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TENDER

FOR

SALE OF BOARDED MOTOR VEHICLE

TOYOTA TGN 15R, KBN 988E

Tender Number: KAS/TTGN/12/2020/2021:

AS PER THE ATTACHED SCHEDULE

TENDER SUBMISSION DEADLINE:

Friday, 5 June 2020 AT 11.00 A.M.

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SECTION A. GENERAL INFORMATION AND INSTRUCTIONS TO BIDDERS

1. Introduction

kasneb intends to sell **Boarded Motor Vehicle- Toyota TGN 15R** to eligible bidders through the competitive bidding method.

2. Eligible bidders

The invitation to bid is open to adult persons who meet the requirements of Public Procurement Asset Disposal Act No.33 of 2015 and have the financial ability to purchase the items immediately upon winning the bid.

3. Cost of bidding

All costs incurred by prospective bidders in preparation, provision and submission of the response to the invitation to bid shall be borne by the bidder.

4. Viewing of items

4.1. Bidders are advised to view the items before submitting their bids. Viewing of the items will be open from **Wednesday, 20 May 2020 to Friday, 29 May 2020 between 9:00 a.m. to 1:00 p.m.** The Boarded Motor Vehicle is at Kasneb Towers, Along Hospital Road, Upper Hill, Nairobi at the Basement Parking at Kasneb Towers II.

4.2. Bidders shall be expected to put on adequate protective gear and observe COVID- 19 health and safety guidelines issued by the Ministry of Health and the Government during Boarded motor vehicle viewing dates.

5. Issue of Bid Documents

Interested eligible bidders may obtain tender documents from the office of Supply Chain Management Unit at kasneb Towers, Hospital road, Upper Hill; Nairobi between 8:00 a.m. and 4:00 p.m. upon payment of non refundable fee of **Sh. 1,500** in cash per document. (YAGPO registered bidders are **exempted** from paying the fee).The fees shall be paid to the cashier in room number GF1, located in the Ground Floor of kasneb Towers. Alternatively, the tender documents may be downloaded from the kasneb website: www.kasneb.or.ke or the National Treasury IFMIS portal: www.supplies.treasury.go.ke. at **NO FEE**.

The tender documents are for the Lot 1: 1(a): Subaru Legacy Saloon - KAV 029E

6. Bid prices

The bidder shall indicate the bid price in the appropriate column in **Section B** of this document. The bidder shall indicate the total bid price inclusive of all relevant taxes and costs where applicable, of the goods bidden for.

7. Bid currency

Prices shall be quoted in Kenya shillings.

8. Compliance to statutory requirements

In case electronic waste is generated during or after reuse by successful bidders of the boarded items, the bidders shall engage persons licensed by the National Environmental Management Authority (NEMA) to dispose of the waste pursuant to section 165 (2) of the Public Procurement and Asset Disposal Act 2015. (Not applicable)

9. **Submission of bids:**

The bids shall be submitted in plain sealed envelopes marked “**Sale of Boarded Motor Vehicle, Toyota TGN 15R KBN 988E** and clearly indicating **name of the vehicle**. and the **Tender Number** and shall be addressed to:

The Secretary/Chief Executive Officer
kasneb
kasneb Towers, Hospital Road, Upper Hill
P.O. Box 41362-00100
Nairobi.

Thereafter the sealed bids shall be deposited in the **Tender Box** placed **next to Supply Chain Management Unit Office at kasneb Towers** on or before the closing date and time **Friday, 5 June 2020 at 11:00 a.m.**

10. **Opening of bids**

The bids shall be opened immediately after closing time **Friday, 5 June 2020 at 11:00 a.m.** Bidders or their representatives are invited to attend the bids opening kasneb Towers.

11. **Evaluation and awarding of bids**

The bids shall be examined for completeness and accuracy of information, that is, full name of the bidder, address, telephone number, mobile phone number and ID/Passport number. The bids shall also be examined for accuracy of arithmetic calculations. Bids shall be awarded on the basis of the **highest responsive bids**.

12. **Payment for and collection of items sold**

Successful bidders shall be required to pay the total amount for the goods they have won and collect the goods within **fourteen (14) days** after notification of award to winning bidders or pay a **non-refundable 50% deposit** immediately, after notification of award and thereafter arrange to pay the balance and collect the goods immediately or within three (3) working days after full payment vide Bank. Cash payments are not allowed.

To this effect the bidders are required to indicate full name, correct postal address, email address and a reliable telephone number or mobile phone number on their tenders to facilitate effective communication of the award.

13. **Bidder name and address**

The bidders are required to indicate their name in full. They should also give their correct address and reliable telephone number to facilitate effective communication.

Note: Section A is for your general information and instructions **only** and **should not** be submitted with the bids.

SECTION B: APPENDICES OF SCHEDULE OF BOARDED MOTOR VEHICLE TO BE SOLD

NO.	ITEM	QUANTITY
Lot 1	Motor Vehicle – Saloon YOM: 2011 Toyota TGN – KBN 988E	1 unit

Please note that purchase of a boarded motor vehicles shall be on **“as is and where is”**

APPENDIX 1: BID PRICE SCHEDULE



Number 1(a): Boarded TOYOTA TGN 15R - KBN 988E

BID PRICE SCHEDULE

No.	Name of the Bidder	Reserve Price (Shs.)	Quantity	The amount Quoted by Bidder inclusive of all applicable taxes and costs (sh.)
1.	Toyota TGN 15R – KBN 988E	1,500,000	1 unit	
Grand Total (Shs.)				

The total amount in words Inclusive of all applicable taxes and costs quoted:

.....
.....

Name:

Signature: Designation (As appropriate)

National Identification Number:

Mobile Number: Email Address:

Postal Address:

Company Stamp (As appropriate)