract Amount and in the same currency(ies) of the Accepted Contract Amount.</p>
<b>E. Finishing the Contract</b>	
<b>GCC 56.1</b>	<p>The date by which operating and maintenance manuals are required is <i>[insert date]</i>.</p> <p>The date by which “as built” drawings are required is <i>[insert date]</i>.</p>
<b>GCC 56.2</b>	The amount to be withheld for failing to produce “as built” drawings and/or operating and maintenance manuals by the date required in GCC 58.1 is <i>[insert amount in local currency]</i> .
<b>GCC 57.2 (g)</b>	The maximum number of days is: <i>[insert number; consistent with Clause 47.1 on liquidated damages]</i> .
<b>GCC 58.1</b>	The percentage to apply to the value of the work not completed, representing the Procuring Entity’s additional cost for completing the Works, is <i>[insert percentage]</i> .

## **SECTION X - CONTRACT FORMS**

FORM No. 1 - NOTIFICATION OF INTENTION TO AWARD

FORM NO. 2 – REQUEST FOR REVIEW

FORM No. 3-LETTEROF AWARD

FORM No. 4 - CONTRACT AGREEMENT

FORM No. 5 - PERFORMANCE SECURITY [Option 1 - Unconditional Demand Bank Guarantee]

FORM No. 6- PERFORMANCE SECURITY [Option 2– Performance Bond]

FORM No. 7 - ADVANCE PAYMENT SECURITY

FORM No. 8 - RETENTION MONEY SECURITY

## **FORM No 1: NOTIFICATION OF INTENTION TO AWARD OF CONTRACT**

This Notification of Award shall be sent to each Tenderer that submitted a Tender and was not successful. Send this Notification to the Tenderer's Authorized Representative named in the Tender Information Form on the format below.

### **FORMAT**

1. For the attention of Tenderer's Authorized Representative

- i) Name: *[insert Authorized Representative's name]*
- ii) Address: *[insert Authorized Representative's Address]*
- iii) Telephone: *[insert Authorized Representative's telephone/fax numbers]*
- iv) Email Address: *[insert Authorized Representative's email address]*

*[IMPORTANT: insert the date that this Notification is transmitted to Tenderers. The Notification must be sent to all Tenderers simultaneously. This means on the same date and as close to the same time as possible.]*

2. Date of transmission: *[email]* on *[date]* (local time)

This Notification is sent by *(Name and designation)* \_\_\_\_\_

3. Notification of Award

- i) Procuring Entity: *[insert the name of the Procuring Entity]*
- ii) Project: *[insert name of project]*
- iii) Contract title: *[insert the name of the contract]*
- iv) ITT No: *[insert ITT reference number from Procurement Plan]*

This Notification of Intention to Award (Notification) notifies you of our decision to award the above contract. The transmission of this Notification begins the Standstill Period. During the Standstill Period, you may:

4. Request a debriefing in relation to the evaluation of your tender by submitting a Procurement-related Complaint in relation to the decision to award the contracts.

a) The successful tenderers

i) Name of successful Tender \_\_\_\_\_

ii) Address of the successful Tender \_\_\_\_\_  
\_\_\_\_\_

iii) Contract price of the successful Tender Kenya Shillings \_\_\_\_\_  
(in words \_\_\_\_\_)

b) The reasons for your tender being unsuccessful are as follows:

c) Other Tenderers

Names of all Tenderers that submitted a Tender. If the Tender's price was evaluated include the evaluated price as well as the Tender price as read out.

SNo	Name of Tender	Tender Price as read out	Tender's evaluated price (Note a)	One Reason Why Not Evaluated
1				
2				
3				
4				
5				

(Note a) State NE if not evaluated

#### 5. How to request a debriefing

- a) DEADLINE: The dead line to request a debriefing expires at midnight on [insert date] (local time).
- b) You may request a debriefing in relation to the results of the evaluation of your Tender. If you decide to request a debriefing your written request must be made within three (3) Business Days of receipt of this Notification of Intention to Award.
- c) Provide the contract name, reference number, name of the Tenderer, contact details; and address the request for debriefing as follows:
  - i) Attention: [insert full name of person, if applicable]
  - ii) Title/position: [insert title/position]
  - iii) Agency: [insert name of Procuring Entity]
  - iv) Email address: [insert email address]
- d) If your request for a debriefing is received within the 3 Days deadline, we will provide the debriefing within five (3) Business Days of receipt of your request. If we are unable to provide the debriefing within this period, the Standstill Period shall be extended by five (3) Days after the date that the debriefing is provided. If this happens, we will notify you and confirm the date that the extended Standstill Period will end.
- e) The debriefing may be in writing, by phone, video conference call or in person. We shall promptly advise you in writing how the debriefing will take place and confirm the date and time.
- f) If the deadline to request a debriefing has expired, you may still request a debriefing. In this case, we will provide the debriefing as soon as practicable, and normally no later than fifteen (15) Days from the date of publication of the Contract Award Notice.

