



**PRE-QUALIFICATION/REGISTRATION OF
SUPPLIERS AND SERVICE PROVIDERS FOR
FINANCIAL YEARS 2020-21 TO 2022-23**

TENDER NO. KPA/086/2020-21/PSM

**PRE-QUALIFICATION/REGISTRATION
DOCUMENT**

DECEMBER 2020

Table of Contents

Table of Contents	2
SECTION I - INVITATION FOR PREQUALIFICATION (IFP)	3
VISION, MISSION, & CORE VALUES	5
POLICY STATEMENT.....	6
SECTION II - INSTRUCTIONS TO CANDIDATES	9
SECTION III - LETTER OF APPLICATION	14
SECTION IV - STANDARD FORMS	18
APPLICATION FORM 1	19
APPLICATION FORM 2	21
APPLICATION FORM 3	22
APPLICATION FORM 4	23
APPLICATION FORM 5	24
APPLICATION FORM 6	25
APPLICATION FORM 7	26
APPLICATION FORM 8	27

SECTION I - INVITATION FOR PREQUALIFICATION (IFP)

Date: December 2020

1.0 **Section A: Invitation for Registration/Prequalification of Suppliers**

1.1 Kenya Ports Authority is in the process of registering/prequalifying suppliers for supply of various goods and services for the financial years 2020-2021 to 2022-2023.

1.2 Prequalification categories are as follows:-

CATEGORY	DESCRIPTION
1.	SUPPLY OF ELECTRICAL ITEMS AND FITTINGS
2.	SUPPLY AND MAINTENANCE OF TELECOMMUNICATION EQUIPMENT
3.	SUPPLY OF COMPUTERS, IT ACCESSORIES AND CONSUMABLES
4.	SUPPLY OF GENERAL ITEMS AND WORKSHOP TOOLS
5.	SUPPLY OF INDUSTRIAL SPARES AND ASSOCIATED PARTS (TO COVER MOTOR VEHICLES, CRANES & MOBILE PLANTS)
6.	SPECIALIST CONTRACTORS: MECHANICAL, MACHINING, STEEL FABRICATORS, REPAIR OF SEATS & GENERAL UPHOLSTERY
7.	SUPPLY OF MARINE CRAFT SPARES
8.	SUPPLY OF FURNITURE AND FITTINGS
9.	SUPPLY AND FITTING OF VERTICAL BLINDS AND CURTAINS
10.	TRANSPORTATION OF EQUIPMENT AND BULKY CONSIGNMENTS
11.	(A) PREFERENCE GROUPS - YOUTH
	(B) PREFERENCE GROUPS - WOMEN
	(C) PREFERENCE GROUPS - PERSONS WITH DISABILITIES (PWD)

1.3 Registration/prequalification documents may be obtained **FREE OF CHARGE** from the official KPA Website (www.kpa.co.ke).

- 1.4 Interested candidates shall take note that up-to a maximum of TWO (2) Categories are permissible for registration.
- 1.5 Enquiries can be made via email address: tenders@kpa.co.ke
- 1.6 Candidates are advised to regularly visit the KPA website to obtain any additional information/addendum on the tender.
- 1.7 All submissions in one original plus [*two-2 copies*], properly filled in, and enclosed in plain envelopes must be delivered to the address below and addressed as follows:

**TENDER NO. KPA/086/2020-21/PSM –
REGISTRATION/PREQUALIFICATION OF SUPPLIERS FOR FINANCIAL
YEARS 2020-21 TO 2022-23**

“DO NOT OPEN BEFORE 1000HOURS ON THURSDAY 21ST JANUARY 2021”

**THE HEAD OF PROCUREMENT AND SUPPLIES
KENYA PORTS AUTHORITY
KIPEVU HEADQUARTERS 4TH FLOOR
FINANCE BLOCK III, DOOR BLK-3.4.3
KILINDINI MOMBASA**

**Phone: +254 (41) 2113600/ 2113999
E-mail: tenders@kpa.co.ke**

Completed tenders shall be placed in Tender Box located at the **BUS TERMINUS, PORT MAIN PEDESTRIAN GATE NO. 8, KILINDINI, MOMBASA BEFORE 1000HOURS THURSDAY 21ST JANUARY 2021.**

Bulky tenders shall be submitted at the office of **Head of Procurement & Supplies located on the 4th floor of office Block III at the Kenya Ports Authority Headquarters, Kipevu, Kilindini Mombasa.**

NOTE: CANDIDATES ALREADY PRE-QUALIFIED BY KPA UNDER THE ABOVE CATEGORIES AS A VENDOR MUST REGISTER AFRESH.

