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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 _______________________

TENDER REF NO. (CGM/ONT/003/2015-2016)
TENDER NAME  SUPPLY OF ASSORTED MEDICAL EQUIPMENTS

1.1 The COUNTY GOVERNMENT OF MERU invites sealed bids from eligible candidates for supply of dental chair

1.2 Interested eligible candidates may obtain further information from and inspect the tender documents at county government of Meru website www.meru.go.ke

1.3 A complete set of tender documents may be obtained by interested candidates by downloading it from the website for free

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 the county headquarters ground floor

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 the county chamber hall
## 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 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) Manufacturer’s Authorization Form
(xi) 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
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;

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

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 120 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 tenderer’s eligibility to tender and its qualifications to perform the contract if its tender is accepted.

2.12.2 The documentary evidence of the tenderer’s 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 tenderer’s 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 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.

2.15 Validity of Tenders

2.15.1 Tenders shall remain valid for 120 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,” 24\textsuperscript{th} March 2016 at 10:00am

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**

Tenders must be received by the Procuring entity at the address specified under paragraph 2.17.2 no later than 24\textsuperscript{th} March 2016 at 10:00am

2.18.1

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

The Procuring entity will open all tenders in the presence of tenderers’ representatives who choose to attend, at 24th March 2016 at 10:00am 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.
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 un changed 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.

<table>
<thead>
<tr>
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<th>PARTICULARS OF APPENDIX TO INSTRUCTIONS TO TENDERS</th>
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<td>Indicate particulars of tender security</td>
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<tr>
<td>2.18.1</td>
<td>Indicate day, date and time of closing</td>
</tr>
<tr>
<td>2.29.1</td>
<td>As in 2.18.1 above</td>
</tr>
<tr>
<td>2.29.1</td>
<td>Indicate particulars of performance security</td>
</tr>
</tbody>
</table>

*(Complete as necessary)*
## SECTION III: GENERAL CONDITIONS OF CONTRACT

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<td>3.20</td>
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</table>
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.

MANDATORY REQUIREMENT

1. Certificate of incorporation
2. Pin certificate
3. Valid tax compliance
4. Manufacturers authorizations letter
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

<table>
<thead>
<tr>
<th>REFERENCE OF GCC</th>
<th>SPECIAL CONDITIONS OF CONTRACT</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.7.1</td>
<td>Indicate particulars of performance security</td>
</tr>
<tr>
<td>3.12.1</td>
<td>Indicate terms of payment</td>
</tr>
<tr>
<td>3.18.1</td>
<td>Indicate resolutions of disputes</td>
</tr>
</tbody>
</table>

(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 PARTICULARS

1. **Operating Theatre Table Specifications**

Operating table designed for carrying out treatments, dressing interventions and operations of general surgery.

All exposed metallic parts shall be made from stainless, acid proof steel and with antistatic pressure management mattress 6cm thick.

The table base shall be mobile and shall have central brakes with floor lock for stability.

Back rest and leg rest inclination angle, carbon fibre kidney elevator, Trendelenburg and reverse-Trendelenburg positions and height adjustment of the table top shall be activated by electro - hydraulic system.

The table top shall be translucent for x-rays with 5 separate Sections including a shoulder section.

**Table specifications:**

- Table top length 2072 mm
- Table top width 520mm
- Minimal height of the table 680mm
- Maximal height of the table 1120mm
- Trendelenburg 30°
- Reverse Trendelenburg 30°
- Lateral tilt at least 20°
- Back rest inclination angle +80° to 50°
- Head rest inclination angle 60° up
- Head rest inclination angle 90° down
- Leg (Up/Down): 20°/90°
- Leg (Open, 2pieces): 0° - 180°
- Kidney Elevator (Up): 0 – 120mm
- Weight Capacity: at least 227 Kg / 500lbs
- Power requirements: 240 VAC ±10 %, 50Hz. Fully rechargeable battery set to last for approx. 20 full operation cycles.

**Accessories:**

- Anaesthetic Screen with clamp with telescopic tubes : 1
- Body restraint Strap with clamp : 1
- Padded Shoulder supports : 2
- Padded Leg support with swivel type clamp : 2
- Padded arm Rests 450 -500 mm long with two arm Clamps : 2
- Padded Lateral support with universal attachment Clamp : 2
### SECTION VI - SCHEDULE OF REQUIREMENTS

<table>
<thead>
<tr>
<th>Number</th>
<th>Description</th>
<th>Quantity</th>
<th>Delivery schedule (shipment)</th>
</tr>
</thead>
</table>

In Weeks/months from ________

---

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 OPERATING THEATRE TABLE

Name of tenderer _______ Tender Number _______ Page _____ of _______

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Country of origin</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Total Price EXW per item (cols. 4x5)</th>
<th>Unit price of other incidental services payable</th>
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</table>

