



COUNTY GOVERNMENT OF NYERI
DEPARTMENT OF FINANCE AND ECONOMIC PLANNING

**SUPPLY, INSTALLATION AND COMMISSIONING OF
CCTV SURVEILLANCE SYSTEM AT VARIOUS
COUNTY STATIONS AND SITES AND ASSOCIATED
WORKS**

CGN/FIN/37/2020-2021

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Introduction

- 1.1 This Standard Tender Document has been prepared for use by public entities in Kenya
- 1.2 The following general directions should be observed when using the document.
 - (a) Specific details should be furnished in the Invitation to Tender and in the special conditions of contract. The final documents to be provided to the tenderers should not have blank spaces or give options
 - (b) The Instructions to Tenderers and the general conditions of contract should remain unchanged. Any necessary amendments to these parts should be made through the special conditions of contract and the appendix to instructions to tenderers.
- 1.3
 - (a) Information contained in the Invitation to Tender shall conform to the data and information in the tender documents to enable potential tenderers to decide whether or not to participate and shall indicate any important tender requirements.
 - (b) The Invitation to Tender shall be issued as an advertisement in accordance with the regulations or a letter of invitation addressed to tenderers who have expressed interest following the invitation for expression of interest for which the invitation is issued.

SECTION I INVITATION TO TENDER
DATE 15th FEBRUARY 2021

TENDER REF NO. (CGN/FIN/37/2020-2021)

TENDER NAME (SUPPLY, INSTALLATION AND COMMISSIONING OF
CCTV SURVEILLANCE SYSTEM AT VARIOUS COUNTY STATIONS AND SITES AND
ASSOCIATED WORKS)

- 1.1 The (*County Government of Nyeri*) invites sealed bids from eligible candidates for supply of (*SUPPLY, INSTALLATION AND COMMISSIONING OF CCTV SURVEILLANCE SYSTEM AT VARIOUS COUNTY STATIONS AND SITES AND ASSOCIATED WORKS*).
- 1.2 Interested eligible candidates may obtain further information from and inspect the tender documents at (*Director-Procurement, County Government of Nyeri P.O.Box 1112-10100 Nyeri*) during normal working hours.
- 1.3 A complete set of tender documents may be obtained by interested candidates in the county website www.nyeri.go.ke
- 1.4 Completed tender documents are to be enclosed in plain sealed envelopes marked with tender reference number and be deposited in the Tender Box at (*County Hall*) or be addressed to (**County Secretary, County Government of Nyeri P.O.Box 1112-10100 Nyeri**) so as to be received on or before

(**2ND MARCH, 2021**)
- 1.5 Prices quoted should be net inclusive of all taxes and delivery must be in Kenya Shillings and shall remain valid for (120) days from the closing date of the tender.
- 1.6 Tenders will be opened immediately thereafter in the presence of the Candidates or their representatives who choose to attend at (*County Hall*)

For (*Accounting Officer/Procuring entity*)

SECTION II - INSTRUCTIONS TO TENDERERS

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SECTION II - INSTRUCTIONS TO TENDERERS

2.1 Eligible Tenderers

- 2.1.1 This Invitation for Tenders is open to all tenderers eligible as described in the Invitation to Tender. Successful tenderers shall complete the supply of goods by the intended completion date specified in the Schedule of Requirements Section VI.
- 2.1.2 The procuring entity's employees, committee members, board members and their relative (spouse and children) are not eligible to participate in the tender.
- 2.1.3 Tenderers shall provide the qualification information statement that the tenderer (including all members of a joint venture and subcontractors) is not associated, or have been associated in the past, directly or indirectly, with a firm or any of its affiliates which have been engaged by the Procuring entity to provide consulting services for the preparation of the design, specifications, and other documents to be used for the procurement of the goods under this Invitation for tenders.
- 2.1.4 Tenderers shall not be under a declaration of ineligibility for corrupt and fraudulent practices.

2.2 Eligible Goods

- 2.2.1 All goods to be supplied under the contract shall have their origin in eligible source countries.
- 2.2.2 For purposes of this clause, "origin" means the place where the goods are mined, grown, or produced. Goods are produced when, through manufacturing, processing, or substantial and major assembly of components, a commercially-recognized product results that is substantially different in basic characteristics or in purpose or utility from its components
- 2.2.3 The origin of goods is distinct from the nationality of the tenderer.

2.3 Cost of Tendering

2.3.1 The Tenderer shall bear all costs associated with the preparation and submission of its tender, and the procuring entity, will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process.

2.3.2 The price to be charged for the tender document shall not exceed Kshs. 5,000/=

2.3.3 All firms found capable of performing the contract satisfactorily in accordance with the set prequalification criteria shall be prequalified.

2.4. The Tender Document

2.4.1 The tender document comprises the documents listed below and addenda issued in accordance with clause 2.6 of these instructions to Tenderers

- (i) Invitation to Tender
- (ii) Instructions to tenderers
- (iii) General Conditions of Contract
- (iv) Special Conditions of Contract
- (v) Schedule of requirements
- (vi) Technical Specifications
- (vii) Tender Form and Price Schedules
- (viii) Tender Security Form
- (ix) Contract Form
- (x) Performance Security Form
- (xi) Bank Guarantee for Advance Payment Form
- (xii) Manufacturer's Authorization Form
- (xiii) Confidential Business Questionnaire

2.4.2 The Tenderer is expected to examine all instructions, forms, terms, and specifications in the tender documents. Failure to furnish all information required by the tender documents or to submit a tender not substantially responsive to the tender documents in every respect will be at the tenderers risk and may result in the rejection of its tender.

2.5 Clarification of Documents

2.5.1 A prospective tenderer requiring any clarification of the tender document may notify the Procuring entity in writing or by post at the entity's address indicated in the Invitation to Tender. The Procuring

entity will respond in writing to any request for clarification of the tender documents, which it receives not later than seven (7) days prior to the deadline for the submission of tenders, prescribed by the procuring entity. Written copies of the Procuring entities response (including an explanation of the query but without identifying the source of inquiry) will be sent to all prospective tenderers that have received the tender document.

- 2.5.2 The procuring entity shall reply to any clarifications sought by the tenderer within 3 days of receiving the request to enable the tenderer to make timely submission of its tender.

2.6 Amendment of Documents

- 2.6.1 At any time prior to the deadline for submission of tenders, the Procuring entity, for any reason, whether at its own initiative or in response to a clarification requested by a prospective tenderer, may modify the tender documents by amendment.

- 2.6.2 All prospective candidates that have received the tender documents will be notified of the amendment in writing or by post and will be binding on them.

- 2.6.3 In order to allow prospective tenderers reasonable time in which to take the amendment into account in preparing their tenders, the Procuring entity, at its discretion, may extend the deadline for the submission of tenders.

2.7 Language of Tender

- 2.7.1 The tender prepared by the tenderer, as well as all correspondence and documents relating to the tender exchange by the tenderer and the Procuring entity, shall be written in English language, provided that any printed literature furnished by the tenderer may be written in another language provided they are accompanied by an accurate English translation of the relevant passages in which case, for purposes of interpretation of the tender, the English translation shall govern.

2.8 Documents Comprising of Tender

- 2.8.1 The tender prepared by the tenderers shall comprise the following components

- (a) a Tender Form and a Price Schedule completed in accordance with paragraph 2.9, 2.10 and 2.11 below
- (b) documentary evidence established in accordance with paragraph 2.1 that the tenderer is eligible to tender and is qualified to perform the contract if its tender is accepted;
- (c) documentary evidence established in accordance with paragraph 2.2 that the goods and ancillary services to be supplied by the tenderer are eligible goods and services and conform to the tender documents; and
- (d) tender security furnished in accordance with paragraph 2.14

2.9 Tender Forms

2.9.1 The tenderer shall complete the Tender Form and the appropriate Price Schedule furnished in the tender documents, indicating the goods to be supplied, a brief description of the goods, their country of origin, quantity, and prices.

2.10 Tender Prices

2.10.1 The tenderer shall indicate on the appropriate Price Schedule the unit prices and total tender price of the goods it proposes to supply under the contract

2.10.2 Prices indicated on the Price Schedule shall include all costs including taxes, insurances and delivery to the premises of the entity.

2.10.3 Prices quoted by the tenderer shall be fixed during the Tender's performance of the contract and not subject to variation on any account. A tender submitted with an adjustable price quotation will be treated as non-responsive and will be rejected, pursuant to paragraph 2.22

2.10.4 The validity period of the tender shall be 60 days from the date of opening of the tender.

2.11 Tender Currencies

2.11.1 Prices shall be quoted in Kenya Shillings unless otherwise specified in the Appendix to Instructions to Tenderers.

2.12 Tenderers Eligibility and Qualifications

2.12.1 Pursuant to paragraph 2.1. the tenderer shall furnish, as part of its tender, documents establishing the tenderers eligibility to tender and its qualifications to perform the contract if its tender is accepted.

2.12.2 The documentary evidence of the tenderers eligibility to tender shall establish to the Procuring entity's satisfaction that the tenderer, at the time of submission of its tender, is from an eligible source country as defined under paragraph 2.1

2.12.3 The documentary evidence of the tenderers qualifications to perform the contract if its tender is accepted shall be established to the Procuring entity's satisfaction;

- (a) that, in the case of a tenderer offering to supply goods under the contract which the tenderer did not manufacture or otherwise produce, the tenderer has been duly authorized by the goods' Manufacturer or producer to supply the goods.
- (b) that the tenderer has the financial, technical, and production capability necessary to perform the contract;
- (c) that, in the case of a tenderer not doing business within Kenya, the tenderer is or will be (if awarded the contract) represented by an Agent in Kenya equipped, and able to carry out the Tenderer's maintenance, repair, and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications.

2.13 Goods Eligibility and Conformity to Tender Documents

2.13.1 Pursuant to paragraph 2.2 of this section, the tenderer shall furnish, as part of its tender documents establishing the eligibility and conformity to the tender documents of all goods which the tenderer proposes to supply under the contract

2.13.2 The documentary evidence of the eligibility of the goods shall consist of a statement in the Price Schedule of the country of origin of the goods and services offered which shall be confirmed by a certificate of origin issued at the time of shipment.

2.13.3 The documentary evidence of conformity of the goods to the tender documents may be in the form of literature, drawings, and data, and shall consist of:

- (a) a detailed description of the essential technical and performance characteristic of the goods;
- (b) a list giving full particulars, including available source and current prices of spare parts, special tools, etc., necessary for the proper and continuing functioning of the goods for a period of two (2) years, following commencement of the use of the goods by the Procuring entity; and
- (c) a clause-by-clause commentary on the Procuring entity's Technical Specifications demonstrating substantial responsiveness of the goods and service to those specifications, or a statement of deviations and exceptions to the provisions of the Technical Specifications.

2.13.4 For purposes of the documentary evidence to be furnished pursuant to paragraph 2.13.3(c) above, the tenderer shall note that standards for workmanship, material, and equipment, as well as references to brand names or catalogue numbers designated by the Procurement entity in its Technical Specifications, are intended to be descriptive only and not restrictive. The tenderer may substitute alternative standards, brand names, and/or catalogue numbers in its tender, provided that it demonstrates to the Procurement entity's satisfaction that the substitutions ensure substantial equivalence to those designated in the Technical Specifications.

2.14 Tender Security

2.14.1 The tenderer shall furnish, as part of its tender, a tender security for the amount specified in the Appendix to Invitation to Tenderers.

2.14.2 The tender security shall be in the amount of 0.5 – 2 per cent of the tender price.

2.14.3 The tender security is required to protect the Procuring entity against the risk of Tenderer's conduct which would warrant the security's forfeiture, pursuant to paragraph 2.14.7

2.14.4 The tender security shall be denominated in Kenya Shillings or in another freely convertible currency, and shall be in the form of a bank guarantee or a

bank draft issued by a reputable bank located in Kenya or abroad, or a guarantee issued by a reputable insurance company in the form provided in the tender documents or another form acceptable to the Procuring entity and valid for thirty (30) days beyond the validity of the tender.