- 1.8 Tenders will be opened promptly after **1030HOURS THURSDAY 21ST JANUARY 2021** in the presence of Tenderers' representatives who choose to attend the opening at the **Procurement Conference Room, New Services Area, KPA Headquarters, Mombasa.**
- 1.9 Late or incomplete Tenders shall not be accepted.
- 1.10 Canvassing or lobbying shall lead to automatic disqualification


**Cosmas G. Makori
Ag. HEAD OF PROCUREMENT AND SUPPLIES
For: Ag. MANAGING DIRECTOR**



VISION, MISSION, & CORE VALUES

Vision

World class ports of choice

Mission

To provide efficient and competitive port services to facilitate global trade

Core Values

Customer Focus: Service excellence is key to our operations and we endeavor to exceed customer expectations.

Integrity: We uphold fairness, honesty, professionalism and transparency in all our undertakings.

Teamwork: We embrace team spirit in all that we do.

Care: We care for our staff, the communities around us and are sensitive to the environment

Innovation: The Authority will invest and leverage on research, development and innovation to ensure that the Kenya Ports stay ahead of the curve in improving efficiency in their processes.



HEALTH, SAFETY AND ENVIRONMENT POLICY STATEMENT

The Kenya Ports Authority recognizes and appreciates the importance of Health, Safety and Environment in the organization.

The Authority therefore places Health, Safety and Environment matters as important Boardroom Agenda.

To translate this commitment into actions, the Authority shall adopt a health, safety and environment policy that shall ensure:

1. Compliance with all relevant statutory instruments in all matters of Health, Safety and Environment.
2. Appropriate consideration of relevant international conventions and recommendations.
3. Formulation and compliance with rules, regulations and guidelines on matters of Health, Safety and Environment.
4. All reasonably practicable precautions are taken to safeguard the safety and health of all employees and Port users.
5. Appropriate systems for providing adequate information and instructions to all cadres of employees on risks to their health and safety are in place.
6. That all workplaces and equipment/plant are safe and regularly inspected.
7. All employees and Port Users assume defined responsibilities in matters of health, safety and environment in conformity with this policy.
8. Appropriate training for all employees to enhance their performance is provided.
9. That all Suppliers comply with Health, Safety and Environment rules, regulations and guidelines.
10. Adequate provision for prevention and control of fires and proper use of Fire fighting appliances.
11. Adequate provision for prevention and control of environmental pollution.
12. That Environmental Impact Assessment is carried out for all projects likely to have an impact on the environment.
13. Provision and promotion of First Aid services and activities.
14. Contravention of the Health, Safety and Environment Management System attracts severe disciplinary action including dismissal and/or prosecution.
15. Review of the Health, Safety and Environment Management System to conform to changing trends.

(Signed)

Rashid K. Salim IEng. IMarEng

Ag. MANAGING DIRECTOR



QUALITY POLICY STATEMENT

Kenya Ports Authority is committed to the facilitation and promotion of global maritime trade through the provision of Port Services that meet our customers' requirements and ensure customer satisfaction. We undertake to ensure that our Quality Objectives are associated with the Quality Policy.

QUALITY OBJECTIVES

- 1. Continually improve service delivery and customer satisfaction.**
- 2. Enhance operational efficiency.**
- 3. Improve productivity of internal resources.**

We are committed to complying with the requirements of the ISO 9001:2015 Quality Management System (QMS) Standard, applicable statutory regulations and aligning our QMS processes with Risk Management. We shall continually improve and effectively implement our QMS processes and capabilities.

Kenya Ports Authority shall ensure that the Quality Objectives associated with this Quality Policy are established at relevant functions and processes within the Organization. These objectives shall be reviewed for suitability on an annual basis in accordance with the Authority's Performance Management Balance Scorecard and Performance Contract as cascaded to relevant functions.