Signature of tenderer ________________________________

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

2. **Theatre Operating Lights Specifications**

- Ceiling Mounted, Single dome
- Central illuminance (100 cm) [lx]: 160,000
- Electrical dimming capability from/to [lx]: 48,000 – 160,000
- Colour temperature [K]: 4,500
- Focusable size of light field size d10 at a distance 1 m [mm]: 200–330
Electrical field adjustment  yes
Colour rendering index Ra in any colour temperature configuration  96
Red rendering index R9  96
Depth of illumination without additional focussing (L1+L2) at 20 % [mm]  1,100
Depth of illumination without additional focussing (L1+L2) at 60 % [mm]  1,100
Weight of light head [kg]  18
Light head power consumption [W]  66
LED lifetime [h]  > 50,000
Temperature increase at head height  < 1°C
Field of illumination  2,940 cm²
Certification  CE
Tolerance  ±10%

SECTION VII _PRICE SCHEDULE FOR THEATRE OPERATING LIGHTS

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<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
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</thead>
<tbody>
<tr>
<td>Item</td>
<td>Description</td>
<td>Country of origin</td>
<td>Quantity</td>
<td>Unit price</td>
<td>Total Price EXW per item (cols. 4x5)</td>
<td>Unit price of other incidental services payable</td>
</tr>
</tbody>
</table>

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Signature of tenderer ________________________________

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

### 3. Suction Machine Specifications

- Motor: Oilless and maintenance free piston pump.
- Noise Level: 61.5Db.
- Power Consumption: 220 V.
- Max. Flow Rate: 40l/min
- Weight: 6.20kgs.
- Electric with 2x2Litre Jars.
- Provided with 10 antibacterial filter.
- Size: 32 x 99 x 30cm.
- Vacuum Range: 600mm Hg, 0.80 Bar 80 kPa.
- Warranty: 1 year.

### SECTION VII - PRICE SCHEDULE FOR SUCTION MACHINE

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Country of origin</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Total Price EXW per item (cols. 4x5)</th>
<th>Unit price of other incidental services payable</th>
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</thead>
</table>

Name of tenderer _______ Tender Number _______ Page _______ of _______
4. **Specifications for Microscope (Binocular)**

Light source = X – LED with white LED
Color Temperature = 6300k
Voltage = 240v 50 Hz
Max power required = 7 watts
Observation = bright field
Stage = Double layer with sliding stage
Nose piece = Quadruple resolving piece
Head = Binocular, indexed at 30° and rotatable at 360°
Interpupillary adjustment = 48 -75 mm
Objectives = achromatic DIN 4X, 10X, 40X, 100X Oil immersion
Condenser = Abbe N.A 1, 25 pre-centered
Accessories = instruction manual and dust cover
Certification = CE and ISO certificates
Authorization = Attach Manufacturers Authority
Catalogue = Attach catalogue
Quality = USA, Japan, or European Origin

**SECTION VII _PRICE SCHEDULE FOR MICROSCOPE (BINOCULAR)_**

<table>
<thead>
<tr>
<th>Name of tenderer</th>
<th>Tender Number</th>
<th>Page</th>
<th>of</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Country of</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Total Price EXW per</th>
<th>Unit price of other</th>
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<th>2</th>
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<th>7</th>
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Issued by the County Government of Meru
<table>
<thead>
<tr>
<th>origin</th>
<th>item (cols. 4x5)</th>
<th>incidental services payable</th>
</tr>
</thead>
</table>

Signature of tenderer ____________________________________________

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

### 5. SPECIFICATIONS FOR PISTON COMPRESSOR NEBULIZER FOR MEDICAL USE

**COMPRESSOR TECHNICAL DATA**

COMPRESSOR: PISTON COMPRESSOR  
MAX PRESSURE: 350 kPa  
OPERATING PRESSURE: 0 - 130 kPa  
AIR FLOW: 15 lt/min  
OPERATING CYCLE: CONTINUOUS  
NOISE LEVEL: 60 dBA  
DIMENSIONS: 37 x 10 x 24H cm  
WEIGHT: 2.6 kg

**ACCESSORIES INCLUDED**

- FASTERJET NEBULIZER WITH VALVE SYSTEM (POLYPROPYLENE)
- NOSEPICE (POLYPROPYLENE)
- MOUTHPIECE (POLYPROPYLENE) WITH VALVE (SILICONE)
ADULT MASK (PVC DEPH FREE)
CHILD MASK (PVC DEPH FREE)
AIR TUBE (PVC DEPH FREE)
SPARE FILTER
POWER CORD

**NEBULIZER TECHNICAL DATA**
CAPACITY: 16 ml
RESPIRABLE VOLUME: < 5 μm 80%
MMAD (Mass Median Aerodinamic Diameter): 2,11 μm
NEB RATE: 0,35 ml/min (60kPa) - 0,80 ml/min (130kPa)
RESIDUAL VOLUME: 0,7 ml

Warranty: Minimum of 1 year

**SECTION VII _PRICE SCHEDULE FOR PISTON COMPRESSOR NEBULIZER FOR MEDICAL USE**
Name of tenderer _________ Tender Number _________ Page _______ of _______