2.14.5 Any tender not secured in accordance with paragraph 2.14.1 and 2.14.3 will be rejected by the Procuring entity as non responsive, pursuant to paragraph 2.22

2.14.6 Unsuccessful Tenderer's tender security will be discharged or returned as promptly as possible but not later than thirty (30) days after the expiration of the period of tender validity prescribed by the Procuring entity.

2.14.7 The successful Tenderer's tender security will be discharged upon the tenderer signing the contract, pursuant to paragraph 2.27 and furnishing the performance security, pursuant to paragraph 2.28

2.14.8 The tender security may be forfeited:

- (a) if a tenderer withdraws its tender during the period of tender validity specified by the procuring entity on the Tender Form; or
- (b) in the case of a successful tenderer, if the tenderer fails:
 - (i) to sign the contract in accordance with paragraph 2.27
 - or
 - (ii) to furnish performance security in accordance with paragraph 2.28

2.15 Validity of Tenders

2.15.1 Tenders shall remain valid for 90 days or as specified in the Invitation to Tender after the date of tender opening prescribed by the Procuring entity, pursuant to paragraph 2.18. A tender valid for a shorter period shall be rejected by the Procuring entity as non responsive.

2.15.2 In exceptional circumstances, the Procuring entity may solicit the Tenderer's consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. The tender security provided under paragraph 2.14 shall also be suitably extended. A tenderer may refuse the request without forfeiting its tender security. A tenderer granting the request will not be required nor permitted to modify its tender.

2.16 Format and Signing of Tender

2.16.1 The Procuring entity shall prepare two copies of the tender, clearly marking each “ORIGINAL TENDER” and “COPY OF TENDER,” as appropriate. In the event of any discrepancy between them, the original shall govern.

2.16.2 The original and all copies of the tender shall be typed or written in indelible ink and shall be signed by the tenderer or a person or persons duly authorized to bind the tenderer to the contract. The latter authorization shall be indicated by written power-of-attorney accompanying the tender. All pages of the tender, except for unamended printed literature, shall be initialed by the person or persons signing the tender.

2.16.3 The tender shall have no interlineations, erasures, or overwriting except as necessary to correct errors made by the tenderer, in which case such corrections shall be initialed by the person or persons signing the tender.

2.17 Sealing and Marking of Tenders

2.17.1 The Tenderer shall seal the original and each copy of the tender in separate envelopes, duly marking the envelopes as “ORIGINAL” and “COPY.” The envelopes shall then be sealed in an outer envelope.

2.17.2 The inner and outer envelopes shall:

(a) be addressed to the Procuring entity at the address given in the Invitation to Tender:

(b) bear, tender number and name in the Invitation for Tenders and the words, “DO NOT OPEN BEFORE,” 2RD MARCH 2021 AT 11. 00A.M

2.17.3 The inner envelopes shall also indicate the name and address of the tenderer to enable the tender to be returned unopened in case it is declared “late”.

2.17.4 If the outer envelope is not sealed and marked as required by paragraph 2.17.2, the Procuring entity will assume no responsibility for the tender’s misplacement or premature opening.

2.18 Deadline for Submission of Tenders

2.18.1 Tenders must be received by the Procuring entity at the address specified under paragraph 2.17.2 no later than (2nd March 2021 at 11.00A.M).

2.18.2 The Procuring entity may, at its discretion, extend this deadline for the submission of tenders by amending the tender documents in accordance with paragraph 2.6, in which case all rights and obligations of the Procuring entity and candidates previously subject to the deadline will therefore be subject to the deadline as extended

2.19 Modification and Withdrawal of Tenders

2.19.1 The tenderer may modify or withdraw its tender after the tender's submission, provided that written notice of the modification, including substitution or withdrawal of the tenders, is received by the Procuring Entity prior to the deadline prescribed for submission of tenders.

2.19.2 The Tenderer's modification or withdrawal notice shall be prepared, sealed, marked, and dispatched in accordance with the provisions of paragraph 2.17. A withdrawal notice may also be sent by cable, telex but followed by a signed confirmation copy, postmarked not later than the deadline for submission of tenders.

2.19.3 No tender may be modified after the deadline for submission of tenders.

2.19.4 No tender may be withdrawn in the interval between the deadline for submission of tenders and the expiration of the period of tender validity specified by the tenderer on the Tender Form. Withdrawal of a tender during this interval may result in the Tenderer's forfeiture of its tender security, pursuant to paragraph 2.14.7

2.19.5 The procuring entity may at any time terminate procurement proceedings before contract award and shall not be liable to any person for the termination.

2.19.6 The procuring entity shall give prompt notice of the termination to the tenderers and on request give its reasons for termination within 14 days of receiving the request from any tenderer.

2.20 Opening of Tenders

2.20.1 The Procuring entity will open all tenders in the presence of tenderers' representatives who choose to attend, at (2nd March 2021 at 11. 00A.M).) and in the location specified in the Invitation to Tender.

The tenderers' representatives who are present shall sign a register evidencing their attendance.

2.20.2 The tenderers' names, tender modifications or withdrawals, tender prices, discounts and the presence or absence of requisite tender security and such other details as the Procuring entity, at its discretion, may consider appropriate, will be announced at the opening.

2.20.3 The Procuring entity will prepare minutes of the tender opening.

2.21 Clarification of Tenders

2.21.1 To assist in the examination, evaluation and comparison of tenders the Procuring entity may, at its discretion, ask the tenderer for a clarification of its tender. The request for clarification and the response shall be in writing, and no change in the prices or substance of the tender shall be sought, offered, or permitted.

2.21.2 Any effort by the tenderer to influence the Procuring entity in the Procuring entity's tender evaluation, tender comparison or contract award decisions may result in the rejection of the tenderers' tender.

2.22 Preliminary Examination

2.22.1 The Procuring entity will examine the tenders to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the tenders are generally in order.

2.22.2 Arithmetical errors will be rectified on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantify, the unit price shall prevail, and the

total price shall be corrected. If the candidate does not accept the correction of the errors, its tender will be rejected, and its tender security forfeited. If there is a discrepancy between words and figures the amount in words will prevail

2.22.3 The Procuring entity may waive any minor informality or non-conformity or irregularity in a tender which does not constitute a material deviation, provided such waiver does not prejudice or effect the relative ranking of any tenderer.

2.22.4 Prior to the detailed evaluation, pursuant to paragraph 2.23 the Procuring entity will determine the substantial responsiveness of each tender to the tender documents. For purposes of these paragraphs, a substantially responsive tender is one, which conforms to all the terms and conditions of the tender documents without material deviations. The Procuring entity's determination of a tender's responsiveness is to be based on the contents of the tender itself without recourse to extrinsic evidence.

2.22.5 If a tender is not substantially responsive, it will be rejected by the Procuring entity and may not subsequently be made responsive by the tenderer by correction of the non conformity.

2.23 Conversion to Single Currency

2.23.1 Where other currencies are used, the procuring entity will convert these currencies to Kenya Shillings using the selling exchange rate on the date of tender closing provided by the Central Bank of Kenya.

2.24 Evaluation and Comparison of Tenders

2.24.1 The Procuring entity will evaluate and compare the tenders which have been determined to be substantially responsive, pursuant to paragraph 2.22

2.24.2 The tender evaluation committee shall evaluate the tender within 30 days of the validity period from the date of opening the tender.

2.24.3 A tenderer who gives false information in the tender document about its qualification or who refuses to enter into a contract after notification of contract award shall be considered for debarment from participating in future public procurement.

2.25 Preference

2.25.1 Preference where allowed in the evaluation of tenders shall not exceed 15%

2.26 Contacting the Procuring entity

2.26.1 Subject to paragraph 2.21 no tenderer shall contact the Procuring entity on any matter related to its tender, from the time of the tender opening to the time the contract is awarded.

2.26.2 Any effort by a tenderer to influence the Procuring entity in its decisions on tender, evaluation, tender comparison, or contract award may result in the rejection of the Tenderer's tender.

2.27 Award of Contract

(a) Post-qualification

2.27.1 In the absence of pre-qualification, the Procuring entity will determine to its satisfaction whether the tenderer that is selected as having submitted the lowest evaluated responsive tender is qualified to perform the contract satisfactorily.

2.27.2 The determination will take into account the tenderer financial, technical, and production capabilities. It will be based upon an examination of the documentary evidence of the tenderers qualifications submitted by the tenderer, pursuant to paragraph 2.12.3 as well as such other information as the Procuring entity deems necessary and appropriate.

2.27.3 An affirmative determination will be a prerequisite for award of the contract to the tenderer. A negative determination will result in rejection of the Tenderer's tender, in which event the Procuring entity will proceed to the next lowest evaluated tender to make a similar determination of that Tenderer's capabilities to perform satisfactorily.

(b) Award Criteria

2.27.4 The Procuring entity will award the contract to the successful tenderer(s) whose tender has been determined to be substantially responsive and has been determined to be the lowest evaluated tender, provided further that the tenderer is determined to be qualified to perform the contract satisfactorily.

(c) Procuring entity's Right to Vary quantities

2.27.5 The Procuring entity reserves the right at the time of contract award to increase or decrease the quantity of goods originally specified in the Schedule of requirements without any change in unit price or other terms and conditions

(d) Procuring entity's Right to Accept or Reject Any or All Tenders

2.27.6 The Procuring entity reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders at any time prior to contract award, without thereby incurring any liability to the affected tenderer or tenderers or any obligation to inform the affected tenderer or tenderers of the grounds for the Procuring entity's action

2.28 Notification of Award

2.28.1 Prior to the expiration of the period of tender validity, the Procuring entity will notify the successful tenderer in writing that its tender has been accepted.

2.28.2 The notification of award will constitute the formation of the Contract but will have to wait until the contract is finally signed by both parties

2.28.3 Upon the successful Tenderer's furnishing of the performance security pursuant to paragraph 2.28, the Procuring entity will promptly notify each unsuccessful Tenderer and will discharge its tender security, pursuant to paragraph 2.14

2.29 Signing of Contract

2.29.1 At the same time as the Procuring entity notifies the successful tenderer that its tender has been accepted, the Procuring entity will send the tenderer the

Contract Form provided in the tender documents, incorporating all agreements between the parties.

2.29.2 The parties to the contract shall have it signed within 30 days from the date of notification of contract award unless there is an administrative review request.

2.29.3 Within thirty (30) days of receipt of the Contract Form, the successful tenderer shall sign and date the contract and return it to the Procuring entity.

2.30 Performance Security

2.30.1 Within Thirty (30) days of the receipt of notification of award from the Procuring entity, the successful tenderer shall furnish the performance security in accordance with the Conditions of Contract, in the Performance Security Form provided in the tender documents, or in another form acceptable to the Procuring entity.

2.30.2 Failure of the successful tenderer to comply with the requirements of paragraph 2.27 or paragraph 2.28 shall constitute sufficient grounds for the annulment of the award and forfeiture of the tender security, in which event the Procuring entity may make the award to the next lowest evaluated Candidate or call for new tenders.

2.31 Corrupt or Fraudulent Practices

2.31.1 The Procuring entity requires that tenderers observe the highest standard of ethics during the procurement process and execution of contracts when used in the present regulations, the following terms are defined as follows;

- (i) “corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value to influence the action of a public official in the procurement process or in contract execution; and
- (ii) “fraudulent practice” means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Procuring entity, and includes collusive practice among tenderer (prior to or after tender submission) designed to establish tender prices at artificial non-competitive levels and to deprive the Procuring entity of the benefits of free and open competition;

2.31.2 The procuring entity will reject a proposal for award if it determines that the tenderer recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

2.31.3 Further a tenderer who is found to have indulged in corrupt or fraudulent practices risks being debarred from participating in public procurement in Kenya.

2.32 SITE VISIT

2.32.1 The tenderer is advised to visit and examine the Site and its surroundings and obtain for himself on his own responsibility, all information that may be necessary for preparing the tender and entering into a contract. The costs of visiting the Site shall be the tenderer's own responsibility.

