

**(a) MANDATORY REQUIREMENTS**

The submission of the following mandatory items will be required in the determination of the completeness of the bid. Bids that do not contain all the information required will be declared non-responsive and shall not be evaluated further.

- (i) Audited accounts for the past two (2) years. (2014, 2015, 2016)
- (ii) Certificate of incorporation/Registration.
- (iii) The firm must have a physical address and an administrative office-(Attach a current lease agreement from landlord)/ Registration by the county government.
- (iv) All bidders to return the **site visit form duly signed and stamped by appointed Jaramogi Oginga Odinga University of Science and Technology representative. – Kisumu Municipality Block 11/10**
- (v) Correctly duly filled confidential questionnaire (**Indicate all the directors and respective shares**).
- (vi) Correctly duly filled and signed form of tender.
- (vii) Tender security of **2% of tender** sum valid for 120 days from the day of opening.
- (viii) Provide **1 ORIGINAL** copy of the tender document clearly marked **original** and **1 other** copy marked **COPY** and all placed in one envelope (**Ensure serialization/pagination of ALL pages for the bids submitted**).
- (ix) Certificate of Registration with National Construction Authority (NCA) under NCA 5 and above.
- (x) Duly signed Sworn Anti-corruption affidavit.
- (xi) Document must be permanently binded and paginated
- (x) Certificate of TAX compliance for the current year

**(C) FINANCIAL EVALUATION:**

The winning bidder will be the lowest bidder among those who will have passed the technical evaluation as outlined in (a & b) above except where the bidder has not satisfied all other requirements stated in the bid document. The shall take into account any financial discounts stated in the bid document.

Opening Date still remain the same as 11<sup>th</sup> October 2017

**INTHEMATTEROF THEPUBLICPROCUREMENTAND**  
**ASSETDISPOSALACT 2015 SECTION 62**

I, .....of P. O. Box .....  
being a resident of..... in the Republic of Kenya do  
hereby make oath and state as follows:-

**THAT** I am the Chief Executive/Managing Director/Principal Officer  
/ Director of.....(name of the  
Candidate) which is a Candidate in respect of Tender Number  
.....to supply goods, render services and/or  
carry out works for Kenya Civil Aviation Authority and duly  
authorized and competent to make this Affidavit.

**THAT** the aforesaid Candidate has not been requested to pay any  
inducement to any member of Management, Staff  
and/or employees and/or agents of Jaramogi Oginga Odinga  
University of Science and  
Technology, which is the procuring entity.

**THAT** the aforesaid Candidate, its servants and/or agents have not  
offered any inducement to any member of  
Management, Staff and/or employees and/or agents of Jaramogi Oginga  
Odinga University of Science and Technology

**THAT** what is deponed to herein above is true to the best of my  
knowledge, information and belief.

*SWORN* at ..... *by the said* }

.....

} Name of Chief Executive/Managing Director/  
}

}

Principal Officer/Director } on this

..... day of ..... 20... }

}

}

}

\_\_\_\_\_  
DEPONENT

Before me

}

}

}

Commissioner for Oaths

}