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<tr>
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<th>3</th>
<th>4</th>
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<th>7</th>
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<tbody>
<tr>
<td>Item</td>
<td>Description</td>
<td>Country of origin</td>
<td>Quantity</td>
<td>Unit price</td>
<td>Total Price EXW per item (cols. 4x5)</td>
<td>Unit price of other incidental services payable</td>
</tr>
</tbody>
</table>

Signature of tenderer ____________________________________________
6. PHOTOTHERAPY SPECIFICATIONS

<table>
<thead>
<tr>
<th>PHOTOTHERAPY UNIT FREESTANDING</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Phototherapy Unit with mobile Stand, Blue / white light</td>
<td>1</td>
</tr>
<tr>
<td>Minimum CHARACTERISTICS</td>
<td>2</td>
</tr>
<tr>
<td>1. Phototherapy Unit</td>
<td>3</td>
</tr>
<tr>
<td>- composed of LED lamps with white or blue color</td>
<td>4</td>
</tr>
<tr>
<td>- therapeutically wave length: 425-475 nm</td>
<td>5</td>
</tr>
<tr>
<td>- bulbs average life time: minimum 15,000 hours</td>
<td>6</td>
</tr>
<tr>
<td>- opto-electronic control of the therapeutically efficient light</td>
<td>7</td>
</tr>
<tr>
<td>- indications when and what tubes need changing</td>
<td>8</td>
</tr>
<tr>
<td>- light intensity: minimum 30-40 µW/cm²/nm at a distance of 40 cm from the lamp</td>
<td>9</td>
</tr>
<tr>
<td>2. Mobile Stand</td>
<td>10</td>
</tr>
<tr>
<td>- height adjustable between: minimum 45 - 150 cm.</td>
<td>11</td>
</tr>
<tr>
<td>- on 3-4 castors with locks</td>
<td>12</td>
</tr>
</tbody>
</table>
## SECTION VII PRICE SCHEDULE FOR PHOTOTHERAPY

Name of tenderer ___________ Tender Number ___________ Page _______ of ________

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Country of origin</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Total Price EXW per item (cols. 4x5)</th>
<th>Unit price of other incidental services payable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

Signature of tenderer _____________________________________________

*Note:* In case of discrepancy between unit price and total, the unit price shall prevail.
7. ANAESTHESIA WITH MONITOR SPECIFICATIONS

General Description
Compact, highly efficient, easily operable, built to last anaesthesia trolley equipped with the high performance bag in bottle ventilator with advanced ventilation modes both volume-controlled and pressure-controlled complete with all accessories for low and high flow anaesthesia, adult, paediatric and infant application including a patient monitor unit.

Composition
Main unit
10” full color touchscreen with control knob
ORC Rotameter (with 25% oxygen safeguard and oxygen alarm)
Selectatec Vaporizer mounting system with 2 vaporizers Halothane and Isufloren
APL arm with Y-piece connector and bag hook
Writing shelf
Patient tubing holder
Two drawers
Absorber block (CO2 bypass) with soda lime canister
Common gas outlet
Built-in suction system with pressure gauge
Three gas pressure gauges (O2, N2O, air)
Two cylinder holders at back
Two gas cylinder pressure gauges at front
Anti-static castors with brake

Fresh gas delivery: Non-decoupled + Fresh gas compensation flow system going directly to the patient protected with high pressure alarm and active anti-barotrauma safety feature without interrupting the inspiration cycle.

Tidal volume delivery: In CMV/VCV ventilation mode 10-1600ml without the need to change bellows. Dynamic tidal volume automatic compensation system (breath-by-breath) to compensate for changes in fresh gas settings, tubing and lung compliance and leaks and resistance.

Physical specifications
Trolley dimensions

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Height</td>
<td>158 cm (62.2 in)</td>
</tr>
<tr>
<td>Width</td>
<td>65 cm (25.6 in)</td>
</tr>
<tr>
<td>Depth</td>
<td>80 cm (31.5 in)</td>
</tr>
<tr>
<td>Weight</td>
<td>approx. 150kg</td>
</tr>
<tr>
<td>Length</td>
<td></td>
</tr>
</tbody>
</table>

Casters (4)

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Diameter</td>
<td>12.5 cm (4.9 in)</td>
</tr>
<tr>
<td>Brakes</td>
<td>Front casters</td>
</tr>
</tbody>
</table>

Top shelf dimensions

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Height</td>
<td>4.5 cm (1.8 in)</td>
</tr>
</tbody>
</table>
**Width** 62.5 cm (24.6 in)
**Depth** 57 cm (22.4 in)

**Writing surface dimensions**

<table>
<thead>
<tr>
<th>Width</th>
<th>39.5 cm (15.6 in)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depth</td>
<td>28.5 cm (11.2 in)</td>
</tr>
</tbody>
</table>

**Drawer (3) internal dimensions**

<table>
<thead>
<tr>
<th>Height</th>
<th>10 cm (3.9 in)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Width</td>
<td>20 cm (7.9 in)</td>
</tr>
<tr>
<td>Depth</td>
<td>33 cm (13 in)</td>
</tr>
</tbody>
</table>