2.32.2 The tenderer and any of his personnel or agents will be granted permission by the Employer to enter upon premises and lands for the purpose of such inspection, but only upon the express condition that the tenderer, his personnel or agents, will release and indemnify the Employer from and against all liability in respect of, and will be responsible for personal injury (whether fatal or otherwise), loss of or damage to property and any other loss, damage, costs and expenses however caused, which but for the exercise of such permission, would not have arisen.

2.32.3 The Employer shall organize a site visit on 23rd February, 2021. A representative of the Employer will be available to meet the intending tenderers at the Site.

Tenderers must provide their own transport. The representative will not be available at any other time for site inspection visits.

Each tenderer shall complete the Certificate of Tenderer's Visit to the Site.

Appendix to Instructions to Tenderers

Notes on the Appendix to the Instruction to Tenderers

1. The Appendix to instructions to tenderers is intended to assist the procuring entity in providing specific information in relation to the corresponding clause in the instructions to Tenderers included in Section II and has to be prepared for each specific procurement.
2. The procuring entity should specify in the appendix information and requirements specific to the circumstances of the procuring entity, the goods to be procured and the tender evaluation criteria that will apply to the tenders.
3. In preparing the Appendix the following aspects should be taken into consideration;
 - (a) The information that specifies and complements provisions of Section II to be incorporated
 - (b) Amendments and/or supplements if any, to provisions of Section II as necessitated by the circumstances of the goods to be procured to be also incorporated
4. Section II should remain unchanged and can only be amended through the Appendix.
5. Clauses to be included in this part must be consistent with the public procurement law and the regulations.

Appendix to Instructions to Tenderers

The following information regarding the particulars of the tender shall complement supplement or amend the provisions of the instructions to tenderers. Wherever there is a conflict between the provision of the instructions to tenderers and the provisions of the appendix, the provisions of the appendix herein shall prevail over those of the instructions to tenderers

TENDERS EVALUATION CRITERIA

A three-stage procedure will be adopted in evaluating the tenders

1. Preliminary evaluation
2. Technical evaluation
3. Financial evaluation

Stage I: Preliminary evaluation

INSTRUCTIONS TO TENDERERS REFERENCE	PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS
2.1.1	MANDATORY REQUIREMENTS 1) Valid copy of certificate of Incorporation/Registration 2) Valid copy of Tax Compliance Certificate. 3) Valid copy of company registration record details the company director(s)/ CR12. 4) Valid copy of Registration Certificate with CA 5) Valid copy of National Construction Authority (NCA) Registration Certificate Telecommunication Services Category (NCA 6 and above) 6) Valid copy of National Construction Authority (NCA) Telecommunication services Annual License for 2019/2020 (To be verified with NCA) 7) Pre-tender site visit certificate duly signed by the client's representative 8) Must provide a bid bond of Kshs. 267,820/- which must remain valid for 30 days (after expiry of the tender

	validity period in the form a bank guarantee or from an insurance company approved by the Public Procurement Oversight Authority (PPOA) payable to the County Secretary, Nyeri County Government 9) Valid business permit/license 10) Duly filled, signed and stamped Form of Tender 11) Duly filled, signed and stamped Confidential Business Questionnaire.
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Failure to meet the preliminary mandatory requirements will lead to automatic disqualification

Stage II : Technical Evaluation

	Evaluation Criterion	%	Score %
1.	Recommendation letters from at least three clients where a similar assignment has been offered • 1 Reference – 2 Marks • 2 References – 4 Marks • 3 References – 6 Marks • 4 References- 8 Marks 5 References and more – 10 Marks	10	
Key Personnel (Attach Evidence)			
2.	Director of the firm ○ Holder of degree or diploma in relevant Engineering field ----- 5 ○ Holder of certificate in relevant Engineering field ----- 3 ○ Holder of trade test certificate in relevant Engineering field --- 2 ○ No relevant certificate -----	5	
3.	At least 1No. degree/diploma of key personnel in relevant Engineering field ○ With over 10 years relevant experience ----- 5 ○ With over 5 years relevant experience ----- 3 ○ With under 5 years relevant experience ----- 1	5	
4.	At least 1No certificate holder of key personnel in relevant Engineering field ○ With over 10 years relevant experience ----- 5 ○ With over 5 years relevant experience ----- 3 ○ With under 5 years relevant experience ----- 1	5	
5.	• Comprehensive description of the CCTV layout Diagram , - 5 marks • active Components , - 5 Marks • CCTV integration – 5 Marks • The proposal MUST also include how the CCTV network architecture will interlink with the existing LANs at various sites– 5 Marks	20	

Company Experience			
6.	Similar Contracts completed in the last five (5) years (Max of 5 No. Projects) ○ Project of similar nature, complexity and magnitude ----- 15 ○ Project of similar nature but of lower value than the one in consideration ----- 7 ○ No completed project of similar nature -----0	15	
7.	On-going projects (Max of 5 No. Projects) ○ Project of similar nature, complexity and magnitude -----15 ○ Project of similar nature but of lower value than the one in consideration -----7 ○ No ongoing project of similar nature ----- 0	15	
Financial			
8.	Previous years audited accounts 2017/2018 & 2018/19 1 year – 5 Marks 2 Years – 10 Marks	10	
9.	Audited financial report Audited financial report (last two (2) years) ○ Turn over greater or equal to Ksh. 50 M ----- 10 ○ Turn over greater or equal to Ksh. 30 M ----- 8 ○ Turn over greater or equal to Ksh. 20 M ----- 5 ○ Turn over below Ksh. 20 M -----2	10	
10.	The document must be serialized including attachments.	5	
	TOTAL	100	

(Complete as necessary)

Only tenders with a technical score of 70% and above out of 100% shall be considered technically responsive hence qualify for financial evaluation.

STAGE III- FINANCIAL EVALUATION

Tenders shall be checked for arithmetic errors. The lowest evaluated tender to be considered for award must be economically responsive i.e. unit rates in the bill of quantities must realistically be within market rates and the tender sum be within the budget.

SECTION III: GENERAL CONDITIONS OF CONTRACT

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SECTION III - GENERAL CONDITIONS OF CONTRACT

3.1 Definitions

3.1.1 In this Contract, the following terms shall be interpreted as indicated: -

- (a) “The Contract” means the agreement entered into between the Procuring entity and the tenderer, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.
- (b) “The Contract Price” means the price payable to the tenderer under the Contract for the full and proper performance of its contractual obligations
- (c) “The Goods” means all of the equipment, machinery, and/or other materials, which the tenderer is required to supply to the Procuring entity under the Contract.
- (d) “The Procuring entity” means the organization purchasing the Goods under this Contract.
- (e) “The Tenderer” means the individual or firm supplying the Goods under this Contract.

3.2 Application

3.2.1 These General Conditions shall apply in all Contracts made by the Procuring entity for the procurement installation and commissioning of equipment

3.3 Country of Origin

3.3.1 For purposes of this clause, “Origin” means the place where the Goods were mined, grown or produced.

3.3.2 The origin of Goods and Services is distinct from the nationality of the tenderer.

3.4 Standards

- 3.4.1 The Goods supplied under this Contract shall conform to the standards mentioned in the Technical Specifications.

3.5 Use of Contract Documents and Information

- 3.5.1 The tenderer shall not, without the Procuring entity's prior written consent, disclose the Contract, or any provision therefore, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Procuring entity in connection therewith, to any person other than a person employed by the tenderer in the performance of the Contract.
- 3.5.2 The tenderer shall not, without the Procuring entity's prior written consent, make use of any document or information enumerated in paragraph 3.5.1 above
- 3.5.3 Any document, other than the Contract itself, enumerated in paragraph 3.5.1 shall remain the property of the Procuring entity and shall be returned (all copies) to the Procuring entity on completion of the Tenderer's performance under the Contract if so required by the Procuring entity

3.6 Patent Rights

- 3.6.1 The tenderer shall indemnify the Procuring entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof in the Procuring entity's country

3.7 Performance Security

- 3.7.1 Within thirty (30) days of receipt of the notification of Contract award, the successful tenderer shall furnish to the Procuring entity the performance security in the amount specified in Special Conditions of Contract.
- 3.7.2 The proceeds of the performance security shall be payable to the Procuring entity as compensation for any loss resulting from the Tenderer's failure to complete its obligations under the Contract.

- 3.7.3 The performance security shall be denominated in the currency of the Contract, or in a freely convertible currency acceptable to the Procuring entity and shall be in the form of a bank guarantee or an irrevocable letter of credit issued by a reputable bank located in Kenya or abroad, acceptable to the Procuring entity, in the form provided in the tender documents.
- 3.7.4 The performance security will be discharged by the Procuring entity and returned to the Candidate not later than thirty (30) days following the date of completion of the Tenderer's performance obligations under the Contract, including any warranty obligations, under the Contract

3.8 Inspection and Tests

- 3.8.1 The Procuring entity or its representative shall have the right to inspect and/or to test the goods to confirm their conformity to the Contract specifications. The Procuring entity shall notify the tenderer in writing in a timely manner, of the identity of any representatives retained for these purposes.
- 3.8.2 The inspections and tests may be conducted in the premises of the tenderer or its subcontractor(s), at point of delivery, and/or at the Goods' final destination. If conducted on the premises of the tenderer or its subcontractor(s), all reasonable facilities and assistance, including access to drawings and production data, shall be furnished to the inspectors at no charge to the Procuring entity.
- 3.8.3 Should any inspected or tested goods fail to conform to the Specifications, the Procuring entity may reject the equipment, and the tenderer shall either replace the rejected equipment or make alterations necessary to make specification requirements free of costs to the Procuring entity.
- 3.8.4 The Procuring entity's right to inspect, test and where necessary, reject the goods after the Goods' arrival shall in no way be limited or waived by reason of the equipment having previously been inspected, tested and passed by the Procuring entity or its representative prior to the equipment delivery.
- 3.8.5 Nothing in paragraph 3.8 shall in any way release the tenderer from any warranty or other obligations under this Contract.

3.9 Packing

3.9.1 The tenderer shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract.

3.9.2 The packing, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract

3.10 Delivery and Documents

3.10.1 Delivery of the Goods shall be made by the tenderer in accordance with the terms specified by Procuring entity in its Schedule of Requirements and the Special Conditions of Contract

3.11 Insurance

3.11.1 The Goods supplied under the Contract shall be fully insured against loss or damage incidental to manufacturer or acquisition, transportation, storage, and delivery in the manner specified in the Special conditions of contract.

3.12 Payment

3.12.1 The method and conditions of payment to be made to the tenderer under this Contract shall be specified in Special Conditions of Contract

3.12.2 Payments shall be made promptly by the Procuring entity as specified in the contract

3.13 Prices

3.13.1 Prices charged by the tenderer for goods delivered and services performed under the Contract shall not, with the exception of any price adjustments authorized in Special Conditions of Contract, vary from the prices by the tenderer in its tender.

3.13.2 Contract price variations shall not be allowed for contracts not exceeding one year (12 months)

3.13.3 Where contract price variation is allowed, the variation shall not exceed 10% of the original contract price.

3.13.4 Price variation request shall be processed by the procuring entity within 30 days of receiving the request.

3.14. Assignment

3.14.1 The tenderer shall not assign, in whole or in part, its obligations to perform under this Contract, except with the Procuring entity's prior written consent

3.15 Subcontracts

3.15.1 The tenderer shall notify the Procuring entity in writing of all subcontracts awarded under this Contract if not already specified in the tender. Such notification, in the original tender or later, shall not relieve the tenderer from any liability or obligation under the Contract

3.16 Termination for default

3.16.1 The Procuring entity may, without prejudice to any other remedy for breach of Contract, by written notice of default sent to the tenderer, terminate this Contract in whole or in part

- (a) if the tenderer fails to deliver any or all of the goods within the period(s) specified in the Contract, or within any extension thereof granted by the Procuring entity
- (b) if the tenderer fails to perform any other obligation(s) under the Contract
- (c) if the tenderer, in the judgment of the Procuring entity has engaged in corrupt or fraudulent practices in competing for or in executing the Contract

3.16.2 In the event the Procuring entity terminates the Contract in whole or in part, it may procure, upon such terms and in such manner as it deems appropriate, equipment similar to those undelivered, and the tenderer shall be liable to the Procuring entity for any excess costs for such similar goods.

