



**REGISTRATION DOCUMENT OF SUPPLIERS FOR SMALL WORKS, SUPPLY
AND DELIVERY OF GOODS AND SERVICES**

AWWDA/HQ/REG/.... /2023-2025 (Indicate category)

CHIEF EXECUTIVE OFFICER

ATHI WATER WORKS DEVELOPMENT AGENCY

P.O BOX 45283-00100

NAIROBI

SECTION I - INVITATION FOR REGISTRATION (IFR)



ATHI WATER WORKS DEVELOPMENT AGENCY INVITATION FOR REGISTRATION OF SUPPLIERS/SERVICE PROVIDERS FOR FINANCIAL YEARS 2023/2024 and 2024/2025

Athi Water Works Development Agency (AWWDA) is one of the nine (9) Water Works Agencies (WWDAs) established under the Ministry of Water, Sanitation and Irrigation. It was established under the Water Act 2016 vide legal notice No. 28 of 26th April 2019. AWWDA wishes to enhance the list of registered suppliers/service providers for the Financial Years 2023/2024 and 2024/2025 and now invites applications from interested, reputable and competent firms for the provision of works, goods and services as per the listed categories hereunder:

| | CATEGORY A - SMALL WORKS | | TARGET GROUP |
|-----|---|--|---|
| 1. | AWWDA/HQ/REG/01/2023-2025 | Small Works Contractors for Water and Sewerage Systems | OPEN |
| 2. | AWWDA/HQ/REG/02/2023-2025 | Small Works Contractors for Electrical and Mechanical Works | OPEN |
| | CATEGORY B- SUPPLY AND DELIVERY OF GOODS | | |
| 3. | AWWDA/HQ/REG/03/2023-2025 | Supply and Delivery of Construction Materials, Pipes and Fittings | OPEN |
| 4. | AWWDA/HQ/REG/04/2023-2025 | Supply and Delivery of Laboratory Equipment, Chemicals and Glassware | OPEN |
| 5. | AWWDA/HQ/REG/05/2023-2025 | Supply and Delivery of Graded Sand | OPEN |
| 6. | AWWDA/HQ/REG/06/2023-2025 | Supply and Delivery of Water Treatment Chemicals | OPEN |
| 7. | AWWDA/HQ/REG/07/2023-2025 | Supply and Delivery of Pumps, Motors and Generators | OPEN |
| 8. | AWWDA/HQ/REG/08/2023-2025 | Supply and Delivery of Water Meters | OPEN |
| 9. | AWWDA/HQ/REG/09/2023-2025 | Supply and Delivery of General Hardware, Plastic Tanks and Electrical Items | Youth, Women and People with Disability |
| 10. | AWWDA/HQ/REG/10/2023-2025 | Supply and Delivery of Furniture, Office Equipment and Fittings | Youth, Women and People with Disability |
| 11. | AWWDA/HQ/REG/11/2023-2025 | Supply and Delivery of General Office Stationery and Consumables including Tonners, Cartridges etc. | Youth, Women and People with Disability |
| 12. | AWWDA/HQ/REG/12/2023-2025 | Supply, Delivery and Installation of Computer Equipment and Accessories, Ipads, Printers, Shredders and Air Conditioners | Youth, Women and People with Disability |
| 13. | AWWDA/HQ/REG/13/2023-2025 | Supply and Delivery of Safaricom, Telkom, Airtel, etc. calling cards | Youth, Women and People with Disability |
| 14. | AWWDA/HQ/REG/14/2023-2025 | Supply and Delivery of Staff Uniforms, Sports | Youth, Women |