#### 6. How to make a complaint

- a) Period: Procurement-related Complaint challenging the decision to award shall be submitted by midnight, [insert date] (local time).
- b) Provide the contract name, reference number, name of the Tenderer, contact details; and address the Procurement-related Complaint as follows:
  - i) Attention: [insert full name of person, if applicable]
  - ii) Title/position: [insert title/ position]
  - iii) Agency: [insert name of Procuring Entity]
  - iv) Email address: [insert email address]
- c) At this point in the procurement process, you may submit a Procurement-related Complaint challenging the decision to award the contract. You do not need to have requested, or received, a debriefing before making this complaint. Your complaint must be submitted within the Standstill Period and received by us before the Standstill Period ends.
- d) Further information: For more information refer to the Public Procurement and Disposals Act 2015 and its Regulations available from the Website [www.ppra.go.ke](http://www.ppra.go.ke).

You should read these documents before preparing and submitting your complaint.

- e) There are four essential requirements:
  - i) You must be an 'interested party'. In this case, that means a Tenderer who submitted a Tender in this tendering process and is the recipient of a Notification of Intention to Award.
  - ii) The complaint can only challenge the decision to award the contract.
  - iii) You must submit the complaint within the period stated above.
  - iv) You must include, in your complaint, all of the information required to support your complaint.

**7. Standstill Period**

- i) **DEADLINE:** The Standstill Period is due to end at midnight on [*insert date*] (local time).
- ii) The Standstill Period lasts ten (14) Days after the date of transmission of this Notification of Intention to Award.
- iii) The Standstill Period may be extended as stated in paragraph Section 5(d) above.

If you have any questions regarding this Notification please do not hesitate to contact us. On behalf of the Procuring Entity:

**Signature:** \_\_\_\_\_

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

**Title/position:** \_\_\_\_\_

\_\_\_\_\_

**Telephone:** \_\_\_\_\_

---

**FORM NO. 2- REQUEST FOR REVIEW**

**FORM FOR REVIEW (r.203(1))**

**PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD**

**APPLICATION NO.....OF.....20.....**

**BETWEEN**

**.....APPLICANT**

**AND**

**.....RESPONDENT (Procuring Entity)**

Request for review of the decision of the..... (Name of the Procuring Entity of .....dated the...day of .....20.....in the matter of Tender No.....of .....20..... for ..... (Tender description).

**REQUEST FOR REVIEW**

I/We.....,the above named Applicant(s), of address: Physical address.....P. O. Box No.....  
Tel. No.....Email ....., hereby request the Public Procurement Administrative Review Board to review the whole/part of the above mentioned decision on the following grounds , namely:

- 1.
- 2.

By this memorandum, the Applicant requests the Board for an order/orders that:

- 1.
- 2.

SIGNED .....(Applicant) Dated on.....day of ...../...20.....

---

FOR OFFICIAL USE ONLY Lodged with the Secretary Public Procurement Administrative Review Board on.....day of .....20.....

**SIGNED**

**Board Secretary**

**FORM NO 3: LETTER OF AWARD**

*letterhead paper of the Procuring Entity]*

*[date]*

To: *[name and address of the Contractor]*

This is to notify you that your Tender dated *[date]* for execution of the *[name of the Contract and identification number, as given in the Contract Data]* for the Accepted Contract Amount *[amount in numbers and words]* *[name of currency]*, as corrected and modified in accordance with the Instructions to Tenderers, is here by accepted by..... *(name of Procuring Entity)*.

You are requested to furnish the Performance Security within in accordance with the Conditions of Contract, using, for that purpose, one of the Performance Security Forms included in Section VIII, Contract Forms, of the Tender Document.

Authorized Signature: .....

Name and Title of Signatory: .....