3.17 Liquidated Damages

- 3.17.1. If the tenderer fails to deliver any or all of the goods within the period(s) specified in the contract, the procuring entity shall, without prejudice to its other remedies under the contract, deduct from the contract prices liquidated damages sum equivalent to 0.5% of the delivered price of the delayed items up to a maximum deduction of 10% of the delayed goods. After this the tenderer may consider termination of the contract.

3.18 Resolution of Disputes

- 3.18.1 The procuring entity and the tenderer shall make every effort to resolve amicably by direct informal negotiation and disagreement or dispute arising between them under or in connection with the contract
- 3.18.2 If, after thirty (30) days from the commencement of such informal negotiations both parties have been unable to resolve amicably a contract dispute, either party may require adjudication in an agreed national or international forum, and/or international arbitration.

3.19 Language and Law

- 3.19.1 The language of the contract and the law governing the contract shall be English language and the Laws of Kenya respectively unless otherwise stated.

3.20 Force Majeure

- 3.20.1 The tenderer shall not be liable for forfeiture of its performance security or termination for default if and to the extent that it's delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

SECTION IV - SPECIAL CONDITIONS OF CONTRACT

Notes on Special Conditions of Contract

The clauses in this section are intended to assist the procuring entity in providing contract-specific information in relation to corresponding clauses in the General Conditions of Contract.

The provisions of Section IV complement the General Conditions of Contract included in Section III, specifying contractual requirements linked to the special circumstances of the procuring entity and the goods being procured. In preparing Section IV, the following aspects should be taken into consideration.

- (a) Information that complement provisions of Section III must be incorporated and
- (b) Amendments and/or supplements to provisions of Section III, as necessitated by the circumstances of the goods being procured must also be incorporated.

SECTION IV - SPECIAL CONDITIONS OF CONTRACT

4.1. Special Conditions of Contract shall supplement the General Conditions of Contract. Whenever there is a conflict, between the GCC and the SCC, the provisions of the SCC herein shall prevail over these in the GCC.

42. Special conditions of contract as relates to the GCC

REFERENCE GCC	OF SPECIAL CONDITIONS OF CONTRACT
3.7.1	<i>performance security 5% of tender value</i>
3.12.1	<i>Payment on completion certificate</i>
3.18.1	<i>As per clause</i>
2.32.3	<i>Site visit is mandatory date: 23rd February 2021. All interested bidders will meet at 10:00am at County hall and further visit the following sites;</i> • <i>Brookside Cess Point</i> • <i>Chaka Main Market</i> • <i>Chaka Stage</i> • <i>Control Room – Nyeri Town Hall</i> • <i>Karundas</i> • <i>Ichamara Open Air Market</i> • <i>Gatei</i> • <i>Karatina Market</i> • <i>Kcc</i> • <i>Maisha Millers</i> • <i>Kwa Njogu</i> • <i>Mweiga Stage & Cess</i> • <i>Milimani - Mastore</i> • <i>Naromoru Stage & Cess</i> • <i>Nyaribo</i> • <i>Karatina Stage</i> • <i>Pcea - Chaka</i> • <i>Tropical</i>

SPECIAL NOTES TO ALL TENDERERS

1. **CONTRACT TYPE:** This is a fixed price Contract and no claims shall be entertained on whatever ground. The Contractor is advised to include all such costs as he projects may arise in his unit rates. Any variations in the exchange rate will also be no excuse for any variations in the contract sum.
2. **COPYRIGHT:** The copyright of this specification is vested in the Engineers and no part thereof may be reproduced without their express permission, given in writing.
3. **CURRENCY:** The specifications must be priced in Kenya Currency i.e. Shillings and Cents unless Otherwise as may be expressly stated
4. **QUALIFICATION:** The tenderer shall not otherwise qualify the text of this specification. Any alteration or qualification made without authority will be ignored and the text of the specification as printed adhered to.
5. **BILLS OF QUANTITIES:** The Bills shall be read in conjunction with the Preliminaries, General Conditions of Contract, Technical Specifications and Drawings
6. **PAGES IN DOCUMENT:** The tenderer is required to check the number of pages in this document and should any be found to be missing or the figures indistinct, he/she must inform the Engineers at once and have the same rectified. Should the tenderer be in doubt the precise meaning of any item, word or figures or for any reason whatsoever observe any apparent omission of words or figures, he must inform the Engineers in order that the correct meaning may be decided upon before the date for the submission of the tenders.
7. **RATES & PRICES:** The rates and prices tendered in the priced Bills of Quantities shall, except insofar as it is otherwise provided under the Contract, include all Plant, equipment, labor, supervision, materials, erection, maintenance, insurance, profit, together with all general risks, liabilities and obligations set out or implied in the Contract, including taxes and duties (including V.A.T). The quantities given are provisional and are for guidance only. The whole works shall be re-measured upon practical completion.
8. **FILLING OF RATES:** A rate or price shall be entered against each item in the priced Bills of Quantities, whether quantities are stated or not. The cost of items against which the Contractor has failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Bills of Quantities.
9. **PRICE ALLOWANCES:** The tenderer shall be deemed to have made allowances in his unit prices generally to cover items of preliminaries or additions to prime cost Sums or other items priced against the respective items.

10. **TAXES:** The tenderer's price shall include all government taxes including duties, VAT, etc. No claims whatsoever will be allowed if the tenderer does not price them as aforementioned. VAT must be calculated for all sums as filled in the document which includes contingencies, PC Sums etc.
11. **COST:** The whole cost of complying with the provision of the Contract shall be included in the Items provided in the Bills of Quantities, and where no items are provided the cost shall be deemed to be distributed among the rates and prices entered for the related Items of Work.
12. **TENDER EXPENSES:** In no case will expense incurred by the tenderer in preparation of this tender be reimbursed.
13. **REFERENCES:** General directions and descriptions of work and materials are not necessarily repeated nor summarized in the Bills of Quantities. Reference to the relevant sections of the Contract documentation shall be made before entering prices against each item in the priced Bills of Quantities.
14. **PC SUMMS & CONTINGENCIES:** Provisional Sums and contingencies included and so designated in the Bills of Quantities shall be expended in whole or in part at the sole discretion of the Engineer.

Under no circumstances shall the contingencies in the BQ be used to cater for contractor's omissions or underquoting of items listed in the Bills.

Under no Circumstances shall the contractor claim any costs e.g. profits, attendance, etc. connected to the PC sums and contingencies if the client were to remove the PC Sum item

15. **ERRORS:** No liability whatsoever will be admitted nor claim allowed in respect of errors in the completed tender due to mistakes in this document which should have been rectified in the manner described above.

Errors in pricing will be corrected by the Engineer for any arithmetic errors in computation or summation as follows: -

- a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern; and
- b) Where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit price and the quantity, the unit rate as quoted will govern, unless in the opinion of the Engineer, there is an obviously gross misplacement of the decimal point in the unit prices, in which event the total amount as quoted will govern and the unit rate will be corrected.

16. **MATERIALS ORDERING:** The Contractors shall be solely responsible for the accurate ordering of materials in accordance with the drawings and these specifications.
17. **CLIENT SUPPLY ITEMS:** The client has the right to choose between the contractor to supply specific fittings / items as specified and the fittings / items being a direct procurement by the client.

Under no Circumstances shall the contractor claim any costs e.g. profits, attendance, etc. connected to the “Client Supplied” items if the client were to Omit any items noted as “Client Supply” in the Bills

Signed (As in form of Tender)

(Complete as necessary)

SECTION V - TECHNICAL SPECIFICATIONS

5.1 General

- 5.1.1 These specifications describe the requirements for goods. Tenderers are requested to submit with their offers the detailed specifications, drawings, catalogues, etc for the products they intend to supply
- 5.1.2 Tenderers must indicate on the specifications sheets whether the equipment offered comply with each specified requirement.
- 5.1.3 All the dimensions and capacities of the equipment to be supplied shall not be less than those required in these specifications. Deviations from the basic requirements, if any shall be explained in detail in writing with the offer, with supporting data such as calculation sheets, etc. The procuring entity reserves the right to reject the products, if such deviations shall be found critical to the use and operation of the products.
- 5.1.4 The tenderers are requested to present information along with their offers as follows:
- (i) Shortest possible delivery period of each product
 - (ii) Information on proper representative and/or workshop for back-up service/repair and maintenance including their names and addresses.

5.2 PARTICULAR SPECIFICATIONS FOR CCTV INSTALLATIONS

CCTV PARTICULAR SPECIFICATIONS

SPECIFIC NOTES TO TENDERERS

EXTENT OF INSTALLATION

Location of site

The locations of the proposed works are at

- *Brookside Cess Point*
- *Chaka Main Market*
- *Chaka Stage*
- *Control Room – Nyeri Town Hall*
- *Karundas*
- *Ichamara Open Air Market*
- *Gatei*
- *Karatina Market*
- *Kcc*
- *Maisha Millers*
- *Kwa Njogu*
- *Mweiga Stage & Cess*
- *Milimani - Mastore*
- *Naromoru Stage & Cess*
- *Nyaribo*
- *Karatina Stage*
- *Pcea - Chaka*
- *Tropical*

Extent of the Works

The works to be carried out include the supply, delivery, installation, testing, commissioning and leaving in servicing condition the Closed Circuit TV network systems in the proposed works at County Government of Nyeri Sites as described in this specification. The works shall include, but not limited to the supply and installation of the following: -

- Digital Signal Processing Camera
- Colour TV Monitors
- Network Colour Digital Multiplexing Video Recorder
- Guy Wire Supported Mast
- Pole Masts

Regulation and Standard

The works shall comply with the provisions of the following as necessary and relevant:

- Electric Power Act
- Kenya Bureau of Standards (K.E.B.S)
- Institution of Electrical Engineers (I.E.E) Wiring Regulations
- Current recommendation of CCITT and CC1R

The Contractor shall carry out all the necessary works for successful installation of the services mentioned as described and set out in the technical specifications, Bills of Quantities and accompanying drawings to the satisfaction of the consulting engineers.

This will include the supply & delivery of equipment, fix, install, connect, test, label, commissioning & the associated labor to a clean and neat working system that meets every detail as described in the specification

WARRANTY

- All equipment supplied under the scope, including all associated installations shall be warranted by the manufacturer against electronic failure for the duration specified in the specifications and if possible, a lifetime warranted against Electronic & Programming failure. ("Lifetime" means that if the electronics & programming should fail at any time it will always be replaced).
- The **bidder to specify the recommended lifespan (if any)** of the system by which date replacement of the entire system is recommended.

SYSTEM SPECIFICATIONS

The items described in the schedules to be priced are to meet the under listed minimum specifications and of the stated model or equal and approved:

EQUIPMENT

CCTV CAMERAS & SYSTEMS

The CCTV Cameras & Systems to be quoted for in this document should have the following as a minimum and should be included in the costs. They should be:

- POE (Power over Ethernet) Capable, 12VDC or 24VAC power options unless otherwise stated
- Complete with appropriate bases
- Complete with appropriate brackets for wall mounting where applicable ➤ Complete with appropriate brackets for pendant mounting where applicable ➤ Complete with appropriate junction boxes, adapters, etc. where applicable.
- Having a password protection option.
- Contain a built-in web server making video and configuration available to multiple clients in a standard browser environment using HTTP, without the need for additional software.
- Operating software should NOT have annual renewable licenses.
- Shall not require any additional software to operate, and shall support full functionality when operating in the applied environment i.e. MS Internet Explorer 8.x or higher on Windows 7 or higher.
- Supporting both fixed IP addresses and dynamically assigned IP addresses provided by a Dynamic Host Control Protocol (DHCP) server.
- Able to allow event functions to be configurable via the web interface.
- Able to provide embedded on-screen text with support for date & time, and a customer-specific text, camera name, of at least 45 ASCII characters.
- Able to accept external time synchronization from an NTP (Network Time Protocol) server.
- Able to provide the ability to apply a privacy mask to the image.
- Able to allow for the overlay of a graphical image, such as a logotype, into the image.
- Able to allow all customer-specific settings to be stored in a non- volatile memory and shall not be lost during power cuts or soft reset.
- Able to provide a connection list of all currently connected viewers. The file shall include information about connecting IP address, time of connecting and the type of stream accessed.
- Able to be monitored by a Watchdog functionality, which shall automatically re-initiate processes or restart the unit if a malfunction is detected.
- Be replaceable and available in a number of different colors to match interior design.