| | | | |
|-----------------------------|-----------------------------------|--|---|
| | | Gear and Shoes etc. | and People with Disability |
| 15. | AWWDA/HQ/REG/15/2023-2025 | Supply and Delivery of Tyres, Tubes, Batteries and Motor Vehicle Accessories | Youth, Women and People with Disability |
| 16. | AWWDA/HQ/REG/16/2023-2025 | Supply and Delivery of Newspapers | Youth, Women and People with Disability |
| 17. | AWWDA/HQ/REG/17/2023-2025 | Supply and Delivery of Milk | Youth, Women and People with Disability |
| CATEGORY C- SERVICES | | | |
| 18. | AWWDA/HQ/REG/18/2023-2025 | Provision of Catering services | Youth, Women and People with Disability |
| 19. | AWWDA/HQ/REG/19/2023-2025 | Provision of Transport and Car Hire Services | Youth, Women and People with Disability |
| 20. | AWWDA/HQ/REG/20/2023-2025 | Provision of Air Ticketing and Travel Arrangements Services | Youth, Women and People with Disability |
| 21. | AWWDA/HQ/REG/21/2023-2025 | Provision of Fumigation and Pest Control Services | Youth, Women and People with Disability |
| 22. | AWWDA/HQ/REG/22/ 2023-2025 | Provision of General Cleaning, Ground Maintenance, Landscaping and Beautification Services | Youth, Women and People with Disability |
| 23. | AWWDA/HQ/REG/23/2023-2025 | Provision of Sanitary Bins and Garbage Collections Services | Youth, Women and People with Disability |
| 24. | AWWDA/HQ/REG/24/2023-2025 | Provision of Creative Design, Layout and Printing of Magazines, Calendars, Promotional Materials, Brochures, Notebooks, Diaries etc. | Youth, Women and People with Disability |
| 25. | AWWDA/HQ/REG/25/2023-2025 | Provision of Event Management & Entertainment Services (DJs, Bands, Musicians, Models, Hostesses, MCs, Dancers, Exhibitions, Décor Services, PA Systems, Plasma Screens and Related Services etc.) | Youth, Women and People with Disability |
| 26. | AWWDA/HQ/REG/26/2023-2025 | Production of Documentaries, Photography and Videography services, | Youth, Women and People with Disability |
| 27. | AWWDA/HQ/REG/27/2023-2025 | Provision of Interior Design and Decoration Services | Youth, Women and People with Disability |
| 28. | AWWDA/HQ/REG/28/2023-2025 | Provision of Consultancy Services for Design, Technical Audits and Supervision Construction Works (Individuals) | OPEN |
| 29. | AWWDA/HQ/REG/29/2023-2025 | Provision of consultancy services for design, Technical Audits and supervision of Construction Works (Firms) | OPEN |
| 30. | AWWDA/HQ/REG/30/2023-2025 | Provision of ESIA and RAP services | OPEN |
| 31. | AWWDA/HQ/REG/31/2023-2025 | Provision of Survey and Valuation Services | OPEN |
| 32. | AWWDA/HQ/REG/32/2023-2025 | Provision of Consultancy Services for Team | OPEN |

