



EMBU COUNTY GOVERNMENT

INSTRUCTION TO BIDDERS FOR TENDERS INDICATED BELOW

S/NO.	TENDER NO.	TENDER NAME
1	EBU/CNT/T/10/2016/17	Proposed supply, installation and commissioning 400KVA 3-phase standby generator for Embu level 5 hospital in Embu county
2	EBU/CNT/T/11/2016/17	Construction of Badea wards phase 2
3	EBU/CNT/T/12/2016/17	Supply and delivery of food stuff (Framework contract)

Interested bidders are notified that only those meeting criteria indicated below as minimum, supported by relevant documents at submission will be considered for further evaluation:-

1. CERTIFIED Copy of current company registration/incorporation by the registrar of companies.
2. CERTIFIED Copy of certificate of registration from the National Construction Authority in category NCA 4 and above for generator installation works for tender EBU/CNT/T/10/2016/17
3. Proof of similar works completed in the last five years giving details of clients who may be contacted for reference to confirm that the firm meets the prescribed experience requirement.
4. Proof of availability of qualified and experienced key personnel to undertake the works.
5. CERTIFIED copy of National construction Authority (NCA) in category 4 and above for construction works tender Number EBU/CNT/T/11/2016/17
6. Proof of sound financial standing (Bank statements & three years Audited Accounts to be attached)
7. CERTIFIED Copy of valid Tax Compliance Certificate.
8. Bid bond of 2% of the tender sum which must be in form of a bank guarantee from a reputable bank
9. All bidders shall submit an original and a copy of the tender document clearly marked 'ORIGINAL' and 'COPY' and packed together
10. A complete filled tender document
11. Bidders must stamp and sign all pages of each bid submitted.
12. Any other criteria or instruction indicated in the respective tender document

Tenders in plain sealed envelopes, Marked Tender No. on the right hand side corner of the envelope and bearing no indication of the tenderer should be addressed to:

**COUNTY SECRETARY
P. O. Box 36 – 60100
EMBU**

and placed in the Tender Box at Embu County Hall Building or send by post so as to reach the above mentioned address on or 20th January 2017 at 10.00AM

Submitted bids will be opened publicly at Embu County boardroom soon after the above stated closing date in the presence of tenderers or their representatives who choose to attend. Late bids will be returned unopened.

Prices quoted must be net inclusive of VAT and all government taxes must remain valid for 120 days from the opening date of the tender.

The bid security which must be from an established bank approved by PPOA shall be valid for 150 days from the opening date of the tenders.

The Embu County government deserves the right to reject any tender without giving reasons for the rejection and does not bind itself to the lowest or any tender.

**COUNTY SECRETARY
EMBU COUNTY GOVERNMENT**