The CCTV Cameras should support the following protocols as a minimum:

- TCP/IP, UDP/IP (unicast, multicast IGMP), UPnP, DNS, DHCP, RTP, RTSP, NTP, IPv4, SNMP v2c/ v3, QoS, HTTP, HTTPS, LDAP (client), SSH, SSL, SMTP, FTP, and 802.1x (EAP)

The CCTV Cameras should be supported by the following Certifications, Ratings & Patents as a minimum:

- CE, class A
- FCC, class A
- UL/cUL listed
- C-Tick
- US Patents 5,931,432; 6,793,415 B2; 6,802,656 B2; 6,821,222 B2
- Meets NEMA Type 4X and IP66 Standards when installed properly (B52-F-E and B52-PG-E)
- ONVIF Profile S
- Environmental models: IEC 60068-2-1 / 2 / 6 / 14 / 27 / 30 and 78

CCTV CABLING

The CCTV cabling should follow the following guidelines:

- i.) Cabling should be done in CAT 6A Cables shielded UTP cables
- ii.) Cabling should be housed in conduits or Trunking as specified
- iii.) Cabling Should be done with ease of installation through identical wiring methods
- iv.) Maximum UTP cabling distance shall not be more than 100m from a switch

Kindly, **tick (√)** where it meets and **cross (X)** where it does not meet specifications on the appropriate tables below.

GENERAL PARAMETERS TO CCTV EQUIPMENT

SPECIFICATIONS		
Feature	Minimum Requirements	Bidder's Response / Comment (√ or X)
<u>WARRANTIES</u>		
Warranty	2-Year Warranty and Support as a Minimum	
<u>ENVIROMENTAL</u>		
Temperature	Operating Temp of -40°C to +50°C (-40°F to 122°F)	
Operating Humidity	20% to 80%, noncondensing	
<u>INTEGRATION</u>		
Compatibility	Compatible with Third-Party Video Systems	
Connectivity	ONVIF Profile S Standard Conformant or equivalent	
<u>CAMERAS</u>		
Tampering	Should Have Tampering detection (Blurring, Blinding & Scene Change)	
Durability	IP66 Ingress Protection, IK10 (20J) impact resistance	
Finish	Preferable Light Gray (RAL 7035) with Satin Texture	
Mounting	Adjustable stand / clamp for easy mounting	
Day/Night	Day/Night Capability	
Network Port	RJ-45 connector for 100Base-TX	

Power Input	Normal Cameras: Power over Ethernet PoE (IEEE 802.3af) or 24 VAC Power Input PTZ Cameras: Power over Ethernet PoE (IEEE 802.3af) or 24 VAC Nominal Power Input, 24 VDC Nominal Power Input	
Power Consumption	15W Maximum	
Local Storage	Accessible Edge Storage with Micro SD Card (32GB)	
Noise Reduction	Yes (ON / OFF Selectable) Digital	

CCTV MODEL 01: IP Dome Camera

The camera should meet the following specifications.

IP Dome Camera		
Feature	Minimum Requirements	Bidder's Response / Comment (Y or X)
<u>GENERAL</u>		
Application	Indoor IP	
Construction	Die Cast Aluminum, Polycarbonate Bubble	
View Angle	As Specified in Bills of Quantities	
Frames per second	Up to 30 Images per Second (IPS) at 1080p	
<u>CAMERA</u>		
Max Resolution	As Specified in Bills of Quantities	
Image sensor	1/3.2-inch CMOS	
Electronic Shutter	Range of 1/5 to 1/10,000 sec	
Dynamic Range	65dB WDR (Wide Dynamic Range) at full resolution	
Illumination	0.30 lux @ f/1.2 for Color	
IR Illumination	Integrated Adaptive IR Illumination upto 15m, auto ON in Night mode or OFF	
Lens	3-9 mm, Varifocal	
Focus	Autofocus	
<u>VIDEO</u>		
Video Streams	Up to 2 Simultaneous Video Streams	
Video Analytics	Motion Detection and Camera Sabotage Analytics	
Aspect ratio	4:3 @ 5MPx	
Video Encoding	H.264 and MJPEG Compression Capability	

CCTV MODEL 02: IP Bullet Camera

The camera should meet the following specifications.

IP Bullet Camera		
Feature	Minimum Requirements	Bidder's Response / Comment (✓ or X)
<u>GENERAL</u>		
Application	Outdoor	
Construction	Die Cast Aluminum	
View Angle	As Specified in Bills of Quantities	
Frames per second	Up to 30 Images per Second (IPS) at 1080p	
<u>CAMERA</u>		
Max Resolution	As Specified in Bills of Quantities	
Image sensor	1/3.2-inch CMOS	
Electronic Shutter	Range of 1/5 to 1/10,000 sec	
Dynamic Range	65dB WDR (Wide Dynamic Range) at full resolution	
Illumination	0.30 lux @ f/1.2 for Color	
IR Illumination	Integrated Adaptive IR Illumination upto 25m, auto ON in Night mode or OFF	
Lens	3-9 mm, Varifocal	
Focus	Autofocus	
<u>VIDEO</u>		
Video Streams	Up to 2 Simultaneous Video Streams	
Video Analytics	Motion Detection and Camera Sabotage Analytics	
Aspect ratio	4:3 @ 5MPx	
Video Encoding	H.264 and MJPEG Compression Capability	

CCTV MODEL 04: Outdoor PTZ (Pan, Tilt & Zoom) Camera (360 Degree View)

The camera should meet the following specifications.

Outdoor PTZ (Pan, Tilt & Zoom) Camera (360 Degree View)		
Feature	Minimum Requirements	Bidder's Response / Comment (✓ or X)
<u>GENERAL</u>		
Application	Outdoor	
Construction	Die Cast Aluminum	
View Angle	360° Pan rotation @ 280° per second with Tilt & Zoom Capability	
Frames per second	Up to 30 Images per Second (IPS) at 1080p	
<u>CAMERA</u>		
Max Resolution	As Specified in Bills of Quantities	
Image sensor	1/2.8-inch Type Exmor CMOS	
Electronic Shutter	Programmable shutter speed	
Dynamic Range	80dB WDR (Wide Dynamic Range) at full resolution	
Illumination	Sensitivity in lux for 90% reflectance, f/1.6 (wide-angle), 28 dB gain at 30 IRE (30% of signal level) with sensitivity boost OFF; 4X improvement to sensitivity with sensitivity boost ON 0.65 lux for Color (33ms) & 0.07 Lux for Color (250ms)	
IR Illumination	IR Cut Filter	
IR Cut Filter	Yes, Should be inclusive	
IR Trace	Yes, Should be inclusive	
Lens	f/1.6 ~ f/3.5 focal length 4.7mm (wide) ~ 94.0mm (tele)	
Iris Control	Auto Iris with Manual Override	
Optical Zoom	20X	
Digital Zoom	12X	
Horizontal View Angle	55.4° (wide) ~ 2.9° (tele)	
Aspect ratio	16:9	
<u>VIDEO</u>		
Video Streams	Up to 2 Simultaneous Video Streams	
Video Analytics	Motion Detection and Camera Sabotage Analytics	
Aspect ratio	16:9	
Video Encoding	H.264 and MJPEG Compression Capability	
<u>MECHANICAL</u>		
Variable Speed	0.1° to 280°	
Preset Accuracy	± 0.1°	
Pan Movement	360° Continuous Pan rotation	

Vertical Tilt	+1 ⁰ to -90 ⁰	
Manual Pan Speed	0.1 ⁰ to 80 ⁰ / sec Manual Operation	
Manual Tilt Speed	0.1 ⁰ to 40 ⁰ / sec Manual Operation	
Preset Pan Speed	280 ⁰ / sec	
Preset Tilt Speed	160 ⁰ / sec	

NETWORK VIDEO RECORDER (NVR)

The Equipment should be adaptable to function both as a Network Video Recorder (NVR) or a Digital Video Recorder (DVR)

The NVR should operate on a fully open architecture thus making it compatible with other manufacturer's devices.

The NVR should:

- Be Rack-mountable
- Have enough storage capacity of information for permanent recording of all cameras for minimum of 30 days in regards with the number of cameras
- Be a fully scalable multimedia management system. This network-based system architecture should enable simultaneous monitoring of video and audio, live and recorded, from multiple stations.
- Be complete with all accessories i.e. power cords, USB Keyboard & Mouse, Bexel Key, Rack mount kits, documentation, resource and recovery discs, etc

The NVR should be supported by the following Certifications, Ratings & Patents as a minimum:

- CE, class A; Meets EN50130-4 standard requirements
- UL/cUL listed
- FCC, class A
- C-Tick

The NVR should meet the following specifications.

NETWORK VIDEO RECORDER (NVR)		
Feature	Minimum Requirements	Bidder's Response / Comment (✓ or X)
<u>GENERAL</u>		
Support	280 Mbps (recording, viewing & Export) to support IP and analog video	
Camera Streams	Supports up to 128 IP Camera Streams; up to 64 Analog Cameras per server	
Software	Optimized to Support Pre-Installed DS NVs Software & Integrated into the NVR Hardware	
Recording	Records H.264, MJPEG, and MPEG-4 IP Streams	
Compatibility	~ Compatible with Third-Party IP Cameras & Network Encoders ~ Compatible with DS Control Point for Simultaneous Monitoring of All DS Series and DX Series Products in a Single Client Interface ~ Compatible with the DS Archive Utility	
Expandability	Expandable by Networking an Unlimited Number of Servers and Encoders (Dependent on Available Network Bandwidth)	
Recording	Recording Rate Configurable per Individual Camera	
Viewing, Control, Management	Unlimited Operators	
Hard Disk Drives	~ Front Accessible Hard drives ~ Up to 6No. hot-swappable HDDS	
Internal Storage	Up to 24TB internal per server	
External Storage	Up to 24TB internal per server	
Storage Options	Capability for local or network-attached storage for backup and export	
Deployment	Stand-alone or network recorder	
<u>SYSTEM</u>		
Processor	2nd Generation Intel® Core™ i7	
Operating System	Windows 7 Ultimate 64-bit SP1	
Internal Memory	8 GB RAM	
Internal Storage (JBOD or RAID 5)	DS-SRV = [500 GB, 3 TB, 6 TB, 9 TB, 12 TB, 15 TB, or 18 TB] DS-SRV-DVD = [500 GB, 3 TB, 6 TB, 9 TB, or 12 TB] (This Will be as Specified in the Bills of Quantities)	
RAID Level	RAID 5	
External Storage	Up to 24 TB JBOD or RAID 5 through DX8100HDDI (requires optional DS-SRV-SCSI card)	
<u>NETWORK</u>		
Interface	2 Gigabit Ethernet RJ-45 (1000Base-T)	
Auxiliary Interfaces	USB Ports 1 front (USB 2.0)	

	4 rear (2 USB 3.0; 2 USB 2.0)	
<u>POWER</u>		
Power Input	100 to 240 VAC, 50/60 Hz, auto ranging	
Power Supply	Internal	
Power Consumption	213W Maximum	
<u>CONNECTIONS</u>		
Video Out	2 DVI-D connectors	
Audio Out	1, 1/8-inch audio jack connector	
<u>FRONT INDICATORS</u>		
Buttons	Power	
Indicators	Unit Status Green, amber, red Primary Network Green, amber, red Secondary Network Green, amber, red Software Status Green, amber, red (based on diagnostics) Hard Disk Status Green, red, off (behind bezel)	

MONITOR

The Monitor should be of High definition.

The Monitor should meet the following specifications.