| | | | |
|-----|---|---|------|
| | | Building | |
| 33. | AWWDA/HQ/REG/33/2023-2025 | Provision of Consultancy Services on Taxation and Financial Services (Individual and Firm) | OPEN |
| 34. | AWWDA/HQ/REG/34/2023-2025 | Provision of Consultancy Services on Performance Management | OPEN |
| 35. | AWWDA/HQ/REG/35/2023-2025 | Provision of Professional Counselling & Psychosocial Support Services | |
| 36. | AWWDA/HQ/REG/36/2023-2025 | Provision of Asset Tagging and Valuation Services | OPEN |
| 37. | AWWDA/HQ/REG/37/2023-2025 | Provision of Auctioneer Services | OPEN |
| 38. | AWWDA/HQ/REG/38/2023-2025 | Provision of Legal Services | OPEN |
| 39. | AWWDA/HQ/REG/39/2023-2025 | Provision of Environmental Technical Health and Safety Audits (EHS) | OPEN |
| 40. | AWWDA/HQ/REG/40/2023-2025 | Servicing of Safety Equipment and Safety Assessments (Fire extinguishers, safety drills) | OPEN |
| 41. | AWWDA/HQ/REG/41/2023-2025 | Provision of Water Bowsers Services - Registered/Licensed Operators | OPEN |
| 42. | AWWDA/HQ/REG/42/2023-2025 | Provision of Media Management and PR Services. | OPEN |
| 43. | AWWDA/HQ/REG/43/2023-2025 | Provision of Corporate Signage Services | OPEN |
| 44. | AWWDA/HQ/REG/44/2023-2025 | Provision of Simultaneous Interpretation Equipment, Interpretation, Translation Services and Rapporteur services | OPEN |
| 45. | AWWDA/HQ/REG/45/2023-2025 | Provision of Consultancy Services for Water and Waste Water Quality Testing | OPEN |
| 46. | AWWDA/HQ/REG/46/2023-2025 | Provision of Consultancy Services for Hydro Geological Surveys | OPEN |
| 47. | AWWDA/HQ/REG/47/2023-2025 | Provision of Consultancy Services for Hydrological Studies | OPEN |
| 48. | AWWDA/HQ/REG/48/2023-2025 | Provision of Consultancy Services for Forensic Audits | OPEN |
| 49. | AWWDA/HQ/REG/49/2023-2025 | Provision of Security Services | OPEN |
| 50. | AWWDA/HQ/REG/50/2023-2025 | Provision of Repair and Maintenance Services for Office Equipment, Furniture, and Fittings. | OPEN |
| 51. | AWWDA/HQ/REG/51/2023-2025 | Provision of Repair and Maintenance Services for Scanners, Shredders and Air Conditioners. | OPEN |
| 52. | AWWDA/HQ/REG/52/2023-2025 | Provision of Laboratory Equipment Maintenance Services | OPEN |
| 53. | AWWDA/HQ/REG/53/2023-2025 | Provision of Consultancy Services for Enterprise Resource Management | OPEN |
| 54. | AWWDA/HQ/REG/54/2023-2025 | Prevention of Sexual Exploitation and Abuse Awareness | OPEN |
| 55. | AWWDA/HQ/REG/55/2023-2025 | Provision of Community Baseline Studies and Mobilisation Services | OPEN |
| 56. | AWWDA/HQ/REG/56/2023-2025 | Provision of Ecological Baseline Surveys and Assessment | OPEN |
| 57. | AWWDA/HQ/REG/57/2023-2025 | Provision of Landscaping and Site Restoration Services | OPEN |
| 58. | AWWDA/HQ/REG/58/2023-2025 | Provision of Repair and Maintenance Services for Pumps, Motors, Valves and Meters | OPEN |
| 59. | AWWDA/HQ/REG/59A/2023-2025 AWWDA/HQ/REG/59B/2023-2025 AWWDA/HQ/REG/59C/2023-2025 | Provision of Consultancy Services in the following fields: - (A) Human Capital Services (Recruitment and HR Related Services). (B) Procurement Training Services (C) Customer Satisfaction, Work Environment, | OPEN |

| | | | |
|--|---|---|--|
| | <p> AWWDA/HQ/REG/59D/2023-2025 AWWDA/HQ/REG/59E/2023-2025 AWWDA/HQ/REG/59F/2023-2025 AWWDA/HQ/REG/59G/2023-2025 </p> | <p> Corruption Perception and Employee Satisfaction Surveys. (D) Preparation of Strategic Plan. (E) Governance Advisory Services (F) Governance Audit Services (G) Legal Audit Services (NB-please specify the area of specialization) </p> | |
|--|---|---|--|

Interested service providers should visit the AWWDA website, www.awwda.go.ke to obtain the registration documents free of charge. You are required to indicate the category you are participating in from the list above in the provided space in each registration document.

The applications should be deposited in the Tender Box to the address below on or before **Wednesday 7th June 2023 at 10.00 a.m.**

Chief Executive Officer,
Athi Water Works Development Agency,
Athi Water Plaza
Muthaiga North Road, Off Kiambu Road
P.O. BOX 45283-00100,
Nairobi, Kenya.
Tel: 254-715 688272;
Email: info@awwda.go.ke,

SECTION II - INSTRUCTIONS TO CANDIDATES

2.1 Scope of Registration

The Athi Water Works Development Agency (AWWDA) hereinafter referred to as the procuring entity intends to register suppliers for the **provision of small works, goods and services as per listed categories above.**

It is expected that Registration applications will be submitted to be received by the procuring entity no later than **Wednesday 7th June 2023 at 10.00 a.m.**

- 2.1.1 Registration is open to eligible firms and voluntarily formed joint ventures as indicated in the appendix to instructions to candidates.

2.2 Submission of Application

- 2.2.1 Applications for Registration shall be submitted in sealed envelopes marked with the tender name and category and deposited in the tender box or by mail or email (info@awwda.go.ke;) addressed to **Chief Executive Officer, Athi Water Works Development Agency, Athi Water Plaza, Muthaiga North Road, Off Kiambu Road** so as to be received on or before **Wednesday 7th June 2023 at 10.00 a.m. Local Time.**

- 2.2.2 The name and mailing address of the applicant may be marked on the envelope.

