

REPUBLIC OF KENYA



COUNTY GOVERNMENT OF WEST POKOT

Telegrams:

Office of the Governor
P.O. Box 222-30600
Kapenguria, Kenya

PRE-QUALIFICATION FOR HIRE OF PLANT AND EQUIPMENT

FY 2017-2019

Tender Number

Tender Name : Provision for Hire of Plant and Equipment.

Contact Information

County Secretary
County Government of West Pokot
P.O. Box 222-30600
KAPENGURIA, KENYA

Email:

TABLE OF CONTENTS

	PAGE
PREAMBLE	3
SECTION I INVITATION FOR PREQUALIFICATION.....	4
SECTION II INSTRUCTIONS TO CANDIDATES.....	5
SECTION III STANDARD FORMS.....	8
SECTION IV EVALUATION CRITERIA.....	11
SECTION V SCHEDULE OF REQUIREMENTS.....	12

PRE-QUALIFICATION - WEST POKOT COUNTY GOVERNMENT

PREAMBLE

The County Government of WEST POKOT is one of 47 County Governments in Kenya.

It is out to execute its vision and mission within its area of jurisdiction. The Institution is mandated to execute service delivery in Road construction, Rehabilitation & Maintain ace contributing to economic development particularly in rural areas.

WEST POKOT COUNTY GOVERNMENT intends to prequalify applicants for the provision of **HIRE OF EQUIPMENT** for financial year The purpose of this pre-qualification exercise is to competitively identify contractors to be included in a shortlist of suitable contractors register capable of providing the said services to **the COUNTY GOVERNMENT OF WEST POKOT.**

The pre-qualified contractors shall be invited to submit bids as appropriate. This exercise and the subsequent tendering processes shall be subject to the Kenyan Public Procurement and Asset Disposal Act 2015 and all governing Regulations.

The standard document includes a form for invitation for prequalification, instructions to candidates and a letter of application with attached forms for candidates to complete.

SECTION I - INVITATION FOR PRE-QUALIFICATION

County Government of WEST POKOT (hereinafter referred as “Procuring Entity”) intends to prequalify applicants for the provision of EQUIPMENT FOR HIRE on “**as and when required basis**” for period ending June 30th 2017:-

Copies of mandatory documents which **must** be submitted with tender/prequalification document:

1. Certificate of registration/ incorporation
2. V.AT and P.I.N certificates
3. Valid Tax Compliance certificate
4. Current inspection report on each equipment.
5. Proof of ownership (log books certified by bank if with bank)

Duly completed tender/pre-qualification documents in plain sealed envelopes marked “**Tender No. CGWP/.....**” or “**Prequalification for “Provision of Plant and Equipment for Hire” CGWP.../.....**” with the description and category should be addressed to:

County Secretary
County Government of WEST POKOT
P. O. Box 222-30600
KAPENGURIA

Or deposited in the Tender Box located at the County Government of WEST POKOT offices on or before **Thursday 28th September at 10:00a.m.**

The tender/Prequalification documents will be opened immediately thereafter in the presence of the tenderers or representatives who choose to attend. Any document received after the due time and date shall be rejected and returned unopened.

County Government of WEST POKOT reserves the right to accept or reject any application wholly or partly without reasons for rejection.

SIGNED FOR:

County Secretary
WEST POKOT County Government
P. O. Box 222-30600
KAPENGURIA, KENYA

2.1 Eligible Applicants

- 2.1.2 All the information requested for pre-qualification shall be provided in the English Language.
- 2.1.3 Failure to provide information that is essential for effective evaluation of the applicant's qualification or to provide timely clarification or sub substantiation of the information supplied may result in the applicant's disqualification.
- 2.1.4 This Invitation for Bids is open to all eligible contractors under category G (Hire of Equipment for Road works).
- 2.1.5 Bidders must not be under a declaration of suspension for corrupt, fraudulent, collusive, coercive or obstructive practices as issued by the Kenya government.

3.1 Qualification Criteria

- 3.1.1 Pre-qualification will be based on meeting the minimum requirements to pass in the criteria for the various categories as set out in the Appendix 1 hereof.
- 3.1.3 Contractors who qualify according to the selection criteria will be invited on "as and when required basis".
- 3.1.4 Pre-qualified contractors whose qualification are accepted by the County Government of WEST POKOT after meeting the evaluation Criteria will utilize the standard rates approved by the County Tender Committee for the FY.
- 3.1.5 For the purpose of Sec 39(4)(c) of the Act exclusive preference shall be given to local contractors based and operating in the region except where it is established that local capacity is not available.

PART I: CONFIDENTIAL BUSINESS QUESTIONNAIRE FORM

You are requested to give the particulars indicated in Part 1 and either Part 2(a), 2(b) or 2 (c) whichever applied to your type of business

You are advised that it is a serious offence to give false information on this form

Part 1 – General:			
Business			
Name/INDIVIDUAL.....			
Location of business premises.			
Plot No.....		Street/Road	
Postal Address		Tel No. Fax E mail	
Nature of Business			
Registration Certificate No.			
Maximum value of business which you can handle at any one time – Kshs.			
Name of your bankers		Branch	
Part 2 (a) – Sole Proprietor			
Your name in full		Age	
Nationality		Country of origin	
• Citizenship details			
Part 2 (b) Partnership			
Given details of partners as follows:			
Name	Nationality	Citizenship Details	Shares
1.			
2.			
3.			
4.			
Part 2 (c) – Registered Company			
Private or Public			
State the nominal and issued capital of company- Nominal Kshs.			
Issued Kshs.			
Given details of all directors as follows			
Name	Nationality	Citizenship Details	Shares
1			
2			
3			
4			
5			

If a Kenya Citizen, indicate under “Citizenship Details” whether by Birth, Naturalization or Registration.

Part III: DECLARATION

I being the director of the said company/individual declare that to the best of my knowledge the answers submitted in this pre-qualification questionnaire (and any supporting documentation) are correct. I understand that any misrepresentation will render my organization ineligible to participate in any future business activities with COUNTY GOVERNMENT OF WEST POKOT

FORM COMPLETED BY:	
Name:	
Copy of Id:	
Title:	
Date:	
Telephone No.:	
Email:	
Signature:	
Company Seal/Stamp:	
FORM WITNESSED BY:	
Name:	
Copy of Id :	
Title:	
Date:	
Telephone No.:	
Email:	
Signature:	

APPENDIX 1

(i) Pre-liminary Evaluation:

The following documents shall form part of the evaluation (Mandatory)

- Certificate of registration/ incorporation
- TAX PIN certificate of firm/Individual
- VAT registration Certificate
- Tax Compliance Certificate
- Proof of provision of similar works.
- Vehicle inspection report
- Proof of ownership/logbooks (certified by bank if with bank).
- Completion of questionnaire

SCHEDULE OF REQUIREMENTS

NOTE: PLEASE INDICATE THE LIST OF EQUIPMENTS AS UNDER (GRADER, TRACTOR SHOVEL, EXCAVATOR, BULDOZER, TIPPER, LOWLOADER & WHEEL LOADER, ROLLER, WATER BOWSER AND DRILLING MACHINE).

NO	Type of equipment	Description /make/year of manufacture, size of the bucket & capacity.	Reg No
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

NB:

For dozer indicate the size of the dozer i.e. D6,D8 etc,for grader please indicate the horse power, For excavator, tractor shovel & wheel loader indicate both the horse power & bucket size, for the low loader & tippers indicate its carrying capacity & for the roller indicate the tonnage.

Signature of the bidder.....