MONITOR		
Feature	Minimum Requirements	Bidder's Response / Comment (v or x)
<u>GENERAL</u>		
Type	LED Commercial Screens c/w Wall Mounting brackets	
Size	As Specified in Bills of Quantities with 32" as a Minimum	
Native Resolution	Minimum 1920 x 1080p full HD native resolution.	
LED Backlight Technology	Must use energy saving LED backlighting rather than cold cathode fluorescent lights (CCFL)	
PIP	Must provide picture-in-picture (PIP) for any combination of 2 inputs.	
Energy Star certified	Must be energy Star certified, ensuring reliability in a 24/7 security installation environment	
Design	Must be constructed of a lightweight aluminum frame composition for desktop or wall-mount installations.	
Compliance	ENERGY STAR® Level 5.1 Compliant	
Response Time	6.5ms Response Time (typical)	
Viewing Angle (H/V)	178°/178°	
Refresh Rate	60 Hz	

Panel Life	50,000 plus hours (typical) as a Minimum	
Display Colors	1.07 billion	
Panel Aspect Ratio	16:9	

WORKSTATION

The Workstation should be compatible with current IP systems.

The Workstation should meet the following specifications.

WORKSTATION		
Feature	Minimum Requirements	Bidder's Response / Comment (V or X)
<u>HARDWARE</u>		
Processor	Intel® Core™ i5, 3.0GHz	
Operating System	Microsoft® Windows® 7 Professional (32 bit and 64-bit) with DirectX 11, Microsoft® Windows® XP Service Pack 3 with DirectX 9.0 or Microsoft® Windows® Vista SP2	
HDD Capacity	2TB	
System Memory	16GB minimum but expandable	
Graphics Card (On client PC)	Dedicated PCI/E graphics controller card with 1024 MB or greater dedicated video memory	
Optical drive	DVD	
DVI	Two DVI-I monitor outputs, USB keyboard, and mouse.	
Viewing, Control, Management	Shall allow any combination of live or playback video on the same monitor at the same time.	
Web Browser	Internet Explorer® 8.0 (or later) or Mozilla® Firefox® 3.5 (or later)	
Media Player	Pelco Media Player or Quick Time® 7.6.5 for Windows XP, Windows Vista and Windows 7.	
Accessories	15Inch Monitor, USB Keyboard, Mouse, Desk Speakers	
<u>SOFTWARE INTERFACE</u>		
Central Monitoring	Through a single client user interface, a user must be able to monitor and manage all hardware devices in a system	
Integration	Hybrid Solution that must seamlessly Integrate analog Cameras, encoders, and the latest IP technology	
Third – Party Support	Must support third-party applications, video analytics, and data transaction information	
Monitors	Must support multiple monitors	
Operation	Shall have Quick Sort by Device Name, IP Address, or Custom Definition	
Video Authentication	Shall be capable of video authentication	

Video Analytics	Shall support video analytics (Active Alert)	
Alerts Monitoring	Data from third-party devices, alarms, events, and audio shall be displayed in any window Pane	
Keyboard Interface	USB 2.0	

SOFTWARE

NOTE: Operating software should NOT have annual renewable licenses.

The IP Video management System Software should meet the following specifications.

IP VIDEO MANAGEMENT SOFTWARE		
Feature	Minimum Requirements	Bidder's Response / Comment (v or x)
Integrated VMS	The IP video management system shall consist of and VMS embedded in a purpose built NVR server. The VMS shall consist of base software with individual, nonexpiring licenses in the required quantity.	
Updates	The IP video management system software updates shall be downloadable from a publicly available website.	
Support	The IP video management system shall support up to 128 combined IP and analog video streams, with up to 64 direct-attached analog cameras. Analog streams shall be supported using third-party encoders.	
Recording Throughput	The IP video management system shall provide 280 Mbps throughput for recording of analog and IP video streams, playback and export.	
Recording Streams	The IP video management system shall support recording of JPEG, MPEG-4 and H.264 IP streams.	
Video Streams	The IP video management system shall support H.264 Megapixel video streams up to 10 Megapixel resolution with quantities based on a total system of 280 Mbps throughput for recording of analog and IP video streams, playback and export.	
Processor	The IP video management system shall operate on a 2nd Generation Intel® Core™ i5 processor and 8 GB of RAM.	
Operating System	The IP video management system shall utilize a Windows® 10 64-bit operating system.	

Optical Drive	The IP video management system shall support and have an option for an internal DVD+/-RW	
DVI-D ports	The IP video management system shall contain two DVID ports.	
Camera Upgrade	The IP video management system shall allow expansion of IP video channel capacity through a licensing without any hardware modification	
Third Party Support	The IP video management system shall support multiple models of IP cameras and encoders and including multiple third-party manufacturers.	
Audio recording	The IP video management system shall support audio recording from cameras in addition to third-party manufacturer's audio recording.	
Storage	The IP video management system shall support recording the internal server with additional storage utilizing SCSI attached external storage.	
Recording	The IP video management system shall be capable of continuous scheduled alarm/event and motion recording. Pre- and post- alarm recording shall also be available and shall be fully programmable on a per channel basis.	
Monitoring	The IP video management system shall support network health and monitoring utilizing third-party SNMP monitoring tools.	
Operation	The IP video management system shall indicate system performance and operation status utilizing a variety of HTML reports.	
Diagnostic	The IP video management system shall display system health monitoring data utilizing front panel LED displays and display popups.	
Video Analytics	The IP video management system shall optionally support on-board video analytics in quantities of two or four channels with Active Alert software and also provide video analytics monitoring including tracking and counting objects and people.	
Open Architecture	The IP video management system shall have a fully open architecture with support for both IP-specific camera as well as cameras with ONVIF compliance.	

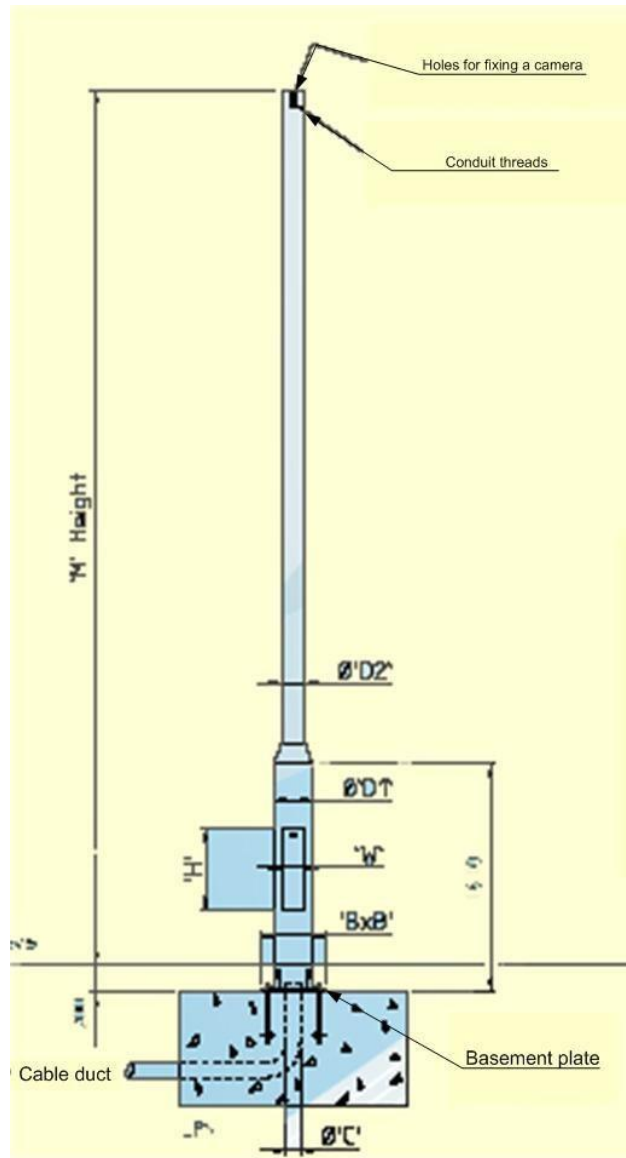
Automatic Detection	The IP video management system shall support automatic detection of IP cameras. Third-party IP cameras shall be automatically detected dependent on IP driver versions and manufacturers specifications	
Modular /Scalability	The IP video management system shall support an unlimited number of systems connected over a network. Each system shall contain two 1GB network ports; one for IP camera/encoder data, and one to connect to a network for client computer access.	
Viewing and Management	The IP video management system shall be viewed, managed, and played back through a single user interface simultaneously with other video management systems through client workstation software.	

CAMERA POLES

The camera poles for any outdoor cameras shall be supplied & installed by the contractor. The minimum thresholds for installing this poles & cameras are as follows:

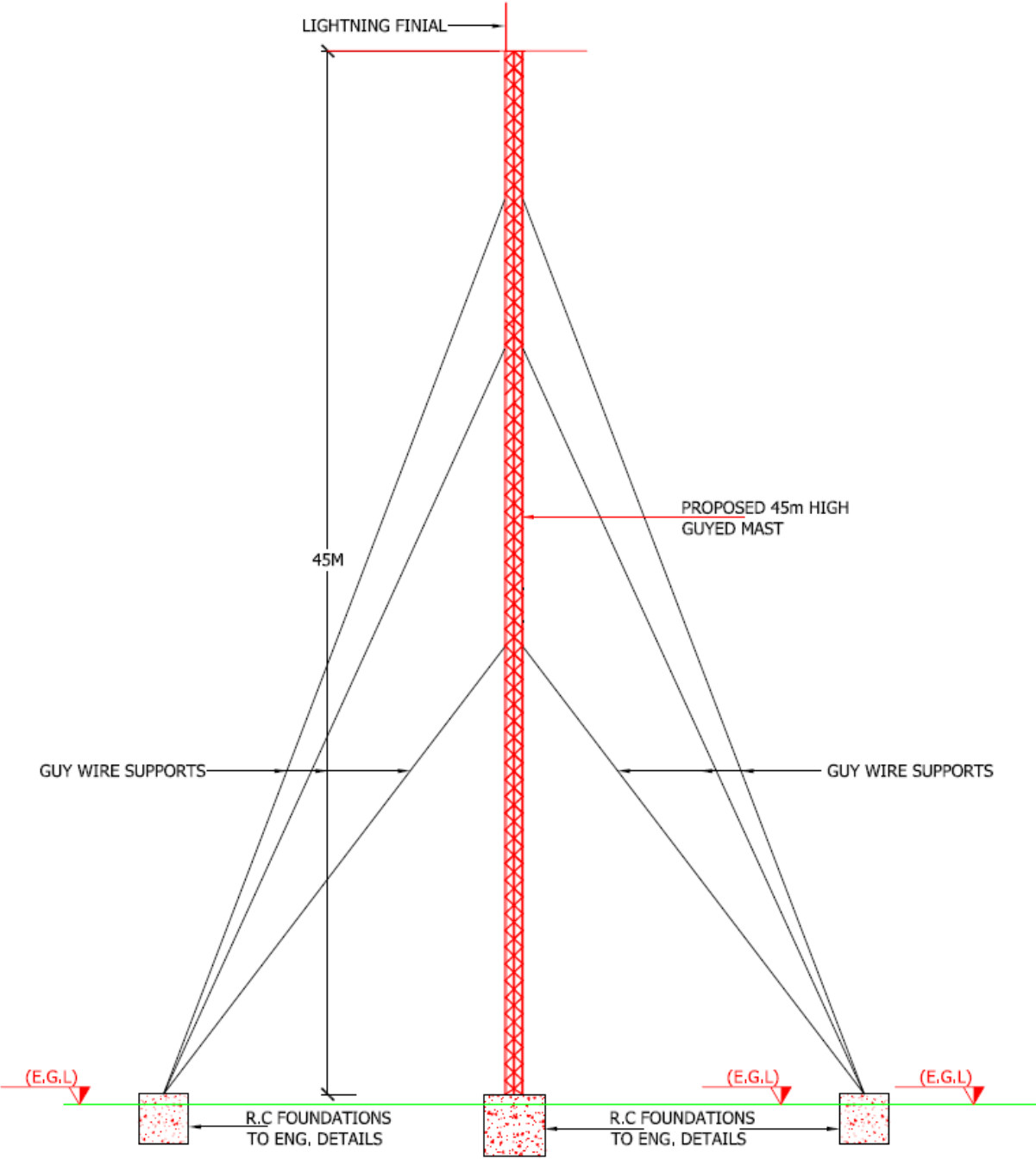
- A stable solution for achieving desired camera height, required height may be up to 8 meters.
- Excellent stability characteristics for achieving minimum camera movement.
- Pole should be circular
- Pole shall be tapering at the bottom.
- A desirable column where aesthetics are of importance.
- Totally concealed cable management facility
- Hot dipped galvanized for maximum weather protection both internally and externally.
- Should be painted Black on the external as the final finish
- Custom & bespoke versions tailored to customers' requirements.