**Ventilator specifications**

**Type**
Pneumatically driven, electronically controlled

**Breathing system**
Balanced Bag-in-Bottle system (horizontal)

**Breathing circuit**
Semi-closed, Closed or Semi-open

**Patient Range**
Neonatal to morbidly obese patients

**Fresh gas delivery**
Non-decoupled + Fresh gas compensation system

**Fresh gas setting**
High flow, low flow or minimal flow

**Tidal volume delivery**
Dynamic tidal volume compensation system (breath-by-breath)
Compensates for fresh gas, resistance, compliance and leaks

**Flow pattern**
Decelerating flow pattern in all ventilation modes

**Ventilation modes**
MAN/SPONT, CMV, SIMV(+VS), PCV(+PS), PSV + Apnoea backup

**Working pressure**
3 - 8 bar (43.5 - 116 psi)

**Adjustable parameters**

| Tidal Volume | 10 - 1600 ml |
| Incremental settings | 10 to 100: per 5 ml |
|                  | 100 to 200: per 10 ml |
|                  | 200 to 500: per 20 ml |
|                  | 500 to 1600: per 50 ml |
| Insp. Pause | 0 - 50 % (per 5 %) |
| I:E Ratio  | 1:6 to 4:1 |
| Breathing Frequency | 4 – 80bpm |

**Peak Pressure PCV**
6 - 70 hPa

**Peak Pressure PSV**
6 - 40 hPa

**Incremental settings**
6- 40/70 hPa
PEEP
Pressure Trigger
OFF, -2 to -20 hPa
(SIMV, PCV)
Flow Trigger (PSV)
-1 to -10 L/min
End Flow (PSV)
50 - 5 % of peak flow

**Displayed parameters**

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tidal Volume</td>
<td>ml</td>
</tr>
<tr>
<td>Minuted Volume</td>
<td>Lpm</td>
</tr>
<tr>
<td>Peak Pressure</td>
<td>hPa, cm H₂O</td>
</tr>
<tr>
<td>Plateau Pressure</td>
<td>hPa, cm H₂O</td>
</tr>
<tr>
<td>Mean Pressure</td>
<td>hPa, cm H₂O</td>
</tr>
<tr>
<td>PEEP</td>
<td>hPa, cm H₂O</td>
</tr>
<tr>
<td>Static Compliance</td>
<td>ml/hPa, ml/cm H₂O</td>
</tr>
<tr>
<td>Pressure waveform</td>
<td>-10 to 100 hPa, cm H₂O</td>
</tr>
<tr>
<td>Frequency</td>
<td>bpm</td>
</tr>
<tr>
<td>(MAN/SPONT, PSV)</td>
<td></td>
</tr>
<tr>
<td>Pressure scale</td>
<td>25 / 50 / 100 hPa, cm H₂O</td>
</tr>
<tr>
<td>Time scale</td>
<td>4 / 10 / 20 seconds</td>
</tr>
</tbody>
</table>

**Adjustable alarms**

<table>
<thead>
<tr>
<th>Alarm Type</th>
<th>Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Upper Limit (pressure)</td>
<td>7 - 99 hPa</td>
</tr>
<tr>
<td>Lower Limit (pressure)</td>
<td>2 - 94 hPa (CMV, SIMV)</td>
</tr>
<tr>
<td></td>
<td>2 - 68 hPa (PCV)</td>
</tr>
<tr>
<td></td>
<td>2 - 38 hPa (PSV)</td>
</tr>
<tr>
<td>Minimum Min. Volume</td>
<td>0.5 – 20LPM</td>
</tr>
<tr>
<td>High oxygen alarm</td>
<td>OFF, 20 - 99 %</td>
</tr>
<tr>
<td>Low oxygen alarm</td>
<td>18 – 97%</td>
</tr>
<tr>
<td>Apnoea alarm (MAN/SPONT)</td>
<td>OFF, after 15 econds</td>
</tr>
</tbody>
</table>

**Ventilator components**

Reusable flow sensor which does not need calibration and with a warranty of minimum 5 years. In absence of a guarantee of minimum 5 years the offer should include reusable flow sensors guaranteeing minimum 5 years of operation. Lifetime of flow sensor needs to be specified.

**Ventilator components**

Integrated flow sensor

<table>
<thead>
<tr>
<th>Type</th>
<th>Differential pressure</th>
</tr>
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<tbody>
<tr>
<td>Life span</td>
<td>≥ 10 years</td>
</tr>
<tr>
<td>Autoclavable</td>
<td>Yes</td>
</tr>
</tbody>
</table>

**Ventilator Screen**

<table>
<thead>
<tr>
<th>Display type</th>
<th>Full-colour TFT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Display size</td>
<td>25.4 cm (10 in)</td>
</tr>
</tbody>
</table>
CO₂ absorber (reusable)
- Filling capacity: 1.5 L (adult)
- Autoclavable: Yes
- Integrated safety valve: 120 hPa
- CO₂ bypass: Yes (automatically)

Vaporiser mounting blocks (3)
- Type: Selectatec / Dräger plug-in
- Agents: Halothane, Isoflurane,
- Filling capacity: 260 - 360 ml

Rotameter block (mechanical)
- O₂ (cascade): 0 - 1 L/m; 0 - 10 L/m
- N₂O (single tube): 0 - 12L/m
- AIR (single tube): 0 - 15 L/m
- Safety systems: ORC (minimum 25 % O₂), Hypoxic guard (N₂O cut-off if O₂ < 1.8 bar).