(Signed)
Rashid K. Salim IEng. IMarEng
Aq. MANAGING DIRECTOR

"Committed to facilitate and promote global maritime trade through the provision of Quality Port Services that meet our customers' requirements and satisfaction"

KEBS ISO 9001:2015 Certified Org. No. 087

INTRODUCTION

1. Kenya Ports Authority will register and prequalify eligible candidates for supply of goods and services from among those who will have submitted documents in accordance with requirements to undertake assignments as described herein.
2. Candidates are invited to submit pre-qualification documents for supply of the goods and services. The pre-qualification documents will be the basis for pre-qualification and eventual invitation to bid for supply of the goods and services.
3. Candidates must familiarize themselves with the requirements of the pre-qualification/registration documents including all attachments.
4. Kenya Ports Authority will not be responsible for any costs or expenses incurred by candidates in connection with preparation or delivery of prequalification documents including costs associated with preparation of the documents and attachments.
5. Public Procurement and Asset Disposal Act, 2015 requires candidates to observe the highest standards of ethics during the prequalification process. Pursuant to this provision, relevant words are defined as follows:
 - i. 'Corrupt practice' means the offering, giving, receiving or soliciting of anything of value to influence the action of an officer in the prequalification process.
 - ii. 'Fraudulent practice' means a misrepresentation of facts in order to influence the pre-qualification process to the detriment of the public procurement entity.
6. Kenya Ports Authority will reject an application if it determines that a candidate has engaged in corrupt or fraudulent activities in the prequalification/registration process.
7. Kenya Ports Authority will declare a candidate ineligible for pre-qualification/registration if, at any time, it determines that the candidate has engaged in corrupt or fraudulent practices in competing for or in executing a similar contract.
8. Kenya Ports Authority will have the right to inspect the business premises of the candidate as part of the evaluation.
9. Candidates shall furnish information as described in the pre-qualification document.
10. This is a registration and prequalification of suppliers and not a tender for supply of goods and services.
11. Only successful candidates will be notified in writing.

SECTION II - INSTRUCTIONS TO CANDIDATES

2.1 Scope of Tender

- 2.1.1 The Kenya Ports Authority hereinafter referred to as the procuring entity intends to pre-qualify Suppliers for the supply of goods and services in the provided categories. It is expected that pre-qualification applications will be submitted to be received by the procuring entity not later than **1000HOURS ON THURSDAY 21ST JANUARY 2021.**
- 2.1.2 Prequalification is open to eligible firms as indicated in this Instructions to Candidates.
- 2.1.3 The Authority conducts procurement online with opportunities being posted on the portal.
- 2.1.4 Pre-qualified Suppliers will be invited online through the portal to tender and requested for quotations as and when need arises for the period indicated in the Invitation for Pre-qualification (IFP).
- 2.1.5 Upon expiry of this period, pre-qualification exercise will be done afresh.

2.2 Submission of Applications

- 2.2.1 Completed Applications must be received by the Authority at the address below not later than **1000HOURS ON THURSDAY 21ST JANUARY 2021** in plain sealed envelopes marked as follows:-

TENDER NO. KPA/086/2020-21/PSM

REGISTRATION/PREQUALIFICATION OF SUPPLIERS FOR

FINANCIAL YEARS 2020-21 TO 2022-23

**"DO NOT OPEN BEFORE 1000HOURS ON THURSDAY 21ST
JANUARY 2021"**

ADDRESSED: -

**THE HEAD OF PROCUREMENT AND SUPPLIES
KENYA PORTS AUTHORITY
KIPEVU HEADQUARTERS 4TH FLOOR
FINANCE BLOCK III, DOOR BLK-3.4.3
KILINDINI MOMBASA**

**Phone: +254 (41) 2113600/ 2113999
E-mail: tenders@kpa.co.ke**

- 2.2.2 Completed tenders shall be placed in Tender Box located at the **BUS TERMINUS, PORT MAIN PEDESTRIAN GATE NO. 8, KILINDINI, MOMBASA BEFORE 1000HOURS THURSDAY 21ST JANUARY 2021.**
- 2.2.3 All the information requested for pre-qualification shall be provided in the English language. Where information is provided in any other language, it

shall be accompanied by a translation of its pertinent parts into English language. The translation will govern and will be used for interpreting the information.

2.2.4 Failure to provide information that is essential for effective evaluation of the applicant's qualifications or to provide timely clarification or substantiation of the information supplied may result in the applicant's disqualification.

2.2.5 It is a serious offence to provide false information and the procuring entity reserves the right to carry out site visits to verify the information submitted by applicants.

2.3 Eligible Candidates

2.3.1 This invitation for pre-qualification is open to all candidates who are eligible as defined in the Public Procurement and Asset Disposal Act, 2015 and Public Procurement and Asset Disposal Regulations, 2020.