The following drawing demonstrates the required columns and their technical specification.



END

GUY WIRE MAST LAYOUT



2d. <u>SPECIAL NOTES TO ALL TENDERERS</u>

18. **CONTRACT TYPE:** This is a fixed price Contract and no claims shall be entertained on whatever ground. The Contractor is advised to include all such costs as he projects may arise in his unit rates. Any variations in the exchange rate will also be no excuse for any variations in the contract sum.
19. **COPYRIGHT:** The copyright of this specification is vested in the Engineers and no part thereof may be reproduced without their express permission, given in writing.
20. **CURRENCY:** The specifications must be priced in Kenya Currency i.e. Shillings and Cents unless Otherwise as may be expressly stated
21. **QUALIFICATION:** The tenderer shall not otherwise qualify the text of this specification. Any alteration or qualification made without authority will be ignored and the text of the specification as printed adhered to.
22. **BILLS OF QUANTITIES:** The Bills shall be read in conjunction with the Preliminaries, General Conditions of Contract, Technical Specifications and Drawings
23. **PAGES IN DOCUMENT:** The tenderer is required to check the number of pages in this document and should any be found to be missing or the figures indistinct, he/she must inform the Engineers at once and have the same rectified. Should the tenderer be in doubt the precise meaning of any item, word or figures or for any reason whatsoever observe any apparent omission of words or figures, he must inform the Engineers in order that the correct meaning may be decided upon before the date for the submission of the tenders.
24. **RATES & PRICES:** The rates and prices tendered in the priced Bills of Quantities shall, except insofar as it is otherwise provided under the Contract, include all Plant, equipment, labor, supervision, materials, erection, maintenance, insurance, profit, together with all general risks, liabilities and obligations set out or implied in the Contract, including taxes and duties (including V.A.T). The quantities given are provisional and are for guidance only. The whole works shall be re-measured upon practical completion.
25. **FILLING OF RATES:** A rate or price shall be entered against each item in the priced Bills of Quantities, whether quantities are stated or not. The cost of items against which the Contractor has failed to enter a rate or price shall be deemed to be covered by other rates and prices entered in the Bills of Quantities.

26. **PRICE ALLOWANCES:** The tenderer shall be deemed to have made allowances in his unit prices generally to cover items of preliminaries or additions to prime cost Sums or other items priced against the respective items.
27. **TAXES:** The tenderer's price shall include all government taxes including duties, VAT, etc. No claims whatsoever will be allowed if the tenderer does not price them as aforementioned. VAT must be calculated for all sums as filled in the document which includes contingencies, PC Sums etc.
28. **COST:** The whole cost of complying with the provision of the Contract shall be included in the Items provided in the Bills of Quantities, and where no items are provided the cost shall be deemed to be distributed among the rates and prices entered for the related Items of Work.
29. **TENDER EXPENSES:** In no case will expense incurred by the tenderer in preparation of this tender be reimbursed.
30. **REFERENCES:** General directions and descriptions of work and materials are not necessarily repeated nor summarized in the Bills of Quantities. Reference to the relevant sections of the Contract documentation shall be made before entering prices against each item in the priced Bills of Quantities.
31. **PC SUMMS & CONTINGENCIES:** Provisional Sums and contingencies included and so designated in the Bills of Quantities shall be expended in whole or in part at the sole discretion of the Engineer.

Under no circumstances shall the contingencies in the BQ be used to cater for contractor's omissions or underquoting of items listed in the Bills.

Under no Circumstances shall the contractor claim any costs e.g. profits, attendance, etc. connected to the PC sums and contingencies if the client were to remove the PC Sum item

32. **ERRORS:** No liability whatsoever will be admitted nor claim allowed in respect of errors in the completed tender due to mistakes in this document which should have been rectified in the manner described above.

Errors in pricing will be corrected by the Engineer for any arithmetic errors in computation or summation as follows: -

- a) Where there is a discrepancy between amounts in figures and in words, the amount in words will govern; and

b) Where there is a discrepancy between the unit rate and the total amount derived from the multiplication of the unit price and the quantity, the unit rate as quoted will govern, unless in the opinion of the Engineer, there is an obviously gross misplacement of the decimal point in the unit prices, in which event the total amount as quoted will govern and the unit rate will be corrected.

33. **MATERIALS ORDERING:** The Contractors shall be solely responsible for the accurate ordering of materials in accordance with the drawings and these specifications.

34. **CLIENT SUPPLY ITEMS:** The client has the right to choose between the contractor to supply specific fittings / items as specified and the fittings / items being a direct procurement by the client.

Under no Circumstances shall the contractor claim any costs e.g. profits, attendance, etc. connected to the “Client Supplied” items if the client were to Omit any items noted as “Client Supply” in the Bills

Signed (As in form of Tender)

Official Stamp & Date

SECTION 03:

BILLS OF QUANTITIES

D CCTV

- The Contractor shall supply labour and supply, deliver, install, fix, connect, test, label and commission the works, clean, complete and working to every detail as described below and in the related specifications and /or on the drawings to the satisfaction of the Consulting Engineers.
- All cameras to be IP Cameras & to have power over ethernet (POE) capability, 12VDC, 24VAC Power options.
- All IP Based Cameras shall have NON -RENEWABLE Licences. The Licence costs should be included in the rates for the Cameras
- All Copper Installations & Cabling in this document shall be Cat 6A (500MHz) solution end to end.
- All UTP & Fiber Cables to be as Siemon end to end
- All Camera Models To be as Bosch, AXIS, Hikvision or Equivalent to clients Approval
- Technical product catalogues and specifications for quoted models to be attached

Item	Description	Unit	Qty	Rates (Kshs.)	Costs (Kshs)
CAMERAS & ACCESSORIES					
D1.01	CAMERA MODEL 1a - IP Dome Camera: IP Dome camera c/w Licence and all other accessories as described in the particular specifications of this document Indoor Camera View Angle - 80 Degrees Minimum Resolution - 3MP (2592 x 1520) All other properties as described in particular Specification of camera Model	No.	6		
D1.02	Bullet Camera: Minimum Illumination: Color: 0.009 Lux @ (f/1.2, AGC on), 0 Lux with IR 3840 x 2160 Resolution @ 30 fps 8 to 32 mm Motorized H.265+, H.265, H.264+, H.264H.265+, H.265, H.264+, H.264 Main Stream: 30 fps (3840 x 2160, 3200 x 1800, 2560 x 1440, 1920 x 1080, 1280 x 720) EXIR 2.0 with up to 165 ft (50 m) IR Range 12 VDC and PoE (802.3af)	No.	23		
	CAMERA MODEL 4 OUTDOOR PTZ DOME CAMERA Minimum Illumination: Color: 0.002 Lux @ (f/1.2, AGC On) B/W: 0.0002 Lux @ (f/1.2, AGC On) 0 Lux with IR Up to 2560 x 1440 Resolution	No.	10		

	H.265+/H.265 Video Compression 140 dB WDR, 3D DNR, HLC, Smart IR IR Distance 1,640 ft (500 m) 24 VAC and Hi-PoE				
D1.02	CABLING: Horizontal cabling for Cameras wired in 4 pair UTP CAT 6A CU cables drawn in Conduitwork / trunking and radiating in a star topology from the Switches in the Administration cabinet to the individual cameras & Including Associated accessories including factory terminated RJ 45 sockets and modules to enable a full operation of the installations.	No.	6		

Item	Description	Unit	Qty	Rates (Kshs.)	Costs (Kshs)
VIEWING & RECORDING					
	UP LINKS – connection to WAN using High-band 5 GHz – Unlicensed Band Operating frequencies 5725 - 6200 MHz Minimum throughput 1GHZ	No.	18		
D1.03	NETWORK VIDEO RECORDER (NVR): Network Video Recorder c/w all other accessories as described in the particular specifications of this document. NOTE: Storage Capacity for this NVR Should be 90 Days for all the Cameras Mentioned above @30fps. (Calculations of the same to be attached in submission.)	No.	1		
D1.04	MONITOR(S): Wall Mounted monitors 65" c/w mounting brackets, Connection Cables & all other accessories as described in the particular specifications of this document.	No.	2		
ADMINISTRATION					
D1.05	ADMINISTRATION EQUIPMENT CABINET (WALL MOUNTED) - SECURITY ROOM : 15U Administration Equipment Cabinet for housing all the accessories c/w all other accessories as described in the particular specifications of this document. Model As TOTEN	No.	1		
D1.06	PATCH PANEL: 48 port Data patch panel as SIEMON®	No.	3		
D1.07	CABLE MANAGER: Provide 2HU cable organizers for patch leads, horizontal cabling etc to approval.	No.	3		
D1.08	PATCHCORDS: 1 Meter CAT 6A UTP Factory Terminated patch cords for use in the switches & Patch Panels	No.	40		
	WORKSTATION: AS PER SPECIFICATION	No.	1		

Item	Description	Unit	Qty	Rates (Kshs.)	Costs (Kshs)
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SWITCHES					
D1.09	OUTDOOR NETWORK SWITCH: CPU 98DX224S 800 MHz Size of RAM 256 MB Storage type Flash Storage size 16 MB Switch chip model 98DX224S Number of 100 Mbps Ethernet ports 16 SFP ports 2 Operating system SwOS / RouterOS (Dual boot) RouterOS license level 5 PoE-in Ports 1 - 14 and 16 PoE-out On Ether15 Supported input voltage 18 - 57 V (DC jack); 18 - 57 V (PoE-in) Number of DC jacks 1 * Dimensions 304 x 212 x 71 mm Operating temperature -40°C to	No.	18		
<i>Pole Masts and guy wire Supported Masts (Fabrication and Installation)</i>					
D1.10	Pole Mast Cylindrical (16M)	No.	15		
D1.11	10 Segment Guy Wire Supported Mast	No.	4		
D1.12	Mounting/housing Fabrication for Solar Batteries, inverter and Outdoor Switch	Pcs	15		

Item	Description	Unit	Qty	Rates (Kshs.)	Costs (Kshs)
<i>POWER PROTECTION EQUIPMENT</i>					
D1.13	UPS (Inrack): UPS for the systems above 1.5KVA with 10Minutes Backup Time on Full Load as APC, MECER or Equivalent to Approval	No.	2		
D1.14	UPS (Inrack): UPS for the systems above 2KVA with 10Minutes Backup Time on Full Load as APC, MECER or Equivalent to Approval	No.	1		
D1.15	1kva Hybrid inverter	No.	14		

D1.16	Solar Panel 390W	No.	14		
D1.17	Batteries 150Ah	No.	28		
OTHER ACCESSORIES					
D1.18	ACCESSORIES: Mounting, fixing, etc accessories such as RJ 45 connectors, fly / interconnect cables, terminations, labling etc.	Item	1		
D1.19	POWER SUPPLY: Power supply to the various components that need to be powered within the entire CCTV installation and any necessary earthing.	Item	1		
D1.20	SIGNAGE: Allow sum for putting Up signage as required by the International safety standards	Item	1		
D1.21	LABELLING: Allow sum for putting permanent Labels on all installations including cabling as required	Item	1		
D1.22	ADDITIONAL ACCESSORIES: Any other necessary item. please specify on a separate sheet showing the various items and their individual costs. Only give lumpsum here (If non write NIL)	Item	1		

Item	Description	Unit	Qty	Rates (Kshs.)	Costs (Kshs)
D1.23	DOCUMENTATION: Sum for Completion documents: Comprising Workshop drawings, manufacturer's technical product catalogues, users manuals, maintenance manuals, as installed drawings, test certificates, etc. { NOTE: Penultimate Valuation will not be paid until these are fully availed & signed off by the engineer }	Item	1		
D1.24	TRAINING: Sum for Training of client personel / users (At least 5No Staff for 1Week)	Item	1		
D1.25	TESTING & COMMISSIONING: Sum for Testing and commissioning of the entire installations set complete with all accessories, interconnections, controls, BMS link & activation and the necessary programing.	Item	1		
D1.26	DLP SUM: Sum for 6 months comprehensive maintenance from date of practical completion i.e. for maintenance and replacement of consumables such as blown out devices	Item	1		
D1.27	Preliminaries, contract conditions, general conditions & particular specifications				
D1.28	Contingency				100,000
D1.29	TOTAL c/f to M&E SERVICES (NYERI) PRICE SUMMARY PAGE				

SECTION VI - SCHEDULE OF REQUIREMENTS

Number	Description	Quantity	Delivery schedule (shipment)
			In Weeks/months from _____ ¹

¹ The Procuring entity must specify here the date from which the delivery schedule will start. That date should be either the date of the contract award, or the date of contract signature, or the date of opening of letter of credit, or the date of confirmation of the Letter of Credit, as appropriate. The Tender Form should include only a cross reference to this Schedule.