Breathing system
- Total volume: ±1.8 l (w/o internal bag)

Communication port
- RS-232 compatible serial interface

Electrical specifications
- Mains power
  - Power input: 240 V, 50 - 60 Hz
  - Power consumption: < 100 VA
  - IEC 601 class and type: Class 1, type B

Backup power
- Battery type: Sealed lead-acid
- Run time: ≥ 1.5 h
- Life span: ± 5 years at 20°C

Pneumatic specifications
- Front common gas outlet
  - Connector: 22 mm OD, 15 mm ID
Activated by Selector FRONT / ABS

Pressure gauges
Pipeline O2 0 - 10 bar (0 - 145 psi)
Pipeline N2O 0 - 10 bar (0 - 145 psi)
Pipeline AIR 0 - 10 bar (0 - 145 psi)

Gas supply
Pipeline inlet range 3 - 8 bar (43.5 - 116 psi)
Pipeline connections NIST + any fitting
Cylinder input NIST (standard)
Cylinder fittings Maximum 3
Drive gas selection Automatic (O2 / AIR)

O2 flush
Range ≥ 35 L/m
Type Non-decoupled = 100 % O2 to patient

APL valve
Range 0 - 60 hPa

Environmental specifications
Operating temperature 10 - 40 °C
Storage temperature -20 - 70°C
Ambient pressure 570 - 1060 hPa
Relative humidity 10 - 95 % (non-condensing)
Electromagnetic compatibility Complies with all requirements of EN 60601-1-2

PATIENT MONITOR
Parameters: ECG, RESP, TEMP, SpO2, NIBP and ETCO2.
Display: Size: 15 inch colour LCD
Waveforms: Maximum 3 waveforms
Display method: Stationary trace mode
Operation: Jog dial with push key
5 fixed keys: Alarm silence, NIBP Start/Stop, NIBP interval, Home and Menu Print key.

ECG: Lead type 3, 4 or 5 lead
Input impedance 2.5MΩ or more
Maximum input range 10mV p-p or more

RESP: Measurement Method Impedance
Measurement Range 0 - 150 Bpm
Measurement Accuracy ± 3 Bpm

TEMP: Measurement Method - Thermistor
Measurement Range 0 - 50°C
Measurement Accuracy ± 0.2°C

**SpO2:** Module: Nellcor SpO2 technology  
Measurement Method: 2 Wavelength Pulsation  
Measurement Range: 1 - 100%  
Measurement Accuracy: ± 2% (70 - 100%)  
PR measurement Range: 20 - 300 bpm  
PR measurement Accuracy: ± 3 bpm (20 bpm - 250 bpm). ± 0 bpm (251 bpm - 300 bpm)

**NIBP**  
Measurement Method: Oscillometric  
Measurement Range: Adult: 0 - 300 mmHg  
Child: 0 - 210 mmHg  
Neonate: 0 - 150 mmHg  
Measurement Accuracy: ± 3 mmHg

**General**  
Dimensions: 225 (W) x 201 (H) x 142 (H) mm  
Weight: Approximately 3 Kg  
Power requirements: AC 240 V, 50/60Hz  
Battery operation: Approximately 4 hours  
Monitor to have a telemetry connector system.

**Accessories to be provided:**  
Sodalime 4.5Kg 2pcs  
Mapleson Breathing Circuits 2 each.  
Jackson Rees Circuits 2 each.  
PVC hose O2, 3mtr. + NIST + BS 1pc  
PVC hose N2O, 3mtr. + NIST + BS 1pc  
PVC hose AIR, 3mtr. + NIST + BS MA4 1pc  
PVC hose VAC, 3mtr. + NIST + BS 1pc  
ECG Relay cable 1pc  
SPO2 Sensor 1pc  
ETCO2 Module 1pc  
Body Surface Temperature Probe 1pc  
Large Cuff 2pcs, Medium Cuff 2pcs, Small Cuff 2pcs

**Must be CE marked.**  
Must have manufacture authorization  
**Warranty:** Minimum of 1 year.  
Vendor must submit evidence of trained personnel for both service and applications.  
Training and Installation should be included.