- 2.2.3 All the information requested for registration shall be provided in the English language. Where information is provided in any other language, it shall be accompanied by a translation of its pertinent parts into the English language. The translation will govern and will be used for interpreting the information.

- 2.2.4 Failure to provide information that is essential for effective evaluation of the applicant's qualifications or to provide timely clarification or sub-substantiation of the information supplied may result in the applicant's disqualification.

2.3 Eligible Candidates

- 2.3.1 This invitation for Registration is open to all candidates who are eligible as defined in Kenya's Public Procurement Law and regulations and as indicated in the appendix to instructions to candidates.

- 2.3.2 The procuring entity's employees, committee members, board members and their relatives (spouse and children) are not eligible to participate in the tender unless where specially allowed under section 55 of the PPADA Act 2015.

- 2.3.3 All firms found capable of performing the contract satisfactorily in accordance to the set Registration criteria shall be registered.

2.4 Qualification Criteria

2.4.1 Registration will be based on meeting the minimum requirements to pass in the criteria set as shown below.

- i. General Information
- ii. Legal status/Incorporation
- iii. Tax compliance status
- iv. Relevant Experience
- v. Personnel Capability where applicable
- vi. Equipment Availability where applicable
- vii. Financial Capability
- viii. Registration to relevant statutory bodies where applicable
- ix. Litigation History

To qualify the supplier/service provider must pass all the above set criteria. 2.41. Candidates must attach company registration documents, Tax compliant certificates, Authority from relevant authorities to offer such services, YAPGO certificates and Business Permits.

The following are the Requirements for Registration in the category of Youth, Women and People with Disabilities.

1. Valid YAGPO Certificate
2. Certificate of Incorporation/Registration
3. Valid Tax Compliance Certificate
4. General Information
5. Registration to relevant statutory bodies where applicable

2.4.2 The declaration will be either pass or fail regarding the applicant's general information (Incorporation, Legal Status, Tax Compliance Status and Registration of Business), General experience and financial position as demonstrated by the applicant's response in the forms provided in Section IV and submitted with the letter of application. The procuring entity reserves the right to waive minor deviations if they do not materially affect the capability of an applicant to perform the contract.

2.4.3 When highly specialized inputs (especially for execution of the contract) are required by the applicant from specialist subcontractors, such subcontractors and their inputs shall be described in the Standard Form 1 (General Information)

2.4.4 General Experience. The applicant shall meet the following minimum criteria:

- a) Average annual turnover: KShs. 1Million as a main service provider (defined as billing for services in progress and completed) over the last five (5) years. (The

Preference Reservation groups with YAGPO Certificates are excepted from this criteria)

- b) Successful experience as prime service provider of at least 5 similar contracts in the last five (5) years. This experience should include prove of successful similar services rendered, corporate documentaries etc. (The Preference Reservation groups with YAGPO Certificates are excepted from this criteria).

2.4.5 The audited Accounts for the last 2 years or bank statements shall be submitted and must demonstrate the soundness of the applicant's financial position, showing long-term profitability. Where necessary the procuring entity will make inquiries with the applicant's bankers. (The Preference Reservation groups with YAGPO Certificates are excepted from this criteria)

2.4.6 Litigation history; the applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under its execution over the last five years. A consistent history of awards against the applicant or any partner of a joint venture may result in failure of the application.

2.6 Public Sector companies

2.6.1 Any public owned enterprise may be eligible to qualify if, in addition to meeting all the above requirements, it is also legally and financially autonomous, it operates under commercial law, and it is not a dependent agency of another public entity.

2.7. Conflict of Interest

2.7.1 The applicant (including all members of a joint venture) shall not be associated, nor have been associated in the past, with the consultant or any other entity that has prepared the design, specifications, and other Registration and bidding documents for the project, or with an entity that was proposed as an engineer for the contract. Any such association must be disclosed and may result in the dis-qualification of the applicant.

2.8. Updating Registration Information

2.8.1 Registered candidates shall be required to update the financial information used for registration at the time of submitting their bids and to confirm their continued compliance with the qualification criteria. A bid shall be rejected if the applicant's qualification thresholds are no longer met at the time of bidding.

APPENDIX TO INSTRUCTIONS TO CANDIDATES

The following instructions for the registration of candidates shall supplement, complement or amend the provisions of the instructions to candidates.