Name of Procuring Entity: .....

Attachment: *Contract Agreement*: .....

## FORM NO 4: CONTRACT AGREEMENT

THIS AGREEMENT made the day of..... 20....., between.....  
.....of..... (hereinafter “the Procuring  
Entity”), of the one part, and \_\_\_\_\_ of \_\_\_\_\_ (hereinafter  
“the Contractor”), of the other part:

WHEREAS the Procuring Entity desires that the Works known as \_\_\_\_\_ should be  
executed by the Contractor, and has accepted a Tender by the Contractor for the execution and completion of these  
Works and the remedying of any defects there in,

The Procuring Entity and the Contractor agree as follows:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Contract documents referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement. This Agreement shall prevail over all other Contract documents.
  - a) The Notification of Award
  - b) the Form of Tender
  - c) the addenda Nos \_\_\_\_\_ (if any)
  - d) the Special Conditions of Contract
  - e) the General Conditions of Contract;
  - f) the Specifications
  - g) the Drawings; and
  - h) the completed Schedules and any other documents forming part of the contract.
3. In consideration of the payments to be made by the Procuring Entity to the Contractor as specified in this Agreement, the Contractor here by covenants with the Procuring Entity to execute the Works and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Procuring Entity here by covenants to pay the Contractor in consideration of the execution and completion of the Works and the remedying of defects there in, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the Contract.

INWITNESS where of the parties here to have caused this Agreement to be executed in accordance with the  
Laws of Kenya on the day, month and year specified above.

Signed and sealed by \_\_\_\_\_ (for the Procuring Entity)

Signed and sealed by \_\_\_\_\_ (for the Contractor).

**FORM NO. 5 - PERFORMANCE SECURITY**

**[Option 1 - Unconditional Demand Bank Guarantee]**

*[Guarantor letterhead]*

**Beneficiary:** *[insert name and Address of Procuring Entity]*

**Date:** \_\_\_\_\_ *[Insert date of issue]*

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that \_\_\_\_\_ (hereinafter called "the Contractor") has entered into Contract No. \_\_\_\_\_ dated \_\_\_\_\_ with *(name of Procuring Entity)* \_\_\_\_\_ (the Procuring Entity as the Beneficiary), for the execution of \_\_\_\_\_ (hereinafter called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, a performance guarantee is required.
3. At the request of the Contractor, we as Guarantor, here by irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ *(in words)*,<sup>1</sup> such sum being payable in the types and proportions of currencies in which the Contract Price is payable, upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Applicant is in breach of its obligation(s) under the Contract, without the Beneficiary needing to prove or to show grounds for your demand or the sum specified therein.
4. This guarantee shall expire, no later than the.....Day of.....,2.....<sup>2</sup>, and any demand for payment under it must be received by us at the office indicated above on or before that date.
5. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months] [one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.” .....

*[Name of Authorized Official, signature(s) and seals/stamps]*

**Note:** *All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.*

<sup>1</sup>The Guarantor shall insert an amount representing the percentage of the Accepted Contract Amount specified in the Letter of Acceptance, less provisional sums, if any, and denominated either in the currency of the Contract or a freely convertible currency acceptable to the Beneficiary.

<sup>2</sup>Insert the date twenty-eight days after the expected completion date as described in GC Clause 11.9. The Procuring Entity should note that in the event of an extension of this date for completion of the Contract, the Procuring Entity would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.

**FORM No. 6- PERFORMANCE SECURITY**

**[Option 2– Performance Bond]**

*[Note: Procuring Entities are advised to use Performance Security – Unconditional Demand Bank Guarantee instead of Performance Bond due to difficulties involved in calling Bond holder to action]*