SECTION VII - PRICE SCHEDULE FOR GOODS

Name of tenderer _____ Tender Number _____ Page _____ of _____

1	2	3	4	5	6	7
Item	Description	Country of origin	Quantity	Unit price	Total Price EXW per item (cols. 4x5)	Unit price of other incidental services payable

Signature of tenderer _____

Note: In case of discrepancy between unit price and total, the unit price shall prevail.

SECTION VIII - STANDARD FORMS

Notes on the sample Forms

1. Form of Tender - The form of tender must be completed by the tenderer and submitted with the tender documents. It must also be duly signed by duly authorized representatives of the tenderer.
2. Confidential Business Questionnaire Form - This form must be completed by the tenderer and submitted with the tender documents.
3. Tender Security Form - When required by the tender documents the tender shall provide the tender security either in the form included herein or in another format acceptable to the procuring entity.
4. Contract Form - The Contract Form shall not be completed by the tenderer at the time of submitting the tender. The Contract Form shall be completed after contract award and should incorporate the accepted contract price.
5. Performance Security Form - The performance security form should not be completed by the tenderers at the time of tender preparation. Only the successful tenderer will be required to provide performance security in the form provided herein or in another form acceptable to the procuring entity.
6. Bank Guarantee for Advance Payment Form - When Advance payment is requested for by the successful bidder and agreed by the procuring entity, this form must be completed fully and duly signed by the authorized officials of the bank.
7. Manufacturers Authorization Form - When required by the tender documents this form must be completed and submitted with the tender documents. This form will be completed by the manufacturer of the goods where the tenderer is an agent.

8.1 **FORM OF TENDER**

Date _____
Tender No. _____

To: _____

[name and address of procuring entity]

Gentlemen and/or Ladies:

1. Having examined the tender documents including Addenda Nos. *[insert numbers]*.the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply deliver, install and commission (..... *(insert equipment description)* in conformity with the said tender documents for the sum of *(total tender amount in words and figures)* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Tender.

2. We undertake, if our Tender is accepted, to deliver install and commission the equipment in accordance with the delivery schedule specified in the Schedule of Requirements.

3. If our Tender is accepted, we will obtain the guarantee of a bank in a sum of equivalent to _____ percent of the Contract Price for the due performance of the Contract , in the form prescribed by(*Procuring entity*).

4. We agree to abide by this Tender for a period of *[number]* days from the date fixed for tender opening of the Instructions to tenderers, and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

5. This Tender, together with your written acceptance thereof and your notification of award, shall constitute a Contract, between us. Subject to signing of the Contract by the parties.

6. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 20 _____

[signature]

[in the capacity of]

Duly authorized to sign tender for an on behalf of _____

8.2 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
 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: <table border="1"> <thead> <tr> <th>Name</th> <th>Nationality</th> <th>Citizenship Details</th> <th>Shares</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>4.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>	Name	Nationality	Citizenship Details	Shares	1.				2.				3.				4.							
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	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 <table border="1"> <thead> <tr> <th>Name</th> <th>Nationality</th> <th>Citizenship Details</th> <th>Shares</th> </tr> </thead> <tbody> <tr> <td>1.....</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>2.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>3.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>4.</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> <tr> <td>5</td> <td>.....</td> <td>.....</td> <td>.....</td> </tr> </tbody> </table>	Name	Nationality	Citizenship Details	Shares	1.....				2.				3.				4.				5			
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1.....																									
2.																									
3.																									
4.																									
5																									
	Date Signature of Candidate																								

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

8.3 TENDER SECURITY FORM

Whereas [*name of the tenderer*]
(hereinafter called “the tenderer”) has submitted its tender dated
..... [*date of submission of tender*] for the supply, installation and
commissioning of [*name and/or description of the*
equipment] (hereinafter called “the Tender”)
..... KNOW ALL PEOPLE by these
presents that WE of having our
registered office at (hereinafter called “the Bank”), are bound
unto [*name of Procuring entity*] (hereinafter called “the Procuring
entity”) in the sum of for which payment well and truly to be
made to the said Procuring entity, the Bank binds itself, its successors, and
assigns by these presents. Sealed with the Common Seal of the said Bank this
_____ day of _____ 20 _____.

THE CONDITIONS of this obligation are:-

1. If the tenderer withdraws its Tender during the period of tender validity specified by the tenderer on the Tender Form; or
2. If the tenderer, having been notified of the acceptance of its Tender by the Procuring entity during the period of tender validity:
 - (a) fails or refuses to execute the Contract Form, if required; or
 - (b) fails or refuses to furnish the performance security in accordance with the Instructions to tenderers;

We undertake to pay to the Procuring entity up to the above amount upon receipt of its first written demand, without the Procuring entity having to substantiate its demand, provided that in its demand the Procuring entity will note that the amount claimed by it is due to it, owing to the occurrence of one or both of the two conditions, specifying the occurred condition or conditions.

This tender guarantee will remain in force up to and including thirty (30) days after the period of tender validity, and any demand in respect thereof should reach the Bank not later than the above date.

[*signature of the bank*] _____
(Amend accordingly if provided by Insurance Company)

8.4 CONTRACT FORM

THIS AGREEMENT made the _____ day of _____ 20 _____ between
..... [*name of Procurement entity*] of [*country of Procurement entity*]
(hereinafter called “the Procuring entity”) of the one part and [*name of tenderer*]
of [*city and country of tenderer*] (hereinafter called “the tenderer”) of the other part;

WHEREAS the Procuring entity invited tenders for certain goods] and has accepted a tender by the
tenderer for the supply of those goods in the sum of [*contract price in*
words and figures] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to:
2. The following documents shall be deemed to form and be read and construed as part of this Agreement viz:
 - (a) the Tender Form and the Price Schedule submitted by the tenderer
 - (b) the Schedule of Requirements
 - (c) the Technical Specifications
 - (d) the General Conditions of Contract
 - (e) the Special Conditions of contract; and
 - (f) the Procuring entity’s Notification of Award
3. In consideration of the payments to be made by the Procuring entity to the tenderer as hereinafter mentioned, the tender hereby covenants with the Procuring entity to provide the goods and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Procuring entity hereby covenants to pay the tenderer in consideration of the provisions of the goods and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the times and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed, delivered by _____ the _____ (for the Procuring entity

Signed, sealed, delivered by _____ the _____ (for the tenderer in the presence of _____

(Amend accordingly if provided by Insurance Company)

8.5 PERFORMANCE SECURITY FORM

To
[*name of Procuring entity*]

WHEREAS [*name of tenderer*] (hereinafter called “the tenderer”) has undertaken , in pursuance of Contract No. _____ [*reference number of the contract*] dated _____ 20 _____ to _____ supply [*description of goods*] (hereinafter called “the Contract”).

AND WHEREAS it has been stipulated by you in the said Contract that the tenderer shall furnish you with a bank guarantee by a reputable bank for the sum specified therein as security for compliance with the Tenderer’s performance obligations in accordance with the Contract.

AND WHEREAS we have agreed to give the tenderer a guarantee:

THEREFORE WE hereby affirm that we are Guarantors and responsible to you, on behalf of the tenderer, up to a total of [*amount of the guarantee in words and figure*] and we undertake to pay you, upon your first written demand declaring the tenderer to be in default under the Contract and without cavil or argument, any sum or sums within the limits of [*amount of guarantee*] as aforesaid, without you needing to prove or to show grounds or reasons for your demand or the sum specified therein.

This guarantee is valid until the _____ day of _____ 20 _____

Signed and seal of the Guarantors

[*name of bank or financial institution*]

[*address*]

[*date*]

8.6 BANK GUARANTEE FOR ADVANCE PAYMENT FORM

To
[name of Procuring entity]

[name of tender]

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends the General Conditions of Contract to provide for advance payment, [name and address of tenderer] (hereinafter called “the tenderer”) shall deposit with the Procuring entity a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of [amount of guarantee in figures and words].

We, the [bank or financial institutions], as instructed by the tenderer, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the Procuring entity on its first demand without whatsoever right of objection on our part and without its first claim to the tenderer, in the amount not exceeding [amount of guarantee in figures and words]

We further agree that no change or addition to or other modification of the terms of the Contract to be performed there-under or of any of the Contract documents which may be made between the Procuring entity and the tenderer, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid in full effect from the date of the advance payment received by the tenderer under the Contract until [date].

Yours truly,

Signature and seal of the Guarantors

[name of bank or financial institution]

[address]

[date]

8.7 MANUFACTURER'S AUTHORIZATION FORM

To *[name of the Procuring entity]*

WHEREAS*[name of the manufacturer]* who are established and reputable manufacturers of
[name and/or description of the goods] having factories at
..... *[address of factory]* do hereby authorize
..... *[name and address of Agent]* to submit a tender, and subsequently negotiate and sign the Contract with you against tender No.
..... *[reference of the Tender]* for the above goods manufactured by us.

We hereby extend our full guarantee and warranty as per the General Conditions of Contract for the goods offered for supply by the above firm against this Invitation for Tenders.

[signature for and on behalf of manufacturer]

Note: This letter of authority should be on the letterhead of the Manufacturer and should be signed by a person competent.

8.8 LETTER OF NOTIFICATION OF AWARD

Address of Procuring Entity

To: _____

RE: Tender No. _____

Tender Name _____

This is to notify that the contract/s stated below under the above mentioned tender have been awarded to you.

1. Please acknowledge receipt of this letter of notification signifying your acceptance.
2. The contract/contracts shall be signed by the parties within 30 days of the date of this letter but not earlier than 14 days from the date of the letter.
3. You may contact the officer(s) whose particulars appear below on the subject matter of this letter of notification of award.

(FULL PARTICULARS) _____

SIGNED FOR ACCOUNTING OFFICER

8.9 FORM RB 1

REPUBLIC OF KENYA
PUBLIC PROCUREMENT ADMINISTRATIVE REVIEW BOARD

APPLICATION NO.....OF.....20.....

BETWEEN

.....APPLICANT

AND

.....RESPONDENT (*Procuring Entity*)

Request for review of the decision of the..... (*Name of the Procuring Entity*) ofdated
the...day of20.....in the matter of Tender No.....of20...

REQUEST FOR REVIEW

I/We.....,the above named Applicant(s), of address: Physical address.....Fax
No.....Tel. No.....Email, hereby request the Public Procurement Administrative Review
Board to review the whole/part of the above mentioned decision on the following grounds , namely:-

- 1.
 - 2.
- etc.

By this memorandum, the Applicant requests the Board for an order/orders that: -

- 1.
 - 2.
- etc

SIGNED(Applicant)

Dated on.....day of/...20...

FOR OFFICIAL USE ONLY

Lodged with the Secretary Public Procurement Administrative Review Board on day of
.....20.....

SIGNED
Board Secretary