Where there is a conflict between the provisions of the instructions to candidates and the provisions of the appendix, the provisions of the appendix herein shall prevail over those of the instructions to the candidates.

SECTION III - LETTER OF APPLICATION

Notes on Letter of Application:

The letter of application will be prepared by the applicant and will follow the form presented herein.

The letter of application will be prepared on the letterhead paper of the applicant or partner responsible for a joint venture and will include full postal address, telephone number, fax number and Email address.

The letter of application will be signed by duly authorized representatives of the applicant.

Any clause which does not apply to the applicant in the letter of application herein shall be deleted by the applicant.

SECTION III - LETTER OF APPLICATION

Date

To:

**Chief Executive Officer
Athi Water Works Development Agency
P.O Box 45283-00100
Nairobi.**

Ladies and/or Gentlemen

1. Being duly authorized to represent and act on behalf of _____
_____ (*name of firm*) (hereinafter referred to as “the Applicant”), and having reviewed and fully understood all of the registration information provided, the undersigned hereby apply to be registered by yourselves as a bidder for the following contract(s) under (Registration No. and Registration name)

| Registration number | Registration name |
|---------------------|-------------------|
| 1. | |
| 2. | |
| 3. | |
| 4. | |
| 5. | |

2. Attached to this letter are copies of original documents defining:
- (a) the Applicant’s legal status- Valid KRA Tax Compliance Certificate.
 - (b) the principal place of business (Business permit) and
 - (c) the certification of incorporation (*for applicants who are corporations*), or the place of registration and the nationality of the owners (*for applicants who are partnerships or individually-owned firms*).
 - (d) details of the ownership of the firm (Attach CR 12)
 - (e) valid YAGPO Certificate for reservation groups.
 - (f) bank account details.
 - (g) official contacts (Email address, Telephone Number, Postal Address etc.)
3. Your Agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application, and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of Application will also serve as

authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by yourselves to verify statements and information provided in this application, such as the resources, experience, and competence of the Applicant.

4. Your Agency and its authorized representatives may contact the following persons for further information.

| | |
|-------------------------------|-------------|
| Contact Information Enquiries | |
| Name of Contact Person: | Telephone 1 |
| Email Address: | Telephone 2 |

5. This application is made with the full understanding that:
- (a) bids by registered applicants will be subject to verification of all information submitted for Registration at the time of bidding.
 - (b) your Agency reserves the right to:
 - amend the scope and value of any contracts bid under this project; in such event, bids will only be called from registered bidders who meet the revised requirements; and
 - reject or accept any application, cancel the Registration process, and reject all applications
 - (c) your Agency shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for them.
6. The undersigned declares that the statement made and the information provided in the duly completed application are complete, true, and correct in every detail.

| | |
|---|--|
| Signed | Signed |
| Name | Name |
| For and on behalf of (name of Applicant or lead partner of a joint venture) | For and on behalf of (name of partner) |

SECTION IV - STANDARD FORMS

Notes on completion of Standard Forms

- Application Form 1 - General information
This form is to be completed by all applicants. Where the applicant proposes to use sub-consultants, the information should be supplied in this format. Where there is a joint venture, each partner shall complete the form
- Application Form 2 - General Experience Record
This form is to be completed by all applicants. Separate sheets should be used for each partner of a joint venture. Applicants are required to enclose testimonials, Award Letters and certificates of Completion with their applications.
- Application Form 3 - Confidential Business Questionnaire
This form is to be completed by all applicants. The information provided will complement information on Form
- Application Form 4 - Summary sheet. Contract commitments/work in progress
This form is to be completed by all applicants including each member of a joint venture. It shall contain the 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.
- Application Form 5 - Proposed Personnel Capabilities (Where Applicable)
This form is to be completed by all applicants. It shall include specific positions essential to contract implementation. The applicants shall provide the names of at least two candidates qualified to meet the specified requirements stated for each position. The data on their experience shall be supplied on Form 5A
- Application Form 5A - Candidate Summary
This form is to be completed by all applicants. The information provided will complement the information on Form 5. A separate form shall be used for each personnel
- Application Form 6 - Equipment Capability (Where Applicable)
This form is to be completed by all applicants. It should provide adequate information to demonstrate clearly that the applicant has the capability to meet the requirements for each and all items

of equipment listed in the instructions to candidates. A separate form shall be prepared for each item of equipment or for alternative equipment proposed by the applicant.