**SECTION VII _PRICE SCHEDULE FOR ANAESTHESIA WITH MONITOR**

<table>
<thead>
<tr>
<th>Name of tenderer</th>
<th>Tender Number</th>
<th>Page</th>
<th>of</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item</td>
<td>Description</td>
<td>Country</td>
<td>Quantity</td>
</tr>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
</tbody>
</table>

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Page 48
Signature of tenderer

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

8. PATIENT MONITOR SPECIFICATIONS

Display
Type: 10.2 inch wide colour LCD
Resolution: 1024 x 600, WSVGA
Waveforms: maximum 14
Sweep speed: Circulatory: 6.25, 12.5, 25, 50 mm/s
          Respiratory: 6.25, 12.5, 25 mm/s
Waveform Display: Stationary trace mode.

Operation
Touch screen method
Jog dial with push key
5 fixed keys: NIBP Start/Stop, Home, Menu, Previous display and Alarm silence.

Parameters
Waveform: ECG, IBP (max 2 ch), SpO₂, RESP.
Measurement: HR, ST, VPC, IBP, SpO₂, RR, PR, APNEA, NIBP, TEMP (max 4 ch), CO₂, and CO.

Arrhythmia analysis: ASYSTOLE, VF, VT, Slow VT, RUN, Tachy, Brady, Bigeminy, Frequent, Couplet, Trigeminy and PAUSE.

**ECG**

Measuring range:
- Adult/Child: 0, 12 to 300 bpm
- Neonate: 0, 30 to 300 bpm

Measurement accuracy: ±3 bpm

Size: 1/4, 1/2, 1, 2 and 4

HR Display response time:
- Adult/Child: 6 sec
- Neonate: 3 sec

Defibrillation proof provided.

**Respiration**

Measurement Method: Impedance

Measuring range: 0, 4 to 150 Bpm

Measurement accuracy: ±3 Bpm

**SpO₂**

Measuring method:
- 2 Wavelength Pulse wave
- Module: Nellcor/Masimo technology

Measuring range: 1 ~ 100%

Measurement accuracy: ±3% (Nellcor)/ ±2% (Masimo)

PR measurement range: 20 ~ 250bpm

PR accuracy: ±3bpm

**Temperature**

Measurement Method: Thermistor

Measuring range: 0 to 45 ºC

Measurement accuracy: ±0.2 ºC

Number of channels: 4 max.

**Invasive Blood Pressure**

Measuring range: -50 to 300 mmHg

Measurement accuracy: ±1 mmHg

PR measurement range:
- Adult: 12 to 300bpm
- Neonate: 30 to 300bpm

PR accuracy: ±1bpm or ±3%

Number of channels: 2 max.

**Non-Invasive BP**

Measuring method: Oscillometric

Measuring range:
- Adult: 10 to 280 mmHg
Child: 10 to 180 mmHg
Neonate: 10 to 130 mmHg
Static Pressure accuracy: ±3 mmHg
PR measurement range: 40 to 240bpm
PR accuracy: ±5%
Safety Mechanism:
  Adult: 300 mmHg or above
  Child: 210 mmHg or above
  Neonate: 150 mmHg or above

**Graph Trend**
24 hours/ 4 selectable groups/ 34 items

**Tabular Trend**
24 hours/ 6 selectable groups/ 85 items

**External connection**
Serial connector (COM1~2)
CF / SD card slots
DS-LAN connector
AUX connector
Status I/O connector (II-1)

Telemetry connector: Monitor must have telemetry connection, wireless technology.

**Dimensions**
Main unit: 300 (W) x 265 (H) x 75 (D) mm

**Weight**
3.5 Kg

**Power**
Power requirements: AC 100 ~ 240V, 50/60Hz
Power consumption: 60 VA max.
Battery operation time: 3 hours

**Environmental condition**
Operating environment: Ambient temperature: 10 to 40°C
Relative humidity: 30 to 85%
Transport/Storage: Ambient temperature: -10 to 60°C
Relative humidity: 10 to 95%

**Safety**
Electrical Shock Protection: Class I
Conformity: CE Marking per 93/42/EEC Directive
Usable lifetime
6 years according to the self-certification.

Accessories to be provided:
ECG Relay cable 1pc
SPO2 Sensor 1pc
Body Surface Temperature Probe 1pc
Large Cuff 2pcs, Medium Cuff 2pcs, Small Cuff 2pcs

Must be CE marked.
MUST HAVE MANUFACTURER AUTHORIZATION CERTIFICATE
Warranty: Minimum of 1 year.
Training and Installation should be included.

SECTION VII _PRICE SCHEDULE FOR PATIENT MONITORS

Name of tenderer __________ Tender Number __________ Page ______ of ________

<p>| | | | | | | |</p>
<table>
<thead>
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<tr>
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<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td></td>
<td>Item Description</td>
<td>Country of origin</td>
<td>Quantity</td>
<td>Unit price</td>
<td>Total Price EXW per item (cols. 4x5)</td>
<td>Unit price of other incidental services payable</td>
</tr>
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</table>