2.4 Qualification Criteria

2.4.1 Pre-qualification will be based on meeting all the following **MANDATORY** requirements to pass in the criteria set as shown below:-

NO.	ITEM UNDER CONSIDERATION	REMARKS
1.	Company profile (Max. Five Pages)	All Applicants
2.	Copy of Certificate of Incorporation/Registration	All Applicants
3.	CR12 Letter from Registrar of Companies or equivalent to show names of Directors of the tendering company (In case of a company), Name of Proprietor (for Sole Proprietor and Business Name) and Names of Partners (for Partnerships) – as applicable	All Applicants
4.	Copy of Valid Tax Compliance Certificate/Exemption Certificate (will be confirmed online with KRA TCC Checker)	All Applicants
5.	Copies of National IDs/Passports for all directors, partners and sole proprietor	All Applicants
6.	Valid Business Permit where the business operations of tenderer are domiciled	All Applicants
7.	Duly filled, signed and stamped Confidential Business Questionnaire.	All Applicants
8.	Duly filled, signed and stamped Declaration Form	All Applicants
9.	Duly filled, signed and stamped Anti-Corruption Declaration Commitment/ Pledge	All Applicants
10.	Provide a registered Domain email address in the Confidential Business Questionnaire	All Applicants
11.	Category reference code and item description applied for (Maximum 2 Categories Only)	All Applicants
12.	Undertaking for 30 days credit period.	All Applicants

13.	Original Bank statements for the last six (6) months	Category 11
14.	Certified Audited Accounts for the last two (2) years, 2018 and 2019 or 2019 and 2020	Category 1, 2, 3, 4, 5, 6, 7, 8, 9 & 10
15.	Evidence of Physical Workshop, Equipment required for the work and Insurance Cover for the workshop (To be confirmed during field visits).	Category 6
16.	Evidence of ownership, lease or hire for transportation equipment	Category 10
17.	Evidence of Workshop and Showroom for Furniture dealers. All furniture should be locally manufactured. (bidders to attach catalogues)	Category 8
18.	Provide past litigation and arbitration incidences encountered, if any	All Applicants
19.	Valid AGPO Certificate issued by the National /County Treasury or National Council for Persons with Disabilities	Category 11
20.	Copy of Identification Card issued by National Council for Persons with Disabilities	Category 11 (C)
21.	Undertaking that Supplier will supply genuine parts (Provide dully signed commitment letter)	Category 1, 2, 3, 4, 5, 7 & 11.

2.4.2 2.4.2 Clause deleted.

2.4.3 2.4.3 Clause deleted.

2.4.4 Clause Deleted

2.4.5 **Equipment capabilities.** The applicant should own, or have assured access (through hire, lease, purchase agreement, availability of manufacturing equipment, or other means) for key items of equipment in full good working order and must demonstrate that, based on known commitments they will be available for use in the proposed contract. The applicant may also list alternative equipment that it would propose for the contract together with an explanation of the proposal.

(Pre-qualification candidates to list their equipment and attach evidence of ownership or assured access where necessary)

Equipment type and characteristics
1)
2)

2.4.6 Clause Deleted.

2.4.7 The Audited Accounts for the last Two (2) years 2018 and 2019 or 2019 and 2020 shall be submitted and must demonstrate the soundness of the applicant's financial position, showing long-term profitability. Where necessary the procuring entity will make inquiries with the applicant's bankers.

2.4.8 Litigation history the applicant should provide accurate information on any litigation or arbitration resulting from contracts completed or under its

execution over the last five years. **A consistent history of awards against the applicant may result in failure of the application.**

2.4.9 Applicants must provide details of Facilities, Business Premises and Workshops

2.4.10 Any other information that would support your application for pre-qualification

2.5 **Clause Deleted**

2.6 **Public Sector Companies**

2.6.1 Any public owned enterprise may be eligible to qualify if, in addition to meeting all the above requirements, it is also legally and financially autonomous, it operates under commercial law, and it is not a dependent agency of another public entity.

2.7 **Conflict of Interest**

2.7.1 The applicant shall not be associated, nor have been associated in the past, with the employees, management and directors of Kenya Ports Authority.

2.8 **Updating Pre-qualification Information**

2.8.1 Pre-qualified candidates shall be required to update the financial information used for pre-qualification at the time of submitting their bids and to confirm their continued compliance with the qualification criteria. A bid shall be rejected if the applicant's qualification thresholds are no longer met at the time of bidding.

2.9 **Categories for Prequalification**

2.9.1 Applicants are required to submit a form for Category Application in the format contained herein alongside their Letters of Application clearly indicating the category that they are applying for. **Applicants are advised to apply for only those categories they conduct their business.**

Note: A third category may be considered where a vendor clearly demonstrates that they are conducting business in the additional category by attaching LPOs contracts or dealership and agency letters.