- Application Form 7 - Financial Capability
This form shall be completed by every applicant and each member of a joint venture. It should contain financial information to demonstrate that they meet the requirements stated in the instructions to candidates. If necessary separate sheets should be used to provide complete banker information. A copy of the audited balance sheet if available should be attached. The information should include a summary of actual assets and liabilities for the last five years.

- Application Form 8 - Litigation History
This form is to be completed by all applicants including each member of a joint venture. It should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution. A separate sheet should be used for each member of a joint venture.

- Application Form 9 - Anti Corruption Declaration Pledge
This form MUST be completed and signed by all the applicants.

APPLICATION FORM (1): GENERAL INFORMATION

| | | |
|----|-------------------------------------|------------------------------------|
| 1. | Name of firm | |
| 2. | Head office address | |
| 3. | Telephone No: | Contact person: |
| 4. | Fax: | E-mail address: |
| 5. | Place of incorporation/registration | Year of incorporation/registration |
| 7. | Bank Account Details: | |

| Nationality of owners | | |
|-----------------------|------|-------------|
| | Name | Nationality |
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

APPLICATION FORM (3): CONFIDENTIAL BUSINESS QUESTIONNAIRE

Name of Applicant:

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

Location of business premises.

Plot No..... Street/Road

Postal Address Tel No. 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

| | <p>Part 2 (a) – Sole Proprietor</p> <p>Your name in full Age</p> <p>Nationality Country of origin</p> <p>Citizenship details</p> | | | | | | | | | | | | | | | | | | | | |
|--------|--|---------------------|-------------|---------------------|--------|--------|--|--|--|--------|--|--|--|--------|--|--|--|--------|--|--|--|
| | <p>Part 2 (b) Partnership</p> <p>Given details of partners as follows:</p> <table border="1"> <thead> <tr> <th data-bbox="295 1591 597 1623">Name</th> <th data-bbox="597 1591 857 1623">Nationality</th> <th data-bbox="857 1591 1149 1623">Citizenship Details</th> <th data-bbox="1149 1591 1404 1623">Shares</th> </tr> </thead> <tbody> <tr> <td data-bbox="295 1623 597 1654">1.....</td> <td data-bbox="597 1623 857 1654"></td> <td data-bbox="857 1623 1149 1654"></td> <td data-bbox="1149 1623 1404 1654"></td> </tr> <tr> <td data-bbox="295 1654 597 1686">2.....</td> <td data-bbox="597 1654 857 1686"></td> <td data-bbox="857 1654 1149 1686"></td> <td data-bbox="1149 1654 1404 1686"></td> </tr> <tr> <td data-bbox="295 1686 597 1717">3.....</td> <td data-bbox="597 1686 857 1717"></td> <td data-bbox="857 1686 1149 1717"></td> <td data-bbox="1149 1686 1404 1717"></td> </tr> <tr> <td data-bbox="295 1717 597 1749">4.....</td> <td data-bbox="597 1717 857 1749"></td> <td data-bbox="857 1717 1149 1749"></td> <td data-bbox="1149 1717 1404 1749"></td> </tr> </tbody> </table> | Name | Nationality | Citizenship Details | Shares | 1..... | | | | 2..... | | | | 3..... | | | | 4..... | | | |
| Name | Nationality | Citizenship Details | Shares | | | | | | | | | | | | | | | | | | |
| 1..... | | | | | | | | | | | | | | | | | | | | | |
| 2..... | | | | | | | | | | | | | | | | | | | | | |
| 3..... | | | | | | | | | | | | | | | | | | | | | |
| 4..... | | | | | | | | | | | | | | | | | | | | | |
| | <p>Part 2 (c) – Registered Company</p> | | | | | | | | | | | | | | | | | | | | |

| | Private or Public State the nominal and issued capital of company- Nominal Kshs. Issued Kshs. Given details of all directors as follows <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;"></th> <th style="width: 30%;">Name</th> <th style="width: 20%;">Nationality</th> <th style="width: 30%;">Citizenship Details</th> <th style="width: 15%;">Shares</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>4.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>5.</td> <td>.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table> | | Name | Nationality | Citizenship Details | Shares | 1. | | | | | 2. | | | | | 3. | | | | | 4. | | | | | 5. | | | | |
|----|--|-------------|---------------------|-------------|---------------------|--------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|----|-------|-------|-------|-------|
| | Name | Nationality | Citizenship Details | Shares | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Date Signature of Candidate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

- If a Kenya Citizen, indicate under "Citizenship Details" whether by Birth, Naturalization or registration.