*[Guarantor letterhead or SWIFT identifier code]*

**Beneficiary:** *[insert name and Address of Procuring*

Entity] **Date:** \_\_\_\_\_

\_\_\_\_\_ *[Insert date of issue]* **PERFORMANCE BOND**

**No.:** \_\_\_\_

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. By this Bond \_\_\_\_\_ as Principal (hereinafter called “the Contractor”) and \_\_\_\_\_] as Surety (hereinafter called “the Surety”), are held and firmly bound unto \_\_\_\_\_] as Obligees (hereinafter called “the Procuring Entity”) in the amount of \_\_\_\_\_ for the payment of which sum well and truly to be made in the types and proportions of currencies in which the Contract Price is payable, the Contractor and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.
2. WHEREAS the Contractor has entered into a written Agreement with the Procuring Entity dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, for \_\_\_\_\_ in accordance with the documents, plans, specifications, and amendments there to, which to the extent here in provided for, are by reference made part here of and are here in after referred to as the Contract.
3. NOW, THEREFORE, the Condition of this Obligation is such that, if the Contractor shall promptly and faithfully perform the said Contract (including any amendments thereto), then this obligation shall be null and void; otherwise, it shall remain in full force and effect. Whenever the Contractor shall be, and declared by the Procuring Entity to be, in default under the Contract, the Procuring Entity having performed the Procuring Entity’s obligations there under, the Surety may promptly remedy the default, or shall promptly:
  - a) Complete the Contract in accordance with its terms and conditions; or
  - b) Obtain a tender or tenders from qualified tenderers for submission to the Procuring Entity for completing the Contract in accordance with its terms and conditions, and upon determination by the Procuring Entity and the Surety of the lowest responsive Tenderers, arrange for a Contract between such Tenderer, and Procuring Entity and make a available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the Balance of the Contract Price; but not exceeding, including other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term “Balance of the Contract Price,” as used in this paragraph, shall mean the total amount payable by Procuring Entity to Contractor under the Contract, less the amount properly paid by Procuring Entity to Contractor; or
  - c) Pay the Procuring Entity the amount required by Procuring Entity to complete the Contract in accordance with its terms and conditions upto a total not exceeding the amount of this Bond.
4. The Surety shall not be liable for a greater sum than the specified penalty of this Bond.
5. Any suit under this Bond must be instituted before the expiration of one year from the date of the issuing of the Taking-Over Certificate. No right of action shall accrue on this Bond to or for the use of any person or corporation other than the Procuring Entity named here in or the heirs, executors, administrators, successors, and assigns of the Procuring Entity.
6. In testimony whereof, the Contractor has here unto set his hand and affixed his seal, and the Surety has caused these presents to be sealed with his corporate seal duly at tested by the signature of his legal representative, this day \_\_\_\_\_ of \_\_\_\_\_ 20\_\_\_\_\_.

SIGNED ON \_\_\_\_\_ on behalf of \_\_\_\_\_

By \_\_\_\_\_ in the capacity of \_\_\_\_\_

In the presence of \_\_\_\_\_

SIGNED ON \_\_\_\_\_ on behalf of \_\_\_\_\_

By \_\_\_\_\_ in the capacity of \_\_\_\_\_

In the presence of \_\_\_\_\_

**FORM NO. 7 - ADVANCE PAYMENT SECURITY**

**[Demand Bank Guarantee]**

*[Guarantor letterhead]*

**Beneficiary:** \_\_\_\_\_ *[Insert name and Address of Procuring Entity]*

**Date:** \_\_\_\_\_ *[Insert date of issue]*

**ADVANCE PAYMENT GUARANTEE No.:** *[Insert guarantee reference number]*

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that \_\_\_\_\_ (hereinafter called "the Contractor") has entered into Contract No. \_\_\_\_\_ dated \_\_\_\_\_ with the Beneficiary, for the execution of \_\_\_\_\_ (hereinafter called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, an advance payment in the sum \_\_\_\_\_ (in words \_\_\_\_\_) is to be made against an advance payment guarantee.
3. At the request of the Contractor, we as Guarantor, here by irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of \_\_\_\_\_ (in words \_\_\_\_\_) upon receipt by us of the Beneficiary's complying demand supported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating either that the Applicant:
  - a) Has used the advance payment for purposes other than the costs of mobilization in respect of the Works; or
  - b) Has failed to repay the advance payment in accordance with the Contract conditions, specifying the amount which the Applicant has failed to repay.
4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the advance payment referred to above has been credited to the Contractor on its account number \_\_\_\_\_ at \_\_\_\_\_.
5. The maximum amount of this guarantee shall be progressively reduced by the amount of the advance payment repaid by the Contractor as specified in copies of interim statements or payment certificates which shall be presented to us. This guarantee shall expire, at the latest, upon our receipt of a copy of the interim payment certificate indicating that ninety (90) percent of the Accepted Contract Amount, less provisional sums, has been certified for payment, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, <sup>2</sup> \_\_\_\_\_, <sup>2</sup> whichever is earlier. Consequently, any demand for payment under this guarantee must be received by us at this office on or before that date.
6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

\_\_\_\_\_  
*[Name of Authorized Official, signature(s) and seals/stamps]*

**Note:** *All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.*

<sup>1</sup>The Guarantor shall insert an amount representing the amount of the advance payment and denominated either in the currency of the advance payment as specified in the Contract.