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9. DIATHERMY UNIT MONO & BIPOLAR
SPECIFICATIONS

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Nominal initial power – monopolar max. 300 W</td>
</tr>
<tr>
<td>2</td>
<td>Bipolar 100 W</td>
</tr>
<tr>
<td>3</td>
<td>Nominal frequency 350 kHz</td>
</tr>
<tr>
<td>4</td>
<td>Working regimes:</td>
</tr>
<tr>
<td>5</td>
<td>mono-polar scission</td>
</tr>
<tr>
<td>6</td>
<td>mono polar scission with coagulation</td>
</tr>
<tr>
<td>7</td>
<td>possibility to choose degree of coagulation</td>
</tr>
<tr>
<td>8</td>
<td>mono coagulation – soft, forced and spray</td>
</tr>
<tr>
<td>9</td>
<td>bi-polar coagulation – soft, forced and section</td>
</tr>
<tr>
<td>10</td>
<td>Automatic regulation of working regime depending on: type of tissue, scission velocity and parameters of the electrode used;</td>
</tr>
<tr>
<td>11</td>
<td>Automatic start with bi-polar coagulation with possibility to choose the start time</td>
</tr>
<tr>
<td>12</td>
<td>Neutral electrode loop control per electric current and impedance</td>
</tr>
<tr>
<td>13</td>
<td>Possibility to operate by pedal and manual buttons</td>
</tr>
<tr>
<td>14</td>
<td>Auto test of the instrument and the accessories functionality</td>
</tr>
<tr>
<td>15</td>
<td>Alarm in case of errors</td>
</tr>
</tbody>
</table>

Note: In case of discrepancy between unit price and total, the unit price shall prevail.
SECTION VII _PRICE SCHEDULE FOR DIATHERMY UNIT MONO & BIPOLAR

Name of tenderer ___________ Tender Number ___________ Page _______ of _________

<table>
<thead>
<tr>
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<tr>
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</tbody>
</table>

Signature of tenderer ____________________________________________

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

10. SUTURE AND DELIVERY SETS SPECIFICATIONS

**DELIVERY SET**

<table>
<thead>
<tr>
<th>Kidney dish 250x140x40mm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Artery forceps Straight 14cm</td>
</tr>
<tr>
<td>Artery forceps curved 14cm</td>
</tr>
<tr>
<td>Gallipot 100ml</td>
</tr>
<tr>
<td>--------------------------------------------</td>
</tr>
<tr>
<td>Dissecting forceps toothed 18cm</td>
</tr>
<tr>
<td>Dissecting forceps non toothed 18cm</td>
</tr>
<tr>
<td>Lotion Bowl 200ml</td>
</tr>
<tr>
<td>Sponge holding forceps (Rampley) 24cm</td>
</tr>
<tr>
<td>Needle holder 18cm Mayo Hegar</td>
</tr>
<tr>
<td>Mayo Scissors Curved 17cm</td>
</tr>
<tr>
<td>Mayo Scissors straight 17cm</td>
</tr>
<tr>
<td>Cusco Speculum Vaginal 85x35mm</td>
</tr>
<tr>
<td>Instruments tray with lid, 300x250x65mm</td>
</tr>
</tbody>
</table>

**SUTURE SET**

<table>
<thead>
<tr>
<th>Instrument tray, wire mesh, 24 x 24 x 5 cm, S/S</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gallipot diam 10cm S/S</td>
</tr>
<tr>
<td>Kidney Dishes 10cm</td>
</tr>
<tr>
<td>Forceps sponge holding straight 18 cm</td>
</tr>
<tr>
<td>Forceps, dressing, standard, straight 14.5 cm</td>
</tr>
<tr>
<td>Forceps, dissecting, tissue, 1x2 teeth, 14.5 cm</td>
</tr>
<tr>
<td>Dissecting Forceps 18cm toothed</td>
</tr>
<tr>
<td>Dissecting forceps 18cm plain</td>
</tr>
<tr>
<td>Mosquito forceps curved 14.5&quot;</td>
</tr>
<tr>
<td>Mosquito forceps straight 5&quot;</td>
</tr>
<tr>
<td>Scalpel handle No. 3</td>
</tr>
<tr>
<td>Needle holder Mayo-Hegar 16 cm</td>
</tr>
</tbody>
</table>

**SECTION VII _PRICE SCHEDULE FOR SUTURE AND DELIVERY SETS_**

<table>
<thead>
<tr>
<th>Name of tenderer</th>
<th>Tender Number</th>
<th>Page of</th>
</tr>
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</table>

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</tbody>
</table>

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Signature of tenderer ________________________________________________

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

**11. SPECIFICATION FOR REFRIGERATOR**

- **Capacity**: (L) 515
- **Insulation**: (mm) 60
- **Temperature range**: (°C) +1 / +10
- **Max. ambient temperature**: (°C) 43
- **Power supply**: (V) 230
- **Frequency**: (Hz) 50/60
- **Power consumption**: (KWH/24H) 2,7
- **Current**: (A) 1
- **Weight**: (KG) 132

**No. of compressors**: 1

**Should have Visual / acoustic alarm for:**

- Power failure alarm
- Probe failure alarm
Adjustable high/low temperature alarm