APPLICATION FORM (4) SUMMARY SHEET: CURRENT CONTRACT COMMITMENTS/WORK IN PROGRESS (Where Applicable)

Name of Applicant or partner of a joint venture:

| Name of contract | Value of outstanding work KShs. | Estimated completion date |
|------------------|---------------------------------|---------------------------|
| 1. | | |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |
| 6. | | |

APPLICATION FORM (5) PROPOSED PERSONNEL CAPABILITIES (Where Applicable)

| |
|--------------------|
| Name of Applicant: |
|--------------------|

| | |
|----|---|
| 1. | Title of position Name of prime candidate Name of alternate candidate |
| 2. | Title of position Name of prime candidate Name of alternate candidate |
| 3. | Title of position Name of prime candidate Name of alternate candidate |
| 4. | Title of position Name of prime candidate Name of alternate candidate |

APPLICATION FORM (5A) CANDIDATE SUMMARY (Where Applicable)

| |
|-------------------|
| Name of Applicant |
|-------------------|

| | | |
|------------------------|---|------------------|
| Position | Candidate * Prime * Alternate | |
| Candidate information | 1. Name of candidate | 2. Date of birth |
| | 3. Professional qualifications | |
| Present employment | 4. Name of employer | |
| | 5. Address of employer | |
| Telephone | Contact (manager/personnel officer) | |
| Fax | E mail | |
| Job title of candidate | Years with present employer | |

Summarize professional experience over the years, in reverse chronological order. Indicate particular technical and managerial experience relevant to the Project (where applicable).

| From | To | Company/Project/Position/Relevant technical and management experience |
|------|----|---|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

APPLICATION FORM (6) EQUIPMENT CAPABILITIES (Where Applicable)

| |
|-------------------|
| Name of Applicant |
|-------------------|

| | | |
|-----------------------|---|---------------------------|
| Item of equipment | | |
| Equipment information | 1. Name of manufacturer | 2. Model and power rating |
| | 3. Capacity | 4. Year of manufacturer |
| Current status | 5. Current location | |
| | 6. Details of current commitments | |
| Source | 7. Indicate source of the equipment * Owned * Rented * Leased * Specially manufactured | |

Omit the following information for equipment owned by the Applicant or partner

| | | |
|------------|--|------------------------|
| Owner | 8. Name | |
| | 9. Address of owner | |
| | Telephone | Contact name and title |
| | Fax | Email |
| Agreements | Details or rental/lease/manufacture agreements specific to the project | |

APPLICATION FORM (7): FINANCIAL CAPABILITY

Name of Applicant or partner of a joint venture:

| | |
|--------|--|
| Banker | Name of Banker: _____ Account Name: _____ Account No: _____ Swift Code: _____ Bank Code: _____ Branch Code: _____ |
|--------|--|

| Financial information in Kshs. | Actual: previous five years | | Projected: next two years | |
|--------------------------------|--------------------------------|----|------------------------------|----|
| | 1. | 2. | 3. | 4. |
| 1. Total assets | | | | |
| 2. Current assets | | | | |
| 3. Total liabilities | | | | |
| 4. Current liabilities | | | | |

APPLICATION FORM (8): LITIGATION HISTORY

Name of Applicant or partner of a joint venture:

Applicants, including each of the partners of a joint venture, should provide information on the applicants' letterhead of any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution (Instructions to Applicants, para. 4.8). A separate sheet should be used for each partner of a joint venture.

APPLICATION FORM (9) ANTI CORRUPTION DECLARATION PLEDGE

| |
|--|
| Name of Applicant or partner of a joint venture: |
|--|

I/WE.....(Name of Firm) declare that I/WE recognize that the Public Procurement is based on a free and fair competitive Tendering process which should not be opened to abuse

I/WE..... declare that I/WE will not offer or facilitate directly or indirectly any inducement or reward to any public officer, their relations or business associates, in accordance with the tender No.for or in subsequent performance of the contract if I/WE/am /are successful.