<sup>2</sup>Insert the expected expiration date of the Time for Completion. The Procuring Entity should note that in the event of an extension of the time for completion of the Contract, the Procuring Entity would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.

**FORM NO. 8 – RETENTION MONEY SECURITY**

**[Demand Bank Guarantee]**

*[Guarantor letterhead]*

**Beneficiary:** \_\_\_\_\_ *[Insert name and Address of Procuring Entity]*

**Date:** \_\_\_\_\_ *[Insert date of issue]*

**Advance payment guarantee no.** *[Insert guarantee reference number]*

**Guarantor:** *[Insert name and address of place of issue, unless indicated in the letterhead]*

1. We have been informed that \_\_\_\_\_ *[insert name of Contractor, which in the case of a joint venture shall be the name of the joint venture]* (hereinafter called "the Contractor") has entered into Contract No. \_\_\_\_\_ *[insert reference number of the contract]* dated \_\_\_\_\_ with the Beneficiary, for the execution of \_\_\_\_\_ *[insert name of contract and brief description of Works]* (hereinafter called "the Contract").
2. Furthermore, we understand that, according to the conditions of the Contract, the Beneficiary retains moneys upto the limit set forth in the Contract ("the Retention Money"), and that when the Taking-Over Certificate has been issued under the Contract and the first half of the Retention Money has been certified for payment, and payment of *[insert the second half of the Retention Money]* is to be made against a Retention Money guarantee.
3. At the request of the Contractor, we, as Guarantor, hereby irrevocably undertake to pay the Beneficiary any sum or sums not exceeding in total an amount of *[insert amount in figures]* \_\_\_\_\_ *([insert amount in words \_\_\_\_\_])*<sup>1</sup> upon receipt by us of the Beneficiary's complying demands upported by the Beneficiary's statement, whether in the demand itself or in a separate signed document accompanying or identifying the demand, stating that the Contractor is in breach of its obligation(s) under the Contract, without your needing to prove or showgrounds for your demand or the sum specified there in.
4. A demand under this guarantee may be presented as from the presentation to the Guarantor of a certificate from the Beneficiary's bank stating that the second half of the Retention Money as referred to above has been credited to the Contractor on its account number \_\_\_\_\_ at \_\_\_\_\_ *[insert name and address of Applicant's bank]*.
5. This guarantee shall expire no later than the.....Day of.....<sup>2</sup>, and any demand for payment under it must be received by us at the office indicated above on or before that date.
6. The Guarantor agrees to a one-time extension of this guarantee for a period not to exceed *[six months]* *[one year]*, in response to the Beneficiary's written request for such extension, such request to be presented to the Guarantor before the expiry of the guarantee.

---

*[Name of Authorized Official, signature(s) and seals/stamps]*

**Note:** *All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.*

<sup>1</sup>The Guarantor shall insert an amount representing the amount of the second half of the Retention Money.

<sup>2</sup>Insert a date that is twenty-eight days after the expiry of retention period after the actual completion date of the contract. The Procuring Entity should note that in the event of an extension of this date for completion of the Contract, the Procuring Entity would need to request an extension of this guarantee from the Guarantor. Such request must be in writing and must be made prior to the expiration date established in the guarantee.

**FORM NO. 9 BENEFICIAL OWNERSHIP DISCLOSURE FORM**  
**(Amended and issued pursuant to PPRA CIRCULAR No. 02/2022)**

**INSTRUCTIONS TO TENDERERS: DELETE THIS BOX ONCE YOU HAVE COMPLETED THE FORM**

*This Beneficial Ownership Disclosure Form ("Form") is to be completed by the successful tenderer pursuant to Regulation 13 (2A) and 13 (6) of the Companies (Beneficial Ownership Information) Regulations, 2020. In case of joint venture, the tenderer must submit a separate Form for each member. The beneficial ownership information to be submitted in this Form shall be current as of the date of its submission.*