Open door alarm

Alarm display as text - not codes

Contact for remote alarm

Prepared for GSM alarm module

**Back up:** Approx. 72 hrs of battery back up for alarms and temperature Display in the event of power cut

**Display:** Digital

**Data logger**

- RS 232 interface
- RS 485 interface
- USB up/down load

Defrost manual / auto with castors

Should have adjustable Shelves and drawers

The door should be lockable

Inner liner material Stainless steel

Cabinet material varnished steel and stainless steel

---

**SECTION VII _PRICE SCHEDULE FOR REFRIGERATOR**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Country of origin</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Total Price EXW per item (cols. 4x5)</th>
<th>Unit price of other incidental services</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Issued by the County Government of Meru  
Page 57
12. HI-LO HYDRAULIC DELIVERY BED SPECIFICATIONS

**Product Features:**
Steel Framework with Scratch and chip resistant epoxy powder coating.
Mobile on 4 x 125mm dia. swivel castors with 2 brakes diagonally fitted.
Removable siderail.
Stainless steel I.V pole.
Hand grip.
Gas spring tilting.
Ratchet backrest.
2 lithotomy stirrups & straps.
Mattress with PVC cover.
Removable foot step.
Height adjustable – Hi-lo.

**Technical Specification:**
Dimensions (mm): 1200(L) Stowed/1930(L) Extended x 880(W)
Working load: 180kgs
Backrest : 0° - 65°
Trendelenburg : 0° - 12°
Reverse Trendelenburg : 0° - 12°
SECTION VII _PRICE SCHEDULE FOR HI-LO HYDRAULIC DELIVERY BED
Name of tenderer ___________ Tender Number ___________ Page _______ of _________

<table>
<thead>
<tr>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item</td>
<td>Description</td>
<td>Country of origin</td>
<td>Quantity</td>
<td>Unit price</td>
<td>Total Price EXW per item (cols. 4x5)</td>
<td>Unit price of other incidental services payable</td>
</tr>
</tbody>
</table>

Signature of tenderer ________________________________

*Note:* In case of discrepancy between unit price and total, the unit price shall prevail.
### 12 OTHER MEDICAL EQUIPMENTS

#### SECTION VII _PRICE SCHEDULE FOR REFRIGERATOR_

Name of tenderer ___________ Tender Number ___________ Page _______ of ___________

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Country of origin</th>
<th>Quantity</th>
<th>Unit price</th>
<th>Total Price EXW per item (cols. 4x5)</th>
<th>Unit price of other incidental services payable</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Stitching Sets</td>
<td></td>
<td></td>
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<tr>
<td>2.</td>
<td>Autoclaves (25 Ltrs, electric)</td>
<td></td>
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<td>3.</td>
<td>Examination Coaches (Stainless Steel)</td>
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<td>4.</td>
<td>Stethoscopes (Dual Head)</td>
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<tr>
<td>5.</td>
<td>Oxygen Concentrators (10 ltrs, Dual Flow)</td>
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<tr>
<td>6.</td>
<td>Sterilising Drums (Big)</td>
<td></td>
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<tr>
<td>7.</td>
<td>Sterilising Drums (Medium)</td>
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<tr>
<td>8.</td>
<td>Sterilising Drums (Small)</td>
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<tr>
<td>9.</td>
<td>MVA Kits</td>
<td></td>
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<td>10.</td>
<td>Oxygen Flow Meters (with Humidifiers)</td>
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<tr>
<td>11.</td>
<td>Oxygen Cylinders 8.5m³ (new)</td>
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<tr>
<td>12.</td>
<td>BP Machines (Mercury)</td>
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<tr>
<td>13.</td>
<td>Mobile odt</td>
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</tbody>
</table>
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:**

<table>
<thead>
<tr>
<th>Business Name</th>
<th>Location of business premises</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
<tr>
<td>Plot No.</td>
<td>Street/Road</td>
</tr>
<tr>
<td>Postal Address</td>
<td>Tel No., Fax, Email</td>
</tr>
<tr>
<td>Nature of Business</td>
<td>Registration Certificate No.</td>
</tr>
<tr>
<td>Maximum value of business</td>
<td>Name of your bankers</td>
</tr>
</tbody>
</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>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

- Citizenship details

**Part 2 (b) Partnership**

<table>
<thead>
<tr>
<th>Name</th>
<th>Nationality</th>
<th>Citizenship Details</th>
<th>Shares</th>
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<tbody>
<tr>
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<td>4.</td>
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</tbody>
</table>

**Part 2 (c) – Registered Company**

<table>
<thead>
<tr>
<th>Private or Public</th>
<th>Nominal Kshs.</th>
<th>Issued Kshs.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Nationality</th>
<th>Citizenship Details</th>
<th>Shares</th>
</tr>
</thead>
<tbody>
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<td></td>
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<td>1.</td>
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<td>3.</td>
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<tr>
<td>4.</td>
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<tr>
<td>5.</td>
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</tbody>
</table>

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) of
………………..dated the…day of ………….20……….in the matter of Tender No…………..of
……………….20…

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