COUNTY GOVERNMENT OF TRANS NZOIA

To: Seller’s Name and Address

From: Buyers Designation

Quotation No: KE-CGTN-224434-GO-RFQ
Dated: 26.03.2021

You are invited to submit quotation on materials listed below:

THIS IS NOT AN ORDER. Read the conditions and instructions on reverse before quoting:

a) This quotation should be submitted in a plain wax sealed envelope marked 'Quotation No: KE-CGTN-224434-GO-RFQ for Supply and delivery of Avocado Seedlings to Amani Area in Chepchoina Ward (NARIGP) and be addressed to reach the buyer or be placed in the Quotation / Tender box not later than 9.30 Am on 2/04/2021

b) Your quotation should indicate unit price which includes all costs for delivery, discount, duty, taxes etc.

c) Return the original copy and retain the duplicate for your record.

d) And – Fill in the attached S 33 form

e) Attach copies of Tax Compliance, single business permit, certificate of reg.

f) AGPO certificates (where applicable)

g) NCA certificate (where applicable)

<table>
<thead>
<tr>
<th>Code No.</th>
<th>Item Description/works</th>
<th>Unit</th>
<th>Quantity Required</th>
<th>Unit Price</th>
<th>Total Price</th>
<th>Days to Delivery</th>
<th>Brand</th>
<th>County of origin</th>
<th>Remarks</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Please Quote as per attached schedule of requirements</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Sellers Signature .................................

Date: ........................................

[Official Stamp]

FOR OFFICIAL USE ONLY

Opened By: (1) ........................................ Désignation ................... Signature ..................

(2) ........................................ Désignation ................... Signature ..................

(3) ........................................ Désignation ................... Signature ..................

Date: ........................................ Time .................................
COUNTY GOVERNMENT OF TRANS NZOIA

CONDITIONS

1. The General Conditions of Contract with the Government of Kenya apply to this transaction. This form properly submitted constitutes the entire agreement.
2. The offer shall remain firm for 30 days from the closing date unless otherwise stipulated by the seller.
3. The buyer shall not be bound to accept the lowest or any other offer, and reserves the right to accept any offer in part unless the contrary is stipulated by the seller.
4. Samples of offers when required will be provided free, and if not destroyed during tests will, upon request, be returned at the seller’s expenses.

INSTRUCTIONS

1. All entries must be typed or written in ink. Mistakes must not be erased but should be crossed out and corrections be made and initialed by the person signing the quotation.
2. Quote on each item separately, and in units as specified.
3. This form must be signed by a competent person and preferably it should also be stamped.
4. Each quotation should be submitted separately in a sealed envelope with the quotation Number endorsed on the outside. Descriptive literature or samples of the items offered may be forwarded with the quotation.
5. If you do not wish to quote, please endorse the reason on this form and return it, otherwise your name may be deleted from the buyer’s mailing list for the items listed hereon.
COUNTY GOVERNMENT OF TRANS NZOIA

SUPPLY AND DELIVERY OF AVOCADO SEEDLINGS TO AMANI AREA IN CHEPCHOINA WARD (NARIGP)
QUOTATION NO: KE-CGTN-224434-GO-RFQ

EVALUATION CRITERIA
Please attach the following documents for evaluation purposes;

1) Valid Copy of Company Registration/Incorporation
2) Valid copy of Tax Compliance Certificate/exemption
3) Valid Copy of CR12
4) Valid Copy of certification by HCDA
5) Valid Copy of certification by KEPHIS
<table>
<thead>
<tr>
<th>S/N</th>
<th>Item</th>
<th>Item Specifications</th>
<th>Unit</th>
<th>Qty</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Avocado Seedlings</td>
<td>- Hass; Well Hardened,</td>
<td>No.</td>
<td>3,950</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Plant Type: Low bark grafted</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Height: 1.5’ to 2’</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Girth: 25mm – 30mm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Others: Packed in poly tubes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note:**
1) Price quoted should be inclusive of Taxes, delivery and all other charges
2) The tender shall be awarded as a lot to the lowest responsive bidder
3) Delivery shall be onsite at Amani Area in Chepchoina Ward

Sellers Signature ..................................................

Name: ..........................................................................

Date: ..................................................

[Official Stamp]
COUNTY GOVERNMENT OF TRANS NZOIA

FORM OF TENDER

From: ........................................
........................................
........................................
Date: ........................................

To: The County Government of Trans Nzoia;
P.O Box 4211 – 30200 Kitale

RE: Tender For: ........................................
........................................
........................................

In accordance with Tender Number: ........................................ Dated: ........................................

I/we ........................................ hereby tender to ........................................ in accordance with the attached tender forms/conditions of tender/ scheduled of requirements at the price/fee/charges shown against each item and in conformity with the scheduled delivery arrangements stated. This applies to items numbers ........................................ only in the schedule representing a total amount of Kshs ........................................ tendered for

I/we understand that the County Government reserves the right to accept or reject this tender in part or in whole for any reason it considers justifiable.

I/we agree that the terms of this tender will remain valid for and will not be withdrawn for a period of ........................................ days from the final date for submission of tender namely;

........................................

In the event of this tender being accepted in part or in full within the stipulated ........................................ days; I agree to supply against an order signed by an Officer of the County Government of Trans Nzoia authorized to do so, those goods accepted in this tender to the quoted delivery dates and that failure on my/our part to meet these requirements constitutes a breach of contract.

Witnessed By: ........................................ Tenderer’s Name: ........................................

Address: ........................................ Tenderer’s Signature: ........................................

Signature: ........................................ Tenderer’s Designation: ........................................

Date: ........................................ Full Address: ........................................

Telephone No: ........................................ Email: ........................................

Date: ........................................
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:

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Location of business premises</th>
<th>Plot No</th>
<th>Street/Road</th>
<th>Postal Address</th>
<th>Tel No</th>
<th>Fax</th>
<th>E mail</th>
<th>Nature of Business</th>
<th>Registration Certificate No</th>
<th>Maximum value of business which you can handle at any one time – Kshs.</th>
<th>Name of your bankers</th>
<th>Branch</th>
</tr>
</thead>
</table>

### Part 2 (a) – Sole Proprietor

<table>
<thead>
<tr>
<th>Your name in full</th>
<th>Age</th>
<th>Nationality</th>
<th>Country of origin</th>
<th>Citizenship details</th>
</tr>
</thead>
</table>

### Part 2 (b) Partnership

Given details of partners as follows:

<table>
<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>

### Part 2 (c) – Registered Company

<table>
<thead>
<tr>
<th>Private or Public</th>
<th>State the nominal and issued capital of company: Nominal Kshs</th>
<th>Issued Kshs</th>
</tr>
</thead>
</table>

Given details of all directors as follows

<table>
<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>
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</tr>
<tr>
<td>2.</td>
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<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Date ........................................ Signature of Candidate .................................

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