2.10 **Format and Signing of Applications**

2.10.1 The Applicant shall prepare two copies of the application, clearly marking each "ORIGINAL" and "COPY," as appropriate. In the event of any discrepancy between them, the original shall govern.

2.10.2 The original and all copies of the Application shall be typed or written in indelible ink and shall be signed by the Applicant or a person or persons duly authorized to bind the Applicant to the contract. The latter

authorization shall be indicated by written power-of-attorney accompanying the Application.

2.10.3 All pages of the Application, except for un-amended printed literature, shall be numbered and initialed by the person or persons signing the Letter of Application.

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

2.10.5 Applicants are required to submit only one bid submission and clearly indicate the categories applied for against the form for category application.

Notes on letter of application

1. The letter of application will be prepared by the applicant and will follow the form presented herein.
2. The letter of application will be prepared on the letterhead of the applicant and will include full postal address, telephone numbers, fax number and domain email address.
3. The letter of application will be signed by duly authorized representatives of the applicant.
4. Any clause which does not apply to the applicant in the letter of application herein shall be deleted by the applicant.
5. The letter of application shall be submitted with a duly filled Form for Category Application in the format contained herein.

SECTION III -LETTER OF APPLICATION (MANDATORY)

Date

To

.....
(name and address of the procuring entity)

Ladies and/or Gentlemen

1. Being duly authorized to represent and act on behalf of _____ (name of firm) (hereinafter referred to as "the Applicant"), and having reviewed and fully understood all of the pre qualification information provided, the undersigned hereby apply to be prequalified by yourselves as a bidder for Category (number ____ and name _____)
2. Attached to this letter are copies of original documents defining:
 - (a) The Applicant's legal status
 - (b) The principal place of business and
 - (c) The place of incorporation (for applicants who are corporations), or the place of registration and the nationality of the owners (for applicants who are partnerships or individually owned firms).
3. Your Agency and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents, and information submitted in connection with this application and to seek clarification from our bankers and clients regarding any financial and technical aspects. This letter of Application will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by yourselves; to verify statements and information provided in this application such as, the resources, experience, and competence of the Applicant.
4. Your Agency and its authorized representatives may contact the following persons for further information.

General and managerial inquiries	
Contact person(s)	Telephone Number Email Address

5. This application is made with the full understanding that:
- (a) Bids by prequalified applicants will be subject to verification of all information submitted for prequalification at the time of bidding.
 - (b) Your Agency reserves the right to:
 - amend the scope and value of any contract bid under this project; in such event, bids will only be called from prequalified bidders who meet the revised requirements; and
 - reject or accept any application, cancel the prequalification process, and reject all applications
 - (c) Your Agency shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for them.
6. The undersigned declare that the statement made, and the information provided in the duly completed application are complete, true, and correct in every detail.

SIGNED:	
NAME:	
FOR AND ON BEHALF OF (NAME OF APPLICANT)	

FORM FOR CATEGORY APPLICATION (MANDATORY)

(To be filled and submitted with the letter of application) – Maximum of two (2) Categories

Note: A third category may be considered where a vendor clearly demonstrates that they are conducting business in the additional category by attaching LPOs contracts or dealership and agency letters

No.	PRE-QUALIFICATION CATEGORY	
	Category Ref. No.	Description of Category
1.		
2.		

SECTION IV - STANDARD FORMS

Notes on completion of Standard Forms

Application Form 1 - **Confidential Business Questionnaire**

This form is to be completed by all applicants. Where the applicant proposes to use sub-contractors the information should be supplied in this format.

Application Form 2 - **Personnel Capabilities**

This form is to be completed by all applicants. It shall include specific positions essential to the category for pre-qualification applied for. The applicants shall provide the names of at least two candidates qualified to meet the specified requirements stated for each position. This should be accompanied **CVs** detailing relevant experience.

Application Form 3 - **Equipment Capability** (*Where Applicable*)

This form is to be completed by all applicants. It should provide adequate information to demonstrate clearly that the applicant has the capability to meet the requirements for each and all items of equipment listed in the instructions to candidates. A separate form shall be prepared for each item of equipment or for alternative equipment proposed by the applicant.

Application Form 4 - **Financial Capability including Bank Details and reference**

This is additional information to be submitted with the Audited Accounts for the last two (2) years 2013 and 2014. This form shall be completed by every applicant. If necessary, separate sheets should be used to provide complete banker information.

