



EXPORT PROCESSING ZONES AUTHORITY

DISPOSAL OF USED ITEMS

EPZA TENDER No. 02/2017 -2018

DISPOSAL OF USED ITEMS

CLIENT
CHIEF EXECUTIVE OFFICER,
EXPORT PROCESSING ZONES AUTHORITY,
P.O. Box 50563-00200
NAIROBI.

February, 2018



DISPOSAL OF OLD/ USED OBSOLETE ITEMS

DISPOSAL OF OBSOLETE/OLD/USED OFFICE ITEMS AND EQUIPMENT

1.1 The Export Processing Zones Authority now invites sealed tenders from eligible candidates to purchase obsolete /old/used office items and equipment

1.2 Interested eligible candidates may obtain further information from and inspect the tender documents at EPZA, Administration Building, Athi River EPZ on Viwanda Road, off the Nairobi-Namanga Highway during normal working hours.

1.3 A complete set of tender documents may be obtained by interested candidates from the Procurement office situated in first floor, Administration Building.

1.4 Completed tender documents in plain sealed envelope clearly marked with the "Tender No. and Tender Description" as more particularly described in the tender document should be addressed to:

**The Chief Executive Officer
Export Processing Zones Authority
P.O. Box 50563-00200, Nairobi
Tel: 045 - 6621000
Email: info@epzakenya.com
Website: www.epzakenya.com.**

so as to be received on or before **11:30am on 27th February 2018**

1.5 Prices quoted should be net, must be in Kenya Shillings and shall remain valid for 120 days from the closing date of the tender.

1.7 Tenders will be opened immediately thereafter in the presence of the tenderers or their representatives who choose to attend at EPZ Authority.

SECTION II - INSTRUCTION TO TENDERERS

2.1 Eligible Tenderers

2.1.1 This Invitation for Tenders is open to all tenderers eligible as described in the Appendix to instructions to tenderers.

2.1.2 Tenderers shall not be under a declaration of ineligibility for corrupt or fraudulent practices

2.1.3 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 specifically allowed under section 166 of the PPADA 2015.

2.2. Viewing of Tender Items

2.2.1 Prospective bidders are advised to view the motor vehicle in liaison with the procuring entity before they bid for each lot. This will enable them to arrive at the most reasonable and competitive bids. Bids are based on AS WHERE IS CONDITION and the conditions of the items are not warranted by the seller

3.1 Tender commitment Declaration Form

*Tender No. (as per tender documents)

*As indicated in the schedule of items quoted for and prices, we do confirm that we hereby submit bid(s) for the referred items.

Authorizing Official

(Name)

(Date)

(Signature)

OBSOLETE /OLD/USED ITEMS AND EQUIPMENT TENDERED FOR

| Lo t | Particulars | Quanti ty | Amount Quoted in Kshs (per unit of Measure) | Remarks |
|-----------------|---|----------------------|---|----------------|
| 1 | Old newspapers | | | |
| 2 | Used motor vehicles tyres | | | |
| | a 265/65R17 | 12 | | |
| | b 245/70R17 | 8 | | |
| | c 7.50-16 L.T | 19 | | |
| | d 195/65 R15 | 31 | | |
| | e 205/70R15 | 5 | | |
| | f 205/R16 | 4 | | |
| | g 235/75/R15 | 2 | | |
| 3 | Used motor vehicles Spare parts | | | |
| 4 | Old/ Used carpet | | | |
| 5 | Old Yamaha motor cycle | 1 | | |
| 6 | Disposal of Old/ Used motor vehicle batteries' | 5 | | |

Quote items and that you're interested with and cross the rest

(Additional table can be inserted if items quoted are more)

SECTION IV - CONDITIONS OF TENDER

4.1 A tenderer may tender for the obsolete/old /used office items and equipment as he wishes as is where is

4.2 A tenderer will pay a for the awarded items within 7 days failure to which the obsolete/old /used items awarded will be forfeited and the same awarded to the second highest evaluated bidder

4.3 The procuring entity will retain confidential reserve prices for all the items. Items tendered for below the reserve price will be retained by the procuring entity.

5.1 Evaluation and Comparison of Tenders

5.1.1 The Procuring entity will examine the tenders to determine whether they are complete, whether any computation errors have been made, whether required deposits have been furnished, whether documents have been properly signed and whether the tenders are generally in order. After examination a tender that will be determined to be substantially non responsive, will be rejected by the procuring entity.

5.1.2 The Procuring entity will evaluate and compare the tenders, which have been determined to be substantially responsive.

5.1.3 The Procuring entity shall evaluate the tender within 30 days of the validity period from the date of opening the tender.

6.1 CONFIDENTIAL BUSINESS QUESTIONNAIRE

You are requested to give the particular indicated in Part 1 and either Part 2(a), 2(b), or 2(c)

Whichever applies 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 NameLocation of business premises

.....Plot No. & Name of Premise

..... Street/Road

Postal Address Tel. No. Mobile.....

Email

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 fullAge

Nationality Country of origin

Citizenship details.....

Party 2(b) - Partnership

Give 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 the company -

Nominal Kshs

Issued Kshs.....

Give details of all directors as follows

| | Name | Nationality | Citizenship Details | Shares |
|--------|------|-------------|---------------------|--------|
| 1..... | | | | |
| 2..... | | | | |
| 3..... | | | | |
| 4..... | | | | |
| 5..... | | | | |

Date..... Signature of Bidder

If a citizen, indicate under "Citizenship Details" whether by Birth, Naturalization or Registration

Part 2 (d) - Interest in the Firm:

Is there any person/persons in **EXPORT PROCESSING ZONES AUTHORITY** in general who has interest in this firm? Yes/No (Delete as necessary).

I certify that the above information is correct.

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

*Attach proof of citizenship