*For the purposes of this Form, a Beneficial Owner of a Tenderer is any natural person who ultimately owns or controls the legal person (tenderer) or arrangements or a natural person on whose behalf a transaction is conducted, and includes those persons who exercise ultimate effective control over a legal person (Tenderer) or arrangement.*

Tender Reference No.: \_\_\_\_\_

\_\_\_\_\_ [insert identification no] Name of the

Tender Title/Description: \_\_\_\_\_ [insert name of

the assignment] to: \_\_\_\_\_ [insert complete name of Procuring Entity]

In response to the requirement in your notification of award dated \_\_\_ [insert date of notification of award] to furnish additional information on beneficial ownership: \_\_\_ [select one option as applicable and delete the options that are not applicable]

D) We here by provide the following beneficial ownership information.

**Details of Beneficial ownership**

Details of all Beneficial Owners		% of shares a person holds in the company Directly or indirectly	% of voting rights a person holds in the company	Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer (Yes / No)	Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)
1.	Full Name	Directly----- ----- % of shares	Directly..... .....% of voting rights	1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes -----No----	1. Exercises significant influence or control over the Company body of the Company (tenderer)  Yes -----No----
	National identity card number or Passport number				
	Personal Identification Number (where	Indirectly---- ----- %	Indirectly----- % of voting rights		

Details of all Beneficial Owners		% of shares a person holds in the company Directly or indirectly	% of voting rights a person holds in the company	Whether a person directly or indirectly holds a right to appoint or remove a member of the board of directors of the company or an equivalent governing body of the Tenderer (Yes / No)	Whether a person directly or indirectly exercises significant influence or control over the Company (tenderer) (Yes / No)
applicable)		of shares		2. Is this right held directly or indirectly?:  Direct..... ...  Indirect..... ...	2. Is this influence or control exercised directly or indirectly?  Direct.....  Indirect.....
Nationality					
Date of birth [dd/mm/yyyy]					
Postal address					
Residential address					
Telephone number					
Email address					
Occupation or profession					
2.	Full Name	Directly----- ----- % of shares	Directly..... .....% of voting rights	1. Having the right to appoint a majority of the board of the directors or an equivalent governing body of the Tenderer: Yes ----No---- 2. Is this right held directly or indirectly?:  Direct..... ...  Indirect..... ...	1. Exercises significant influence or control over the Company body of the Company (tenderer) Yes ----No----
	National identity card number or Passport number				
	Personal Identification Number (where applicable)	Indirectly---- ----- % of shares	Indirectly----- % of voting rights		2. Is this influence or control exercised directly or indirectly?  Direct.....  Indirect.....
	Nationality(ies)				
	Date of birth [dd/mm/yyyy]				
	Postal address				
	Residential address				
	Telephone number				
	Email address				
	Occupation or profession				
3. e.t .c					

II) Am fully aware that beneficial ownership information above shall be reported to the Public

Procurement Regulatory Authority together with other details in relation to contract awards and shall be maintained in the Government Portal, published and made publicly available pursuant to Regulation 13(5) of the Companies (Beneficial Ownership Information) Regulations, 2020.(Notwithstanding this paragraph Personally Identifiable Information in line with the Data Protection Act shall not be published or made public). *Note that Personally Identifiable Information (PII) is defined as any information that can be used to distinguish one person from another and can be used to deanonymize previously anonymous data. This information includes National identity card number or Passport number, Personal Identification Number, Date of birth, Residential address, email address and Telephone number.*

III) In determining who meets the threshold of who a beneficial owner is, the Tenderer must consider a natural person who in relation to the company:

- (a) holds at least ten percent of the issued shares in the company either directly or indirectly;
- (b) exercises at least ten percent of the voting rights in the company either directly or indirectly;
- (c) holds a right, directly or indirectly, to appoint or remove a director of the company; or
- (d) exercises significant influence or control, directly or indirectly, over the company.

IV) What is stated to herein above is true to the best of my knowledge, information and belief.

*Name of the Tenderer: .....\*[insert complete name of the Tenderer]\_\_\_\_\_*

*Name of the person duly authorized to sign the Tender on behalf of the Tenderer: \*\* [insert complete name of person duly authorized to sign the Tender]*

*Designation of the person signing the Tender: ..... [insert complete title of the person signing the Tender]*

*Signature of the person named above: ..... [insert signature of person whose name and capacity are shown above]*

*Date this ..... [insert date of signing] day of..... [Insert month], [insert year]*

Bidder Official Stamp