Application Form 5 - **Litigation History**

This form is to be completed by all applicants. It should provide information on any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution.

Application Form 6 - **Facilities, Business Premises and Workshops**

This form is to be completed by all applicants. It should provide information on the nature of facilities, business premises and workshops (as appropriate). Applicants should attach evidence of whether the facilities are owned, leased or rented. Information provided should contain full physical address and contact details.

APPLICATION FORM 1
CONFIDENTIAL BUSINESS QUESTIONNAIRE

Part 1 – General:

Business Name

Location of business premises.

Plot No..... Street/Road

Postal Address Tel No.

E- Mail Address (**domain**).....

Nature of Business ,.....

Registration Certificate No.

Maximum value of business which you can handle at any one time – Kshs.....

Name of your bankers

Branch

A/c No.....

Part 2 (a) – Sole Proprietor

Your name in full Age

Nationality Country of origin

Citizenship details

Part 2 (b) Partnership

Given details of partners as follows:

Name	Nationality	Citizenship
Details	Shares	
.....
.....
.....
.....

Part 2 (c) – Registered Company

Private or Public

State the nominal and issued capital of company-

Nominal Kshs.

Issued Kshs.

Given details of all directors as follows

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

Date

Signature of Candidate

*If a Kenya Citizen, indicate under "Citizenship Details" whether by Birth, Naturalization or registration.

APPLICATION FORM 2
PERSONNEL CAPABILITIES (MANDATORY)

Name of Applicant	
1.	Title of position Name of prime candidate Name of alternate candidate
2.	Title of position Name of prime candidate Name of alternate candidate
3.	Title of position Name of prime candidate Name of alternate candidate
4.	Title of position Name of prime candidate Name of alternate candidate

APPLICATION FORM 3

EQUIPMENT CAPABILITIES (MANDATORY – CAT. 6)

Name of Applicant		
Item of Equipment		
Equipment Information	1. Name of manufacturer	2. Model and power rating
	3. Capacity	4. Year of manufacturer
Current status	5. Current location	
	6. Details of current commitments	
Source	7. Indicate source of the equipment * Owned * Rented * Leased * Specially manufactured	

Omit the following information for equipment owned by the Applicant

Owner	8. Name	
	9. Address of owner	
	Telephone	Contact name and title
	Fax	Email
Agreements	Details or rental/lease/manufacture agreements specific to the project	

APPLICATION FORM 4
BANK DETAILS (MANDATORY)

Account Name _____
Account Number _____
SWIFT Code _____
Bank _____
Branch _____
Address of banker _____
Telephone _____
Contact name and title _____

APPLICATION FORM 5

LITIGATION HISTORY (MANDATORY)

Applicants should provide information of any history of litigation or arbitration resulting from contracts executed in the last five years or currently under execution (Instructions to Applicants, para. 4.8)

Name of Applicant			
Year	Award FOR or AGAINST Applicant	Name of client, cause of litigation, and matter in dispute	Disputed amount (current value KShs.)

APPLICATION FORM 6

FACILITIES, BUSINESS PREMISES AND WORKSHOPS

Name of Applicant	
Information on Business Premises including Workshops (Provide as may be applicable)	

APPLICATION FORM 7

DECLARATION FORM (MANDATORY)

We hereby confirm that the above information is correct and true to the best of our knowledge.

We further declare that should we be Pre-qualified as a Supplier and later the above information turns out to be untrue, we shall indemnify Kenya Ports Authority the full cost of the Contract, the advertisement charges of this tender plus all other damages that may accrue due to our false declaration.

Name and Address of Company:

M/s.....

P. O Box.....

Town.....

Telephone No.....

Fax No.....

Domain E-Mail Address

Signature.....

Name in full.....

Position.....

Official Rubber Stamp.....

Date.....

APPLICATION FORM 8

ANTI-CORRUPTION DECLARATION COMMITMENT/PLEDGE (MANDATORY)

(Sections 62, 65 & 66 of the PPAD Act, 2015)

I/We/Messrs.....

of Street, Building, P O Box.....

.....

Contact/Phone/E mail.....

declare that Public Procurement is based on a free and fair competitive Tendering process which should not be open to abuse.

I/We

declare that I/We will not offer or facilitate, directly or indirectly, any inducement or reward to any public officer, their relations or business associates, in connection with

Tender name.....

Tender No

for or in the subsequent performance of the contract if I/We am/are successful.

Authorized
Signature.....

Name and Title of Signatory.....

